SEPTEMBER 14TH, 2026, at 7:00 P.M.
ZOOM LINK:
https://us06web.zoom.us/j/82775000421

1. **CALL TO ORDER**
   A. Pledge of Allegiance- The meeting was called to order and the Pledge of Allegiance was recited.
   B. Roll Call
      1. Mayor Notham – Present
      2. Mayor Pro Tem Martinez – Present
      3. Trustee Baker – Present
      4. Trustee Fulton – Present
      5. Trustee Meisner – Present
      6. Trustee Schutt – Present
      7. Also present were Town Administrator Saine, Public Works Director Meisner, Town Attorney Choate via Zoom, Court Clerk/Permit Clerk Williams, Police Officer Schwab, and Town Clerk/Treasurer Ciembronowicz.
      8. The Mayor declared that a quorum was present.

2. APPROVAL OF THE AGENDA

   A. **Motion: Trustee Schutt** moved to approve the agenda as presented.
   B. **Second: Trustee Fulton**
   C. There being no further discussion, the Mayor called for a voice vote.
      1. **Voice Vote:**
         ⇒ **Yea – Voice Vote**
         ⇒ **Nay – None heard**
      2. **Motion PASSED.**

3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:
(This time is allowed for individuals to address the Board on anything that is not listed on the Agenda. If you would like your issue to be placed on a future agenda, please make the Board aware. Speakers are limited to three (3) minutes and the information offered will be taken under consideration. No discussion or responses will be given during this period.)

4. **REPORTS** (10 Min)
   A. Mayor
      1. Mayor Notham reported that he had no additional matters to report.
   B. Staff Reports
      1. None given.
   C. Town Clerk
      1. The Town Clerk recognized the Court Clerk Williams for work undertaken to clean up outstanding court matters and older court dockets and for addressing permitting matters, including excavation permits.
      2. The Town Clerk also recognized the Guest Relations Specialist Droessler for conducting an audit of utility accounts and reviewing accounts with billing discrepancies.
      3. The Town Clerk advised the Board that the Town had received additional information from CIRSA that would require attention in connection with future business and Town operations.

4. No formal action was taken.

D. Public Works
   1. Public Works reported no additional matters.

E. Town Trustees
   1. The Mayor invited reports from the Trustees. No separate Trustee reports were presented.

F. Police Reports
   1. The Police Report was presented as part of the materials
   2. The Mayor asked whether the Board had questions regarding the Police Report. No questions were raised.
   3. No formal action was taken.

G. Town Administrator
   1. **Utility Billing** - The Town Administrator began by recognizing Town staff for extensive work undertaken to identify and correct utility-billing discrepancies going back as far as 2019 Pre-COVID. The Administrator reported that staff had identified accounts that had not been billed appropriately, including instances of overbilling, and had also discovered older system and account issues that had remained from previous years. Some problems involved outdated information or settings that had not been adjusted to current operations.
   2. **Court Docket** - The Administrator additionally recognized the Court Clerk Williams for work undertaken to address older court dockets and ensure that appropriate actions previously directed by the Municipal Judge were being completed.
   3. **Land-Use/Animal Matter** - The Administrator provided an update concerning documents previously provided to the Board relating to Mr. Manuel Agrippino's property and animals. The Administrator stated that application materials had previously been provided and that staff would have assisted with completion of the documents had they been submitted, but were not for over six months. The Administrator reported that documents had subsequently been submitted to the Town Planner and that the application was incomplete. The Planner had responded identifying additional information necessary to complete the application. The application is now awaiting that response.
   4. **Fall Clean-Up Day -** The Administrator discussed planning for the Town's Fall Clean-Up event and advised that Trustee volunteers would be needed to assist as Public Works had declined.
      - ⇒ Because of the time necessary to advertise and organize the event, the Board discussed moving the clean-up into October.
      - ⇒ The Board discussed dumpster capacity, staffing, collection procedures, metal recycling, mattresses and bulky items, and experiences from previous clean-up events in which a relatively small number of residents brought multiple loads and filled dumpsters before other residents had an opportunity to participate.
      - ⇒ The Board discussed establishing a two-load limit per household to provide more equitable access to available dumpster capacity.
      - ⇒ Members also discussed reserving a separate area or dumpster for metal.
      - ⇒ **Trustee Shutt** and **Trustee Fulton** Volunteered to assist.

⇒ The Board generally supported limiting participation to two loads and discussed October 10, 2026, as a potential date, subject to final scheduling and coordination.

5. **Gilcrest Daze** - The Administrator advised that budget preparation was requiring substantial staff time and could affect the timing of Gilcrest Daze.
   ⇒ The event had been contemplated for October 3; however, the Administrator advised that it might need to be moved to October 17 depending upon completion of budget work.
   ⇒ The Board discussed weather considerations associated with holding the event later in October and whether the event should proceed this year.
   ⇒ A potential Gilcrest Daze Christmas Fair was also discussed.
   ⇒ No formal motion was taken.
6. **School/Contractor Correspondence -** The Town Administrator discussed a proposed response to correspondence received from the school concerning work performed in connection with the sprinkler system and excavation.
   ⇒ Public Works had been consulted regarding whether the Town had received advance communication before the work occurred and stated that staff reported no such communication.
   ⇒ The Town Administrator explained that earlier coordination with the Town could have allowed Town staff and the project's contractor to address excavation and permitting issues directly, but communication only occurred after the fact.
   ⇒ The Town Administrator stated that USDA contract responsibility reviewed and that the matter was also being reviewed with USDA because the underlying project had not yet been formally closed.
   ⇒ A proposed response letter was circulated to Board members. Trustees were given the option to sign the correspondence.
7. **Budget Retreat and Budget** Review – The Town Administrator discussed scheduling an October budget retreat and recommended conducting the retreat locally at Town Hall rather than incurring the cost associated with an out-of-town retreat.
   ⇒ The Administrator emphasized the value of reviewing the Town budget line by line so that Board members understand individual expenditures and departmental budgets before voting on the annual budget.
   ⇒ Staff advised that a scheduling survey would be circulated to determine the date that accommodated the greatest number of Board members. Individual meetings could be arranged for Trustees unable to attend the selected retreat date.
   ⇒ The Board also discussed a September 28 work session at 6:00 p.m. for preliminary budget-related matters.
8. Planning Commission - The Administrator discussed reestablishing the Town Planning Commission and the importance of filling Planning Commission positions.

⇒ The Administrator explained that the Planning Commission provides recommendations to the Board on land-use matters and provides an additional level of review before matters reach the Board of Trustees.
⇒ The Administrator stated that the Town Code provides for a Planning Commission and that several residents had previously expressed interest in serving.
⇒ The Board discussed advertising for interested residents and seeking at least five members so that absences would not prevent the Commission from conducting business.
⇒ The Administrator also discussed providing land-use and quasi-judicial hearing training to both Planning Commission members and the Board so that both bodies receive consistent information regarding their respective responsibilities.

5. CONSENT AGENDA – Town Clerk (1 Min)

A. **Motion: Trustee Schutt** moved to approve the Consent Agenda.
B. **Second: Mayor Pro Tem Martinez**.
C. Discussion
1. Trustee Baker raised concerns regarding payroll figures contained within the financial information and questioned differences between previously presented figures and the current payroll amount.
2. The Town Clerk discussed how there were no payroll figures in reports or bills and therefore questioned what might be the confusion. Discussion followed regarding how payroll information had historically been presented, the Town's existing policies regarding personnel/payroll information, Trustee access to payroll records by coming into the office at any point to inspect the binders, and which information may appropriately be presented publicly and what can not.
3. Staff advised that Trustees could review the payroll binder and that the compensation study and payroll matters were already contemplated for discussion on September 28.
4. The Board discussed addressing the matter during the September 28 work session and potentially considering whether existing Town policy concerning presentation of payroll information should be amended.
5. The original motion to approve the Consent Agenda remained pending.
6. Roll Call Vote
⇒ **Mayor Pro Tem Martinez – Yes**
⇒ **Trustee Baker – No**
⇒ **Trustee Fulton – Yes**
⇒ **Trustee Meisner – No**
⇒ **Trustee Schutt – Yes**
⇒ **Vote: 3 Yea, 2 Nay.**
⇒ **Motion PASSED.**

D. Minutes of the Work Session of the Board of Trustees Meeting August 31st, 2026
E. Minutes of the Board of Trustees Meeting August 31st, 2026
F. Bills (1) and Reports (1)

6. NEW BUSINESS:

A. Adoption of Motor Vehicle Code of 2024 - Town Clerk (10 Min)

1. Adoption of Motor Vehicle Code of 2024 – Ordinance No. 2026-04. The Town Clerk presented the proposed adoption of the 2024 Model Traffic Code.
2. The Board was advised that the Town was operating under the 2020 Model Traffic Code which was not formally adopted town, yet amendments were previously adopted by the Town to the code which then assumes and indicates the code was adopted.
3. The Town Clerk reported that the Municipal Judge, Prosecutor, and Court Clerk had inquired that the Town update to the 2024 Model Traffic Code and that the proposed ordinance incorporated changes and recommendations reviewed by court personnel.
4. The Town Clerk explained that this was the first reading and that the ordinance would be published before returning for subsequent consideration, providing both the Board and public additional time to review the proposed provisions.
5. The Mayor opened the matter for public comment.
   ⇒ **No public comment was received.**
6. Board discussion included enforcement responsibility and questions concerning vehicles parked for extended periods, vehicle registration and license plates, and the distinction between enforcement of the traffic code and enforcement involving vehicles located on private property.
   ⇒ Staff indicated that this had been in the code, but was being inadequately enforced.
7. **Motion: Trustee Schutt** moved to adopt the 2024 Model Traffic Code on first reading.
   ⇒ **Second: Mayor Pro Tem Martinez.**
   ⇒ **Roll Call Vote**
   ⇒ **Mayor Pro Tem Martinez – Yes**
   ⇒ **Trustee Baker – Yes**
   ⇒ **Trustee Fulton – Yes**
   ⇒ **Trustee Meisner – Yes**
   ⇒ **Trustee Schutt – Yes**
   ⇒ **Vote: 5 Yea, 0 Nay.**
   ⇒ **Motion PASSED UNANIMOUSLY.**

B. URA Professional Services Agreement - Town Administrator (10 Min)

1. The Town Administrator presented the Professional Services Agreement associated with formation of an Urban Renewal Authority.
2. The Administrator explained that the consultant had been selected through the Town's RFB process and placed on BidNet. Through the competative RFB process two proposals had been received. A scoring matrix and cost-benefit analysis were used to evaluate the proposals.
3. The proposed work was described as occurring in phases. Phase One would address formation of the authority and include project kickoff, stakeholder engagement, a Town-wide conditions survey and analysis, preparation of formation

documents and bylaws, compliance materials, coordination with Town legal counsel, required filings and records, and presentation/adoption assistance.

4. The Administrator discussed tax-increment financing and explained that establishing the appropriate baseline before the end of the fiscal year was one reason for moving the process forward.
5. Board members asked about the procurement process, number of proposals received, ability to review the scoring information, project schedule, and funding.
6. The Administrator reported that **two proposals** had been received and that the Board could review the evaluation matrix. The Administrator further reported that grant funding would cover **100% of the professional-services cost with no Town match**.
7. **Motion:** Trustee Schutt moved to approve the URA Professional Services Agreement.
    - ⇒ **Second:** Mayor Pro Tem Martinez.
    - ⇒ **Roll Call Vote**
    - ⇒ **Mayor Pro Tem Martinez – Yes**
    - ⇒ **Trustee Baker – Yes**
    - ⇒ **Trustee Fulton – Yes**
    - ⇒ **Trustee Meisner – Yes**
    - ⇒ **Trustee Schutt – Yes**
        a. **Vote: 5 Yea, 0 Nay.**
8. **Motion PASSED UNANIMOUSLY.**

C. Proclamation of Patriots Day and September 11th - Town Administrator (2 Min)

1. The Mayor read **Proclamation 2026-01, Remembering the Victims and Heroes of September 11th**, recognizing those killed in the September 11, 2001 terrorist attacks; first responders, rescue and recovery workers, survivors, members of the Armed Forces, law enforcement, intelligence professionals, and their families; and encouraging continued remembrance, service, and civic responsibility.
2. **Motion: Trustee Baker** moved to approve Proclamation 2026-01.
    - ⇒ **Second:** Ma**yor Pro Tem Martinez.**
    - ⇒ **Voice Vote**
    - ⇒ **Yea – Voice Vote**
    - ⇒ **Nay – None heard**
    - ⇒ **Motion PASSED.**

D. Proclamation Affirming Constitutional Rights and Freedom From Unlawful AI Surveillance - Town Administrator (2 Min)

1. The Town Administrator presented Proclamation 2026-02 concerning the Town's stated position regarding artificial-intelligence-enabled surveillance.
2. The Administrator explained that the proclamation distinguished ordinary security-camera use from the use of artificial intelligence to identify or track individuals or vehicles and stated that the proclamation was intended to express the Town's position concerning such tracking technology.

3. The Board discussed the intended scope of the proclamation and clarified that it concerned the Town's use of AI-enabled tracking technology rather than prohibiting ordinary cameras.
4. **Motion:** Trustee Schutt moved to approve Proclamation 2026-02.
   ⇒ **Second:** Mayor Pro Tem Martinez.
   ⇒ **Voice Vote**
   ⇒ **Yea – Voice Vote**
   ⇒ **Nay – None heard**
   ⇒ **Motion PASSED.**

E. Proclamation Affirming Consumer Energy Choice and Free Market Principles - Town Administrator (2 Min)
1. The Town Administrator presented Proclamation 2026-03 concerning consumer energy choice.
2. The Administrator described the proclamation as expressing a Town position that residents should retain choices among available energy technologies and sources rather than the Town requiring conversion to a particular type of energy system.
3. Discussion included natural gas, electric systems, solar energy, heat pumps, and the distinction between allowing consumer choice and the practical availability of utility providers within a particular service territory. Trustees also acknowledge that many communities were requiring renewable only, but that might be cost prohibitive to some and that all forms should be available for consumer choice.
4. **Motion:** M**ayor Pro Tem Martinez** moved to approve Proclamation 2026-03.
   ⇒ **Second: Trustee Schutt**.
   ⇒ **Voice Vote**
   ⇒ **Yea – Voice Vote**
   ⇒ **Nay – None heard**
   ⇒ **Motion PASSED.**

F. Proclamation in Support of Truth, Constitutional Duty, and Responsible Government - Town Administrator (2 Min)
1. Proclamation 2026-04 was read and discussed at length.
2. The proclamation addressed the pending mayoral recall, the Board's constitutional and statutory duties, the right of residents to petition for recall, and statements concerning the grounds advanced in support of the recall.
3. Board members expressed differing views regarding whether the Board should adopt a proclamation addressing the recall. Some members questioned whether the Town and Board should take a position regarding a pending election and suggested removing portions of the proclamation concerning support for Mayor Notham.
4. Other participants argued that the proclamation distinguished the Board's statutory obligation to proceed with the recall process from individual Board members' views concerning the lack of truth in the allegations underlying the recall.
5. The Mayor further discussed his disagreement with several allegations contained in the recall grounds while recognizing residents' legal right to pursue the recall.

6. Discussion continued regarding whether the proclamation should remain as drafted or whether portions should be removed.
7. **Motion:** Mayor Pro Tem Martinez moved to approve Proclamation 2026-04.
   - ⇒ **Second:** Trustee Fulton.
   - ⇒ **Voice Vote**
   - ⇒ **Yea – Three Yea**
   - ⇒ **Nay – Two Nay**
   - ⇒ **Motion PASSED.**
   - ⇒ **Because proclamations are conducted by voice vote rather than individual roll call, each Trustee's individual vote is not recorded.**

G. Recall Election Date Resolution and Direction – Town Clerk (2 Min)

1. The Town Clerk presented the resolution establishing the date for the recall election.
2. The Town Clerk explained that the recall petition had completed the applicable review and protest process and that the Board had reached the procedural stage at which an election date was required.
3. The Town Clerk reviewed the election calendar, including candidate-petition circulation, signature review and cure periods, UOCAVA/overseas-voter requirements, the statutory election window, the November general election, and the requirement that the election occur on a Tuesday.
4. Based upon the applicable timelines, the Town Clerk reported that **Tuesday, December 8, 2026** was the only date that fit within the required election statutory calendar requirements.
5. The Town Clerk emphasized that establishing the date did not determine whether the election would be conducted as an in-house polling-place election, an in-house mail-ballot election, or through Weld County as a mail-ballot election.
6. The Board discussed obtaining comparative costs for the available election methods.
7. The Town Clerk additionally advised that an appeal of the recall protest determination to District Court could stay the recall timeline until judicial proceedings were resolved.
8. **Motion:** T**rustee Schutt** moved to approve the recall-election-date resolution establishing **December 8, 2026** as the recall election date.
   - ⇒ **Second:** Trustee Baker.
   - ⇒ **Voice Vote**
   - ⇒ **Yea – Voice Vote**
   - ⇒ **Nay – None heard**
   - ⇒ **Motion PASSED.**
   - ⇒ **Board Direction**
9. The Board directed the Town Clerk to obtain a cost comparison for:
   - ⇒ Town-administered polling-place election;
   - ⇒ Town-administered mail-ballot election; and
   - ⇒ Weld County-administered mail-ballot election.

⇒ No separate vote was taken on the direction and would not until a cost comparison was completed.

7. OLD BUSINESS:

A. Vacancy Determination and Appointment Process - Town Administrator (2 Min)

1. The Town Administrator reported that former Trustee Cameron Howton had submitted an email vacating his Board seat.
2. The Board discussed options for handling the vacancy until the November election.
3. The Town Administrator explained that one option was to consider prior election results and offer the temporary vacancy to the next available vote-getter.
   ⇒ The first person identified had declined because of health considerations.
   ⇒ **Teresa Cole**, the next identified candidate, had indicated that she would be willing to serve.
4. The alternative discussed by the Town Administrator was leaving the position vacant until voters filled the seat through the November election.
5. Trustee Fulton expressed support for appointing Teresa Cole, noting that she had previously participated in the election process and received votes from residents. Other Board members discussed allowing voters to determine the seat in November.
6. **First Motion – Appointment of Teresa Cole**
   ⇒ **Motion:** Trustee Fulton moved to appoint **Teresa Cole** to fill the vacant sixth Trustee seat until the November election.
   ⇒ A second was made by **Trustee Fulton**.
   ⇒ **Roll Call Vote**
   ⇒ **Mayor Pro Tem Martinez – No**
   ⇒ **Trustee Baker – No**
   ⇒ **Trustee Fulton – Yes**
   ⇒ **Trustee Meisner – No**
   ⇒ **Trustee Schutt – Yes**
   ⇒ The Chair announced that the **Motion FAILED**.
   ⇒ **Recorded votes: 2 Yea, 3 Nay**
7. **Second Motion – Leave Vacancy Open Until November**
   ⇒ **Motion: Trustee Baker** moved to leave the Trustee seat vacant until the November election.
   ⇒ **Second: Mayor Pro Tem Martinez**.
   ⇒ **Roll Call Vote**
   ⇒ **Mayor Pro Tem Martinez – Yes**
   ⇒ **Trustee Baker – Yes**
   ⇒ **Trustee Fulton – No**
   ⇒ **Trustee Meisner – Yes**
   ⇒ **Trustee Schutt – No**
   ⇒ **Vote: 3 Yea, 2 Nay.**

⇒ **Motion PASSED.**

8. The Trustee position will therefore remain vacant until the November election.

B. Cell Phone Code Of Conduct Policy Direction - Town Administrator (2 Min)

1. The Town Administrator presented proposed direction concerning use of personal cellular phones during Board meetings and incorporating the requirements into the Board's Code of Conduct.
2. Discussion focused particularly on the risks associated with cell-phone use during quasi-judicial and land-use hearings, including communications occurring outside the public meeting record and public-record implications associated with Town-related communications conducted on personal devices.
3. Board members discussed using cell phones to take notes, availability of Town-issued computers, emergency situations, and whether implementation should be delayed until each Trustee had access to Town equipment.
4. The Mayor stated that emergencies would be accommodated by allowing a member to step outside the meeting to address the emergency. Discussion emphasized the preference for Town-owned equipment for official meeting activities.
5. A Point of Order was raised during overlapping discussion, and the Mayor directed participants to speak individually for purposes of the meeting record.
6. The Town Administrator clarified that the item was seeking **direction**, rather than final adoption of an ordinance at this meeting, and that any Code amendment would proceed through the required ordinance process.
7. The Mayor asked whether the Board wished the Town Administrator to continue developing the proposed Code of Conduct amendment.
8. **Board Direction/Consensus:** A majority of the Board indicated support for the Town Administrator proceeding with preparation of the proposed Code of Conduct amendment for the protection of the Board's personal electronic devices from being seized.
9. **No formal motion or individual roll-call vote was taken as the staff was merely seeking direction to continue or to cease.**

C. Code Enforcement Policy and Procedure Resolution – Town Clerk (5 Min)

1. The Town Clerk presented the Code Enforcement Policy and Procedure Resolution, which had been tabled at the prior meeting.
2. The Town Clerk explained that the policy had been developed with the Town's code-enforcement provider and staff to establish consistent procedures so that similarly situated residents would receive consistent treatment.
3. The proposed procedure included initial notification, an opportunity to correct a violation, subsequent enforcement and fines, and eventual referral to Municipal Court when violations remain unresolved.
4. The Town Clerk explained that much of the document reflected requirements already contained in the Town Code rather than creating new substantive offenses.
5. Discussion included confidentiality of complainants. The Clerk explained that while the Town does not accept anonymous complaints, staff attempts to protect complainant information where appropriate; however, records may have to be disclosed if required by lawful court process.

6. The Board also discussed provisions allowing temporary RV occupancy when a resident is actively rebuilding a home following a fire, broken pipes, or another qualifying circumstance. Staff explained that an applicant would need to demonstrate a good-faith rebuilding effort, continued progress, and an anticipated timeline as outlined in the policy.
7. The Board discussed existing restrictions on long-term residential use of RVs, temporary visitor use, and the need for consistent enforcement.
8. Discussion also addressed inspection authority contained in existing Town Code and the interchangeable use of the terms "Town Manager" and "Town Administrator" in various Code provisions.
9. Staff clarified that the measure before the Board was a resolution, rather than an ordinance, and therefore would become effective upon approval rather than requiring first and second readings.
10. **Motion: Trustee Schutt** moved to approve the Code Enforcement Policy and Procedure Resolution.
    - ⇒ **Second: Trustee Fulton.**
    - ⇒ **Roll Call Vote**
    - ⇒ **Mayor Pro Tem Martinez – Yes**
    - ⇒ **Trustee Baker – Yes**
    - ⇒ **Trustee Fulton – Yes**
    - ⇒ **Trustee Meisner – Yes**
    - ⇒ **Trustee Schutt – Yes**
    - ⇒ **Vote: 5 Yea, 0 Nay.**
    - ⇒ **Motion PASSED UNANIMOUSLY.**

D. Industrial Alignment Ordinance - Town Administrator (5 Min)

1. The Town Administrator presented Ordinance No. 2026-03 concerning alignment of zoning provisions applicable to light-industrial and vehicle-service/repair uses.
2. The Administrator explained that existing Town Code allowed vehicle-repair uses in certain commercial and industrial districts but did not treat the relevant industrial districts consistently. The proposed ordinance was intended to reconcile those provisions.
3. The ordinance also addressed mandatory site-plan review in specified zoning districts and use regulations for light-industrial and vehicle-service/repair businesses.
4. The Mayor opened the ordinance for public comment.
    - ⇒ **No public comment was received.**
    - ⇒ The Board clarified that the provisions applied to businesses operating vehicle-service or repair uses rather than a resident merely working on a personal vehicle.
    - ⇒ **Motion: Mayor Pro Tem Martinez moved to approve Ordinance No. 2026-03 on first reading.**
    - ⇒ **Second: Trustee Fulton**.
    - ⇒ **Roll Call Vote**

⇒ **Mayor Pro Tem Martinez – Yes**
⇒ **Trustee Baker – Yes**
⇒ **Trustee Fulton – Yes**
⇒ **Trustee Meisner – Yes**
⇒ **Trustee Schutt – Yes**
⇒ **Vote: 5 Yea, 0 Nay.**
⇒ **Motion PASSED UNANIMOUSLY.**

8. EXECUTIVE SESSION:

A. The Town Board will consider adjourning to executive session to discuss a personnel issue, as permitted by C.R.S. 24-6-402(4)(b). No formal action will be taken during the executive session. The executive session will not be open to the public.

B. At approximately **8:54 p.m.**, the Mayor requested a motion to adjourn from the open portion of the regular meeting and enter executive session to discuss a personnel matter pursuant to the statutory authority stated during the meeting as **C.R.S. § 24-6-402(4)(b)**.

1. **Motion: Trustee Schutt** moved to enter executive session.
2. **Second: Trustee Baker**.
3. **Roll Call Vote**
   - ⇒ **Mayor Pro Tem Martinez – Yes**
   - ⇒ **Trustee Baker – Yes**
   - ⇒ **Trustee Fulton – Yes**
   - ⇒ **Trustee Meisner – Yes**
   - ⇒ **Trustee Schutt – Yes**
   - ⇒ **Vote: 5 Yea, 0 Nay.**
   - ⇒ **Motion PASSED UNANIMOUSLY.**

C. At approximately **8:55 p.m.**, the Board entered executive session. The Mayor requested that only the Board of Trustees, Town Clerk, Town Administrator, and Town Attorney remain.

D. No action was taken in Executive Session.

9. **ADJOURNMENT:** No vote is required to adjourn.

Attest:

TOWN OF GILCREST SEAL COLORADO

Mayor Steven Nothem

Town Clerk/Treasurer Hana Ciembronowicz