

REGULAR PLANNING COMMISSION MEETING
MORRISON TOWN HALL
110 STONE STREET
TUESDAY, DECEMBER 12, 2017
7:00 P.M. – 9:00 P.M.

(NOTE: ALL AGENDA ITEMS ARE ELIGIBLE FOR DISCUSSION AND POSSIBLE
VOTE BY THE PLANNING COMMISSION)

1. CALL TO ORDER
2. ROLL CALL
3. AMENDMENTS TO THE AGENDA
4. PUBLIC TO ADDRESS THE PLANNING COMMISSION
5. PRESENTATIONS AND HEARINGS
6. GENERAL BUSINESS
 - a) Old Town Overlay District
7. APPROVALS OF MINUTES
 - a) November 14, 2017
 - b) Stakeholder Meeting Notes - November 16, 2017
8. STAFF REPORTS
 - a) Planner
 - b) Town Administrator
9. BOARD OF TRUSTEE MINUTES
 - a) November 7, 2017
 - b) November 21, 2017
10. ADJOURNMENT

Reasonable accommodation will be provided upon requests for persons with disabilities. If you require any special accommodation in order to attend a Planning Commission meeting, please call the Deputy Town Clerk at 303-697-8749. Next Regular Planning Commission meeting is Tuesday, January 9, 2018 at 7:00 P.M.

60a

MEMORANDUM



Date: December 7, 2017
 To: Morrison Planning Commission
 From: Stephanie Stevens, Town Planner
 Subject: Planner Report

OLD TOWN OVERLAY DISTRICT

Objective: Protect the uniqueness of Morrison and focus on preserving the downtown, keeping the character and blending new development while avoiding the duplication of existing historic structures.

PROJECT STATUS

Planning staff is currently working with the Planning Commission on wrapping up the Old Town Overlay District project, which would assist with protecting the downtown and focuses on maintaining Old Town Morrison's architectural character. We are currently in the last phase of Task 2: Refinement of Overlay District Architectural Standards for which key highlights from the Planning Commission and staff that was completed in Task 1 were used to guide the drafting of Old Town Overlay Regulations and Design Guidelines; further, Stakeholder/Public outreach that took place in November has presented a need for further policy direction to most effectively incorporate public comments and move to adoption. Status of sub-tasks and work products is noted below:

Task 2: Refine Overlay District Architectural Standards

- **Draft Overlay District Architectural Standards.** This task includes two meetings with Planning Commission to refine the subsequent Overlay District Architectural Standards and hear public testimony. The revised draft of the Old Town Overlay District Regulations and Design Guidelines are attached.
 [Scheduled for September 26, 2017 (Complete) and October 10, 2017 Planning Commission (Complete)]
- **Planning Commission/Administrative Staff Stakeholder Meeting.** The Planning Commission and Administrative Staff will conduct a stakeholder meeting to include affected business owners, property owners and interested citizens.
 [Completed November 14, 2017 and November 16, 2017]
- **Issue Draft Overlay District Architectural Standards for Public Comment (Referral/public comment).** Draft documents will be uploaded on the town website for public review and comment.
 [Completed October 18, 2017]
- **Incorporate Public Comment.** The Planning Commission will review all public comments and notify Planning Staff on if and how comments are to be addressed in the final Overlay District Architectural Standards.
 [WE ARE HERE]

Task 3: Adoption.

- **Assemble Final Materials.** Planning Staff will provide an electronic (PDF) of the final version of the zoning code changes and adopting ordinance to be included in the Public Hearing packets. The Town Attorney will draft the resulting zoning ordinance.
 [Draft Code and Ordinance provided October 18, 2017] Target Completion: December 2017
- **Adoption Public Hearings.** Legal and planning staff to attend adoption hearing (up to 2 hearings).
 [Delayed for further consideration of public comment] Target Completion January 2017

Stakeholder Meeting Summary

The stakeholder meetings were well-represented by the business industry, residents within the commercial downtown, and general public stakeholders. While some did not support the project, others deemed it of necessity. Below is a brief summary of the support/concerns heard and suggested changes based on Public Comments.

Support

- Importance of capturing the feeling without becoming an HOA
- Historic standards of necessity
- Some suggestions to tighten standards, but allow for variance process or lax standards later on
- Regulation should have teeth (i.e. more "shalls" vs. recommendations)
- More about yes, less about no
- Do not create hardship, but be proactive

Concerns

- Process creates hardship on existing business/property owners
- Regulations should be short and simple
- Historic standards should be applied to entire Town, not just downtown commercial
- Lighting enforcement issues
- Tie into Comprehensive Plan, Trail Plan, Connectivity Plan and Revitalization Plan
- If intent is to disallow incompatible architecture and protect historic structures, why all of the additional design principles (i.e. landscaping, parking, connectivity, etc.)?

Public's Suggested Changes

- Allow minor façade alterations (i.e. administrative approval) to impact more than 10% of the total façade
- Similar to Floodplain permits, add language to only require a land development application for "Substantial Improvements" (if improvements exceed 50% of the building valuation cost)
- Reconsider vinyl as a prohibited building material
- Include cement-based siding (i.e. "Hardie board") as an allowable material
- Expand boundary to encompass entire Town
- Simplify standards
- Revise district name to reference "Historic" standards

NEXT STEPS

Planning staff is seeking input from the Planning Commission regarding the Public's Suggested Changes noted above and whether these suggestions trigger any desired changes to the draft regulations provided. Upon receipt of feedback from the Planning Commission, Planning staff will finalize regulations and guidelines and move to adoption.

PROJECT TRACKING CHART

Attached is an updated *Project Tracking Chart*. This tracking tool provides detail on projects and planning activities, which are in process and will include projects that have been completed. Please feel free to contact me anytime with any questions regarding current planning activities.

Town of Morrison Planning Commission
Morrison Town Hall
110 Stone Street
Tuesday, November 14, 2017
7:00 P.M. – 9:00 P.M.

Call to Order: Chairperson Jamee Chambers called the regular Planning Commission meeting to order at 7:00 PM

Roll Call: Chairperson Jamee Chambers, Matt Schweich, Todd Mercord, Maja Stefansdottir, Shari Raymond were present. Paul Sutton was absent. A quorum was established.

Staff Present: Kara Winters (Town Administrator), Stephanie Stevens (Town Planner), and Kristi Dixon (Deputy Town Clerk).

Amendments to the Agenda: None.

Public to Address the Planning Commission: Kathleen Dichter, 109 Spring Street, Morrison, CO. Dichter had 3 items to address:

- A. The budget, does the Planning Commission have the opportunity to see it.
- B. Town bulletin board for updates or Town website for resident’s memorial notifications.
- C. Funds – idea, the Town should purchase the Horton House and turn it into something. It is pretty sad that it’s sitting there wasting away and the Town isn’t doing anything.

Chambers responded:

- A) The Planning Commission has no budget function. We see the budget if we look on the Town website like everyone else or go to the Town Board meetings. Chamber said we can recommend capital improvements based on the Comprehensive Plan or Trails Plan, etc.
- B) Hogback newsletter comes out once a month with water/sewer bill. It is pretty good at what is going on in Town, but has to rely on what information is supplied to town staff.
- C) Lila can bring a proposal about the Horton House to the Planning Commission, if she would like to but she has not.

Presentation and Hearings:

Town Overlay District: Stevens presented a PowerPoint of the proposed Town Overlay district.

Public in Attendance: Clinton Scott, Clark Chambers, June Winn, Brewster Caesar, Dave Killingsworth, Katie Gill, Kathleen Dichter, Garry Briggs, and Skip Campbell.

Public Comments:

- Is this for exterior only?
- Does this include historical district? Do we have have any in the CT area?

- This is a waste of Town money.
- Why does this not include residential too?
- Why is it for 10% of the façade?
- Why the lighting?
- Why trying to be an HOA?

Winters explained the Town Board asked the Planning Commission to look at the CT (Commercial Transitional) zone district in the downtown only, so that's what they did. Winters thanked everyone for expressing their comments. The comments will be taken into consideration. There is another Stakeholder Meeting Thursday, November 16, 2017 at 2:30 pm.

General Business:

University of Colorado – Morrison Town Hall; information only item. This is going back to the Town Board for further discussion at the next board meeting on November 21, 2017.

Heritage Museum is structurally unsound.

Approval of Minutes: Schweich made a motion to approve the minutes from October 10, 2017. Mercord seconded the motion. All present voted in favor.

Town Planner: Stevens's reported Red Rocks Ranch is in the initial stages of the application process. Referral letters went out. Subdivision plot will go to Morrison Planning Commission. Rezoning will go to the Rooney Valley Commission.

Town Administrator: Winters reported the Town Board is having a budget hearing on November 21, 2017 and will adopt the budget on December 5, 2017. Chambers contact at CCC camp is working on setting dates for the Board and Planning Commission to take a tour. MNHM applied for a grant, a lot of renovations will be coming in the near future if it is approved.

Adjournment: Chairperson Jamee Chambers adjourned at 8:40 P.M.

Town of Morrison

Jamee Chambers, Chairperson

Attest:

Kristi Dixon, Deputy Town Clerk

Town of Morrison
Stakeholder Meeting
Morrison Town Hall
110 Stone Street
Thursday, November 16, 2017
2:30 P.M. – 4:30 P.M.

Staff Present: Kara Winters (Town Administrator), Stephanie Stevens (Town Planner), and Kristi Dixon (Deputy Town Clerk).

Planning Commissioners Present: Jamee Chambers, Matt Schweich, Shari Raymond.

General Business:

Town Overlay District: Stevens presented a PowerPoint of the proposed Town Overlay District.

Public in Attendance: Bruce Becker, Christine Turner, Fred Peterson, June Winn, Sean Forey, Clark Chambers, Brian Bogert, Dave Granquist, Lavonne Wise, Dave Killingsworth, Debora Jerome, Clinton Scott.

Public Comments:

- No need for it, waste of Town money
- Killingsworth stated that if you do continue with it, instead of 10% of the total exterior façade, why not make it the cost of construction if over 50% of valuation of the building
- Killingsworth and Winn said that it should include whole town. Killingsworth asked that the Town add a piece in the monthly Hogback on what's going on around Town.

Winters explained the Town Board asked the Planning Commission to only look at the downtown historic district, so that is what they did.

Winters thanked everyone for coming and for expressing their comments. The comments will be taken back to the Planning Commission for them to discuss at their next meeting on December 12, 2017 and invited everyone to attend.

Town of Morrison Project Tracking Chart

December 2017

| Project Name | Project Description | Project Location | Submittal Date | Approval Date | Project Status | Staff Contact | Applicant | Contact | Comments |
|---|---|--|---|---------------|---|---------------|--------------------|--|---|
| Active Projects | | | | | | | | | |
| Red Rocks Ranch (formerly Red Rocks Centre) | Subdivision Plat, ODP Amendment, Disconnect Request (To develop in Jeff Co) | Bounded by W Yale Ave, S Indiana St, C-470 and W Morrison Rd | 8/31/2017 Disconnect; 10/30/2017 Plat & ODP | | Awaiting resubmittal | SS | Andrew Trietley | Andrew Trietley 303-346-7006 atrietley@ventanacap.com; Troy Bales 303-537-8020; tbales@rickengineering.com | 8/31/17 Disconnect letter received; 10/3 Jeff Co Board of County Commissioners mtg took place; 10/30 formal application rec'd and referral sent; 12/6 1st review comments issued; 12/6 Preliminary mtg w/ Jeff Co Planning & Legal took place to determine procedural direction; 12/11 meeting w/ Jeff Co Planning scheduled |
| Holiday Rooftop Bar & Deck Addition | Building Permit | 403 Bear Creek Ave | 8/18/2017 | | Under Review | SS | Dave Killingsworth | Paul Adams, Earth and Sky Architecture 720 956 1643 | 8/18 Permit plans rec'd; 8/23 issued comment; Approval pending receipt of fire sprinkler plans |
| TNT Restaurant Rooftop Patio | Special Review | 408 Bear Creek Ave | 6/5/2017 | | Awaiting Resubmittal | SS | Clinton Scott | Scott Harbough, VH Engineering 303.296.6900 scott@vh-eng.com | 6/5/17 rec'd formal application; 6/7 notice of deficiencies issued; request to delay Board hearing |
| Old Town Overlay District | Code Adoption | Old Town | 4/21/2017 | | Planning Commission Mtg. scheduled 12/12 to review Public Comment | SS | Town of Morrison | Kara Winters | 4/21/17 Work Authorization proposal issued to Town; 5/2 Board review; 5/9 Planning Commission review; request for revised scope; 6/13 Planning Commission review of reduced scope; 6/14 scope revised per PC comment; 6/20 work authorization approved by Board of Trustees; 7/11 Planning Commission Walking Tour; 7/12 and 7/21 PC/Staff summaries rec'd; 8/8 Key highlights and draft district boundaries provided to PC; 9/7 Draft regulations and design guidelines provided to PC; 9/26 PC hearing #1 took place; 10/4 Revised draft regulations provided to PC; 10/10 PC hearing #2 took place; 10/18 draft for public comment issued; 11/14 & 11/16 Stakeholder meetings took place; 12/7 public comment summary provided |

Town of Morrison Project Tracking Chart

December 2017

| Project Name | Project Description | Project Location | Submitted Date | Approval Date | Project Status | Staff Contact | Applicant | Contact | Comments |
|--------------------------------|---------------------|--|----------------|---------------|----------------------|---------------|----------------------------|-------------------|---|
| Outside Referrals | | | | | | | | | |
| Red Rocks Ranch Filing 1 | Subdivision Plat | Bounded by W Yale Ave, S Indiana St, C-470 and W Morrison Rd | 11/21/2017 | | Awaiting Resubmittal | SS | Andrew Trelley, Tharaldson | Lindsey Margolies | 11/21/17 recv'd pre-app referral from Jeff Co; 11/29 referral comments issued |
| Willow Springs North Filing 11 | Subdivision Plat | S of Hwy 85, between Willow Springs Road and Lost Horse Lane | 11/20/2017 | | Awaiting Resubmittal | SS | Alliance Engineering | Nathan Seymour | 11/20/17 recv'd 2nd referral from Jeff Co; 12/4 referral comments issued |

**Town of Morrison
Project Tracking Chart**
December 2017

| Project Name | Project Description | Project Location | Submitted Date | Approval Date | Project Status | Staff Contact | Applicant | Contact | Comments |
|--|--|---------------------------------|----------------|---------------|---|---------------|---|--|---|
| Approved Projects | | | | | | | | | |
| 101 Canon St Sliding and Window Replacement | Building Permit | 101 Canon St | 10/19/2017 | 10/30/2017 | Approved | SS | Brewster Caesar | Brewster Caesar brewstercaesar@gmail.com | 10/19 Plans recvd.; 10/27 Zoning/Foodplain Eng comments issued; 10/30 Revisions recvd.; 10/30 approval issued |
| El Mercado Redevelopment | Building Permit (Remodel of exist. Structure for office/residential + 400 sq. ft. detached, retail addition) | 120 Bear Creek Ave | 9/18/2017 | 10/21/2017 | Approved | SS | Barbara Moskal | Barbara Moskal 720-202-0539 barbmoskal@gmail.com; Randall Look, Look Architecture 720-302- 3952 lookarch.morrison@gmail.com | 9/18/17 Permit received; 9/28 Zoning/Foodplain review comments issued; 10/21 approval with conditions issued; 11/9 Xcel approval recvd (condition of approval met) |
| Holiday Rooftop Bar & Deck Addition | Special Review | 403 Bear Creek Ave | 3/14/2017 | 6/23/2017 | Approved 6/23 | CM/SS | Dave Killingsworth | Paul Adams, Earth and Sky Architecture 720.956.1643 | 4/18 BOT Public Hearing; 4/13/2017 App request continuance; 5/31 resubmittal recvd.; 6/2 comments sent to applicant; 6/2 referral sent and notice posted; 6/9 referral comments due in; 6/23 Approved with conditions by Board of Trustees |
| Drive thru Coffee Shop | Drive thru coffee shop - SDP 1st Amendment | 300 Bear Creek Ave | 4/17/2017 | 5/9/2017 | Approved 5/9; Awaiting final mylars | CM/SS | Jeff Bradley | Randy Look | 3/28 Pre-App meeting; 4/17/2017 Rec'd formal app; 4/28 referral sent to engineering; 4/28/17 completeness referral/1st review comments issued; 5/1 referral sent to CDOT; 5/9 Planning Commission approved unanimously; 5/25 CDOT coordination in progress; 8/1 Mtg. with CDOT to discuss traffic study |
| 151 Red Rocks Vista Drive Home Remodel | Building Permit | 151 Red Rocks Vista Drive | 3/22/2017 | 6/23/2017 | Approved | SS | Chris Wolle | Brad Riviere 303-981-7477 bradriviere2gmail.com | 4/14/17 Plans recvd.; 4/26 formal review comments sent to applicant; 6/23 revised building permit received and zoning approval issued |
| Gardner+Raymond Art Studio | Building Permit | 111 Canyon Vista Ln | 5/17/2017 | 6/8/2017 | Approved | SS | Shari Raymond, Terry and Julie Gardner | Ryan sellsryan@gmail.com | 5/17 Plans recvd.; 6/8 zoning approval issued |
| Altitude Medical Clinic | Building Permit | 106 Stone St. | 5/22/2017 | 6/8/2017 | Approved | SS | Doug & Shara Hansen MD | Kayle Diccico, Coda Construction kdiccico@gmail.com | 4/11/2017 Original Permit Recvd.; 5/16 notice of deficiencies sent; 5/22/2017 revised building permit Recvd.; 6/8 zoning approval issued |

**Town of Morrison
Project Tracking Chart**
December 2017

| Project Name | Project Description | Project Location | Submittal Date | Approval Date | Project Status | Staff Contact | Applicant | Contact | Comments |
|-----------------------------------|---|---|----------------|---------------|--|---------------|--|---|--|
| Approved Projects | | | | | | | | | |
| Gardner+Raymond Residence | Building Permit | 111 Canyon Vista Ln | 4/24/2017 | 5/18/2017 | Approved | SS | Shari Raymond, Terry and Julie Gardner | Ryan selleryan@gmail.com | 4/24/17 Plans recv'd; 5/2 formal review comments sent to applicant; 5/12 resubmittal recv'd; 5/18 approval issued |
| Altitude Medical Clinic | Lot merger for med clinic | 106 Stone St. | 4/11/2017 | 5/24/2017 | Approved | CM/SS | Doug Hansen MD | Doug Hansen MD | 4/21 Notice of deficiencies issued; 5/16 resubmittal recv'd and referral sent; 5/12 Eng comments recv'd; 5/17 Legal comments recv'd; 5/19 Utilities approval recv'd; 5/22 resubmittal recv'd; 5/23 legal comment follow-up and notice of deficiencies issued; 5/24 missing submittal items recv'd; 5/24 approved; 6/7 approval issued and documents sent for recording |
| Town Park Loop Trail Grant | Trail Grant Assistance | Trail connection from the Post Office to the Museum | 9/26/2016 | | Jeff Co Open Space grant awarded; CPW grant denied | CM | Town of Morrison | Kara Winters | 1/13 Jeff Co Open Space grant awarded; CPW grant not awarded because CPW felt the trail was a sidewalk for the Town (not a trail). |
| Rooney Valley Master Plan Update | Master Plan Update | Rooney Valley | n/a | n/a | Adopted 2/7/17 | CM/SS | n/a | n/a | 2/7/2017 Plan Rooney Valley adopted |
| Potential Projects | | | | | | | | | |
| 905 Bear Creek Ave Special Review | Special Review and potential rezone for adjacent lot to allow parking | 905 Bear Creek Ave | | | Awaiting Submittal | SS | Michael Griffin | Michael Griffin michael@madisoncommercial.com bcostello@madisoncommercial.com | 11/29/17 inquiry recv'd |

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**TOWN OF MORRISON BOARD OF TRUSTEES
MORRISON TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, NOVEMBER 7, 2017
6:00 P.M.**

Call to Order. Mayor Sean Forey called the regular Town Board Meeting to order at 6:00 P.M.

Roll Call. Mayor Sean Forey, Trustees Brewster Caesar, Venessa Angell, Katie Gill, Debora Jerome, Allen Williams and Christopher Wolfe were present. A quorum was established.

Staff Present. Kara Winters (Town Administrator), Gerald Dahl (Town Attorney), and Charla Bryant.

Amendments to the Agenda. Add 6f – Change Order for Red Rocks Water Project to the Agenda. University of Colorado Students will be here at 6:30 P.M.

Public to Address the Board.

Jamee Chambers, 207 Bear Creek Lane, Morrison, CO. Chambers is at the Board Meeting on behalf of Lila Horton regarding her property that burned 2 years ago. Horton has talked to Chambers about doing a conservation easement on the stone building on the property which now houses all historic artifacts for the Morrison Historical Society. Horton would like to pursue arranging the dedication of the stone building to the Town for the Town's use for the conservation easement on the property.

David Gronquist and Lavonne Wise, Flights Wine Cafe, 116 Stone Street, Morrison, CO. The building that Flights Wine Café is leasing is being sold and Flights needs to be out by the end of this month. Flights is asking for any assistance the Town can give in supporting Flights in expediting its move to Main Street. Flights has secured a space and they are excited they have the opportunity to stay in Morrison.

Michael Williams. Williams is a frequenter of Flights Wine Café and is here to advocate for them in the renewal of their license and location. He and his girlfriend enjoy a nice glass of wine in a calm environment such as Flights before concerts and even in the off season and would hate to see Flights not be a part of the community.

Les Gomez, 102 Market Street, Morrison, CO. Gomez wanted to come by and put in his 2 cents for Flights Wine Bar. Flights is a great place to be in Morrison. Morrison is considered an international destination for people that come and visit the Town and he would like to make sure the Town has the Flights Wine Café as part of the community for people to enjoy. Gomez appreciates anything the Town can do to help Flights Wine Café.

Tiffany Shelander, 203 Wright Street, Lakewood, CO. Shelander goes to Flights and also works there. Shelander is there working almost as much as partaking. Shelander truly feels like a family member there. She would like the Town to support Flights as much as possible and be willing to do anything they can to expedite the process of them moving.

Skip Campbell, 103 Market Street, Morrison, CO. Campbell has the little church on the corner and spoke on behalf of the church members as well as the people who use the facility for weddings. Campbell said we love Flights and would like to see Flights stay and we would hate to see them leave Town.

Donna Flansburg, 2764 S Jebel Way, Aurora, CO. Flansburg comes from Aurora to go to Flights. It's fun; it's relaxing and they are her friends as well as business people. Flansburg can't imagine not having a place like Flights. She loves Beso and loves other places in Town but loves the wine bar because of the patio to sit and relax and have a glass of wine and the food is delightful if you haven't tried it. Flansburg thinks Flights brought a different flavor to the Town and a different destination to the Town that can be beneficial to everyone. Anything the Town can do to expedite the move, she would support.

Gaylene Preston, 5503 Devil's Head Circle, Golden, CO. Preston wants to support Flights. It's a great restaurant. Friends from all over Denver, come in to Morrison to go to Flights; Evergreen and all over. It's a very pleasant place to go and she is here hoping the Town will do whatever it takes to keep Flights in Town.

David Malone. Malone is a good friend of the owners of Flights Wine Cafe. It is a good place and hopefully Morrison realizes it. It would be a real shame if Flights was to leave Morrison for any reason and he hopes the Board will do their best to keep them in Town.

Larry Lagerberg, 799 S Coal Court, Lakewood, CO. Lagerberg is a client and a customer of Flights. He has enjoyed it for as long as it has been around both from the previous owners and the guys are fantastic now taking it over. Lagerberg loves that it is in Morrison. It has the small town feel and his friends and family love to come and see him play there. He loves coming here and would love to see Flights still succeed in Morrison. The feeling can't be duplicated anywhere else and he hopes the Town can help them out.

Chris Hanson. He met Lavonne and Dave a couple of years ago. Chris is a musician and plays at Flights. Chris heard Flights may be moving and might have issue with the city fathers in Morrison as far as getting moved in Morrison. Chris hopes that the city of Morrison will do everything they can as far as facilitating the move and will do what they can to help them out.

Dave Killingsworth, 403 Bear Creek Avenue, Morrison, CO. Ditto.

Richard Moya, Genesee, CO. He has known the people at Flights for 7 months or so and they always make sure he and his family feel at home. His friends come from Genesee and he hopes the Town will try to keep Flights in Town. It would be a shame if Flights had to leave.

Presentations and Hearings.

Community Solar Gardens. Oak Leaf, 3512 N. Humboldt Street, Denver, CO. Presentation by Kyle Sundman. Oak Leaf is a community solar development company in Denver. It is a way individuals,

businesses and municipalities can participate in renewable energy without installing it on their land. Oak Leaf finds land sites that can be used and Morrison would receive credit for the solar. They have done approximately 70 projects. They have a lot of experience dealing with governments. Morrison is attractive because it has its own waste water and water facilities. This is an Xcel Energy program. There is a 20 year contract. Forey would like to see real numbers and will provide the needed information. The next step is to provide information and allow Xcel to share use data.

University of Colorado College of Architecture and Planning Town Hall/Heritage Museum Project Review. The University of Colorado presented various plans for land development for the Town Hall/Heritage Museum Project. Documentation was given to the Board. Caesar said development could be done in stages. Forey stated there was a lot to think about. Winters stated the project will be put back on the Agenda at the next meeting to discuss the next steps.

General Business.

2018 Budget and Capital Improvements Program. Forey stated the Budget will be approved on the December 5, 2017 Board meeting. Gill said that Page 9 of the Budget does not reflect the grant for the Museum. Winters said the Town will be adopting ordinances and resolutions that will be looked at on December 5, 2017.

Ordinance 447 – Amending Small Cell Facilities. Jerome made a motion to approve Ordinance 447 – An Ordinance amending Title 10, Chapter 1, Article M of the Morrison Town Code regarding Small Cell Commercial Mobile Radio service (CMRS) Facilities. Gill seconded the motion. All voted in favor.

Town Hall Wireless Microphones. Winters said this was a quote from Axiom Group. Jerome was surprised by the cost. Winters stated the Town can order items and have Axiom put the equipment together. Jerome said it was a lot of money. Caesar said he sees the need for the wireless system, but believes it is too much money. Caesar stated the equipment needs to be secure. Caesar, Wolfe and Jerome would like to see alternative bids.

Axiom’s Supplemental Security Program, End Point-Intercept. Williams made a motion to approve Axiom’s Supplemental Security Program in the amount of \$4,110.10. Wolfe seconded the motion. It was stated that this cost is not reflected in the 2017 Budget. All voted in favor of the motion.

Morrison Natural History Museum – EIAF Grant Application. Discussion was had as to whether or not to apply for the grant for the Museum and whether the Museum should do additional fundraising. Angel made a motion to approve the allocation of \$95,641.15 as matching funds to the EIAF grant request made on behalf of the Morrison Natural History Museum and to apply for a grant in the amount of \$95,641.15 from the Colorado Department of Local Affairs. Wolfe seconded the motion. All present voted in favor.

Change Order – Red Rocks Water Project. Caesar made a motion to approve the change order for the Red Rocks Water Project in the amount of \$38,262.07. Wolfe seconded the motion. All present voted in favor.

Departmental Reports.

Public Works. Winters has an arborist coming in and will send out the first report. Old street signs can be auctioned with the approval of the Board.

Police Department. The Police Report is getting longer. There were no questions or comments.

Museum. There were no further questions or comments.

Town Administrator. Winters stated the Town Hall/Heritage Museum would be discussed in the next Board Meeting.

Town Attorney. There were no questions or comments.

Planning Commission. The Board can attend the Stakeholder meeting for the Old Town Overlay District.

Consent Agenda. Caesar made a motion to approve the Consent Agenda. Wolfe seconded the motion. All present voted in favor of the motion.

Board Comments. There was mention that Flights might move into the TNT location at nights if approved and would need to submit a liquor application.

Adjournment. The Meeting was adjourned at 8:03 P.M.

TOWN OF MORRISON


Sean Forey, Mayor

ATTEST:


Charla Bryant



9b

**TOWN OF MORRISON BOARD OF TRUSTEES
MORRISON TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, NOVEMBER 21, 2017
6:00 P.M.**

Call to Order. Mayor Sean Forey called the regular Town Board Meeting to order at 6:04 P.M.

Roll Call. Mayor Sean Forey, Trustees Brewster Caesar, Katie Gill, Debora Jerome and Allen Williams were present. Trustees Christopher Wolfe and Venessa Angell were absent. A quorum was established.

Staff Present. Kara Winters (Town Administrator), Gerald Dahl (Town Attorney), and Kristi Dixon (Deputy Town Clerk).

Amendments to the Agenda. None.

Public to Address the Board.

DeWayne Rhodig, 230 Red Rocks Vista Drive, Morrison, CO. Rhodig would like to know how the ordinance is enforced as to who gets a code violation citation. At one time it was complaint driven, someone had to sign a complaint against you. Rhodig asked if he was he the only one that got one. Rhodig will follow-up with Winters on November 22, 2017 regarding code enforcement policies.

Rita Bertolli, 13111 W. Montana Ave, Lakewood, CO. Bertolli received the Red Rocks Ranch disconnect referral request letter. Bertolli asked if there was an application pending or any hearings scheduled. Also, why does the developer want to be de-annexed from Morrison? Is there something the developer can be getting by building in Jefferson County that he can't get by building in Morrison? If that is the case, why is that in the best interest of the people of Morrison? Bertolli was given Kara Winters's business card. Bertolli will call Winters to set up an appointment. Winters will try to answer as many questions as she can.

Presentations and Hearings.

Public Hearing – 2018 Budget and Capital Improvement Program

Kathleen Dichter, 109 Spring Street, Morrison, CO. Dichter had a couple of comments about the budget: "The first page that has the summary for the expenses and the revenues, this one here page 1 after staffing letter, I just want to point out that we have our estimated ending fund balance for the General Fund at \$4.4 million and that is carried forward and it shows our revenue projected at \$2.3 million, but our expenditures are \$2.9 so there would be a deficit of \$624,000.00. That \$624,000.00 is going to come out of the \$4 million here. My concern is we have another year and another year after that give or take that's half a million could go lower or could go higher each year keeps chipping away at this. I don't know for sure what's going on with the operating fund for the General Fund that the Town is approving \$624,000.00 more than anticipated revenues. So as for a Board I would hope next year maybe form a Finance Committee that meets quarterly or something to make sure that it doesn't go

the other way. Whether development goes or not this is administrative cost and if there is not going to be shared revenues or anything coming into the Town that's just a lot of money to me to be running over. I also did a salary comparison because our expenses in 2012 were \$800,000 or \$815,000.00 we are now going \$1.3 million. The Board recently passed a motion to the highest paid staff at \$91,245.00 a per that position, not saying anything against that persons performance, but as far as the position it will always be 1 ½% higher than the highest paid employee in Town. If you find a dynamite Chief of Police demands \$150,000.00 that means we pick up another \$30,000-\$40,000 in expenses. I think we need to look at that closely. The Governor of Colorado makes \$90,000.00, the Attorney General makes \$80,000.00, my boss at work is the Chief of Clerk and Recorder she makes \$110,000.00, but the Clerk and Recorder only makes \$87,000.00 also the motor vehicle deputy makes more. The person that's in the lead or command doesn't always make more than anyone else. I just want us to think out of the box or what if the Chief of Police wants \$175,000.00. I don't know what the mind set was of that position always had to be high. People might change, the players might change someday. I just think we need to be conservative. I'm strictly here as a single family resident, I don't own apartments, I don't own duplex's, I don't land, I don't own a shop or a restaurant. I'm just here as a single family resident, let's be careful now to see the \$600,000.00 exceed our revenues. I don't want to expect the catch up or the short fall to come from something that might happen out there I'm just saying be careful or let's look at this quarterly. Let's don't just add this to fleet to higher more more I don't think is always the answer that's my opinion. Thank you all happy thanksgiving good luck that's it."

Forey responded that we received Dichter's letter earlier and he offered comments like these: He would not hire a chief of police for \$150,000 or \$175,000, we have posted it as \$75,000-\$85,000 that's what we advertised it for so I assume that's what it will end up being. With the \$624,000.00 as a budget deficit in our budget, you've seen our budgets in the past, we budget conservatively. We expect everything bad to happen and it never does. We have never come in at budget, we are way under our budget. At the end of the year we will not have a deficit of \$624,000.00. If we were running along those lines the Board would make changes. The Town has changed a lot since 2012, the way this metropolitan area has boomed, these businesses have boomed and it is changing everywhere it is amazing. To compare a budget of 2012 to a potential budget of 2018 is unrealistic. Forey went to CML which provided him with a 432 page document. Forey did not have time to go through the whole document but wanted to give some people an idea what's going on. The average salary for City and Town Managers in the State of Colorado is \$131,862.00. For the towns that are big enough they have Assistant City Managers making \$127,899.00. Here are a few around us:

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|------------------------|-------------------------------|---------------------|--------------|
| Denver | does not have that one listed | Aurora | \$208,000.00 |
| Cherry Hills Village | \$169,000.00 | Commerce City | \$163,000.00 |
| Greenwood Village | \$175,000.00 | Glendale | \$175,000.00 |
| Lone Tree | \$155,000.00 | Parker | \$185,000.00 |
| Wheat Ridge | \$148,000.00 | Federal Heights | \$133,900.00 |
| Englewood City Manager | \$120,579.00 | Deputy City Manager | \$97,022.00 |

Forey said the numbers were taken right off the January 1, 2017 report, and all those salaries will go up, and will very unlikely go down. Forey said Morrison is in the best financial position in the history of the Town and we have spent money making improvements in this Town and we still have the largest savings

we have ever had. The Town has put in a Clearwell and run water up to Red Rocks Amphitheatre which the biggest and best customer is paying 1.75 times the in-town rate. Forey said our utility budget for the first time ever in 2018 will not show a deficit. We have couple of people, the Town Administrator and Utility Director, one makes \$91,000 and one makes \$90,000 and just hopes we can keep them because when he went and looked at the postings that are out there today it is amazing what is available. Forey said we have two people that ran a \$3 million construction project that puts our Utility Department in the black for the first time. Forey said he was really proud of what this Board has done to retain the Town employees.

Williams stated it is phenomenal that the Utility Department is going to break even in 2018 and if he could go higher on salaries for employees he would to keep the employees that we have.

Forey stated the sales tax revenue in Town has doubled in the last seven years along with traffic numbers over the last few years, times have changed.

Gill said after looking at the budget there has been a surplus carried the last couple of years. Gill believes the Board can move forward with being careful.

Forey thanked Dichter for bringing it up and taking a hard look at the budget.

Williams said how times have changed, in 2010 there were 75 shows on the schedule at Red Rocks, in 2017 there were 160 shows.

Forey said if anyone would like to meet to go through the traffic count or the 432 page document or go line for line over the budget he would meet with them.

Caesar said that in the seven years he has been on the Board the Town has always budgeted for a deficit in the General Fund but never had one and has added to the reserves.

Caesar said that the Police Department now has all 4-wheel drive vehicles and the Town has been making steady improvements the whole time. The Board is constantly monitoring finances so he does not see the need to form a finance committee. Caesar said the Board is more concerned with the big picture and leaves the day to day operations to staff.

Mayor Forey closed the budget hearing at 6:26 p.m.

Mayor Forey opened the Liquor License Authority hearing at 6:26 p.m.

WMU, LLC d/b/a Flights Wine and Coffee Change of Location Application:

Van Bullock, 16243 River Haven Way, Morrison, CO. Speaking on behalf of Dave Granquist. Bullock and Granquist went to high school together. Bullock supports the move to new location and will be there to support them.

Kathleen Dichter, 109 Spring Street, Morrison, CO. Dichter was in favor of Flights moving to the new location and glad to keep them in Morrison.

Dave Granquist, 321 Garden Street, Golden, CO. along with his sister Lavonne Wise were present as the applicants:

Dahl needed to make a record of need and desire for this license to change location from its current location at 116 Stone Street to 408 Bear Creek Avenue. Dahl would like all public comments from the

Board Meeting of November 7, 2017 showing support for Flights Wine and Coffee be added to these minutes, showing need and desire for the change of location.

Comments from November 7, 2017 Board Meeting minutes:

David Granquist and Lavonne Wise, Flights Wine Cafe, 116 Stone Street, Morrison, CO. The building that Flights Wine Café is leasing is being sold and Flights needs to be out by the end of this month. Flights is asking for any assistance the Town can give in supporting Flights in expediting its move to Main Street. Flights has secured a space and they are excited they have the opportunity to stay in Morrison.

Michael Williams. Williams is a frequenter of Flights Wine Café and is here to advocate for them in the renewal of their license and location. He and his girlfriend enjoy a nice glass of wine in a calm environment such as Flights before concerts and even in the off season and would hate to see Flights not be a part of the community.

Les Gomez, 102 Market Street, Morrison, CO. Gomez wanted to come by and put in his 2 cents for Flights Wine Bar. Flights is a great place to be in Morrison. Morrison is considered an international destination for people that come and visit the Town and he would like to make sure the Town has the Flights Wine Café as part of the community for people to enjoy. Gomez appreciates anything the Town can do to help Flights Wine Café.

Tiffany Shelander, 203 Wright Street, Lakewood, CO. Shelander goes to Flights and also works there. Shelander is there working almost as much as partaking. Shelander truly feels like a family member there. She would like the Town to support Flights as much as possible and be willing to do anything they can to expedite the process of them moving.

Skip Campbell, 103 Market Street, Morrison, CO. Campbell has the little church on the corner and spoke on behalf of the church members as well as the people who use the facility for weddings. Campbell said we love Flights and would like to see Flights stay and we would hate to see them leave Town.

Donna Flansburg, 2764 S Jebel Way, Aurora, CO. Flansburg comes from Aurora to go to Flights. It's fun; it's relaxing and they are her friends as well as business people. Flansburg can't imagine not having a place like Flights. She loves Beso and loves other places in Town but loves the wine bar because of the patio to sit and relax and have a glass of wine and the food is delightful if you haven't tried it. Flansburg thinks Flights brought a different flavor to the Town and a different destination to the Town that can be beneficial to everyone. Anything the Town can do to expedite the move, she would support.

Gaylene Preston, 5503 Devil's Head Circle, Golden, CO. Preston wants to support Flights. It's a great restaurant. Friends from all over Denver, come in to Morrison to go to Flights; Evergreen and all over. It's a very pleasant place to go and she is here hoping the Town will do whatever it takes to keep Flights in Town.

David Malone. Malone is a good friend of the owners of Flights Wine Cafe. It is a good place and hopefully Morrison realizes it. It would be a real shame if Flights was to leave Morrison for any reason and he hopes the Board will do their best to keep them in Town.

Larry Lagerberg, 799 S Coal Court, Lakewood, CO. Lagerberg is a client and a customer of Flights. He has enjoyed it for as long as it has been around both from the previous owners and the guys are fantastic now taking it over. Lagerberg loves that it is in Morrison. It has the small town feel and his friends and family love to come and see him play there. He loves coming here and would love to see Flights still succeed in Morrison. The feeling can't be duplicated anywhere else and he hopes the Town can help them out.

Chris Hanson. He met Lavonne and Dave a couple of years ago. Chris is a musician and plays at Flights. Chris heard Flights may be moving and might have issue with the city fathers in Morrison as far as getting moved in Morrison. Chris hopes that the city of Morrison will do everything they can as far as facilitating the move and will do what they can to help them out.

Dave Killingsworth, 403 Bear Creek Avenue, Morrison, CO. Ditto.

Richard Moya, Genesee, CO. He has known the people at Flights for 7 months or so and they always make sure he and his family feel at home. His friends come from Genesee and he hopes the Town will try to keep Flights in Town. It would be a shame if Flights had to leave.

Dahl continued with the need and desire change of location questions:

Dahl asked Dave Granquist to describe the nature of operation and what kind of alcohol beverages are served. Granquist replied that they serve several kinds of wines and beer along with food. Granquist said that food consists of 1/3 of their sales.

Gill made a motion to approve the Change of Location Permit for the liquor license for WMU, LLC d/b/a Flights Wine and Coffee upon a finding that the needs and desires of the neighborhood is satisfied as a basis for the approval, and send to the Colorado Department of Revenue for approval. Jerome seconded the motion. All present voted in favor of the motion.

Mayor Forey closed the Liquor License Authority hearing at 6:34.

General Business.

Wireless Recording Equipment.

Caesar made a motion to approve \$3,556.03 to purchase wireless recording equipment for the Board and Planning Commission meetings. Jerome seconded the motion. All present voted in favor of the motion.

Morrison Town Hall/Heritage Museum Discussion on Next Steps.

Forey commented that we need to be ADA compliant for court. Can we continue the way we are going for the next 10 years?

Winters will set up a conference call with Dahl and CIRSA. CIRSA is saying we need a plan in place with the solution included. Not just here at Town Hall but throughout Town.

Dahl explained we do need a long term plan for ADA compliance.

Caesar said he would like to maximize parking and liked the heavy parking design. Caesar suggested that the accessibility elevator be located outside of building on the east side where there was a previous addition to the building instead of taking space from inside. Caesar suggested that it be looked at in phases:

1. Demo the Heritage Museum building
2. Add parking
3. Complete ADA accessibility possibly by installing an elevator.

Jerome inquired if the area where the public restroom is located is a new addition.

Winters responded yes. Jerome mentioned an elevator could be put in that area since it would open to the courtroom area.

Williams responded, instead of spending the money to install an elevator we should consider remodeling the Heritage Museum and move court into that building. The building would be bigger and better able to accommodate the growing numbers of people appearing for court. Also, that way it would be ADA compliant but it would not give us more parking. If you look at the parking plan they showed in the plan it really did not give people much room to back in and out of the parking structure. Caesar stated another issue we would need to consider is the floodplain.

Dahl said he would be willing to sit down with CIRSA to get complete detail of what exactly they are looking for and report back to Board at the next meeting.

Departmental Reports.

Accounting. Forey referred to the reports included in the packet.

Town Administrator. Winters went to the award ceremony for Sgt. Joe Leo's award. Winters thanked Katie Gill for the great idea of nomination Sgt. Leo. Sgt. Leo's mother and sister came in from Chicago. Gill also attended along with Troy Lowrie, Chief Mumma and his wife, Red Rocks Elementary principal and Red Rocks Elementary secretary.

Town Attorney. Dahl relayed that State legislation passed some bills last session that effect changes in court procedure on expungement of records. Dahl is working with the Town Prosecutor, Christy Ausmus. The new statute requires some changes to court procedures and forms. Ausmus provided the new forms to Judge Wheatley.

Consent Agenda.

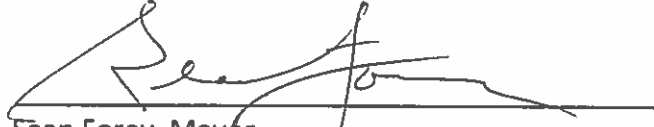
Caesar made a motion to approve the Consent Agenda. Gill seconded the motion. All present voted in favor of the motion.

Board Comments. Caesar stated he is looking for ideas for the Hogback article. Gill stated on Saturday morning Fritz was right on top of the "brown water" issue. Fritz was fully aware of the water situation of the hydrant and stayed until it was resolved. Gill asked why Kara's title is Town Administrator and not Town Manager. Winters replied the term comes from the Home Rule Charter. Dahl believes it all is the

same function. He would check into what it would take to charter the amendment to be put on the ballot for the April election if Board would like it added.

Adjournment. The Meeting was adjourned at 7:15 P.M.

TOWN OF MORRISON



Sean Forey, Mayor

ATTEST:



Kristi Dixon, Deputy Town Clerk

