



**703 Weld County Road 37
BOARD OF TRUSTEES
REGULAR MEETING
January 16, 2024
6:30 p.m.**

This meeting will be held in the Town Hall Board Room, 703 WCR 37 and via Zoom. Residents are welcome to join us in the Board Room to view or participate in the meeting, during Public Comment or Public Hearings. Public access to this meeting can be found on the website no later than 24 hours prior to the meeting.

Minutes

CALL TO ORDER

Mayor Mahoney called the meeting to order at 6:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Mayor Mahoney
Mayor Pro Tem Jeffery
Trustee Wescott
Trustee Bristow
Trustee Tapey
Trustee White
Trustee Coen

APPROVAL OF AGENDA

Motion made by Trustee White seconded by Trustee Tapey to approve the agenda. Motion carried 7-0.

PUBLIC COMMENT

None

CONSENT AGENDA

Any item listed on the Consent Agenda can be removed upon request from any member of the Town Board. For the benefit of our audience, the mayor will read the items remaining on the Consent Agenda prior to the Board's vote.

- a. Payment Approval Report (\$437,183.87)
- b. January 2, 2024 Minutes
- c. Agreement for Municipal Jail Services Between Weld County and The Town of Lochbuie, Lochbuie Police Department

- d. Resolution 2024-08 Approving An Intergovernmental Agreement By And Among The Town Of Lochbuie, The City Of Brighton, The City Of Dacono, The Town Of Erie, The Town of Frederick, The Town Of Firestone, The City Of Longmont, The Town Of Mead, The City Of Thornton, And Weld County For Coordination Of Transportation Planning In Southwest Weld County
- e. Resolution 2024-09 Approving An Engagement Agreement With Murray Dahl Beery And Renaud LLP

Motion made by Mayor Pro Tem Jeffery seconded by Trustee White to approve the consent agenda. Motion carried 7-0.

PRESENTATION

- a. Comprehensive Plan Update

Christopher Kennedy, Community Development Director, stated that staff has been working with consultants from Cushing Terrell on updating Lochbuie's Comprehensive Plan. The consultants conducted a community outreach survey, and Nora Bland is here to present the findings of that survey.

Nora Bland, Cushing Terrell, presented a summary of their engagement efforts thus far, what is planned for the next month or so, and shared the results of the community survey.

After discussion about the Comprehensive Plan Open House, it was decided to reschedule and not hold the open house on February 14th, 2024. Staff will work with Cushing Terrell to find a new date and time.

ACTION ITEMS

- a. Ordinance 2024-690 (A) Amending Section 1-4-20 Of The Town Of Lochbuie Municipal Code To Increase The Penalty For Non-Criminal Violations Of The Municipal Code To A \$1000 Fine Maximum From A \$500 Fine Maximum, (B) Repealing And Readopting Chapter 10 Concerning General Offenses, (C) Moving Certain Sections Currently Within Chapter 10 To Other Chapters Of The Municipal Code, And (D) Revising Park Regulations

Maureen Juran, Town Attorney, stated that this ordinance is a joint effort between her office, the Town Prosecutor's office, and the police department. There have been recent changes in state law, and the Town's processes are outdated based on the new legislation. There were several offenses listed in our code that we do not prosecute in our Municipal Court, and that we do not think would be in our best judgement to bring to Municipal Court. Those offenses will be sent to district or county court. This ordinance also raises the potential penalty for fireworks in Town and moves provisions about liquor licensees that are handled on an administrative level to another section of code.

Chief McCoy stated that serious offenses will be sent to district or county court. This is already the practice; it will just be laid out more clearly in the code. Our code is very strict on fireworks, and the types of fireworks that are legal in the state are not legal in Lochbuie. The board could look at allowing the same fireworks that are legal in Colorado, if they wish.

Mayor Mahoney replied that he would be open to a discussion about fireworks.

Motion made by Mayor Pro Tem Jeffery seconded by Trustee White to approve Ordinance 2024-690 (A) Amending Section 1-4-20 20 Of The Town Of Lochbuie Municipal Code To Increase The Penalty For Non-Criminal Violations Of The Municipal Code To A \$1000 Fine Maximum From A \$500 Fine Maximum, (B) Repealing And Readopting Chapter 10 Concerning General Offenses, (C) Moving Certain Sections Currently Within Chapter 10 To Other Chapters Of The Municipal Code, And (D) Revising Park Regulations. Motion carried 7-0.

- b. Public Hearing to Consider A Resolution Approving A Conditional Use Permit To Operate A Gas Station At 17731 County Road 2

The hearing will be continued to February 6, 2024.

Mayor Mahoney opened the public hearing at 7:12 PM.

Motion made by Mayor Pro Tem Jeffery seconded by Trustee Bristow to continue the public hearing for the consideration of a resolution approving a conditional use permit to operate a gas station at 17731 County Road 2 to February 6, 2024. Motion carried 7-0.

Mayor Mahoney closed the public hearing at 7:13 PM.

STAFF REPORTS

A. Finance/Treasurer

Denise Rademacher, Finance Director, shared that she is working on year end, which is one of the busiest times of the year. The 1099's are finished, and she is working on the w-2's, which must be submitted electronically this year. The auditors were at town hall in December doing some pre audit work. They will be back in March and hope to have the audit ready to present by the end of May. The financial statements in the packet tonight are for both November and December. The December financials are not audited, so those may be changing. The loan application for financing for the elevated storage tank has been submitted, we are waiting to hear how much funding we will receive for this project. The 2024 budget is completed and has been sent to DOLA.

B. Police

Chief McCoy shared that all the police department positions are currently filled, and activity has been down a bit.

C. Water/Wastewater

Wayne Ramey, Ramey Environmental Compliance, reported that there are no major differences from last year at this time. The wastewater plant has seen a little increased flow, especially from Brighton. Dewatering is about the same as last year, and water production is a little more than last year, mostly due to construction water. There were a few complaints from Silver Peaks about lowered water pressure, which was related to construction water being used in the mornings.

D. Public Works

Chris Larmon, Public Works Director, stated that they made it through the cold, though it is challenging to deal with storms like this as the cold weather really impacts the effectiveness of the deicing materials. The tandem that was purchased is in Colorado Spring and will hopefully arrive to us early this year. Public works has started demolishing the skate park, as recommended by CIRSA. They are also putting together a 2024 road maintenance plan that includes upgrading crosswalks and pavement markings for pedestrian crossings. Greenway Trail is under construction. The resurfacing of 168th Ave is set to be bid out by Adams County in February. He is working on amending the IGA Lochbuie has with Brighton for if and when there are traffic signals on County Road 2.

Trustee White was happy to see the guardrail put up on County Road 2, and inquired if there would be one put up on the same road in front of the new park.

Chris Larmon stated that the construction company will be installing boulders along the road to keep the park safe.

E. Community Development

Christopher Kennedy, Community Development Director, shared that the developer for the Fruition development expects to submit their application soon. A company is interested in building a soil and mulch distribution company near the wastewater plant, and we are working with them. Starbucks has submitted their building permit, and it is under review. Construction could start in late spring or early summer. The Blue Lake developer is in the process of selling the remaining 194 lots to a builder. Home construction will continue this year in Silver Peaks. Lochbuie Station is nearing completion and will probably come to a close at some point this year. The notice of public hearing sign at the QuikTrip location was not put up in time by the developer, so we continued that public hearing to February 6, 2024.

Trustee Tapey inquired about the Bromley developers who are interested in building a project in Silver Peaks. Will residents have an opportunity to share their thoughts on this project?

Christopher Kennedy stated that the project is under review, they intend on having the application before the board in the next few months.

Maureen Juran stated that this development project would be one of the times that the board acts as a judge. The project will come before the board in the public hearing and the board will act in a quasi-judicial capacity to determine whether the project moves forward. The board must make their decision only based on evidence that is presented during that public hearing, so the trustees must remain neutral on this topic until that hearing.

Christopher Kennedy added that it will be a public hearing, so residents will be able to come and voice their opinions.

Maureen Juran stated that the trustees can take what the public says during that hearing into account when making their decision.

F. Town Clerk

Heather Bowen, Town Clerk, shared the Resource Central 2023 annual report.

Trustee Coen inquired if a cost benefit analysis could be done to see if this program should be continued.

Trustee White inquired if photos of the garden boxes could be added to the website.

G. Human Resources

Jhazmin Thomas, Human Resources Manager, shared that the Town currently has 30 employees and four vacancies. The board approved five positions for 2024, and one of those has been hired. The other four will be posted shortly. One of the problems we are facing is finding the space to hold the four employees. She shared statistics of employee turnover and retention from 2022. She found, from exit interviews, that the reasons employees, especially from the police department, were leaving was due to pay and lack of benefits. There were changes made in 2023, and turnover has gone down. She thanked the board for approving the police department step program for pay, and she is working on lowering turnover to 10%. Everything on the website and Facebook is going well, there are a healthy amount of website users.

Trustee Coen thanked Jhazmin Thomas for the work she has done on turnover and retention.

Trustee Wescott asked if the trash pickup days could be added to the calendar on the website.

H. Town Administrator

AJ Euckert, Town Administrator, shared that staff is working on the 2023 annual report. Now that the 2024 budget is approved, he is creating a workplan for priorities identified in the budget. There is a special meeting on Monday, February 12th. He will look at new options for the comprehensive plan open house. He will also plan a meeting for the board committee that is working on planning the 50th Anniversary to give an update on where we are, and finalizing how that day will look. He is looking at options for office space.

MAYOR AND TRUSTEE COMMENTS

Trustee Wescott thanked staff for their work. She suggested putting together some information for the comprehensive plan that could be given out at the schools during conferences.

Trustee White commented on the election results and the roles and responsibilities of the trustees.

Trustee Bristow made a motion to immediately allow retail and medical marijuana sales within the Town of Lochbuie, Colorado, and a secondary motion to immediately allow production, cultivation, manufacturing, testing, transporting, and off premise storage to be allowed in commercially zoned areas, and areas east of I-76 where land may be purchased and then annexed into the Town of Lochbuie.

Discussion ensued regarding holding a work session to discuss this topic further.


Mayor Mahoney and Trustees Coen, White, Bristow, and Tapey voted yes to holding a work session. Mayor Pro Tem Jeffery voted no. Trustee Wescott abstained from voting as it was unclear the exact reason for holding the work session.


ADJOURN

Motion made by Trustee Coen seconded by Trustee Bristow to adjourn the meeting. Motion carried unanimously.

Mayor Mahoney adjourned the meeting at 8:01 PM.

The Board may convene a lawfully called executive session at any time during a regular or special meeting of the Board.


Heather Bowen
Town Clerk


Jamie Jeffery
Mayor Pro Tem

