

**Town of Cedaredge Board of Trustees**  
**Regular Meeting**  
**Record of Proceedings**  
**June 17, 2021**

The Town Board of Trustees met for its Regular Meeting on June 17, 2021 at the Cedaredge Civic Center, 140 NW 2<sup>nd</sup> Street, Cedaredge, Colorado, with a virtual meeting option available via Zoom webinar. The meeting notice was posted in the designated area at Cedaredge Town Hall at least 24 hours prior to the meeting in accordance with the Sunshine Law. All documents included in these minutes by reference are available for review at Cedaredge Town Hall.

**Call to Order:** Mayor Hanson called the meeting to order at 5 p.m. and led the Pledge of Allegiance.

**Roll Call:** Present were Mayor Raymond F. Hanson, Mayor Pro Tem Patti Michael and Trustees Jim Atkinson, Cathy Brown, Charlie Howe, Richard Udd and Heidi Weissner; Town Administrator Greg Brinck; and Town Clerk Kami Collins.

**Agenda Approval:** Mayor Pro Tem Michael moved and Trustee Weissner seconded to approve the agenda as presented.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the agenda was approved.

**Consent Agenda:** Mayor Pro Tem Michael moved and Trustee Weissner seconded to approve the Consent Agenda (4a – 4d), with a correction to the May 20, 2021 Minutes:

- a. Minutes: 5/20/2021 Regular Meeting
- b. Financial Report: 5/31/2021
- c. Disbursements: 5/2021
- d. Resolution 25-2021: Appointing Chief Administrative Officer

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the Consent Agenda was approved.

**Constituent Time:** No member of the public addressed the Board.

**2020 Audit & Comprehensive Annual Financial Report Presentation:** Pete Blair, Blair & Associates P.C., presented the 2020 Audit. Mr. Blair said the Town is in very good financial shape.

Trustee Howe asked if Mr. Blair thought reappropriating the sales tax to be a fifty-fifty split between capital improvements and the general fund; Mr. Blair said it would not hurt the General Fund, but that the reappropriation would have to be done via a ballot initiative and vote of the people. Administrator Brinck explained that part of the allocation was to allow the Town to maintain O & M; the Town can pay for capital improvements out of the General Fund, but cannot pay for regular operations out of the Capital Improvement Fund. Mr. Blair said it is best

practice to pay for capital improvements out of the Capital Improvement Fund first.

Trustee Weissner asked why in 2018 the Town saw property taxes reduced; Administrator Brinck explained that was the result of the Gallagher Amendment, where every two years the State Legislature recalculates the assessment rate for residential properties, and in that time period the Town did not have enough residential growth to offset the reduced rates.

Mr. Blair said that Finance Director Tammera Francis and Administrator Brinck did a fantastic job managing the Town's finances in the past year.

**Financial:**

- a. Trustee & Treasurer Udd submitted a written report. With 42 percent of the year elapsed the Town has collected 34 percent of budgeted revenues and spent 21 percent of budgeted expenditures. Sales and use taxes collected in March and booked in May were up 19.8 percent from 2020. Year to date sales and use taxes collected through May were up 13 percent from budget. The Town's share of the County law enforcement tax is \$58,059 YTD. Use taxes are up 52 percent from last year and building starts continue at the same pace as the first four months of the year. One or two commercial building permits are expected in the next few months. Revenues in the General Fund exceeded expenditures by \$71,390 for the month of May. Water Fund revenues exceeded expenditures by \$95,245 for the month of May. Wastewater Fund revenues exceeded expenditures by \$40,326 in the month of May. Golf Course Fund expenditures exceeded revenue by \$10,059 for the month of May due in part to startup costs for restaurant operations. The Golf Course restaurant has collected \$21,096 and expended \$48,307 year to date; however the bar and the kitchen are now fully stocked up and revenue is expected to increase. Net YTD revenue for Golf Course Operations is up 80 percent from last year. Trust Fund expenditures YTD are \$47,361 (73 percent of budget) primarily for the Town Park playground equipment update. There were no significant expenditures from the Capital Improvement Fund in May.
- b. **2020 Audit & Comprehensive Annual Financial Report:** Trustee Weissner moved and Trustee Atkinson seconded to accept the 2020 Audit and Comprehensive Annual Financial Report.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the 2020 Audit and CAFR were approved.

- c. **Financial Statements: December 31, 2020 Period 14:** Trustee Udd moved and Mayor Pro Tem Michael seconded to approve Period 14 financials.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and 2020 Period 14 Financials were approved

**Management Report:** Town Administrator Greg Brinck updated the Board on each department's work and activities from the past month.

In conversation about YTD building permits, Trustee Howe asked which two properties are proposed for commercial buildings; Administrator Brinck said an applicant is in the process of applying to build two small office buildings, one south of Connie's Family Restaurant and one south of the old service station on Hwy. 65. Trustee Howe asked for clarification on where the town homes will go on SE Stonebridge; Administrator Brinck said that was one of the recent pre-application minor subdivision meetings he had. He explained that the subdivision has already been platted and approved; if the developer wants to amend the density, they would have to go through the planning process. Trustee Atkinson asked if a preliminary site plan had been submitted; Administrator Brinck said no, but showed the platted area and highlighted shared driveway access; Trustee Howe asked if the water and sewer taps for each proposed lot had been purchased; Administrator Brinck said no. Trustee Udd asked if there was a single owner of the 8 lots; Administrator Brinck said each lot has one owner and the common area was deeded to the HOA to his understanding.

In conversation about Applefest, Mayor Hanson asked Kami if additional vendors have been added for Applefest yet; Kami explained that the Jury Committee won't meet again until July to evaluate applications and noted that to be half full by summer is pretty typical. Mayor Hanson noted that the Cedaredge Police Department will be handling security for the event this year.

In conversation about Public Works projects, Director Jerry Young noted the Surface Creek Trail is short one load of red shale rock to be open. Mayor Hanson asked for clarification on the County paving share project; Administrator Brinck said we are waiting on a contract from the County. Administrator Brinck added that Surface Creek is down to just the number one priority shares of water. Trustee Udd noted that Last Chance shares do not show on our appropriations from the Water Users Association; Administrator Brinck noted the Water Users is aware of the mistake.

In conversation about the Police Department, Mayor Pro Tem Michael asked if the police department fleet has been updated; Administrator Brinck said no, but the current fleet has been repaired as best as possible.

In conversation about the Golf Course, Trustee Atkinson asked how the new pond and diversion is working; Mr. Conway said it is working really well. They have been dealing with more debris than usual, but overall it is working well. Trustee Howe asked if we have identified the diversion that Buckhorn has been working on; Administrator Brinck said we have not yet received the engineer's report.

**Nepotism Policy: Golf Course/Bunker's Grill Employee: Jason Kramer:** Mr. Kramer is the brother of Golf Pro Ira Kramer. The Town's Personnel Handbook prohibits nepotism where an employee directly exercises supervisory authority over another employee. The Board suggested the Handbook be amended for this issue at the Golf Course. Trustee Weissner moved and Trustee Howe seconded to allow Ira Kramer to hire and supervise his brother Jason Kramer.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the employment of Jason Kramer supervised by Ira Kramer was approved

**Memorandum of Understanding: Technical College of the Rockies Commercial Kitchen Equipment:** The MOU outlines the Town housing and supplying commercial kitchen equipment in the Town's Civic Center commercial kitchen for use by food entrepreneurs. Trustee Weissner moved and Trustee Brown seconded to approve the Memorandum of Understanding.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the MOU was approved

**Resolution 26-2021: Budget Amendment – Contribution to Grand Mesa Water Users Association:** The Resolution appropriates \$10,000 from unencumbered appropriations (51-451-108) to be donated to Grand Mesa Water Users Association to assist them in purchasing water data collection sensors at Park Reservoir. Trustee Udd moved and Mayor Pro Tem Michael seconded to approve Resolution 26-2021.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Resolution 26-2021 was approved

**Resolution 27-2021: Stage I Open Fire Restrictions:** The Resolution outlines Stage I Open Fire Restrictions. Trustee Weissner moved and Trustee Atkinson seconded to approve Resolution 27-2021.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Resolution 27-2021 was approved.

**Discussion Topics with possible Action**

- a. Party in the Park: Mayor Hanson noted the Lions Club will donate the use of its grill and tent for the event. Mayor Hanson suggested the event be held the weekend prior to Applefest. The Board agreed to grill burgers and brats and hold the event on Sept. 3.

**Trustee Comments and Upcoming Work Session and/or Board Meeting Discussion Topics:**

Trustee Weissner asked since it was so hot why three mosquito foggings were necessary; Administrator Brinck said he would look into the numbers but that the summer was typically the peak season for the mosquitoes. Trustee Howe asked for a conclusion on the pumps by the next meeting. Mayor Hanson said he has received several phone calls about the schools watering. Mayor Hanson noted he received a letter from John Loring regarding the free tax prep program, which the Town provides free space.

**Upcoming Meetings & Events:** Administrator Brinck noted the following upcoming meetings and special events:

- a. Sick Tree Day, Saturday, June 19
- b. Roadside Mosquito Fogging, Monday, June 28, dusk
- c. Marijuana Establishment Conditional Use Permit Public Hearing with Planning and Zoning Commission: Tuesday, July 6, 6 pm

- d. Special Meeting of Board of Trustees: Marijuana Establishment Applications:  
Thursday, July 22, 5 pm
- e. Golf Course Tour, Monday, June 21, 1:30 pm

Mayor Pro Tem Michael moved and Trustee Weissner second to adjourn the meeting; Mayor Hanson adjourned the meeting at 6:27 pm.

Respectfully Submitted,



Kami Collins  
Town Clerk