TOWN OF MILLIKEN
BOARD OF TRUSTEES
MILLIKEN MEETING HOUSE, 1201 BROAD STREET

MEETING MINUTES

Monday, November 9, 2015 – 7:00 P.M.

Call to Order

The Town of Milliken Board of Trustees convened a regular session on Monday, November 9, 2015 at 7:00 p.m. Those present: Mayor Milt Tokunaga, Mayor Pro Tem Linda Measner Trustees: Linda Beck, LeRon Ehrlich, Jordan Jemiola, Ken Kidd and Lois Ann Onorato. Also present: Town Administrator Kent Brown, Town Clerk Cheryl Powell, Community Development Director Martha Perkins, Community Engagement Specialist/Planner Seth Hyberger, Finance Director Jennifer Nash, Accounting Technician Courtney Diller and Town Attorney Linda Michow. Absent: Public Works Director Bill Landwehr and Parks Director Josh Roseberry.

Pledge of Allegiance

Mayor Tokunaga called the meeting to order.

Roll Call

Trustee's: Ehrlich, Onorato, Jemiola, Mayor Pro Tem Measner, Mayor Tokunaga, Trustee Beck and Trustee Kidd.

Agenda Approval

Mayor Tokunaga indicated that the Board may go into a Budget Work Session following this meeting. Town Administrator Brown indicated that he would like to add an item during discussion to update the board regarding the downtown sidewalks. Trustee Jemiola asked to move 3, 4 and 5 to the consent agenda.

Citizen Comments

Mr. Randy Miller, who is a Mad Russian resident and who is representing the Architectural Control Committee (ACC) for this area of the Mad Russian, wanted to bring to the attention of the Town Board the recent article in the Loveland Reporter-Herald regarding a prairie dog that was found in the Bobcat Ridge Natural Area who is believed to have been infected with the plague. He is not sure what the current enforcement is within the Town in regard to prairie dogs,

but would like the Town Board to review its ordinance on prairie dogs and the infestation of prairie dogs that have migrated to this area.

Mayor Tokunaga tasked Town Administrator Brown regarding the review of the ordinance and the enforcement.

Minutes of Previous Meeting

October 28, 2015

Minutes approved as distributed.

CONSENT AGENDA

1. **Consideration and Approval of Resolution 15-20, a Colorado Safe Routes to School Application**

   For consideration and approval on Resolution 15-20 for the Broad Street Railroad Crossings and Trail Improvements Project. Hyberger explained that this project is listed in the Town's Trail & Sidewalk Gap Analysis that was completed in 2015. The total cost for the project is estimated at $399,498. The Town's local share for the project application will be $99,874.50 or 25% of the total project costs.

   The purpose of the Gap Analysis was to identify trail and sidewalk fragments that pose a safety risk and interconnectivity throughout Milliken. It is estimated that this trail on Broad Street is now more significant with the construction of the Milliken Field House. It is estimated that approximately 90-100 children per day will be utilizing this this sidewalk that are traveling from the Milliken Elementary and Middle school to gain access to the Boys and Girls Club that will be housed at the new Milliken Field House location.

2. **Consideration and Approval of Resolution 15-21, Authorizing a Mail Ballot Election for the April 2016 Regular Municipal Election**

   For consideration and approval of Resolution 15-21, authorizing a mail ballot election for the April 2016 regular municipal election. Clerk Powell is hoping to increase voter participation by making voting more convenient for the registered voters in Milliken.

3. **Consideration and Approval of BID4357034 Milliken-Water Tank Parts**

   For approval on the expenditure relating to the water piping and associated materials regarding the construction of the Water Storage Tank located at WCR 21 just north of WCR 42. This piping will be used to connect the water storage

tank to the main water supply system.

Mayor Pro Tem Measner moved to approve the Consent Agenda. Trustee Ehrlich seconded.

Discussion: None.

Vote: All in favor, none opposed. Motion passed.

ACTION AGENDA

1. **First of Two (2) Public Hearing on the Proposed 2016 Budget**

Town Administrator Kent Brown explained to the Town Board that this is the first of two Public Hearings in regard to the proposed 2016 budget. The budget will be brought to the first meeting in December for their approval.

Public Hearing Opened at: 7:16 P.M.

Administrator Brown presented the Town Board with a Power Point presentation regarding the proposed 2016 budget. He also included the Strategic Goals that the Town Board formulated in 2015. Administrator Brown explained the charts depicting the revenues and where the revenues are derived from. He explained the drop in Oil and Gas revenue and how that affects the Town's property tax valuation. Administrator Brown went through the various departments and the expenditures associated with those departments. Administrator Brown explained the funds that are available in the Impact Fees Funds and that these funds could be used for specific projects.

Town Administrator Brown asked the Town Board how this proposed budget meets their Strategic Goals. Administrator Brown went through the Strategic Goals list and those items that have been included within the 2016 budget.

Mayor Tokunaga asked if the proposed budget is on the website. Town Administrator Brown responded that he will have it placed on the website.

Trustee Ehrlich suggested only placing $5,000 into the Communication Budget instead of $20,000. He would also like to take the $20,000 that is currently budgeted for the Milliken Housing Authority out and place $30,000 into the streets budget.

Public Hearing Closed at: 7:53 P.M.

2. **Public Hearing Regarding the CDBG-DR Post Award**

Public Hearing Opened at: 7:54 P.M.

Community Engagement Specialist/Planner Seth Hyberger explained to the Town Board the purpose of this item is to conduct a post award hearing for a CDBG-DR Round one grant that the Town received to cover the 12.5% local share for a sewer main break that occurred during the 2013 flood event. He explained that during the September 2013 flood, the Town's 4" sewer line that runs under the Little Thompson River from Ethel Avenue near HWY 60 to the Mad Russian Subdivision was severed in the middle of the river and released thousands of gallons of untreated raw sewage into the Little Thompson River.

Hyberger explained that the Public Hearing is to allow the public a chance to comment on the project as a part of the CDBG-DR's program requirements.

Public Hearing Closed at: 7:56 P.M.

3. **Consideration and Approval of Resolution 15-22, Consenting to the Dissolution of Centennial Crossing Metropolitan District Number 4-7**

Town Attorney Michow advised the Town Board that a new version of the Resolution has been formulated that clarifies some questions that came to her from members of the Town Board. Town Attorney Linda Michow asked the Town Board to consider for approval Resolution 15-22, consenting to the dissolution and authorizing the Town Attorney to take, on behalf of the Town and in cooperation with general counsel for Districts 4-7, any act necessary to complete the dissolution of Districts 4-7 in accordance with Part 7 of the Special District Act. There has been an Intergovernmental Agreement (IGA) between Metro District 8 and Metro Districts 4-7 and that District 8 will assume any and all financial obligations and service obligations of the dissolving Districts.

Trustee Jemiola appreciated Attorney Michow answering the concerns he had with the dissolution with these districts.

Mayor Tokunaga asked if this dissolution will affect the mill levy amount received by the districts. Attorney Michow indicated that it would not.

Trustee Ehrlich moved to approve Resolution 15-22 with the amended changes, A Resolution of the Board of Trustees of the Town of Milliken, Colorado consenting to the dissolution of Centennial Crossing Metropolitan District Nos. 4, 5, 6 and 7. Trustee Onorato seconded.

Discussion: None.

Vote: All in favor, none opposed. Motion passed

DISCUSSION AGENDA

Update on the Downtown Sidewalks

Town Administrator Brown updated the Town Board regarding a question that was asked at the prior meeting by Mr. Branden Sumner, regarding the condition of some of the sidewalks in downtown Milliken. Staff has used equipment to grind down different areas of the sidewalks to alleviate the trip hazards. There are a few areas that the grinding will not help, but these will be looked at by a concrete company and the Town will receive a quote on the replacement of these sidewalks.

Trustee Jemiola asked who is responsible for the maintenance of the downtown sidewalks. Would it be the Town or the property owner's responsibility? Brown responded that he does not have an exact answer, but most of the repairs are closer to the curb than the buildings. Trustee Kidd asked who owns the trees in the downtown area. Administrator Brown responded that the Town does.

Attorney Michow responded that this varies from Town to Town and she will review the Town's Code to interpret who is responsible.

INFORMATIONAL AGENDA

There were not any items.

ASSIGNMENT AND PROJECT UPDATE(S)

Other Business

Summary of Meeting (Review of Action Items, Staff Assignments & Schedule)

Adjournment

Hearing no further business, the Mayor adjourned the meeting at 8:13 P.M.

Prepared by:

Cheryl L. Powell, Town Clerk

Approved by:

Milt Tokunaga, Mayor