

RECORD OF PROCEEDINGS

**TOWN OF DILLON
TOWN COUNCIL
REGULAR MEETING**

Tuesday, July 16, 2019

7:00 p.m.

Dillon Town Hall

CALL TO ORDER & ROLL CALL

A regular meeting of the Town Council of the Town of Dillon, Colorado, was held on Tuesday, July 16, 2019, at Dillon Town Hall, 275 Lake Dillon Drive, Dillon, CO. Mayor Carolyn Skowyra called the meeting to order at 7:03 p.m. and the following Council Members answered roll call: Brad Bailey, Jennifer Barchers, Kyle Hendricks, Renee Imamura, Karen Kaminski and Mark Nickel. Staff members present were: Tom Acre, Town Manager; Carri McDonnell, Finance Director; Scott O'Brien, Public Works Director, Dan Burroughs, Town Engineer; Craig Simson, Marina Operations Manager and Adrienne Stuckey, Town Clerk.

APPROVAL OF AGENDA

There being no changes to the agenda, it will stand as approved.

APPROVAL OF CONSENT AGENDA

Council Member Bailey moved to approve the following consent agenda.

- a. Minutes of Regular Meeting of June 2, 2019.
- b. Approval of Bill List dated July 12, 2019 in the amount of \$220,977.79 and Payroll Ledger dated July 5, 2019 in the amount of \$105,729.56
- c. Excused Absence for Council Member Kaminski for the July 2, 2019 Town Council Meeting.
- d. Notification of the Planning & Zoning Commission Level III Decision at the July 3, 2019 Regular Meeting and Any Motions by Council to Call Up a Level III Application:
 - i. Resolution PZ 15-19, Series of 2019

Council Member Imamura seconded the motion which passed unanimously upon roll call vote.

CITIZEN COMMENTS

Rabbi Joel Schwartz, 220 LaBonte Street, inquired as to who monitors the recycling at the Dillon Recycling Center. The bins have been overloaded and he sent an e-mail to Town Council with a photo. He said the capacity wasn't big enough and it is unsightly, unclean, unsafe and attracts animals. He would also like to see a list of acceptable plastics with example photos.

2018 FINANCIAL PRESENTATION, JIM HINKLE, HINKLE CPAs

Jim Hinkle, Hinkle & Company PC, explained the audit process.

1. They document the towns accounting processes, internal controls and procedures.
2. They test transactions and sample items and go through the entire accounting process and see if the controls are working. They identify material weaknesses or significant deficiencies.
3. The final process is the field work. They take the account balances, drill down into the account

- balances or analytical procedures, and will further investigate unusual relationships.
4. The end result is the auditor's opinion which is an "unmodified opinion".
 5. They then provide a management letter for the exclusive use of the Town Council and is not included in the 2018 financial statements.

Mr. Hinkle stated that they did not find any material weaknesses or significant deficiencies and in their opinion, the financial statements were present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Dillon as of December 31, 2018, and the respective changes in financial position and cash flows, where applicable, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

CONSIDERATION OF RESOLUTION NO. 33-19, SERIES OF 2019
A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, MAKING AN APPOINTMENT TO THE PLANNING AND ZONING COMMISSION.

Manager Acre explained Commissioner Joshua Ryks submitted his letter of resignation for the Dillon Planning and Zoning Commission effective June 5, 2019 and they received one application from Bill Engelman for the vacancy. Mr. Engelman was interviewed by Town Council at the July 2, 2019 Work Session.

Council Member Imamura moved to approve Resolution No. 33-19, Series of 2019. Council Member Hendricks seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 34-19, SERIES OF 2019
A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, APPROVING A DEVELOPMENT AGREEMENT FOR THE DILLON MEDICAL BUILDING.

Dan Burroughs, Town Engineer, explained the Development Agreement for the Dillon Medical Building binds the Developer to certain improvements set forth in the approved plans. This Development has numerous public improvement items covered by the Agreement which includes:

- Public sidewalks, curb ramps, drive cuts, and the granting of a twenty-foot (20') easement for the public sidewalk, snow storage, and access along N. Dillon Dam Road and Dillon Ridge Road adjacent to the development
- Public sidewalk and granting of an easement and a future easement for the public sidewalk running through Block 12R to the east, with future planned connection all the way to Evergreen Road / Lake Dillon Drive
- Sanitary sewer main improvements on Block 12R and the granting of an associated utility easement
- Water main improvements in N. Dillon Dam Road Water main improvements on Block 12R and the granting of an associated utility easement
- Storm drainage improvements in N. Dillon Dam Road
- Street and pedestrian way lighting on N. Dillon Dam Road and Dillon Ridge Road
- N. Dillon Dam Road pedestrian improvements at US Highway 6

Mr. Burroughs also stated there was \$6,000 allotted to future projects. This did not include money for a bus stop or transfer station in Dillon.

Council then asked if the transfer station was permanently out of the picture. Mr. Burroughs replied, yes, it has been removed completely and the Developer has decided to move forward with their

original plan. Mr. Acre also replied that the Summit Stage was not interested in this property and because the bus stop isn't in the Town's control, the money was put into other public improvements.

Council Member Bailey moved to approve Resolution No. 34-19, Series of 2019. Council Member Kaminski seconded the motion which passed unanimously upon roll call vote.

TOWN MANAGER'S UPDATE

Manager Acre reported on the following meetings:

- The Mayors', Managers' & Commissioners' the Summit Combined Housing Authority are meeting next week.
- I-70 Coalition Quarterly Meeting:
 - CDOT's new director, Shoshana Lew, would like to get input from citizens on CDOT's website. She will be scheduling tours of towns.
 - Representatives McCluskie and Roberts attended the meeting.
 - CDOT is coordinating with Denver for direct bus routes to Summit County and will discuss this at the next meeting on October 10, 2019.
- Recycling:
 - He requested that the County provide assistance to Dillon and Dillon's recycling site.
 - The Town of Silverthorne is still working with Denver Water on the proposed Silverthorne recycling site.

MAYOR'S UPDATE:

Mayor Skowrya reported on the following:

- Northwest Colorado Council of Governments (NWCCOG):
 - They met in Glenwood on July 11, 2019.
 - They are submitting an Amicus Brief for the Windy Gap Firing Project.
 - They want to update the 2008 NWCCOG Second Home Study and include Short Term Rentals and exclude second homeowners.

COUNCIL MEMBER COMMENTS:

- Council Member Kaminski is tentative in attending the afternoon Chateau Claire meeting on Saturday, August 24, 2019 at Dillon Town Hall.
- Ms. McDonnell, Finance Director, will attend the HOA meeting on August 10, 2019 at Dillon Town Hall.

ADJOURNMENT:

There being no further business, Mayor Skowrya declared the meeting adjourned at 7:34 p.m.

Respectfully submitted by:

Adrienne Stuckey, Town Clerk