AGENDA
REGULAR TOWN BOARD MEETING
MORRISON TOWN HALL
110 STONE STREET
TUESDAY, JANUARY 7, 2020
6:00 P.M.

(NOTE: ALL AGENDA ITEMS ARE ELIGIBLE FOR DISCUSSION AND POSSIBLE VOTE BY THE BOARD OF TRUSTEES. ADDITIONAL ITEMS MAY BE ADDED & VOTED UPON)

1. CALL TO ORDER

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. PUBLIC TO ADDRESS THE BOARD

5. PRESENTATIONS AND HEARINGS
    a. Small Cell Wireless Facility Code Amendment
        i. Ordinance 485- An Ordinance Amending Title 10, Chapter 1, Article M of the Morrison Municipal Code Concerning CMRS Facilities

6. GENERAL BUSINESS
    a. Ordinance 486- Judge and Court Clerk Salary 2020
    b. Resolution 2020-01- Identifying Locations for Postings
    c. Resolution 2020-02- Designating Town Clerk as Election Official
    d. Strain Gulch Reservoir

7. DEPARTMENTAL REPORTS
    a. Public Works
    b. Police Department
    c. Museum
    d. Town Manager
    e. Attorney

8. CONSENT AGENDA
    a. Minutes
    b. Payroll
        i. December 20, 2019
        ii. January 3, 2020
    c. Vouchers

9. BOARD COMMENTS
    a. Hogback Article Discussion

10. EXECUITVE SESSION
    For a conference under Charter Section 3.4 and Section 24-6-402(4)(b) and (e), C.R.S. with the Town Attorney, Town Manager, and appropriate staff to receive legal advice and instruct negotiators concerning Rooney Valley IGA and IGA with Denver for water treatment facilities

11. ADJOURNMENT

Reasonable accommodation will be provided upon requests for persons with disabilities. If you require any special accommodation in order to attend a Town Board of Trustees meeting, please call the Town Clerk at 303-697-8749. Next Board of Trustees meeting, Tuesday, January 21, 2020, at 6:00 P.M.

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
JANUARY 7, 2020
BOARD ACTION FORM

SUBJECT: Small Cell Wireless Facility Code Amendment

PROCEDURE:
Open Public Hearing
Staff Report.
Public Comment.
Close Public Hearing.
Board Discussion and Decision.

TOWN ATTORNEY REVIEW: [X] Yes [_] No

TOWN MANAGER REVIEW: [X] Yes [_] No

MOTION:

1) Motion to approve the revisions of the Small Cell Code amendments per the attached revisions and recommendations of the Planning Commission and direct Town Staff to prepare the final Ordinance.

2) Motion to approve the revisions of the Small Cell Code Amendments per the recommendations of the Planning Commission with the following amendments:_____, and direct Town Staff to prepare the final Ordinance.

MEMORANDUM

Date: January 7, 2020
To: Board of Trustees
From: Jennifer Woods, Town Planner
Subject: Small Cell Wireless Facilities

WHAT ARE SMALL CELL FACILITIES?

Small cell facilities are low-powered antennas that provide cellular and data coverage to smaller geographic areas, supplementing the larger cellular network. Small cell facilities are permitted in Town rights of way (ROW), upon facilities in these ROW (i.e. power poles, street lights, etc.) and on public easements owned by the Town as regulated by Section 10-1M-12 of the Morrison Municipal Code. By recent state statute, small cells are also required to be permitted as a use by right in all zone districts, although design, etc. requirements may be applied. Small cell antenna equipment is typically the size of suitcase and must be under three (3) cubic feet in total volume according to State law. There are an estimated 60,000 plus small cell units already operating nationwide.

Small cell facilities provide added telecommunication benefits to the community, such as:

- Economic & business development;
- Public safety; and
- Public convenience and better cellular service in general.

Concerns on which we've focused the draft regulations:

- Maintain the character and natural beauty of Morrison;
- Minimize the visual impact of new small cell facilities; and
- Minimize the impact to the pedestrian realm and maintain safety.

FEDERAL AND STATE LAW

Federal and State law specifies that municipalities may not entirely deny or discriminate against small cell infrastructure, treating the equipment in the same way as other permitted users of the ROW. Specifically, municipalities can control the number, location, height and appearance of towers and other wireless telecommunications facilities. Additional requirements for small cells include the introduction of "shot clocks" or timelines within which jurisdictions are required to permit small cell installations.

DESIGN

While the Town has adopted regulations specific to small cell facilities in response to new Federal and State laws, there are not regulations or guides in place to direct design of such facilities. Guidelines could provide aesthetic requirements and specifications (i.e. use of same colors on poles as others in the area, camouflaging equipment, or prohibiting free-standing types) that all small cell towers installed within the public right of way must meet prior to installation. The following list depicts the key themes from various small cell regulations sampled:

- Camouflage and concealment, either as a freestanding pole or incorporated into building architecture.
- Only specific installation types are allowed, such as on traffic light poles.

- Encourage or require as a priority the collocation of equipment; some jurisdictions prioritized collocation on municipal poles.
- Undergrounding or enclosing equipment, or screening of equipment is required.
- Maximum height restrictions.
- Separation requirements, such as 1,000 feet between facilities.
- Prohibitions on proximity to single family residential uses, parks and other public spaces.

WHY ARE CHANGES NEEDED TO THE CODE?

Requests for small cell antenna installations in the Town are expected to rise as wireless companies work to meet the increasing wireless data demands of their customers. Prior to determining what design guidelines should be pursued for small cell facilities, planning staff researched utility infrastructure that currently exists within the Downtown area. While there are various small cell applications that the Town may see, it will be important to consider application on existing infrastructure as well as contemplate new infrastructure. Many of these existing facilities have the ability to be retrofitted to accommodate small cell facilities. Along with design standards, other potential issues that may need to be addressed include: compatibility with the surrounding area, use of ROW and Town infrastructure, and Federal regulations, such as 'shot clocks'.

SUMMARY OF CODE AMENDMENTS

Generally, the changes proposed align the Town's processes with "shot clocks" established by the FCC and provide additional time for design review. They also provide clarification to the required streamlined review process (a.k.a. administrative review) associated with eligible facilities requests. As it regards small cell, generally the changes intend to prioritize small cell locations based on their visual and physical impact in the ROW and public realm and the location of existing facilities. Lastly, design requirements for full concealment and undergrounding of accessory equipment were added to ensure small cell facilities visibly blend in with their surroundings.

A detailed table describing the code amendments can be found in below and the draft code amendments can be found in Attachment 1. The code amendments in Attachment 1 are in legislative edits or tracked changes. Any wording with a strikethrough has been deleted from the text (~~deleted text~~), underlined text in red is new (new text), and double-underlined text has been moved to/from another location in the Chapter (~~moved~~ text).

Code Section	Code Amendment Description	Exh. A Page #
10-1M-1 DEFINITIONS	1. Add new terminology associated with new design requirements for small cells, i.e. pole, decorative pole, tower, provider, etc. 2. Add definitions from the Spectrum Act that determine "shot clocks" and associated timelines, i.e. substantial change, eligible facilities request 3. Removing definitions that no longer apply. 4. Updated small cell definition, expanded height to 28 feet per FCC definition.	1-5
10-1M-2 APPLICATION, REVIEW, AND	5. Updated application completeness determination timeline, as well as other review "shot clocks". Provided further clarification of complete application	5-6 6; 9

Code Section	Code Amendment Description	Exh. A Page #
APPROVAL PROCEDURES	determination per Planning Commission recommendation and legal review.	
	6. Updated review procedures to allow for administrative review of eligible facilities requests.	6
	7. Added submittal requirements.	6-7
	8. Added ability to require third party (peer) review.	8-9
	9. Added no building permit may be submitted until applicable zoning approvals are obtained.	9
10-1M-9 SCHEDULE OF ZONE DISTRICTS	10. Maintained they are allowed in non-residential areas only.	10
	11. Updated procedures for eligible facilities requests and substantial changes; updated notes with these changes as well.	11-12
	12. Minor formatting edits to table.	10-11
10-1M-12 STANDARDS FOR SMALL CELL FACILITIES AND NETWORKS	13. Priorities for small cell locations include, 1) traffic lights, 2) existing Town-owned utility or light poles, and 3) Town-owned decorative poles, such as the pedestrian light poles in Old Town, and 4) mounted to structures, public or private.	12
	14. Added more design standards so that the small cells will be contained and concealed within existing poles as well as accessory equipment be located underground.	13
	15. Added language to align height allowance with Federal law.	13
	16. Added language to ensure that poles were not enlarged beyond their normal size in order to house antennas/equipment.	13
ALL	17. Changed Town Planner to Zoning Administrator throughout Chapter.	7, 8

PLANNING COMMISSION RECOMMENDATION

On December 11, 2019 the Planning recommended approval of the Small Cell Code Amendment with the following conditions to clarify the starting point of the review shot clock per the advice of [legal] counsel:

1. Provide additional language in 10-1M-2.B.2 for when an application is deemed complete and the process by which it is deemed complete.
2. Add a definition of complete application to further document this term.

The recommended changes include clarifications to "shot clocks" and additional language conveying the process by which an applicant is notified their application has been deemed complete in order to conform to the Planning Commission conditions of approval and have been incorporated into Attachment 1, Exhibit A.

SAMPLE MOTIONS

After the conclusion of the public hearing, the Board may approve the Small Cell Code Amendments as attached or approve with specific revisions or modifications. Staff has provided the following motions for consideration:

1. I move to approve the revisions of the Small Cell Code Amendments per the attached revisions and recommendations of the Planning Commission and direct Town Staff to prepare the final Ordinance.

2. I move to approve the revisions of the code per the recommendations of the Planning Commission with the following amendments: (Insert revisions as needed) and direct Town Staff to prepare the final Ordinance.

ATTACHMENTS

1. Ordinance with Exhibit A Code Amendments

TOWN OF MORRISON, COLORADO
BOARD OF TRUSTEES

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 10, CHAPTER 1, ARTICLE M OF THE MORRISON MUNICIPAL CODE CONCERNING CMRS FACILITIES

WHEREAS, the Town of Morrison is a Colorado home rule municipality operating under a Charter approved by the electorate pursuant to Article XX of the Colorado Constitution and governed by its elected Board of Trustees; and

WHEREAS, the Board of Trustees has authority pursuant to the Home Rule Charter and C.R.S. §31-16-101, et seq. to adopt and enforce all ordinances; and

Whereas, in the exercise of this authority, the Board of Trustees has previously adopted Chapter 1, Article M of Title 10 of the Morrison Municipal Code (the Code) concerning wireless telecommunication (CMRS) facilities, and

Whereas, the Board wishes to amend the Code to implement additional regulations concerning such facilities.

NOW, THEREFORE, BE IT ORDAINED by the Board of Trustees of the Town of Morrison, Colorado, that:

Section 1. **Municipal Code amended**. Chapter 1, Article M of Title 10 of the Morrison Municipal Code, entitled "Wireless Telecommunication Facilities" is hereby amended in the manner set forth on **Exhibit A**, attached hereto and fully incorporated herein by this reference.

Section 2. **Severability.** If any article, section, paragraph, sentence, clause or phrase of this ordinance, or the standards adopted herein is held to be unconstitutional or invalid for any reason, such decision will not affect the validity or constitutionality of the remaining portions of this ordinance. The Board of Trustees hereby declares that it would have passed this ordinance and each part hereof irrespective of the fact that any one part or parts are declared unconstitutional or invalid.

Section 3. **Effective Date.** This ordinance shall take effect fifteen (15) days after adoption and publication as provided by Section 3.14 of the Home Rule Charter.

INTRODUCED, READ, PASSED AND ADOPTED this ____ day of _____, 2020, by a vote of ____ ayes and ____ nays.

TOWN OF MORRISON:

_____

Sean K. Forey, Mayor

ATTEST:

_____

Lyndsey Paavilainen, Town Clerk

EXHIBIT A

ARTICLE M. WIRELESS TELECOMMUNICATION SERVICES

10-1M-1: DEFINITIONS:

10-1M-2: APPLICATION AND APPROVAL PROCEDURES:

10-1M-3: SITE SELECTION CRITERIA:

10-1M-4: DESIGN CRITERIA:

10-1M-5: MAXIMUM HEIGHT FOR CMRS FACILITIES:

10-1M-6: COMPLIANCE WITH FEDERAL COMMUNICATIONS COMMISSION REQUIREMENTS:

10-1M-7: ABANDONMENT AND REMOVAL:

10-1M-8: SETBACKS:

10-1M-9: SCHEDULE OF ZONE DISTRICTS:

10-1M-10: CO-LOCATION:

10-1M-11: CONCURRENT APPROVALS:

10-1M-12: STANDARDS FOR SMALL CELL FACILITIES AND NETWORKS:

10-1M-1: DEFINITIONS:

The following words and phrases when used in this article shall have the meanings given below:

ACCESSORY EQUIPMENT FOR A CMRS FACILITY: Equipment, including buildings and cabinets, used to protect and enable radio switching equipment, backup power and other devices, but not including antennas, that is necessary for the operation of a CMRS facility.

~~ALTERNATIVE TOWER CMRS FACILITY: An existing or proposed structure that is compatible with the natural setting and surrounding structures and camouflage or conceal the presence of the antennae and can be used to house or mount a CMRS antenna. Examples include manmade trees, clock towers, bell steeples, light poles, silos, existing utility poles, existing utility transmission towers and other similar alternative designed structures.~~

ANTENNA: Any device used to transmit and/or receive radio or electromagnetic waves such as, but not limited to panel antennas, reflecting discs, microwave dishes, whip antennas, directional and non-directional antennas consisting of one or more elements, multiple antenna configurations, or other similar devices and configurations. Exterior apparatus designed for telephone, radio, or television communications through the sending and/or receiving of wireless communications signals.

BASE STATION: A station at a fixed location, other than a freestanding CMRS facility, that enables wireless communication between user equipment and a communications

network, including any associated equipment such as, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. It includes a structure that currently supports or houses an antenna, transceiver, or other associated equipment that constitutes part of a base station. It may encompass such equipment in any technological configuration, including distributed antenna systems and small cells.

BROADBAND SERVICE: Broadband is wide bandwidth data transmission which transports multiple signals and traffic types. The medium can be coaxial cable, optical fiber, radio or twisted pair. In the context of Internet access, broadband is used to mean any high-speed Internet access that is always on and faster than traditional dial-up access.

~~BUILDING, ROOF OR WALL-MOUNTED TELECOMMUNICATION FACILITY: A CMRS facility where antennas are mounted either on the roof or face(s) of a legally existing building other than a building or structure accessory to a telecommunications facility. Facilities within this category may include micro-cell or repeater facilities.~~

CODE: Morrison Municipal Code.

CO-LOCATION: Includes,

1. Mounting or installing an antenna facility on a pre-existing structure; and/or
2. Modifying a structure for the purpose of mounting or installing an antenna facility on that structure.

Provided, that for purposes of eligible facilities requests, "co-location" means the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes.

COMMERCIAL MOBILE RADIO SERVICE (CMRS) FACILITY: An unstaffed facility consisting of equipment for the reception, switching and transmission of wireless telecommunications, including, but not limited to, personal communications service (PCS), enhanced specialized mobile radio (ESMR), paging, cellular telephone and similar technologies~~antennas, equipment, and equipment storage shelters used for the reception, switching and/or transmission of wireless telecommunications including, but not limited to, paging, enhanced specialized mobile radio, personal communications services, cellular telephone, and similar technologies. These facilities operate at one thousand (1,000) watts or less of effective radiated power and within frequencies authorized by the Federal Communications Commission for such purposes~~.

DECORATIVE POLE(S): Any pole that is uniquely found in a particular neighborhood in the Town that adds to the aesthetic of the streetscape of that neighborhood or area and is specified in a Town-adopted plan.

ELIGIBLE FACILITIES REQUEST: Any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station and that involves the co-location of new transmission equipment, the removal of transmission equipment or the replacement of transmission equipment.

EQUIPMENT STORAGE SHELTER: A structure used for freestanding CMRS facilities or, where necessary, roof or building-mounted facilities to house CMRS equipment. These shelters are not intended for human habitation and shall not exceed four hundred (400) square feet.

FULLY CONCEALED FACILITY: A CRMS where:

1. The antennas, mounting apparatus, and any associated equipment are fully recessed/concealed from all sides with a structure that achieves total integration with the existing building or structure; and
2. All cable is routed internally or otherwise completely screened from view; and
3. The associated equipment is completely within the building or structure, placed in an underground vault, or is within another sidewalk element such as a mailbox, kiosk, etc. as approved by the Town.

FREESTANDING CMRS FACILITY: A CMRS facility that consists of a stand-alone support structure, antennas, and any associated equipment storage shelter.

INTERESTED PARTY: The applicant, an adjoining property owner or the Town.

LDRC: Morrison Land Development Review Committee as defined in Morrison Subdivision Regulations.

~~MICRO-CELL FACILITY: A small wireless facility that is no larger in dimensions than twenty-four inches (24") in length, fifteen inches (15") in width, and twelve inches (12") in height and that has an exterior antenna, if any, that is no more than eleven inches (11") in length.~~

MONOPOLE: A structure composed of a single spire used to support telecommunications equipment.

POLE(S): Utility pole, traffic signal pole, light poles or other types of poles, used primarily to support electrical wires, telephone wires, television cable, lighting, or guide posts; or are constructed for the sole purpose of supporting a CRMS facility. A Pole does not include a Tower or Support Structure.

~~REPEATER FACILITY: A CMRS facility that extends coverage to areas not covered by the originating primary facility.~~

PROVIDER: A Communications Service Provider or a Wireless Services Provider, and includes any Person that owns and/or operates within the Public ROW any Communications Facilities, Wireless Facilities, Poles built for the sole or primary purpose of supporting Communications Facilities, or Towers.

SMALL CELL ~~CMRS~~ FACILITY: Means either:

A. A wireless service facility that meets both of the following qualifications:

1. Each antenna is located inside an enclosure of no more than three (3) cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than three (3) cubic feet; and

2. Primary equipment enclosures are not larger than ~~seventeen~~ twenty-eight (28~~17~~) cubic feet in volume. The following associated equipment may be located outside of the primary equipment enclosure and, if so located, is not included in the calculation of equipment volume: electric meter, concealment, telecommunications demarcation box, ground-based enclosures, back-up power systems, grounding equipment, power transfer switch, and cut-off switch~~; or~~.

~~B. A micro-cell facility, as defined in this section.~~

SMALL CELL ~~CMRS~~ NETWORK: A collection of interrelated small cell facilities designed to deliver wireless service.

STEALTH: Techniques that blend and camouflage the antennas and associated equipment. For example, architecturally screened roof-mounted antennae, building-mounted antennas painted to match the existing structure, and antennas integrated into architectural elements by bell towers, flagpoles, parking lot light poles, clock towers, decorative architectural features, etc~~of concealment, camouflage or disguise of CMRS equipment or facilities~~.

SUPPORT STRUCTURE: A structure in the public right of way other than a pole or a tower to which a CRMS is attached.

STRUCTURE-MOUNTED CRMS FACILITY: A structure or building that can accommodate a CRMS facility that is mounted on the roof or facade of the structure or building. The term does not encompass a tower or any equipment associated with a tower or a utility pole, light pole, traffic signal pole or miscellaneous pole.

SUBSTANTIAL CHANGE: A modification which substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria, including a single change or a series of changes over time whether made by a single owner or operator or different owners/operators over time, when viewed against the initial approval for the support structure:

1. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than ten percent (10%) or by the height of one (1) additional antenna array with separation from the nearest existing antenna not to exceed twenty (20) feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than ten percent (10%) or more than ten (10) feet, whichever is greater;
   a. Changes in height should be measured from the original support structure in cases where deployments are or will be separated horizontally, such as on buildings' rooftops;
   b. In other circumstances, changes in height should be measured from the dimensions of the tower or base station, inclusive of originally approved appurtenances and any modifications that were approved prior to the passage of the Federal Spectrum Act, effective February 22, 2012.
2. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty (20) feet, or more than the width of the tower structure at the

level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six (6) feet;

3. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four (4) cabinets; or, for towers in the public rights-of-way and base stations, it involves installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than ten percent (10%) larger in height or overall volume than any other ground cabinets associated with the structure;
4. It entails any excavation or deployment outside the current site;
5. It would defeat the concealment elements of the eligible support structure; or
6. It does not comply with conditions associated with the original siting approval of the construction or modification of the eligible support structure or base station equipment, provided however that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in items 1 through 6 of this definition.

TOWER. Any freestanding structure designed and constructed primarily for the purpose of supporting one (1) or more Federal Communications Commission-licensed or authorized antennae, including self-supporting lattice towers, guy towers and monopole towers, radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone towers and other similar structures. The term also includes any antenna or antenna array attached to the tower structure.

10-1M-2: APPLICATION, REVIEW, AND APPROVAL PROCEDURES:

A. No CMRS facility or equipment shall be constructed, installed or enlarged except upon approval by the Town of an application submitted in accordance with the requirements of this Article.

~~1.~~B. General Application and Processing Requirements:

1. All applications for approval of a CMRS telecommunications facility shall be submitted to the Town Clerk who shall determine whether the application is complete. The Town Clerk shall confer with the LDRC to determine, based on the guidelines set forth in Section 10-1M-9 of this Article, whether the application shall be reviewed under the administrative process or shall be referred to the Planning Commission or the Board of Trustees for normal review, process, hearing and decision. The application shall be accompanied by a nonrefundable application fee as established by resolution of the Board of Trustees.
2. Within thirty (30) days of application submission, the Town Clerk will determine if the application is complete, except applications for small cell(s), which shall be determined within ten (10) days.

a. If the application is deemed complete, notification will be provided to the applicant in writing stating the state the application was determined complete, the dates any notice(s) of incompleteness were sent to the applicant, and the date(s) of any subsequent application submittal(s).

b. If the application is determined to be incomplete, the Town shall provide the applicant with written notice of incompleteness, specifying the code section that requires the information. This halts the remaining deadlines until a complete application is filed. Should the Applicant fail to respond to the Town's notice of incompleteness within sixty (60) days of notification, then the Applicant shall be deemed to have cancelled the Application.

3. Within sixty (60) days from submission of the application the Town will act on complete applications that are not a "substantial change". Such applications are considered an Eligible Facilities Request.

   a. In the event the Town fails to act on a complete application seeking approval for an Eligible Facilities Request under this Section within the timeframe for review, the application shall be deemed approved.

   b. The deemed approval becomes effective when the Applicant notifies the Town in writing after the review period has expired that the application has been deemed approved.

4. Within ninety (90) days from submission of the application the Town will act on complete co-location applications that are not a substantial change in the size of a tower, or location or co-location applications for a small cell facility or small cell network, or replacement or modification of the same.

5. Within one-hundred fifty (150) days from submission of the application the Town will act on complete applications for new CMRS facilities, co-location applications that are a substantial change, including a substantial increase in the size of the tower or substantial increase to an existing CMRS facility that is not a small cell facility or small cell network.

~~1.~~C. Submittal Requirements. **All CMRS telecommunications facility applications shall include such plans, drawings, photographs and specifications, including computerized three-dimensional (3-D) simulations where necessary to understand visual or physical impacts, as are necessary for the Town to determine that the proposed installation is consistent with the standards set forth in the design, performance and site selection standards of this Article. Such application shall include, and describe where applicable, the following:**

1. A project statement identifying the proposed CMRS facility and the telecommunication service to be provided by the proposed facility.

~~a.~~2. A site plan shall be required and shall illustrate all existing freestanding facilities, buildings, parking, easements and landscaping existing on the site as well as any proposed CMRS facilities, setbacks, landscaping, screening or security fencing.~~All proposed CMRS telecommunications facilities and associated equipment shelters.~~

~~b.~~3. All buildings and/or structures, including walls, fences or poles or other appurtenances, to which the proposed CMRS telecommunications equipment shelter and antenna will be attached.

4. The proposed methods for minimizing the visibility of the proposed CMRS telecommunication facility, including, but not limited to, all screening and concealment designs, landscaping materials, and paint color samples.

~~c.~~5. An indication as to whether the facility is designed to accommodate the proposed CRMS facility and allow for the co-location of equipment for additional carriers.

6. Proof of ownership and a letter of authorization from the property owner, including a copy of the current lease agreement, if applicable, of the real property on which the CMRS telecommunications facility is proposed to be located. Additionally, the letter of authorization from the property owner shall be accompanied by a statement from the building/property owner indicating that they consent to the placement of the CMRS facility on the site and information which indicates that the lease does not preclude co-location. If the CRMS facility is proposed in the right of way, an approved agreement for use of the right of way is required.

7. A photo simulation that illustrates "before" and "after" what the building and/or site will look like once the antennas and associated ground-mounted facilities equipment have been installed. The photos should be taken from the adjoining public street and from any adjacent residential zoning from which the antennas and equipment will be visible.

8. Elevation drawings for each side of the building upon which any structure-mounted equipment will be visible, as well as any ground-mounted equipment. The drawings should indicate the appearance, color and material of the existing building as well as the location, height, color and material proposed for the antennas and associated equipment.

9. A rooftop plan, which indicates the location and height for any roof-mounted antennas or equipment.

~~d.~~10. Evidence acceptable to the Town that the service provider shall remove the facility and equipment and restore the property to a condition substantially similar to that existing before the installation following abandonment of the facility or nonuse for a period of six (6) months. The service provider shall pay all costs and expenses for such removal and restoration. Such evidence may be in the form of an executed and enforceable agreement between the telecommunications provider and the owner of the property or a written agreement with the Town.

11. Public road or street providing access to facilities and equipment.

~~e.~~12. Proof of notice of the proposed application to adjacent property owners.

~~f.~~

D. Processing.

1. Permitted Use:

   a. An application for a use designated as a permitted use in Section 10-1M-9 of this Article shall be reviewed in accordance with Site Development Plan Review Chapter 4 of this Title and this Article.

   b. Once an application is deemed complete, the Zoning Administrator shall refer the application to the Planning Commission. The Planning Commission shall grant or deny the application based on the request and timeline determined in 10-1M-2, B. General Application and Processing Requirements.

   c. Any interested party may appeal the decision of the Planning Commission to the Board of Trustees by filing a letter of appeal with the Town Clerk within fifteen (15) days of the date of the decision by the Planning Commission.

2. Administrative Review Application Requirements~~Approval~~:

   ~~2.~~a. An application for administrative approval shall be submitted in conformance with the submittal requirements as listed in 10-1M-2, C. Submittal Requirements of this Article. The Zoning Administrator shall review the application for completeness and conformity with the requirements.~~as adopted by the Board of Trustees~~

   b. ~~If~~ Once an application is deemed complete, the ~~Clerk~~ Zoning Administrator shall refer the application to the LDRC who shall render a decision within based on the request and timeline determined in 10-1M-2, B. General Application and Processing Requirements~~thirty (30) days of submittal to it or the application will be deemed approved~~.

   c. A decision of the LDRC may be appealed by an interested party to the Planning Commission by filing a letter of appeal with the Town Clerk within fifteen (15) days of the LDRC's decision.

   d. The Planning Commission shall review the application for conformity with the criteria in this Article. The decision of the Planning Commission shall be a final decision. A copy of each decision of the LDRC and Planning Commission shall be furnished to the Town Clerk for submittal to the Board of Trustees as an information item.

3. Third-party review of applications:

   a. CMRS service providers use various methodologies and analysis tools, including geographically based computer software, to determine the specific technical parameters of personal wireless services, such as expected coverage area, antenna configuration and topographic constraints that affect signal paths. In certain instances, there may be a need for expert review by a third party of the technical data submitted by the personal wireless services provider. The Town may require such a technical review to be paid for by the applicant for the CMRS facility.

   b. The selection of the third party expert may be by mutual agreement between the applicant and Town or at the discretion of the Town, with a provision for the applicant and interested parties to comment on the proposed expert and

review its qualifications. The expert review is intended to be a site-specific review of technical aspects of the CMRS facility and not a subjective review of the site selection.

c. The expert review of the technical submission shall address the following:

i. The accuracy and completeness of the submission;
ii. The applicability of analysis techniques and methodologies;
iii. The validity of conclusions reached;
iv. Any specific technical issues designated by the Town.

~~3.~~ Based on the results of the third-party review, the Town may require changes to the application that comply with the recommendations of the expert.

v.

~~a.~~

~~4. Permitted Use: An application for a use designated a permitted use in Section 10-1M-9 of this Article shall be accompanied by a site plan which shall be reviewed in accordance with Chapter 4 of this Title. The Planning Commission shall grant or deny the application within thirty (30) days of submittal to it of a completed application by the Town Clerk. Such application shall be deemed approved if not acted upon within such thirty (30) day period. Any interested party may appeal the decision of the Planning Commission to the Board of Trustees by filing a letter of appeal with the Town Clerk within fifteen (15) days of the date of the decision by the Planning Commission.~~

~~5.~~4. Special Review Use: ~~All~~ An applications for a use designated as a use by special review in Section 10-1M-9 of this Article and requiring approval under the Special Review procedure of Article 1F of this Chapter, in addition to all other requirements, shall be accompanied by a site plan which shall be reviewed in accordance with the Site Development Plan Review procedure in Chapter 4 of this Title. However, any CRMS facility use undergoing special review shall adhere to the processing timelines described in 10-1M-2, B. General Application and Processing Requirements, as applicable.

~~6.~~E. Other Requirements: In addition to the requirements of this Article, no application ~~shall be deemed approved until all other applicable approvals and permits, including, without limitation, building permits, are obtained~~for a building permit shall be accepted for review without the applicable zoning approval as determined by this Chapter.

~~7.~~F. Decision: Any final decision to deny a request to place, construct or modify ~~commercial mobile radio service~~CMRS facilities or equipment shall be based on a ~~finding or~~ finding(s) that the application fails to meet the requirements of this Article or other applicable law, shall be in writing and supported by substantial evidence contained in a written record. (Ord. 273, 5-20-1997)

-----No changes to the sections below-----

10-1M-3: SITE SELECTION CRITERIA:

10-1M-4: DESIGN CRITERIA:

10-1M-5: MAXIMUM HEIGHT FOR CMRS FACILITIES:

10-1M-6: COMPLIANCE WITH FEDERAL COMMUNICATIONS COMMISSION REQUIREMENTS:

10-1M-7: ABANDONMENT AND REMOVAL:

-----No changes to the sections above-----

10-1M-8: SETBACKS:

A CMRS facility shall meet the most restrictive of the following minimum setbacks:

A. The setback for a principal building within the applicable zoning;

B. ~~Twenty-~~Twenty-five percent (25%) of the facility height, including antennas; or

C. The facility height, including antennas, if the facility is in or adjacent to the A, RE, R1, R2, CT, C1 or C2 Zoning Districts. The Town shall consider a facility only separated by a street or public ~~right of way~~right-of-way from a zoning district as adjacent to that zoning district;

D. Two hundred fifty feet (250') from any property within the RE and R1 Zone Districts. (Ord. 273, 5-20-1997)

10-1M-9: SCHEDULE OF ZONE DISTRICTS:

CMRS facilities shall be permitted as provided in the following schedule:

Zone District	Roof or Building Mounted Facility	Freestanding Facility
Agricultural - A	SRU	SRU
Residential Estate, Low Density Residential - RE and R1	NP	NP
High Density Residential - R2	NP	NP
Commercial Transitional - CT	AR[1]	NP
Commercial Limited, Commercial General - C1 and C2	AR[1]	NP
Multiple Use Commercial, Multiple Use Office And Multiple Use Commercial And Office - MU-C, MU-O, MU-CO[2]	AR	SRU
Planned Development - PD	As Permitted On	As Permitted On

Zone District	Roof or Building Mounted Facility	Freestanding Facility
	Plan	Plan
Industrial Districts - I	AR	P
Town Property or Right of Way – Substantial Change	SRU	SRU
Town Property or Right of Way – Eligible Facilities Request	AR[3]	AR[3]
~~Key:~~		
~~P-Permitted Use~~	~~NP-Not Permitted~~	~~A-Administrative Approval~~	~~SRU-Special Review Use~~

Key:

Permitted Use (P): The use may be constructed and operated in the zone district, subject to applicable site plan, plat, and building code requirements.

Not Permitted (NP): The use is prohibited in the zone district.

Administrative Review (AR): The use is permitted in the zone district subject to review of an administrative plan, plat, and applicable building code requirements.

Special Review Use (SRU): Must meet standards for special review in Article 1F of this Chapter in addition to any specific standards for the use as required in this Article.

Notes:

1. Roof or building structure-mounted facilities are not permitted on any single-family residential structure.
2. Any equipment storage shelter in the MU-O, MU-C or MU-CO Zone Districts must be entirely enclosed within an attached architectural element of a building or structure that is compatible in design, color, and materials with the adjacent uses to the CMRS facility site.
3. Small cell CMRS facilities, ~~when in compliance with section 10-1M-12 of this article,~~that do not qualify as a substantial change and are considered

an eligible facilities request as defined in Section 10-1M-1 of this article, are permitted uses in all zone districts, subject to ~~administrative~~ the review as described in this section. Those small cell CMRS facilities qualifying for administrative review shall be subject to the Application and Approval Procedures outlined in Section 10-1M-2 of this article.

-----No changes to the sections below-----

10-1M-10: CO-LOCATION:

10-1M-11: CONCURRENT APPROVALS:

-----No changes to the sections above-----

10-1M-12: STANDARDS FOR SMALL CELL FACILITIES AND NETWORKS:

A. Applicable Requirements: Small cell facilities and small cell networks, shall comply in all respects with the requirements of this section applicable to all CMRS facilities, with the following exceptions:

~~8.~~1. Setback requirements; and

~~9.~~2. Design requirements.

B. Location: Small cell facilities are permitted in Town rights-of-way, upon facilities in these rights-of-way and on public easements owned by the Town under the following priority:

~~2.~~1. First, on a traffic signal pole in a configuration approved by the Town, or in the case of a CDOT facility, by CDOT~~on a Town-owned utility pole, if any, which shall be removed and replaced with a pole designed to contain all antennae and equipment within the pole to conceal any ground-based support equipment and ownership of which pole is conveyed to the Town.~~

~~3.~~2. Second, a Town-owned utility pole with attachment of the small cell facilities in a configuration approved by the Town.

~~4.~~3. Third, on a ~~third-party~~Town-owned ~~utility~~ decorative pole ~~(with the consent of the owner thereof),~~ with attachment of the small cell facilities in a configuration approved by the Town.

~~5.~~4. Fourth, mounted on a structure located on public property, not including rights-of-way, or private property. The mounting of small cell facilities on public facilities shall require an agreement for said use prior to installation. ~~on a traffic signal pole or mast arm in a configuration approved by the Town, or in the case of a CDOT facility, by CDOT~~.

~~A. Fifth, on a freestanding or ground-mounted facility which meets the definition of and requirements for an alternative tower structure in a location and configuration approved by the Town.~~

C. Height: All small cell facilities shall not exceed two (2) feet ~~(2')~~ above the light pole, traffic signal or other facility or structure ~~to which they are attached~~in which they are

located, ~~or~~ the maximum height in the relevant zone district, or as otherwise allowed by Federal law~~whichever is less~~. When new utility poles are proposed as a~~n alternative tower~~fully concealed facility, their height shall be similar to existing utility/light poles in the vicinity.

D. Spacing: No small cell facility shall be located within one thousand feet (1,000') of any other such facility.

E. Design: The following design requirements apply to all small cell facilities:

~~1. Small cell facilities shall be designed to blend with and be camouflaged in relation to the structure upon which they are located (e.g. painted to match the structure or same material and color as adjacent utility poles). To the greatest degree possible, support equipment shall be located underground.~~

1. Small cell facilities located on freestanding poles shall be fully concealed within the pole structure. Said pole structure shall not be oversized beyond its normal size to contain antenna(s)/equipment in order to ensure the intent of concealment is attained.

2. Small cell facilities mounted to buildings shall be fully concealed within an architectural feature compatible with the architecture of the building. Architectural features that are not compatible or incongruent with the building design shall not be allowed

3. All accessory equipment, not within a fully concealed facility, which are located in rights-of-way shall be located below ground level. If accessory equipment is located on private property, it shall be located underground to the extent feasible. Where infeasible, equipment shall be screened from view from a living or built fully opaque screen that screens at least one (1) foot above the height of the equipment.

4. Safety: Small cell facilities in the right-of-way shall be designed and located, in the reasonable judgment of the reviewing official or body, so as to not interfere with the safe movement of pedestrians and motor vehicles, or otherwise create a safety risk to the public.

~~ii.~~5. Relocation And Removal: All facilities in Town rights-of-way or easements shall be removed and/or relocated at the applicant's expense in the event the Town's use of the right-of-way or easement precludes the continued presence of such facilities.

~~iii.~~6. Permitting: All small cell facilities and networks shall be reviewed pursuant to the procedure at section 10-1M-2 of this article. The Town may accept applications for a small cell network, provided each small cell facility shall be separately reviewed. Small cell facilities and networks shall also make application for a permit for work in the right-of-way. A traffic control plan may be required with building permits for any construction proposed within or adjacent to the right-of-way. ~~The Town may accept applications for a small cell network, provided each small cell facility shall be separately reviewed.~~

~~iv.~~7. Indemnification: The operator of a small cell facility which is permitted to locate on a Town right-of-way or easement or on a Town-owned utility pole, traffic signal or other structure owned by the Town, or within a Town-owned right-of-way or easement, shall, as a condition of permit approval, indemnify the Town from and against all liability and claims arising as a result of that location or attachment, including repair and replacement of damaged poles and equipment, in a form approved by the Town Attorney.

~~v.~~8. Bonding: All permits for location of small cell facilities on real property not owned by the small cell permittee shall include as a condition of approval a bond, in a form approved by the Town Attorney, to guarantee payment for any damages to the real property and removal of the facility upon its abandonment.

~~vi.~~9. Permit Expiration: A permit for a small cell facility shall expire nine (9) months after approval unless construction of the permitted structure has been initiated.

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
JANUARY 7, 2020
BOARD ACTION FORM

SUBJECT: Ordinance 486- An Ordinance Providing for the Annual Salary of the Judge and Clerk of the Morrison Municipal Court in Accordance with Sections 13-10-107 and 13-10-108, Colorado Revised Statues

PROCEDURE: Approval of Ordinance

TOWN ATTORNEY REVIEW: [X] Yes [_] No

TOWN MANAGER REVIEW: [X] Yes [_] No

MOTION: Motion to approve Ordinance 486- An Ordinance Providing for the Annual Salary of the Judge and Clerk of the Morrison Municipal Court in Accordance with Sections 13-10-107 and 13-10-108, Colorado Revised Statues

TOWN OF MORRISON
BOARD OF TRUSTEES
ORDINANCE NO. 486

AN ORDINANCE PROVIDING FOR THE ANNUAL SALARY OF THE JUDGE AND CLERK OF THE MORRISON MUNICIPAL COURT IN ACCORDANCE WITH SECTIONS 13-10-107 AND 13-10-108, COLORADO REVISED STATUTES

WHEREAS, Section 13-10-107 C.R.S. requires that the Town provide by ordinance the fixed annual salary of the Morrison Municipal Court Judge which shall be payable on a periodic basis; and

WHEREAS, Section 13-10-108 C.R.S. requires that the Town provide by ordinance for the fixed annual salary of the Clerk of the Municipal Court which shall be payable on a periodic basis.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF MORRISON, COLORADO THAT:

Section 1. **Municipal Court Judge.** The fixed annual salary of the Municipal Court Judge for fiscal and calendar year 2020 shall be Twenty-Eight Thousand Four Hundred Ten Dollars and 90/100 ($28,410.90) which salary shall be paid in bi-weekly installments of $1,092.73.

Section 2. **Municipal Court Clerk.** The fixed annual salary of the Municipal Court Clerk for fiscal and calendar year 2020 shall be Fifty-Seven Thousand Eight Hundred Sixty-Five Dollars and 60/100 ($57,865.60) which shall be paid in bi-weekly installments of $2,225.60.

Section 3. **Effective Date.** This ordinance shall be effective fifteen (15) days after first publication; provided, however, the salaries established herein shall be effective January 1, 2020.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED this 7th day of January, 2020, by vote of ___ ayes and ___ nays.

TOWN OF MORRISON

_____
Sean Forey, Mayor

ATTEST:

_____
Lyndsey Paavilainen, Town Clerk

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
JANUARY 7, 2020
BOARD ACTION FORM

SUBJECT: Resolution 2020-01- A Resolution Identifying Location For Posting Official Notices of the Town

PROCEDURE: Approval of Resolution

TOWN ATTORNEY REVIEW: [X] Yes [_] No

TOWN MANAGER REVIEW: [X] Yes [_] No

MOTION: Motion to approve Resolution 2020-01- A Resolution Identifying Location For Posting Official Notices of the Town

TOWN OF MORRISON
BOARD OF TRUSTEES

RESOLUTION NO. 2020-01

A RESOLUTION IDENTIFYING LOCATIONS FOR POSTING OFFICIAL NOTICES OF THE TOWN

WHEREAS, Section 24-6-102 C.R.S. and Section 3.14 of the Morrison Home Rule Charter require that the Town annually identify locations for posting official notices, notices of meetings of Town Boards and Commissions and other matters requiring posting or publication.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MORRISON, COLORADO THAT:

Section 1. Legal Posting Places. The following places are designated as places where official notices and publications of the Town required to be posted or published shall be posted:

A. Enclosed case reserved for Town of Morrison use inside U.S. Post Office at 151 Summer Street, Morrison, Colorado, and contemporaneous posting on the Town's official website: www.town.morrison.co.us.

Section 2. Legal Publication. Whenever publication in a legal newspaper is required by ordinance of the Town or other law, the Town shall utilize the Canyon Courier, or such other legal newspaper as shall be selected from time to time by the Town Clerk.

Section 3. Effective Date. This Resolution is effective as of January 1, 2020.

INTRODUCED, READ, PASSED and ADOPTED this 7th day of January, 2020, by a vote of ___ ayes and ___ nays.

TOWN OF MORRISON

_____
Sean Forey, Mayor

ATTEST:

_____
Lyndsey Paavilainen, Town Clerk

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
JANUARY 7, 2020
BOARD ACTION FORM

SUBJECT: Resolution 2020-02- A Resolution Designating the Town Clerk as the Election Official and Authorizing the Election Official to Appoint Election Judges

PROCEDURE: Approval of Resolution

TOWN ATTORNEY REVIEW: [X] Yes [_] No

TOWN MANAGER REVIEW: [X] Yes [_] No

MOTION: Motion to approve Resolution 2020-02- A Resolution Designating the Town Clerk as the Election Official and Authorizing the Election Official to Appoint Election Judges

TOWN OF MORRISON
BOARD OF TRUSTEES

RESOLUTION NO. 2020-02

A RESOLUTION DESIGNATING THE TOWN CLERK AS THE ELECTION OFFICIAL AND AUTHORIZING THE ELECTION OFFICIAL TO APPOINT ELECTION JUDGES

WHEREAS, the Board of Trustees desires to appoint the Town Clerk as the Election Official for the Town of Morrison; and

WHEREAS, Section 31-10-401 C.R.S. provides that the Board of Trustees may delegate to the Town Clerk the authority and responsibility to appoint judges for the election.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MORRISON, COLORADO:

Section 1. The Town Clerk is hereby appointed as the Election Official for the Town of Morrison.

Section 2. The Town Clerk in her capacity as Election Official for the Town of Morrison is hereby authorized to appoint election judges and take all other steps necessary for Town of Morrison municipal elections.

INTRODUCED, READ, PASSED, AND ADOPTED by the Board of Trustees on January 7, 2020, by a vote of__ ayes and __ nays.

TOWN OF MORRISON

_____
Sean Forey, Mayor

ATTEST:

_____
Lyndsey Paavilainen, Town Clerk

December 26, 2019

Kara Winters
Town Administrator
Town of Morrison
321 Highway 8
Morrison, CO 80465

Dear Kara:

RE: Strain Gulch Reservoir

This letter report documents our evaluation and conceptual design of the Strain Gulch Reservoir site. Strain Gulch Reservoir is a raw water storage reservoir proposed to be located on what was is generally known as the Edelweiss property in the NW ¼, SE ¼, Section 2, Township 5 South, Range 67 West, 6th Principal Meridian (Figure 1). The Town of Morrison

Figure 1. Strain Gulch Location Map

holds a 150 af conditional water storage right for the reservoir diverting from Strain Gulch and a 200 af conditional storage right for diversion from Bear Creek. The proposed reservoir would store water diverted from Strain Gulch or Bear Creek for subsequent for use as a raw water supply for ultimate treatment and distribution to the Towns existing and future water customers. The purpose of this investigation is to present a conceptual design of the reservoir and associated dam embankment and provide a 5% level opinion of probable

720 SOUTH COLORADO BLVD.
SUITE 410 S
DENVER, CO 80246
303.757.3655

construction costs. Further investigations will be needed to confirm foundation and dam embankment design and construction requirements.

WATER RIGHTS

The Town has two separate water rights decreed for raw water storage at the Strain Gulch Reservoir site. The first water storage right was decreed in Water Court Case 81CW358 for 150 af/yr diverted from Strain Gulch, a tributary to Bear Creek, for municipal, augmentation, and exchange uses. The allowable rate of fill for this water right is 10 cfs. The second water storage right was decreed in Water Court Case 83CW053 for 200 af/yr to be diverted from Bear Creek. The allowable rate of fill for this water right is 10 cfs. In Water Court Case 94CW105 the location of the proposed inlet structure for the Reservoir was identified as a location approximately 900 feet east and approximately 200 feet south of the centerline Section 2, Township 5 South, Range 70 West of the 6th PM, Jefferson County, Colorado.

SOILS AND GEOLOGY

The proposed reservoir is presented on Exhibit A. The soils located at the reservoir site were obtained from the Natural Resources Conservation Service. Most of the reservoir site consists of Ustic Torriorthents Loams at estimated depths of 0 to 60 inches. The side slopes along Strain Gulch consist of Argiustolls Loam and Argiustoils Rock Outcrop at depths from 0 to 35 inches intermixed with un-weathered bedrock at depths of 10 to 35 inches. The underlying geology consists primarily of Lyons Sandstone (Permian) with slivers of Bergen shale and Forelle Limestone extending north-south through the site. No faults are evidenced at the site. Further investigation of the site soils and geology, including on-site soil borings, should be undertaken during the next phase of the reservoir project.

HYDROLOGY

The Strain Gulch watershed extends about 3.2 miles upstream from the dam site, has a watershed area of about 1.21 square miles, and an average slope of 12.4%. The watershed consists of mostly open undeveloped land and includes part of Aggregate Industries Morrison Quarry operations and a few large lot single family residential properties. The upper end of the watershed is in the Mt. Falcon Open Space Park. Vegetation in the watershed is fairly spare consisting of an equal amount of dryland grasses, shrub land, and forest. About 15 percent of the watershed consists of clay soils. The remaining areas consist mainly of loamy soil and rock outcrops. The watershed has a hydrologic runoff curve number of 75. Design flows for the dam site were obtained using the United States Geologic Survey's (USGS) StreamStats program. The estimated 100-year flow at the dam site is 309 cfs. The estimated 500-year flow at the dam site is 560 cfs.

The proposed dam for Strain Gulch Reservoir is presented on Exhibit B. The dam will be considered jurisdictional by the State of Colorado per the State of Colorado's Rules and Regulations for Dam Safety and Construction (Dam Safety Rules). It is anticipated that the dam will be classified as a large, high hazard dam, given the risk for loss of life downstream of the dam in the event of a dam failure. Per the Dam Safety rule, the inflow design flood (IDF) is the flood generated by the Extreme Storm Precipitation (ESP) event. The scope of this study does not include a detailed IDF determination. However, for the purposes of this conceptual design we have assume the IDF to be equivalent to a 5000-year event. Extrapolating from the StreamStats program results, the IDF for this conceptual design is 1050 cfs.

DAM DESIGN

The conceptual design of the dam for Strain Gulch Reservoir consists of earth fill overlying a clay core and a foundation extending into bedrock. The design criteria used for the conceptual design is based

on the United States Bureau of Reclamation (USBR) Design of Small Dams (DSD) and the Dam Safety Rules. For this conceptual design the dam design parameters are as follows:

- Downstream dam slope: 2.5:1
- Upstream dam slope: 3:1
- Dam crest width: 24 feet
- Dam crest elevation: 5971
- Normal maximum water surface elevation (NMWS): 5964
- Emergency spillway crest elevation: 5966.5
- Emergency spillway width at dam crest: 50 feet
- Emergency spillway depth of flow at the IDF: 3.5 feet
- Residual freeboard at the IDF flow: 1 foot
- Total freeboard from the NMWS: 7 feet
- Principal spillway crest: 5964
- Principal spillway depth at 100-year event: 2.5 feet
- Principal spillway diameter: 8 feet
- Principal outlet pipe diameter: 4 feet

The principal spillway would consist of an 8-foot diameter morning glory spillway transitioning into a 4-foot diameter outlet pipe with a gated outlet control on the upstream end of a 24-inch outlet pipe. The NMWS was set at 5964 to avoid inundation of any private structures during the IDF. As a result, the inundation area of the reservoir, when filled to the NMWS, is almost exclusively contained within two properties: The Edelweiss property and the McMullen property. Only the very southwest end of the reservoir extends slightly onto the Rushton property and is contained in the Strain Gulch channel. The southeastern edge of the reservoir would extend just beyond the existing riding arena on the McMullen property. The total storage volume at a NMWS of 5964 is 168 acre-feet.

RIGHT-OF-WAY ACQUISITION

The property required for construction and operation of the reservoir would be limited to acquisition of portions of four properties. Acquisition of portions of the Edelweiss and McMullen properties would be required for construction of the dam and operation of the reservoir (with an access road on the Edelweiss property). A small portion of the Van Riper property would be needed for the very end of the emergency spillway. A portion of the Rushton property would be needed to address inundation of flood waters during the IDF. During normal operations only a small portion of the Rushton property would be inundated. The estimated areas of property acquisition are as follows:

Table 1. Required Right-of-Way Acquisition Area

Property	Total Property Area (acres)	Required Right-of-Way (acres)
Edelweiss	42.186	22.5
McMullen	27.573	5.5
Van Riper	14.673	0.07
Rushton	2.68	0.29

During further design processes it may be possible to avoid acquisition of right-of-way on the Van Riper property. Also, some of the property could be acquired as a flood easement instead of Right-of-Way.

RESPEC

COST

The estimated cost of design and construction of the proposed dam and reservoir is based upon estimates of quantities of the major construction items with assumed unit costs based upon the current construction climate. This estimate is based upon the conceptual design presented on Exhibits A and b and, as such is preliminary and subject to change. Following is the opinion of probable construction costs for the reservoir along with estimates of costs for design, construction observation, land acquisition, and project administration:

Item	Description	Units	Quantity	Unit Price	Total Price
1	Mobilization	LS	1	$110,000	$110,000
2	Survey	LS	1	$25,000	$25,000
3	Water Control	LS	1	$34,000	$34,000
4	Erosion Control	LS	1	$60,000	$60,000
5	Clear and Grub	AC	28	$1,000	$28,000
6	Foundation Excavation	CY	21000	$30	$630,000
7	Foundation Backfill	CY	21000	$10	$210,000
8	Spillway Excavation	CY	39000	$10	$390,000
9	Embankment Material (On-site)	CY	35000	$4	$140,000
10	Embankment Material (Import)	CY	123000	$6	$738,000
11	Dam Filter (with drains)	CY	3000	$100	$300,000
12	Riprap	CY	5200	$50	$260,000
13	Bedding	CY	2600	$50	$130,000
14	Outlet Works (Principal Spillway/Controls)	LS	1	$300,000	$300,000
15	Outlet Pipe	LF	420	$500	$210,000
16	Energy Dissipator	LS	1	$100,000	$100,000
17	Access Road	LS	1	$400,000	$400,000
18	Revegetation	AC	28	$2,500	$70,000
Sub-Total					$4,135,000
	Engineering (15%)	LS	1	$620,250	$620,250
	Construction Management (6%)	LS	1	$248,100	$248,100
	Legal / Administration (5%)	LS	1	$206,750	$206,750
Sub-Total					$5,210,100
	Contingency (50%)	LS	1	$2,605,050	$2,605,050
	Land Acquisition	AC	28.36	$15,000	$425,400
Grand Total					$8,240,550

RESPEC

FUTURE CONSIDERATIONS

This conceptual design provides a base of information for design of the reservoir dam, spillway, and appurtenances. The following should be considered in future investigations:

1. Dam type: An earth fill dam is the most conservative type of dam which requires the least rigorous dam foundation and design. However, an earth fill dam may not be the most economical dam design considering the large dam footprint and spillway requirements. Many new dams are now being constructed using roller-compacted concrete (RCC). RCC dams are beneficial in that they have a smaller footprint than earth fill dams and may be designed to accommodate overtopping of the dam embankment, allowing for a smaller or no emergency spillway. The offset of a RCC dam is that there are strict foundation requirements and the availability of local materials from which to construct the RCC will determine the cost effectiveness of a RCC dam. In addition, an RCC dam's smaller footprint would allow for a larger volume of water to be stored at the same design storage level as an earth fill dam.
2. Spillway sizing: The current conceptual design spillway size is based on the size needed to pass the IDF based on an estimation of the IDF . A more robust evaluation of the IDF may result in a lower IDF and thus a smaller required spillway. As an alternative, an incremental damage analysis (IDA) can be performed which may demonstrate that a lesser IDF is applicable which would also result in a smaller spillway.
3. Larger storage volume: The current design storage volume is restricted by the location of structures on the Rushton and McMullen properties. If those structures were removed (either by agreement with the property owner or by acquisition of the property), the design water surface could be raised providing more storage volume but at the cost of a higher dam embankment. We estimate that the total storage volume at a normal maximum water surface of 5970 (instead of the 5964 used in the current conceptual design) would result in a storage volume of about 226 acre-feet.

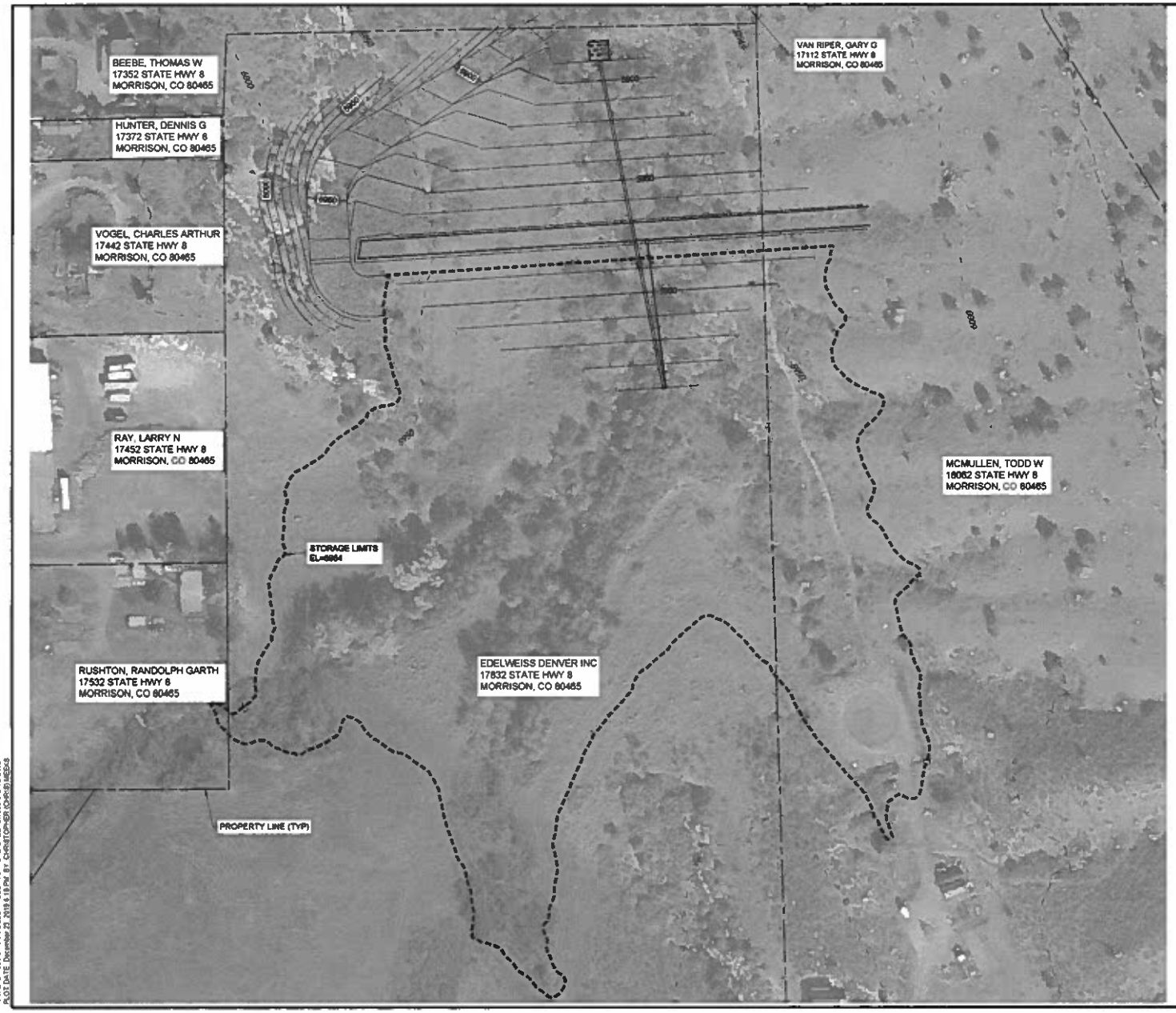
CONCLUSIONS

The analysis presented herein details a conceptual plan for the Strain Gulch Reservoir. The reservoir site, as currently shown in this conceptual design, provides for a storage of 168 acre-feet at a estimated cost of $8,240,000 (with 50% contingencies for this level of design). The site provides for the storage of runoff in Strain Gulch and for storage of water pumped from Bear Creek (either from the current pump system to the Town's Quarry Reservoir #2) or otherwise pumped to Strain Gulch above the reservoir). The reservoir provides the opportunity for release of water to the Town's water treatment plant (through a separate pipeline) or for release to Strain Gulch for augmentation and exchange in Bear Creek. Further investigations will be necessary to confirm the suitability of the site's foundational material for dam construction. If you have any questions, please give me a call at 3720-775-6406.

Sincerely,

Alan J. Leak, P.E.
Principal

ajl: ajl
cc: Project Central File 2205



NAME: L:\1836\STRAIN GULCH RESERVOIR\CAD\SHEETS\1836-S-SITE.DWG
PLOT DATE: December 23, 2019 6:19 PM BY: CHRISTOPHER (CHRIS) MEEKS

REVISION

DESIGNED
DRAWN
CHECKED
DATE

RESPEC
720 S COLORADO BLVD
SUITE 410S
DENVER, CO 80246
PHONE (303) 757-3655

STAMP

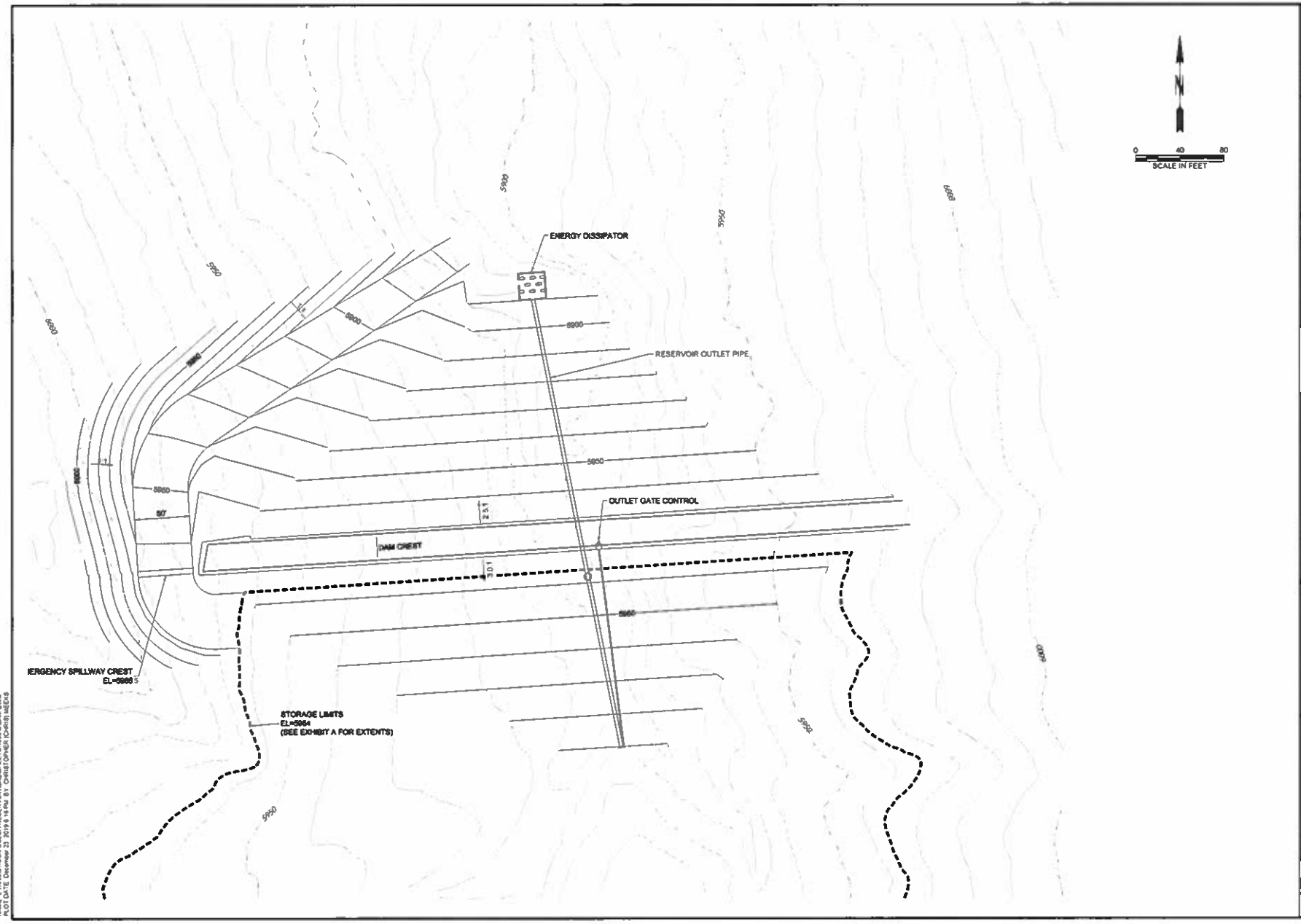
811
Know what's below. Call before you dig.

TOWN OF MORRISON

CONCEPTUAL DESIGN
STRAIN GULCH
RESERVOIR

OVERALL SITE PLAN

EXHIBIT A



REVISION

DESIGNED
DRAWN
CHECKED
DATE

RESPEC
720 S COLORADO BLVD
SUITE 410S
DENVER, CO 80246
PHONE (303) 757-3655

STAMP

811
Know what's below.
Call before you dig.

TOWN OF MORRISON

CONCEPTUAL DESIGN
STRAIN GULCH
RESERVOIR

STRAIN GULCH DAM

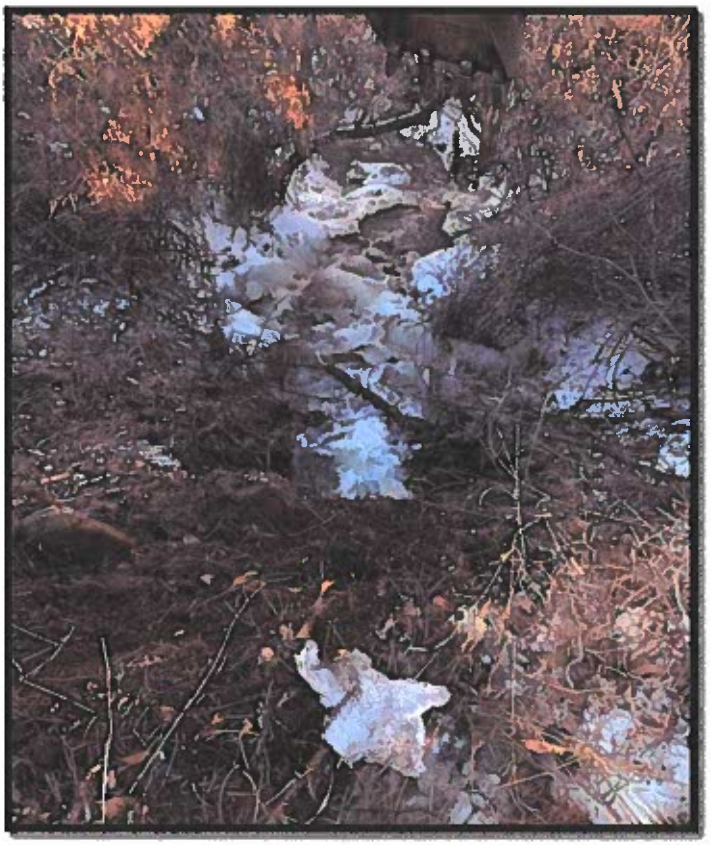
EXHIBIT B

NAME L:\1193\STRAIN GULCH RESERVOIR\CAD\SHEETS\1936-S-DAM.DWG
PLOT DATE December 23 2019 6:16 PM BY CHRISTOPHER (CHRIS) MEEKS

Department of Public Works
12/30/19

WATER

- Had ice form a blockage on the overflow creek that runs through Denver Mountain Parks. The creek spilled over the road but no damage was caused. Cleared ice and blockage with the backhoe.



- Effluent daily flow ~ .0515 MGD. Slightly less than last month

- Total coliform. taken at Museum on 12/9 and Denver Parks on 12/17

- Intake requires more attention due to the colder weather. Ice and ice dams have been reducing flows to plant. Sometimes two visits per day are necessary.

- Aggregate (Morrison Quarry Resvoir #2) is at 105 ft on staff gauge; OR (Operating Resvoir) is at 25.75 ft on staff gauge' ;

- To give more detail about what these numbers mean and are referring to in regard to the numbers indicated on the staff gauges at MQR#2 (Morrison Quarry Resvoir #2) and the MOR (Morrison Operating Resvoir/OR), I provided a brief explanation.

- We read the staff gauges and send the numbers to Respec. This is then converted to acre ft based on the size of each resvoir. Also something to note is that the MQR#2 staff gauge sits about 100 ft off of the bottom of the resvoir floor. So it's actually about 100 ft deeper than the staff gauge indicates. The Operating Resvoir generally is measured one for one-meaning, for every ft on the staff gauge = acre/ft. This is not the case with the MQR#2. The numbers get sent to Respec in ft and they convert it, taking into account evaporation equations, AI water usage, etc. The overflow for the OR sits at about 26 ft and the top of the staff gauge at MQR#2 is at 108-110 ft. We don't fill the MQR#2 to this level because of how high the water level would be to the edges and overflow.

- **Morrison Operating Resvoir**

Staff Gauge	Gallons	Acre/Ft
25	8,145,700	25
24	7,494,044	24
23	6,516,560	23
22	5,864,904	22
21	5,376,162	21
20	4,887,420	20

- We pumped 17,068,165 gals (raw water) to Aggregate between 12/3 and 12/20.

- We drained and replaced .165 MG of fresh chlorinated water to east basin at Red Rocks storage tanks

- New heater installed at water plant

- All PRVs were looked at for potential service/ re-build. Quote pending.

WASTEWATER

- We installed 4 GAC (granular activated carbon) filter units in 3 manholes around the Red Rocks Elementary School and one on Bear Creek Ave. These inserts are designed to filter out any H2S and other sewer odors that that may off gas in a manhole due to a decrease

in grade or speed. The big odor control unit at the school has been working very well and we have received good reviews from the teachers and maintenance staff about the elimination of the odors.

- Composite samples collected on BOD 98% removal; TSS 98 % removal. NH3- 0.08 mg/L; Total P- 0.12 mg/L.
- INF average - .0554 MGD; EFF average .0530 MGD
- Receiving ~ .0388 MGD from Red Rocks. The flume was cleaned of grit and debris.
- Received training on composite sampler at Red Rocks.

BCWA

- The West Jefferson County Wastewater Treatment Facility has submitted a Site Application to CDPHE for improvements currently under design. The permitted capacity of the WWTF will remain at 0.7 MGD however a new activated sludge basin will be constructed, and the facility will be converted to a biological nutrient removal process.

- CDPHE is under a deadline from the EPA to have the Bear Creek Watershed TMDL completed by September 2020. Joni Nuttle of CDPHE is actively working on the TMDL.

- CDOT is evaluating data from a group of monitoring wells installed along the road to the summit of Mt. Evans near Summit Lake. The wells are for CDOT to gather data on permafrost depths and how this impacts road designs however the wells should also be able to provide water quality information on the fens in the area.

- Russ Clayshulte is working with CDPHE on cleaning up inaccuracies in a rulemaking hearing statement from CDPHE for Regulation 38 from a June 2015 hearing. There is renewed interest from CDPHE on this document.

- Evergreen Metro and the Evergreen Parks and Recreation District are continuing to evaluate best management practices to protect Evergreen Lake from invasive species.

- The Geneva Glen camp continues to have regulatory compliance issues with their WWTF. They are now evaluating the potential of installing a new WWTF to meet surface water discharge limits.

- Board members were selected for the Bear Creek Watershed Foundation. The foundation will serve as a 501(C)3 non-profit capable of pursuing grants for water quality purposes.

STREETS, GROUNDS AND BUILDINGS

- Weekly trash town clean and cleaning of gutters all completed every week for the month of December.

- Playground and vehicle inspections completed.

- Re-striping of parking spaces throughout town 75% complete.

- Plowing for this month has gone well due to staff (Vince and Gabe) working hard to get in at early hours to keep up with the snow.

- On a once a month basis, the Utility and S&G departments get together and complete a safety workshop training. These training consist of anything from chemical handling safety to proper chainsaw operation safety. We started trainings in October and will continue these every month going forward.

- All shrubs and trees have been removed at the base of the Operating Resvoir dam.

Thank you,

Fritz Fouts

Public Works Director

Mayor and Board of Trustees:

The Morrison Police Department Report for December 2019.

1. 1 officer attended Peer Support training. This 2 day Law Enforcement Resiliency and Peer Support Training Course is a practical course of instruction designed to prepare law enforcement and other emergency service personnel with the ability to recognize and manage stress and connect this approach to the enhancement of human resiliency. The training will enhance personal well-being and an understanding of traumatic stress, physiology aspects of stress, an overview of mental health issues and resiliency for first responders and medical personnel. Topics on reduction of stress and resiliency, coping with stress and personal and peer support for families.

2. 2 Officers attended CIT Training. Crisis Intervention Training is a program that provides the foundation necessary to promote community and statewide solutions to assist individuals with a mental illness and/or addictions. The CIT Model reduces both stigma and the need for further involvement with the criminal justice system. CIT provides a forum for effective problem solving regarding the interaction between the criminal justice and mental health care system and creates the context for sustainable change.

3. An individual came in to the department with a bag full of toys and asked if MPD could hand them out. Officer Malave took the initiative by handing them out on traffic stops. The children in the vehicles were so happy to talk to an officer AND receive a Christmas present.

4. Chief received 12 complaints this month regarding the amount of traffic citations being issued. The community does not agree with our new traffic division.

Crimes/calls for service handled by Morrison Police Officers in December:

- DUI on EB C470 at Morrison Rd. The driver was contacted for speeding. While the officer was in contact with the driver, they stated they'd come from a snowboarding trip in Loveland. The officer observed signs of intoxication and smelled a strong odor of an unknown alcoholic beverage emitting from the driver's breath. The officer explained the process to the driver who said that they had just been through this a few weeks ago in another jurisdiction and refused roadsides. The officer explained the process of refusal, and the driver then consented to voluntary roadsides. However, they were not performed to the officer's satisfaction and the driver was taken into custody and transported to the fire station for a blood draw and then booked through at Jefferson County Jail.
- Routine traffic stop resulted in DUI and possession charges. The driver was contacted in the lot across from Phillips 66 after the officer observed multiple stops and traffic offenses. The officer detected an odor of an unknown alcoholic beverage emitting from the driver. When asked, the driver admitted to drinking after work as an employee of Holiday Bar. The driver refused roadsides and was placed into custody. However, prior to, the driver was looking through personal property and a small spoon known to the officer to be used for cocaine use fell to the floorboards. The driver admitted to cocaine use, but denied being in possession of any. During a vehicle search prior to impound, the officer found 5 clear baggies containing a white powdery substance in the center console. Testing on the substance came back with a presumptive positive for cocaine with a weight of 6.25 grams. Based on all of this information, the driver was charged and booked in on unlawful distribution scheduled II, DUI, and possession of drug paraphernalia.
- A local resident had work done on their house. The home owner and contractor did not agree on the work that was being provided and the homeowner asked the contractor not to return to the job. After the contractor's departure, the homeowner noticed a tool missing. The contractor was contacted who

admitted to using the tool with permission from the homeowner. The homeowner confirmed the story, but did not give the contractor permission to take the tool, and stated if the contractor returned the tool, they would not press charges. Within 24 hours, the tool was returned and the case was closed.

- A resident's dog got out of their yard and bit a neighbor in the hand, puncturing the skin and causing bleeding, swelling and severe bruising. The dog owner was issued a citation in to Morrison Municipal Court for Aggressive Dog Vicious Animal.
- DUI on EB C470 at mm 4. The driver was contacted for speeding and weaving. Once in contact, the officer observed signs of intoxication and smelled a strong odor of an unknown alcoholic beverage emitting from the driver's breath. The driver admitted to having beers in Broomfield a few hours ago and agreed to voluntary roadsides. However, they were not performed to the officer's satisfaction and the driver was taken into custody and transported to the fire station for a blood draw and then booked through at Jefferson County Jail.
- EB C470 at mm 4, Morrison PD observed a vehicle traveling at a very high rate of speed, cutting vehicles off, slamming on their brakes, and weaving. The officer locked the vehicle in at 118mph in a posted 65 zone. The driver finally pulled over. When the officer asked why they'd been driving so recklessly, the driver stated they had to use the restroom and was about to go in their pants. The officer observed signs of intoxication and smelled a strong odor of an unknown alcoholic beverage emitting from the driver's breath. The driver denied any alcohol consumption and refused roadsides or breath testing. The driver was transported to Jefferson County Jail on charges of reckless driving, Weaving, DUI and speeding.
- A REDDI (report every drunk driver immediately) was called in on a vehicle that was "all over the road". MPD located the vehicle and observed the vehicle crossing over the lanes of traffic for about 6 seconds and come back to their lane and then over the fog line on the shoulder for an additional 4 seconds. The officer activated lights and sirens and contacted the driver. The driver admitted to drinking 1 beer at a holiday party, but denied being intoxicated and subsequently agree to voluntary roadsides. The driver used the vehicle to maintain balance and staggered slowly. The officer terminated the roadsides for safety of the driver. The driver agreed to a breath test which yielded a results of 0.232 and was taken to Jefferson County Jail on charges of Weaving and DUI.
- Officers were working traffic enforcement on Highway 285 and observed a vehicle traveling southbound at a very high rate of speed. The officer attempted to stop the vehicle, but the vehicle accelerated and began weaving through vehicles to elude the officer. The driver found a break in the center median and flipped around to head back downhill. All officers in the County have now been notified of the driver's actions. Another Morrison Officer attempted to stop the vehicle, but the driver attempted to ram the officer's vehicle, forcing them to back up and move over. A Morrison Sergeant decided to call off the chase, but other jurisdictions picked up the chase as the driver continued on, driving recklessly. Eventually, the driver was stopped in Douglas County after ramming a Deputy's marked patrol car. The driver had a warrant for failure to appear on a DUI. Douglas arrested the driver on charges of reckless driving, reckless endangerment, driving while license under restraint, and vehicular eluding. Morrison PD has requested additional charges of assault in the first degree, vehicular eluding, reckless endangerment, reckless driving, speeding, and changing lanes while unsafe.
- EB C470 at mm 4, person walking on the shoulder stumbling into lanes of traffic. MPD contacted the person who was highly intoxicated, but refused to give information for a friend or family member to be picked up, or medical transport. The officer placed the individual into their patrol car and the person starting screaming and attempting to kick the windows out. The initial plan was to transport to detox, but the erratic behavior changed that plan and the individual was taken to Jefferson County Jail instead on charges of disorderly conduct and drunk in public.

Traffic Incidents:

- MPD assisted other jurisdictions 34 times on multiple occasions, including traffic control for accidents as well as covering officers on traffic stops such as warrant arrests and DUIs.
- A number of motorist assists were rendered, including changing flat tires, battery jumps, traffic control until tow arrives and accessing keys that were locked in vehicles.
- MPD responded to 4 non-injury accidents within our jurisdiction.
- 882 citations were be issued into Morrison Municipal Court in the month of December. Additionally, 40 cases were sent to Jefferson County for prosecution, including the cases listed above. Many of those stops were conducted for speeding, stop sign violation, etc. Some examples of those are listed below.
    - 21 stops for speeding resulted in drivers with no Driver's License, or were suspended. 2 of those were revoked as Habitual Traffic Offenders.
    - 2 traffic stops resulted in a warrant arrest for failure to appear which resulted in arrest and transported to Jefferson County Jail to be booked in.
    - 3 summonses for speeding with expired plates from early 2019.

Respectfully Submitted by Jennifer Sponnick; Chief's Secretary

To: Mayor and Board of Trustees

From: Matthew T. Mossbrucker, Director, MNHM

Subject: Monthly Report – December 2019

Date: January 2, 2020

At a Glance: Visitation to the museum has been seasonally appropriate in December. Besides daily operation, the museum has been engaged in planning and revising 2020 programs, the renovation of exhibits, work on collections storage, and future planning.

Visitation: December was expectedly quiet, sans the week between Christmas Day and New Year's Day. We did see the predicted surge of year-end visitors that was higher than 2018.

MNHM served at least 17,800 people in 2019. 13,000 participated in onsite programming and another 4800 were served with offsite programming in 2019. The visitation to the museum is roughly 26 times the population of the Town of Morrison. A more detailed report can be furnished upon request.

In 2019, our entry survey of ticket purchasers (8959 respondents) indicated that 56% of visitors hailed from the Denver metro area, while 44% hailed from outside this region. As many visitors from Jefferson County visited as from another US state (36.5%). We hosted more global visitors (2.7% of sample) than the counties of Adams (1.1%), Boulder (1.2%), and Broomfield (0.01%).

Site Usage Study: Contrasting square footage utilized for programming (defined as public space used for pubic programming) versus support (non-collections storage, restrooms, offices, etc.) the breakdown is 2.7 square feet of programming space versus 1 square foot of support space.

The total indoor programming space is 2147.5 sq. ft. with 1107 sq. ft. for support for a total of 3254.5 square feet of indoor space used. The grounds surrounding the museum are equally important, with 3319 sq. ft. used for programming.

A detailed breakdown of current site usage was provided to our town manager, along with the identification of current site challenges in the existing footprint.

Marketing: Internet based and social media ads continue to raise awareness of the museum. As the holiday season approaches, we ran specials surrounding Black Friday, early enrollment for the digs, and Colorado Gives Day, (which raised almost $2000).

Follow along with these programs and other museum posts on Facebook, Instagram (@morrisonmuseum), and Twitter for larger announcements (@morrisonmuseum).

2020 Dinosaur Digs: Ten participants have enrolled in the program for 2020. I am writing three field guides for the trio of distinct programs and evening lectures to enhance the experience.

Exhibits: In advance of the MNHM's silver anniversary, we are renovating exhibits. This includes the addition of new specimens and labels. The MNHM Foundation will be raising funds for specimen acquisition in the Ice Age exhibit for the next benefit breakfast, and a second draft version of the renovation of that space has been completed. An exhibit plan was developed for the Jurassic Room. Generally, the enhancement of exhibits allows for increased quality of programming along with marketing opportunities.

Collections: Nearly all of the collections cabinets and shelving from the US Geological Survey/Smithsonian are in place and being organized. In January, the collection will be processed and curated into a new database. This process will take the majority of 2020. The Foundation has underwritten the associated expenses of this massive project. Not only will this help the museum better care for the collections, but this is an important step in accrediting the museum in the near future.

Foundation: plans for the next benefit event are underway. The event will likely take place in Golden at Origin hotel, in late April. 2020 will mark the 25th anniversary of the inclusion of the museum as a department of the Town, and this theme will be what we celebrate in the New Year.

Partnerships: I met with the exhibits designers at Dinosaur Ridge to address duplication in both institution's displays and plan how we can avoid direct competition. The atmosphere was collegial and we charted a path forward.

After meeting with executive staff at Dinosaur Ridge, we discussed a potential joint fundraiser for low-income school scholarships to both venues.

TOWN OF MORRISON
BOARD OF TRUSTEES REGULAR MEETING
JANUARY 7, 2020
BOARD ACTION FORM

SUBJECT: Approval of Consent Agenda.

PROCEDURE: Approve the minutes, vouchers, and payroll.

RECOMMENDATION: Approve the Consent Agenda.

TOWN ATTORNEY REVIEW: [_] YES [X] NO

TOWN MANAGER REVUEW: [X] YES [_] NO

MOTION: Motion to approve the Consent Agenda for January 7, 2020

TOWN OF MORRISON BOARD OF TRUSTEES
MORRISON TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, DECEMBER 17, 2019
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 Venessa Angell, Katie Gill, Debora Jerome, and Matt Schweich were present. Trustees Christopher Wolfe and Paul Sutton were absent. A quorum was established.

Staff Present. Kara Winters (Town Manager), Gerald Dahl (Town Attorney), George Mumma (Police Chief), and Lyndsey Paavilainen (Town Clerk).

Amendments to the Agenda. An Executive Session regarding the Rooney Valley Intergovernmental Agreement and the Denver Intergovernmental Agreement was added to the Agenda after Board Comments. Item, Fifth Amendment to Intergovernmental Agreement-Mount Carbon Metro District was moved to the top of General Business. Item, 2019 Audit Engagement Letter was added to General Business.

Public to Address the Board. None.

Presentations and Hearings. None.

General Business.

Fifth Amendment to Intergovernmental Agreement- Mount Carbon Metro District. Winters explained this amendment addresses the number of EQR's, adds the distinction of properties in Jefferson County, and lays out an amended timeline for tap purchases.

Andy Trietley, Ventana Capital, 9801 E. Easter Ave, Centennial, CO 80122, explained the timeline amendment is an attempt to compensate for the time lapse from approval to putting the property on the market. Trietley added this amendment adjusts the timeline about 3 to 5 years out from the original 2008 agreement which the first deadline was 2025.

Schweich made a motion to approve the Fifth Amendment to the Mount Carbon Metropolitan District Intergovernmental Agreement dated December 17, 2019 with the typographical changes as noted. Angell seconded the motion. All present voted in favor of the motion.

Bandimere Speedway Partnership 2020-2021 Race Seasons. Winters stated this partnership would be for the 2020 season only. Forey stated Bandimere has been very supportive of the Police Department and has a good relationship with the Town. Jerome made a motion to enter into a sponsorship with Bandimere Speedway for the 2020 Race Season in the amount of $8,000.00 Gill seconded the motion. All present voted in favor of the motion.

Planning Commission Vacancy. Jamee Chambers, Planning Commission Chair, stated she is still searching for an interested resident to fill the Planning Commission vacancy. Chambers also encouraged residents to attend the Planning Commission workshop regarding Accessory Dwelling Units (ADU) on January 9, 2020.

2019 Audit Engagement Letter. Jerome made a motion to accept the audit proposal from Hinkle & Company, PC and enter into an agreement in the amount of $20,800 for the 2019 audit. Schweich seconded the motion. All present voted in favor of the motion.

Departmental Reports.

Court. No questions. No comments.

Accounting. Winters reported the sales tax reporting issue has been fixed.

Town Manager. Winters reported the 2020 regular election will be held April 7, 2020. Winters added nomination packets will be available for circulation starting January 7, 2020 until January 27, 2020.

Town Attorney. Dahl provided clarification on when Trustees can and cannot attend Planning Commission meetings.

Building Department. No questions. No comments.

Planning Commission- November 12, 2019 Minutes. Winter stated the Planning Commission will be holding a workshop regarding Accessory Dwelling Units on January 9, 2020. Winters added the residents are encouraged to attend.

Consent Agenda. Winters answered questions regarding Planner Fees and retainer for the Comprehensive Plan update. Angell made a motion to approve the Consent Agenda for December 17, 2019. Jerome seconded the motion. All present voted in favor.

Board Comments. The Board discussed the Abatement Notice for 105 Canon Street and any follow up actions required of the Town. It was noted the case is set for a court hearing in January and proceedings are out of the Board's control.

Forey thanked the Board and Town Staff for a great and productive year.

Executive Session. Jerome made a motion for a conference under Charter Section 3.4 and Section 24-6-402(4)(b) and (e), C.R.S., with the Town Attorney, Town Manager, and appropriate staff to receive legal advice and to instruct negotiations concerning Rooney Valley IGA and IGA with Denver for water treatment facilities. Jerome further motioned to adjourn the Board meeting at the conclusion of the executive session. Gill seconded the motion. All present voted in favor of the motion.

Forey called the Executive Session to order on Tuesday, December 17, 2019 at 7:01 P.M. Present were: Mayor Sean Forey, Trustees Venessa Angell, Katie Gill, Debora Jerome, and Matt Schweich; Kara Winters (Town Manager), Gerald Dahl (Town Attorney), and Lyndsey Paavilainen (Town Clerk). The purpose of the Executive Session was for a conference under Charter Section 3.4 and Section 24-6-402(a)(b) and (e), C.R.S., with the Town Attorney, Town Manager, and appropriate staff to receive advice and instruct negotiators concerning the Rooney Valley IGA and IGA with Denver for water treatment facilities.

End of Executive Session. The Executive Session was adjourned at 8:05 P.M. The Board returned to the regular meeting.

Adjournment. The regular meeting was adjourned at 8:05 P.M.

TOWN OF MORRISON

_____
Sean Forey, Mayor

ATTEST:

_____
Lyndsey Paavilainen, Town Clerk

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	*	FICA	FWT	SWT	Deduct	Net	D	Info	F/T
12/13/2019																
PC																
	Total PC:	8885	36	36		60,404.70	.00		4,522.09-	4,905.00-	1,950.00-	5,478.06-	43,549.55-		108.25	

PC Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	2,036.50	.00	Direct Deposit Net	43,549.55-	D	Informational	.00
2-00	Overtime Pay	6.50	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	57.24	.00				Fringe Benefit	108.25
4-01	Sick Leave Pay	73.76	.00					
7-01	Holiday Pay	77.00	.00					
7-02	Holiday - Floating	16.00	.00					
9-01	Comp Time Earned	16.50	.00					
9-02	Comp Time Used	1.00	.00					
	Grand Totals:	2,284.50	.00		43,549.55-			108.25

Total 12/13/2019:	8885	36	36	60,404.70	.00	4,522.09-	4,905.00-	1,950.00-	5,478.06-	43,549.55-	108.25

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	*	FICA	FWT	SWT	Deduct	Net	D	Info	F/T

12/13/2019 Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	2,036.50	.00	Direct Deposit Net	43,549.55-	D	Informational	.00
2-00	Overtime Pay	6.50	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	57.24	.00				Fringe Benefit	108.25
4-01	Sick Leave Pay	73.76	.00					
7-01	Holiday Pay	77.00	.00					
7-02	Holiday - Floating	16.00	.00					
9-01	Comp Time Earned	16.50	.00					
9-02	Comp Time Used	1.00	.00					
	Grand Totals:	2,284.50	.00		43,549.55-			108.25

Grand Totals:	8885	36	36	60,404.70	.00	4,522.09-	4,905.00-	1,950.00-	5,478.06-	43,549.55-	108.25

Grand Totals Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	2,036.50	.00	Direct Deposit Net	43,549.55-	D	Informational	.00
2-00	Overtime Pay	6.50	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	57.24	.00				Fringe Benefit	108.25
4-01	Sick Leave Pay	73.76	.00					
7-01	Holiday Pay	77.00	.00					
7-02	Holiday - Floating	16.00	.00					
9-01	Comp Time Earned	16.50	.00					
9-02	Comp Time Used	1.00	.00					
	Grand Totals:	2,284.50	.00		43,549.55-			108.25

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	*	FICA	FWT	SWT	Deduct	Net	D	Info	F/T
12/27/2019																
PC																
	Total PC:	8662	35	35		59,352.82	.00		4,478.32-	4,851.00-	1,936.00-	4,881.37-	43,206.13-		108.25	

PC Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,768.75	.00	Direct Deposit Net	43,206.13-	D	Informational	.00
2-00	Overtime Pay	4.00	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	107.90	.00				Fringe Benefit	108.25
4-01	Sick Leave Pay	39.66	.00					
7-01	Holiday Pay	183.00	.00					
7-02	Holiday - Floating	100.00	.00					
9-01	Comp Time Earned	2.00	.00					
9-02	Comp Time Used	19.00	.00					
	Grand Totals:	2,224.31	.00		43,206.13-			108.25

Total 12/27/2019:	8662	35	35	59,352.82	.00	4,478.32-	4,851.00-	1,936.00-	4,881.37-	43,206.13-	108.25

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	*	FICA	FWT	SWT	Deduct	Net	D	Info	F/T

12/27/2019 Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,768.75	.00	Direct Deposit Net	43,206.13-	D	Informational	.00
2-00	Overtime Pay	4.00	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	107.90	.00				Fringe Benefit	108.25
4-01	Sick Leave Pay	39.66	.00					
7-01	Holiday Pay	183.00	.00					
7-02	Holiday - Floating	100.00	.00					
9-01	Comp Time Earned	2.00	.00					
9-02	Comp Time Used	19.00	.00					
	Grand Totals:	2,224.31	.00		43,206.13-			108.25

Grand Totals:	8662	35	35	59,352.82	.00	4,478.32-	4,851.00-	1,936.00-	4,881.37-	43,206.13-	108.25

Grand Totals Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,768.75	.00	Direct Deposit Net	43,206.13-	D	Informational	.00
2-00	Overtime Pay	4.00	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	107.90	.00				Fringe Benefit	108.25
4-01	Sick Leave Pay	39.66	.00					
7-01	Holiday Pay	183.00	.00					
7-02	Holiday - Floating	100.00	.00					
9-01	Comp Time Earned	2.00	.00					
9-02	Comp Time Used	19.00	.00					
	Grand Totals:	2,224.31	.00		43,206.13-			108.25

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount