MINUTES
Timnath Town Council
Meeting
6:00 PM - Tuesday, February 25, 2020
4750 Signal Tree Drive, Timnath, Colorado

PRESENT: Mayor Jill Grossman-Belisle, Mayor Pro Tem Aaron Pearson, Councilmember Lisa Laake, and Councilmember Rick Collins

ABSENT: Councilmember William Neal

STAFF: Contracted Town Attorney Robert Rogers, Town Clerk Milissa Peters-Garcia, Interim Town Manager Wesley LaVanchy, Interim Police Chief Terry Jones, Contracted Finance Manager Christine Harwell, Contracted Town Engineer Don Taranto, Contracted Community Development Director Matt Blakely, Contracted Town Planner Brian Williamson and Contracted Town Planner Kevin Koelbel

PUBLIC THAT SIGNED IN: Brett Hansen, Lisa Bott, Adam Bott, Hernan Gomez, Joani Parrish, Sarah Garofalo, Loreta Baker, Ken Labas, Mark Soukup, Clifford Nancarrow, Randy Levendofsky, Jamie Self, Eric Engel, Tony Leberger, Nick Bilodeau, Melanie Henning, Sharon Altheide, Michael and Bunny Goshorn, Val Miller, Christina Katcher, Alex Schuman, John Prestwich and Hunter Donaldson

1 CALL TO ORDER AND ROLL CALL 6:00 P.M.

2 AMENDMENTS TO THE AGENDA
a) • Items 6f and 6g were tabled per the applicants request to do community outreach.
• Item 6l was removed.
• Item 6m was added.

3 PUBLIC COMMENT
a) • Brett Hansen spoke to Council about the finance report and asked that the line item named strategic visioning have more detailed line items.

4 CONSENT AGENDA
a) Approval of the February 11, 2020, Town Council Meeting Minutes
b) February 25, 2020 Check Register

Councilmember Lisa Laake made a motion to approve the consent agenda. Mayor Pro Tem Aaron Pearson seconded the motion. CARRIED unanimously.
5 REPORTS

a) Mayor and Council Reports

1. There will be a Larimer County elected official dinner this Thursday in Windsor, and I will be presenting our update on our comprehensive plan, provided it is approved this evening, as well as other Timnath updates. I will also bring back information from the other reporting mayors.

2. On the Comprehensive Plan on the agenda this evening, I wanted to take time to personally thank our residents who participated, our staff, consultants, and most especially the steering committee who has put over a year of sincere involvement into the process. A personal thank you to Mayor Pro Tem Aaron Pearson, Planning Commission Chair Phil Goldstein, Planning Commission Vice Chair Marty Jost, Planning Commission Members Don Nohavec and Lisa Bard, community members Tonya Ritchey, Del Miller, Beth Biehl, and community member and local business owner Val Miller for all their hard work in updating the Comprehensive Plan efforts and providing a document that, if approved this evening, will guide Timnath’s future with a shared community vision of maintaining all of Timnath’s charm while being proactive for our future. Thank you.

3. Reminder, there will be a Timnath open house March 3rd at the Town Center from 6:30 PM – 7:30 PM, and there will be various stations for a more interactive and educational evening on what all is happening, discussion, and to ask questions, and I encourage residents to attend.

4. Also, a reminder that there will be a candidate forum here on March 12th for all of the candidates running for election or reelection on April 7th, and I encourage residents to come and hear from the candidates.
b) Finance Update Report  
   Included in the packet.
   • Ms. Harwell further explained the December financial statements negative variance in revenue and how it relates to the Timnath Development Authority loan proceeds to be transferred in 2020.
   • Mayor Grossman-Belisle asked about the sales tax share back and wanted to be sure that it was almost complete and that it will add significant additional revenue to the Town. Ms. Harwell confirmed that yes, that it would be completed in May.
   • Mayor Grossman-Belisle also mentioned she is glad to see there was a 15% sales tax increase from the previous year.

c) Engineering Report  
   Included in the packet.
   • Mayor Grossman-Belisle asked for an aerial map that shows specific roads, parks, developments and other projects. Mr. Taranto stated that a map can be created and made interactive.
   • Mayor Grossman-Belisle expressed how appreciative she was of the new CDOT representative and the anticipated improvements regarding the lights and traffic flow on Harmony Bridge over I-25.
   • Mayor Grossman-Belisle also noted that she was glad to see that the Walmart traffic issue would be resolved by the end of Spring.

d) Community Development Report  
   Included in the packet.
   • Mayor Grossman-Belisle asked about the progress on the Fisher Annexation and Mr. Koelbel explained where the applicant was in the process and that Council should see it soon.
   • Mayor Grossman-Belisle noted that she was excited to see the Learning Experience submittal. She mentioned she had several conversations with them in the past about coming to Timnath as it was a need for the community.

e) Police Report  
   Included in the packet.

f) Manager Report  
   Included in the packet.
   • Mayor Grossman-Belisle spoke about partnering with City of Loveland regarding fleet services and maintenance and how she believed it was a good and cost-effective approach.
   • Mayor Grossman-Belisle thanked Craig Harrison for the property extension.

6 BUSINESS
a) RESOLUTION NO. 18, SERIES 2020, A Resolution Recognizing and Accepting the Results of the Police Department Organizational Transition Assessment Conducted by McGrath Consulting
- Chief Jones spoke to Council about the proposed resolution.
  [State of the Police Department Presentation.pdf]
- Chief Jones spoke about the Timnath Police Department history with service calls and incidents and the growth between 2010 and 2018. He also spoke about the resident survey and the community wanting a police department that runs 24/7.
- Chief Jones explained the gap in the departments current model which includes no overnight dedicated officers and that although the Larimer County Sheriff’s office assists with the departments off hours, the County has a limited number of deputy’s and calls can take up to 27 minutes to respond.
- Chief Jones spoke about the crime statistics, complexity of cases as the Town grows and the impact of Walmart on the Timnath Police Department as well as the surrounding areas.
- Chief Jones explained the gaps in the current facility and the inability to expand.
- Chief Jones spoke about the evaluation of options that include the current hybrid agreement with Larimer County, contracting with Larimer County and removing the Timnath Police Department or having a fully functioning Timnath Police Department.
- Chief Jones explained that public safety was the number one priority of the community.
- Chief Jones went on to explain some of the things the McGrath report recommended. The recommendations included the need for Human Resource services and the staffing level need which would still require Larimer County support.
- Chief Jones spoke about the benefits of meeting the community expectations, having a sustainable environment, increased community safety and meeting training needs. He also spoke of other considerations regarding vehicle leasing, reduces maintenance expenses and take-home vehicle policies that helps deter crime in neighborhoods where officers live.
- Chief Jones explained the need to have a police facility that has a special ventilation system, bullet proofing, adequate storage as well as allows for growth,
- Chief Jones stated the final recommendations of fully functioning, self-sufficient agency, staffing of a minimum of 20 officers and a new building is critical.
- Mayor Grossman-Belisle agreed with the need for 20 officers at a minimum for a 24/7 department. She mentioned the complexities that are involved in a police building. She stated that the Town currently leases police vehicles and understands the need to continue that process. She expressed her appreciation for the presentation and suggested that the presentation be on the Town website for the whole community to see.
- Councilmember Collins stated that the presentation was excellent and mentioned that the report recommended a 24/7 police force and that the community would benefit from it. He stated that he didn’t agree with 12 hours shifts.
- Chief Jones suggested a Community Police Academy to have resident
take part and lead what the police department does.

- Mayor Pro Tem Pearson thanked Chief Jones for coming and helping the Town move forward. He also mentioned the level of respect Chief Jones has in Colorado.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 18, SERIES 2020, A Resolution Recognizing and Accepting the Results of the Police Department Organizational Transition Assessment Conducted by McGrath Consulting. Councilmember Lisa Laake seconded the motion. CARRIED unanimously.

- Mayor Grossman-Belisle clarified and acknowledged that the recommendation by Chief Jones for 20 officers was accepted as the appropriate number and the Council all agreed.

b) RESOLUTION NO. 19, SERIES 2020, A Resolution Approving Timnath Police Department’s Extreme Risk Protection Order Policy

- Chief Jones spoke to Council about the proposed resolution.
- Mayor Grossman-Belisle explained that the resolution was approving a policy and not a process.
- Councilmember Collins asked that Council see the guideline before approving the policy.
- Chief Jones explained that the guidelines were already active as of January 1, 2020 as State mandated.
- Mayor Grossman-Belisle stated that the Council was responsible for reviewing the policy, not drafting the procedures within that policy.
- Mayor Pro Tem Pearson asked if Council could view the guidelines and suggest changes if needed and Chief Jones explained that the guidelines are from other agencies as well as best practices but that he is always open for recommendations.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 19, SERIES 2020, A Resolution Approving Timnath Police Department’s Extreme Risk Protection Order Policy. Councilmember Lisa Laake seconded the motion. CARRIED. 3-1 (opposed: Councilmember Rick Collins).

c) RESOLUTION NO. 20, SERIES 2020, A Resolution Approving Timnath Police Department’s Body-Worn Camera Policy

- Chief Jones spoke to Council about the proposed resolution.
- Mayor Grossman-Belisle stated that it protected the officers and the citizens and explained that the resolution approves a policy and not a process.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 20, SERIES 2020, A Resolution Approving Timnath Police Department’s Body-Worn Camera Policy. Councilmember Rick Collins seconded the motion. CARRIED unanimously.
d) RESOLUTION NO. 21, SERIES 2020, A Resolution Approving Salary Ranges for Town Employees

- Mr. LaVanchy spoke to Council about the proposed resolution.
- Mayor Grossman-Belisle stated that the last market adjustment was approved in 2014 and asked that the levels should also include increases for employees who gain training or complete programs. Mr. LaVanchy spoke about adding additional position levels so that as the Town and employees grow, appropriate compensation is addressed.
- Mayor Grossman-Belisle stated that our admin staff didn't fit in one category because of the multiple responsibilities and asked if the admin positions were recognized because of the many hats they wear. Mr. LaVanchy stated the job descriptions we changed to include several of the duties that are spread out over a position and that the many hats that staff wears was put into consideration when evaluation the market increases.
- Mayor Pro Tem Pearson asked that a market adjustment happen more often and on a consistent timeline.
- Councilmember Laake asked if a cost of living range was added annually and Mr. LaVanchy explained that although the cost of living increase was not necessarily in place but that it could be included. He also explained that the proposed salary increases included the market adjustment and a 3% merit increase.
- Mayor Grossman-Belisle spoke about creating an evolving schedule for market adjustments and stated that she appreciates those who stayed with the Town even when the salary ranges weren't competitive.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 21, SERIES 2020, A Resolution Approving Salary Ranges for Town Employees. Councilmember Lisa Laake seconded the motion. CARRIED unanimously.

e) RESOLUTION NO. 22, SERIES 2020, A Resolution Approving the 2020 Comprehensive Plan Update

- Mr. Koelbel spoke to Council about the proposed resolution.
- Christina Katcher from Logan Simpson provided a presentation of the comprehensive plan chapters which included the process, community outreach, plan overview, visions and goals. She went through the maps in the plan, land use categories and path moving forward.
- Mayor Grossman-Belisle spoke about the positive community participation in the process and confirmed from reading the comprehensive plan that the community supports the downtown and artisan village concepts in the Dreambook and Mr. Williamson confirmed.
- Mayor Pro Tem Pearson thanked Ms. Katcher and spoke about working with Logan Simpson and participating in the process.
- Councilmember Laake spoke about appreciating the presentation and asked that the presentation be put on the website and allow for
interaction. Mr. Koelbel spoke about the interactive maps and making the presentation interactive on the website.

- Mayor Grossman-Belisle spoke about meetings with the owners of Alpine Cabinets, the Chinn’s, over the years regarding relocation. Most recently the identification of a potential site moved those discussions forward in continuing to explore relocation. She also spoke about working with the Chinn’s to improve parking issues in the downtown area.

Mayor Grossman-Belisle opened the public hearing at 7:57 p.m.

NO PUBLIC COMMENTS

Mayor Grossman-Belisle closed the public hearing at 7:57 p.m.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 22, SERIES 2020, A Resolution Approving the 2020 Comprehensive Plan Update. Councilmember Lisa Laake seconded the motion. CARRIED unanimously.

f) **TABLED** - ORDINANCE NO. 3, SERIES 2020, An Ordinance Approving the Timnath Ranch Rezoning

g) **TABLED** - RESOLUTION NO. 23, SERIES 2020, A Resolution Approving the Timnath Ranch Sketch Plan Amendment

h) RESOLUTION NO. 24, SERIES 2020, A Resolution Approving the Olde Timnath Estates Minor Subdivision

- Mr. Koelbel spoke to Council about the proposed resolution.
- Alex Schuman for Timnath Estates provided a short presentation to Council.
- Mayor Grossman-Belisle asked for clarification on the location and Mr. Blakely provided a map with the location.
- Mayor Grossman-Belisle asked if the properties will be set up for future sewer connection and Mr. Koelbel explained the requirements to connect and the unlikelihood for connection in the near future.

Mayor Grossman-Belisle opened the public hearing at 8:05 p.m.

NO PUBLIC COMMENTS

Mayor Grossman-Belisle closed the public hearing at 8:05 p.m.

Councilmember Lisa Laake made a motion to approve RESOLUTION NO. 24, SERIES 2020, A Resolution Approving the Olde Timnath Estates Minor Subdivision. Councilmember Rick Collins seconded the motion. CARRIED unanimously.
i) RESOLUTION NO. 25, SERIES 2020, A Resolution Approving the Timnath Landing Preliminary Plat Amendment No.1

- Mr. Koelbel spoke to Council about the proposed resolutions.
- John Prestwick for Timnath Landings provided a presentation for Council.
- Mayor Grossman-Belisle commented that this project had been a long time coming.

Mayor Grossman-Belisle opened the public hearing at 8:13 p.m.

NO PUBLIC COMMENTS

Mayor Grossman-Belisle closed the public hearing at 8:13 p.m.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 25, SERIES 2020, A Resolution Approving the Timnath Landing Preliminary Plat Amendment No.1. Councilmember Lisa Laake seconded the motion. CARRIED unanimously.

j) RESOLUTION NO. 26, SERIES 2020, A Resolution Approving the Rendezvous Subdivision Final Plat Filing 2

- Mr. Koelbel spoke to Council about the proposed resolution.
- Hunter Donaldson provided a presentation for Council.

Mayor Grossman-Belisle opened the public hearing at 8:20 p.m.

NO PUBLIC COMMENTS

Mayor Grossman-Belisle closed the public hearing at 8:20 p.m.

Mayor Pro Tem Aaron Pearson made a motion to approve RESOLUTION NO. 26, SERIES 2020, A Resolution Approving the Rendezvous Subdivision Final Plat Filing 2. Councilmember Lisa Laake seconded the motion. CARRIED unanimously.

k) RESOLUTION NO. 27, SERIES 2020, A Resolution Approving a Snow Removal Pilot Program

- Mr. Taranto spoke to Council about the proposed resolution.
- Mayor Grossman-Belisle mentioned that a street in the Harmony Subdivision was added in the fall and that it was good that the 2 additional streets were being added through the pilot program to measure the effectiveness and gain resident feedback.
- Mr. Taranto stated that the school district had not made this request and has not had any complaints about the school bus routes. He stated that
the pilot program is Town driven and will continue through this winter season

- Mayor Pro Tem Pearson stated his concerns about blocking people into their driveways and stated that he hopes for a good mechanism to get the needed feedback. Mr. Taranto spoke about getting feedback from the residents and the school district at the end of the season.

Councilmember Lisa Laake made a motion to approve RESOLUTION NO. 27, SERIES 2020, A Resolution Approving a Snow Removal Pilot Program. Councilmember Rick Collins seconded the motion. CARRIED unanimously.

1) **REMOVED** - EXECUTIVE SESSION - "For purposes of receiving legal advice and discussing legal questions regarding potential litigation and ongoing Sutherland litigation update under Section 24-6-402(4)(b), C.R.S."

m) **ADDED** - Approval of the expenditure to Fort Collins Loveland Water District for Water Tap fee.

Councilmember Lisa Laake made a motion to approve the expenditure to Fort Collins Loveland Water District for water tap. Mayor Pro Tem Aaron Pearson seconded the motion. CARRIED unanimously.

7 ADJOURNMENT  8:27 P.M.

[Signatures]

Mayor

Town Clerk

TOWN OF TIMNATH
COLORADO