

**Meeting Minutes of  
The Board of Trustees  
Town of Gilcrest, Colorado  
304 8<sup>th</sup> Street – Town Hall  
September 5, 2019  
7:00 P.M.**

**1. CALLED TO ORDER: 7:00 P.M.**

- A. Pledge of Allegiance
- B. Roll Call: Mayor Nelson, Trustees; Castro, Albert, Esquivel, Nothem
- C. Town Staff Present: Larry Lorentzen, Town Administrator, Gail Odenbaugh, Town Clerk/Treasurer

**2. APPROVAL OF THE REGULAR AGENDA:**

*Motion Nothem, Motion to approve the agenda as written. 2<sup>nd</sup> Albert. All voted Aye.  
Motion carried (4-0).*

**3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:**

*(Speakers limited to three (3) minutes).*

None

**4. CONSENT AGENDA:**

- a. Approval of Minutes for August 20, 2019
- b. Approval of Bills

*Motion Esquivel, Motion to approve the Consent Agenda, 2<sup>nd</sup> Nothem. Roll Call Vote  
Trustee; Castro-Yes, Esquivel-Yes, Nothem-Yes, Albert-Yes. Motion carried (4-0).*

**5. OLD BUSINESS:**

None

## **6. NEW BUSINESS:**

### **Discussion – Final Results – 2019 Citizen Survey**

Discussion – The biggest improvement according to the survey was with Law Enforcement and Code Enforcement. Everything else was comparable to the 2017 survey results. The results of increasing property taxes for paved streets were 50/50. The results for the need of a community center were approximately 50/50 as well. Trustee Castro suggested the town use the monthly newsletter to address the questions or concerns from the survey.

### **Discussion – 1% Sales Tax and Capital Improvement Fund**

Discussion – The consensus from the board is to use the Capital Improvement Fund as a clearing house for the 1% sales tax, with 100% of all the 1% sales & use tax deposited into the fund and the interest on cash in the fund added to the cash balance beginning with the 2020 draft budget.

### **Discussion – Rate Covenant – 2015 Sewer WPCRF Loan**

Discussion – Town Administrator Lorentzen explained that the town will probably have to raise sewer rates. He also stated that during the 2020 budget process we will be able to determine if there will need to be a rate increase without having to have a rate study. The consensus from the board was to have Town Administrator Lorentzen respond to the CWRPDA stating the town as part of the 2020 budgeting process will: 1) review anticipated end of year 2019 revenue and expenditures to determine if the town will likely violate the rate covenant again in 2019 and 2) review the rate structure with the intent to amend sewer rates as necessary to ensure the rate covenant is met in 2020 and beyond.

## **7. REPORTS:**

### **Town Administrator**

#### Written Report

Town Administrator Lorentzen reported that the Ford pickup from the CMAQ grant will be delivered by Spradley Barr on Monday, September 9, 2019.

### **Board of Trustees**

Trustee Esquivel asked about the weeds at the solar farm. Town Administrator Lorentzen explained that code enforcement has been in contact with them and the solar farm is working to resolve the issue.

Trustee Nothem asked about the movie in the park. Mayor Nelson explained that only a total of six people came to watch. They ended up shutting the movie down half-way through as there was only one person watching. They gave her the movie. Trustee Nothem suggested that next year the town only do one movie and a picnic.

Mayor Nelson reported that he and Town Administrator Lorentzen met with Johan van Nieuwenhuizen, Weld RE-1 Superintendent. Johan van Nieuwenhuizen was in favor of splitting the cost of the trash cans with the town.

Trustee Nothem reminded the Board that the Beautification Committee meeting is scheduled to meet on Tuesday, September 10, 2019 but the library is not open on Tuesday. He asked if they should change the meeting date to September 12, 2019. The board agreed to change the meeting date to September 12, 2019 at 6:00 pm.

8. **EXECUTIVE SESSION:**

None

9. **ADJOURNMENT:**

***Motion*** Castro, *Motion to adjourn at 7:55 P.M., 2<sup>nd</sup> Esquivel. All voted Aye. Motion carried (4-0).*

*Mayor Nelson adjourned the meeting at 7:55 P.M.*

TOWN OF GILCREST



*Steve Nothem*

Steve Nothem, Mayor Pro-tem

ATTEST:

*Gail Odenbaugh*

Gail Odenbaugh, Town Clerk