Regular Meeting Minutes of
The Board of Trustees
Town of Gilcrest, Colorado
304 8th Street – Town Hall
August 5, 2024, 7:00 P.M.

1. CALL TO ORDER: 7:00 P.M.

a. Pledge of Allegiance
b. Roll Call – Mayor Nothem; Trustees: Howton, Fulton, Agripino, Garza, Howard
Absent: Trustee Castro
c. Town Staff Present: Dan Dean, Town Administrator; Brenda Joseph, Town Clerk/Treasurer, Bob Meisner, Public Works Supervisor

2. APPROVAL OF THE REGULAR AGENDA:

Motion – Trustee Howton, Motion to approve the Regular Agenda, **2nd – Trustee Howard.** All voted Aye. **Motion carried (5-0).**

3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:

None

4. CONSENT AGENDA:

a. Board of Trustee Minutes for July 15, 2024
b. Bills for Approval
c. Kroger Opioid Settlement Agreement
d. Weld County Referral – ZMPH24-0013

Motion – Trustee Howton, Motion to approve the Consent Agenda, **2nd – Trustee Garza,** All voted Aye. **Motion carried (5-0).**

5. PUBLIC HEARING: CENTRO DE LA FAMILIA

a. Head Start Public Hearing Final Plat

Mayor Nothem announced that they will now recess the regular portion of the meeting at 7:03 PM. He next explained that he would like to open the public hearing at 7:03 pm. He then explained that he will now turn the Public Hearing over to Town Administrator Dean.

Town Administrator Dean explained that The Town Board continued a public hearing to consider the final plat for Centro de la Familia (CDLF) from June 3, 2024, to July 1, 2024, and then to August 5, 2024. The continuance was to allow CDLF additional time to submit cost estimates for infrastructure improvements. The estimates were received

on July 30, 2024. He further explained that Element Engineering's Staff has been unable to clarify some of the estimates with the applicant's engineers. Also, once we reach agreement on the estimates, they need to be incorporated in the development agreement and the applicant needs to be given time to review the draft agreement before the Board can give final approval to the Final Plat.

In addition, Town Administrator Dean explained that he spoke with the applicant to discuss the date to continue the hearing to. He added that CDLF would like to continue the Public Hearing to Monday, August 19, 2024.

Mayor Nothem explained that he will now close the Public Hearing at 7:06 pm to resume the regular portion of the Board Meeting at 7:06 pm.

Town Administrator Dean further explained that Monday, August 19, 2024, is when he will not be able to attend the Board meeting because he will be out of Town. He added that if he needed to, he could try to call in or zoom into the meeting. He also suggested that if the Board would like he could respond to CDLF by seeing if the following Monday, August 26, 2024, would work for them for the Public Hearing.

Mayor Nothem asked Town Administrator Dean if Town Planner McCool can be at the Public Hearing in his place? He explained that he can contact her to ask if she is available. If she is not able to attend, it may be alright since they should have all the information for review by next week and he can ask her questions beforehand. He added that if needed he could also see if she could be available by phone just in case, they have any further questions. Additionally, the cost estimates will go into the agreement that Attorney Brown will provide the Town with, and the Board will review the agreement as well.

Motion – Trustee Agripino, Motion to continue the public hearing to consider the final plat for Centro de la Familia to Monday, August 19, 2024., **2nd – Trustee Howard,** All voted Aye. **Motion carried (5-0).**

6. OLD BUSINESS:

a. Gilcrest Daze Discussion

Trustee Garza reported that as of today they now have twenty-four vendors that have signed up for Gilcrest Daze and five vendors that are pending which means that they now have enough vendors signed up to go forward with the food and booths as planned in the Gilcrest Municipal Park, 1211 County Road 31. In addition to the food and booths from 10:00 am – 3:00 pm, in the Gilcrest Municipal Park, there will also be a DJ, El Mero Perro, who has volunteered to be there too from 10:00 am to 3:00 pm to play music and make announcements as needed.

Trustee Agripino also reported that the Old Timer Softball Game is all set for Gilcrest Daze too. It is being held at Valley High School Field, Saturday, August 24, 2024, beginning at 8:00 am.

In addition, Trustee Garza added that she has already confirmed with some local businesses that the Town Board can hang up flyers in their business to advertise Gilcrest Daze. She also added that Fritzler Farms mentioned that they would advertise Gilcrest Daze on their banner for the Town as well.

Also, Trustee Garza pointed out that she has handed out a copy of the flyer she has put together for Mayor Nothem and the Board to review that will be posted as normal and handed out as advertisement for Gilcrest Daze. She further explained that after visiting with Trustee Agripino there has been a change in the venue for the evening event portion of Gilcrest Daze. This has also been included in the flyer. The evening event will now be located on Trustee Agripino's property, 815 Starbird Avenue, Gilcrest, instead of Gilcrest Municipal Park. There will be live music, by the band Wild Nights, arranged by Trustee Agripino, from 6:00 pm to 10:00 pm.

Also, Trustee Garza reported that a Horseshoe and Cornhole Tournament has been added to the evening event. She pointed out that sign up for the Horseshoe and Cornhole Tournament will be at 3:00 pm, Saturday, August 24, 2024, and the tournament will begin at 4:00 pm. She mentioned that she has also added to the flyer "All vendors are welcome to switch to the afternoon/evening location." She further explained that it has been added to the flyer so that if there were a vendor(s) who would like to have a booth at both the daytime and the evening events they can at no extra cost to the vendor.

Mayor Nothem and the Board briefly discussed the parking for the evening event and asked Trustee Agripino if there is enough parking for the event on his property at 815 Starbird Avenue. Trustee Agripino responded that there should be plenty of parking spaces at his property and along the street in front of his property. The attendees can also park along the street along Liberty Park.

In addition, Trustee Howard explained that she and her family live on the property behind Trustee Agripino's property and the only access for them to their home is Washington Boulevard. She asked Mayor Nothem and the Board if it would be ok for her and he husband to put up no parking signs in front of Washington Boulevard, at their entry way on to their property, to prevent vehicles from blocking their road by parking on it and/or in front of it. Mayor Nothem and the Board responded yes that would be fine for them to put them up for the evening event.

Also, Trustee Garza reported that Trustee Agripino is the one in charge of arranging toilets and trash for the full event, day, and evening.

Additionally, Trustee Garza commented that for next year's Gilcrest Daze event they will need a committee to help arrange the event. She added that they can ask for volunteers

from the community to help with everything. She also reminded everyone the deadline for the vendor applications is Monday, August 12, 2024, and she asked for volunteers to help go door to door this week to complete the Community Survey and pass out the Gilcrest Daze flyers for this year's event. Trustee Fulton responded that she would help. Trustee Howard asked what days this week. Trustee Garza responded that she was planning to go either Wednesday, Thursday or Friday depending on what worked for everyone.

7. NEW BUSINESS:

a. Subdivision Reimbursement Agreement - Western Equipment & Truck, Inc.

Town Administrator Dean explained that the Town recently received an application for a minor subdivision, a reimbursement agreement along with a deposit of $3,000.00 from Western Equipment & Truck, Inc. He pointed out that he has included the agreement in the Board packet for their review. For clarification, Town Administrator Dean added that it is for five acres and is a part of the approximate fifty-eight acres of land, off Fourth Street, owned by Craig Sparrow, Western Equipment & Truck, Inc. Additionally, he explained that since Trustee Agripino is also a part of this agreement, he will be recusing himself. Trustee Agripino responded that he is recusing himself from this and he added that for full disclosure he is a part owner-applicant. Trustee Agripino further explained that they are splitting the five acres off to make it a separate lot.

Motion – Trustee Garza, Motion to approve authorizing the Mayor to sign the reimbursement agreement with Western Equipment & Truck, Inc., **2nd – Trustee Howton, Motion carried (4-0).**

8. REPORTS:

a. Town Administrator

Town Administrator Dean reported that recently the Town received the November 5, 2024, Election Calendar from Town Attorney Hoffmann. He added that it has also been included in their Board packet for review. He pointed out that the first day for Trustee and Mayor Candidate packets to be picked up for the Tuesday, November 5, 2024, Election, is tomorrow, Tuesday, August 6, 2024. Town Clerk Joseph has the Candidate packets ready for those interested. He added that they are due back to Town Clerk Joseph no later than Monday, August 26, 2024. Packets will be available August 6, 2024, when the office opens. Mayor Nothem added a brief reminder that anyone running for Trustee or Mayor will need to keep their own records of any contributions received and/or any personal expenditures and that they will also need to be sure to report them on time to Town Clerk Joseph.

In addition, Town Administrator Dean explained that Town Attorney Hoffmann

has also provided a memo on House Bill 24-1107 regarding appeals of land use decisions. He pointed out that he has included the memo, Challenges to Land Use Decisions under Rule 106, in the Board packet as well.

Additionally, Town Administrator Dean reported that the Town received notice from Central Weld County Water District of water rate increases effective with the November 2024 billing. Also, he has asked Mike Hager with Element Engineering to review these along with last year's increases and make a recommendation regarding the Town customer rates.

Furthermore, He explained that the Town received a request for a structure agreement with the Central Colorado Water Conservation District. It relates to their gravel mining operation in relation to a sewer line the Town has in Weld County Road 42. He added that he has forwarded it to Public Works Supervisor Meisner and Mike Hager for review. He asked that if any of the Board has any thoughts about what should be included in an intergovernmental agreement (IGA) with the district, to please let him know.

Also, he reported that the issue of people driving ATVs, Gators, & OHVs on Town streets has recently come to his attention. He added that driving these vehicles on Town Streets is not permitted. This topic has also been included in past newsletters including the May 2024 newsletter to let residents know it is not permitted. He contacted Platteville Police Chief Dwyer for more information. He has included the information provided by Platteville Police Chief Dwyer in the packet for their review. He also explained that the Town Board can permit this if they want to. He will take directions from the Board on how to proceed. After a brief discussion, Mayor Nothem and the Board of Trustees explained that at this time they do not want to make any changes, but they will let him know if at some point in the future they want to discuss the possibility of permitting them.

Additionally, Town Administrator Dean reported that he attended an on-line meeting hosted by Weld County regarding an upcoming flood mapping update for the County Wide Flood Mapping Program.

Town Administrator Dean concluded his report by pointing out that he will be setting up work sessions for Budget 2025 so please be thinking of things you would like to discuss.

b. Board of Trustees

Trustee Fulton commented that she noticed that on Dawn Avenue the lawns do not look like they did in the past. She explained that she asked some of the residents that live on Dawn Avenue about it to see what the reason(s) for the change might be. She further explained that she was told that a main reason is due to the much higher water rates and that their Town bills have increased so much that it is too expensive to water like they did in the past. She added that she has been thinking about ways to help and wondered if maybe the Town should consider allowing homeowners to put in artificial turf/grass to replace their lawns to cut down on the cost of watering. Public Works

Supervisor Meisner also commented that it seems to not just be Dawn Avenue; it looks the same in many places all around the whole Town. Mayor Nothem responded that it would be a good idea to look into some alternatives that could possibly help. Trustee Howard added that sometimes water restrictions might be contributing to it as well and she also suggested that xeriscaping might help. Town Administrator Dean also added that astro turf may not be a cooler alternative especially for the hotter months like xeriscaping might be. The artificial turf can get very hot in the summer months.

Trustee Howton reported that the same camper is parked at Birch Street and Tenth Steet again and he is wondering if something can be done to get the owners of the camper to move it again due to school is starting, and the kids will be walking by there. Also, he reported that there is a tree on the corner of Twelfth Street and Vine Street that is blocking the view, making it difficult to see any oncoming traffic or pedestrians at that corner. He asked if something could be done about it. Town Administrator Dean responded that this issue has been reported to the Town's Code Enforcement Officer Pratt and he is following up on it. The resident has been given notice to trim the tree back as it is a hazard.

Trustee Agripino commented that being a good steward to the Town and setting a good example he would like the Board of Trustees to look at sending out Request for Proposals (RFPs) for the professional services contracts. He believes RFPs should be sent out for the Town Attorney, Town Engineer, and Town Planner. With the rate increase effective January 1, 2025, for the Town Attorney, he believes the Town should look to see what the rates are for others offering these same professional services. Mayor Nothem and the Board asked Town Administrator Dean to please research/prepare for this.

Trustee Garza asked where the money will go for the Kroger Opioid Settlement Agreement. Mayor Nothem and Town Administrator Dean explained that the Town will not get any of the funds directly from the Settlement. Town Administrator Dean added that it goes to the State and the State will then decide how to use it for all sixty-four counties in Colorado. Also, Trustee Garza mentioned that she noticed that many of the resident's homes around her neighborhood have their windows open these days even though it has been extremely hot outside. She added that now that Xcel Energy has changed the older meters out with the new smart meters the electric bills are much higher than in the past. The Board briefly discussed the issue and how unfortunately the Town is not able to assist residents with this situation. The residents would need to contact Xcel Energy for assistance. Also, that it is their understanding that Xcel Energy made it optional for homeowners to replace the old meters with the smart meters and that Xcel now has new tiered rates.

Mayor Nothem asked if everyone had seen the new "Welcome to Gilcrest" sign when coming into Town from the North. He added that it looks nice and was thinking it would be nice to have one like it when coming into Town from the South as well. He added that the Town has been working on it in hopes to get permission from the Colorado Department of Transportation to put up the sign on the East side of Highway 85.

9. **EXECUTIVE SESSION**: - If Needed

10. **ADJOURNMENT:**

Motion – Trustee Howton, Motion to adjourn the meeting at 7:55 p.m. on August 5, 2024, **2nd – Trustee Howard.** All voted Aye. **Motion carried (5-0).**

TOWN OF GILCREST

ATTEST:

TOWN OF GILCREST SEAL COLORADO

Steve Nothem, Mayor

Brenda Joseph, Town Clerk