



**MINUTES
TOWN OF PARACHUTE
BOARD OF TRUSTEES REGULAR MEETING
222 GRAND VALLEY WAY, PARACHUTE, CO
JUNE 21, 2018 6:30 PM**

- (A) CALL TO ORDER: 6:30 PM**
TRUSTEES PRESENT
Tim Olk
Fred Andersen
Tom Rugaard
Juanita Williams
Brittany Van Teylingen
- MAYOR:** Roy McClung
- TRUSTEES ABSENT:** John Loschke
- STAFF PRESENT:** Town Administrator, Stuart McArthur
Town Clerk, Lucy Cordova
Economic Development, Lauralee Patton
Community Development, Derek Wingfield
Public Works Director, Mark King
Police Chief, Sam Stewart

AUDIENCE LIST ATTACHED

- (B) PLEDGE OF ALLEGIANCE**
- (C) APPROVE AGENDA**

MOTION 1: Motion to approve Agenda
Vocal vote passed unanimously

- (D) CONSENT AGENDA:**
1. **MINUTES FROM THE MAY 17, 2018, REGULAR MEETING**
 2. **EXPENDITURES PAID MAY 11, 2018 THROUGH JUNE 15, 2018**
 3. **LICENSE RENEWAL FOR A RETAIL MARIJUANA CULTIVATION FACILITY**
APPLICANT: JAMES BRINKERHOFF
MOUNTAIN MANAGERS LLC
5910 SOUTH UNIVERSITY BOULEVARD C18 PMG 1663
GREENWOOD VILLAGE, CO 80121
LOCATION: 111 DIAMOND LOOP
PARACHUTE, CO 81635
 4. **CONTRACT – BOARD CONSIDERATION OF PROPERTY TAX DISTRIBUTION GRANT BY THE GARFIELD COUNTY BOARD OF COUNTY COMMISSIONERS**
 5. **RESOLUTION NO. 2018-26 - BOARD CONSIDERATION OF A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AN AMENDED ANNEXATION AGREEMENT WITH JWT LAND COMPANY, LLC.**
 6. **RESOLUTION NO. 2018-27 - BOARD CONSIDERATION OF A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AN ANNEXATION AGREEMENT WITH THE KOPJE RANCH REVOCABLE TRUST**

MOTION 2: Moved and seconded by Rugaard/Olk to approve consent agenda items 1-5 and move item 6 to an actual agenda item.
Motion passed with a 4-0 vote

MOTION 3: Moved and seconded by Olk / Rugaard to approve Resolution No. 2018-27
BOARD CONSIDERATION OF A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AN ANNEXATION AGREEMENT WITH THE KOPJE RANCH REVOCABLE TRUST WITH AMENDMENTS MADE BY TOWN ATTORNEY JEFF CONKLIN AND KOPJE REPRESENTATIVE PHIL VAUGHN DURING THIS MEETING.
Motion passed with a 4-0 vote

(E) COMMENTS FROM CITIZENS NOT ON THE AGENDA

The Board of Trustees welcomes you and thanks you for your time and concerns. If you wish to address the Board of Trustees, this is the time set on the agenda for you to do so. When you are recognized, please step to the podium, state your name and address then address the Board. Your comments will be limited to three (3) minutes. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and provide direction to the appropriate member of Town Staff for follow-up. Thank you.

PLEASE SILENCE ALL CELL PHONES, PAGERS, AND HAND-HELD DEVICES. THANK YOU. PLEASE NOTE: THIS MEETING IS BEING AUDIO RECORDED.

(F) DEPARTMENTAL REPORTS:

- (1) Mayor and Board of Trustees..... Mayor and Trustees
 - (2) Town Manager Update..... Stuart McArthur, Town Manager
Town Manager McArthur went over his monthly report and received some direction from the Board. The Board directed the Town Manager to explore transportation program options for Parachute, to front a \$25k deposit to help put on an event in August, and then come back to Board and ratify the contract afterwards if time was an issue.
 - (3) Community Development Department Update..... Derek Wingfield & Lauralee Patton, Specialists
Community and Economic development specialists Wingfield and Patton went over their monthly report.
 - (4) Public Works Department Update Mark King, Public Works Director
Public Works Director King went over his monthly report.
 - (5) Police Department Update..... Samuel Stewart, Police Chief
Police Chief Stewart went over his monthly report and informed the Board that on July 19th, 2018 he will be hosting Frosty with a Cop at Wendys at 2:30pm.
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(G) BOARD CONSIDERATION OF TRANSFER OF OWNERSHIP OF 3.2% BEER OFF PREMISE LICENSE

CURRENT OWNER:	MARIBEL PENA GARCIA
DBA:	MG LIQUORS
LICENSED PREMISE:	393 EAST 2 ND STREET UNIT 2 PARACHUTE, CO. 81635
ADDRESS:	14 MOHAGONY CIRCLE PARACHUTE, CO 81635
NEW/PROPOSED OWNER:	JEFFREY ALLYN BISSELL
DBA:	MG LIQUORS
ADDRESS:	9544 RODEO DRIVE GILROY, CA 95020
STAFF:	LUCY CORDOVA, TOWN CLERK

MOTION 4: Moved and seconded by Rugaard / Van Teylingen to approve transfer of MG Liquors
Motion passed with a 5-0 vote

(H) BOARD CONSIDERATION OF EMERGENCY ORDINANCE NO. 748-2018

AN EMERGENCY ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO AMENDING THE PARACHUTE MUNICIPAL CODE BY THE ADOPTION OF A NEW CHAPTER 11.16 REGARDING FIRE RESTRICTIONS.

STAFF: STUART McARTHUR, TOWN MANAGER

JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 5: Moved and seconded by Rugaard / Olk to approve Ordinance No. 748-2018

AN EMERGENCY ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO AMENDING THE PARACHUTE MUNICIPAL CODE BY THE ADOPTION OF A NEW CHAPTER 11.16 REGARDING FIRE RESTRICTIONS

Motion passed with a 5-0 vote

(I) BOARD CONSIDERATION OF ORDINANCE NO. 749-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO AMEND SECTION 1-12 OF THE TOWN HOME RULE CHARTER TO AUTHORIZE USE OF EMERGENCY ORDINANCES FOR PRESERVATION OF PUBLIC PROPERTY AND SETTING A BALLOT TITLE.

STAFF: STUART McARTHUR, TOWN MANAGER
 JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 6: Moved and seconded by Rugaard / Olk to approve Ordinance No. 749-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO AMEND SECTION 1-12 OF THE TOWN HOME RULE CHARTER TO AUTHORIZE USE OF EMERGENCY ORDINANCES FOR PRESERVATION OF PUBLIC PROPERTY AND SETTING A BALLOT TITLE.

Motion passed with a 5-0 vote

(J) BOARD CONSIDERATION OF ORDINANCE NO. 750-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO AMEND SECTION 1-8 OF THE TOWN HOME RULE CHARTER TO AUTHORIZE THAT PUBLIC NOTICE OF ORDINANCES BE MADE BY POSTING ON THE TOWN'S WEBSITE AND SETTING A BALLOT TITLE.

STAFF: STUART McARTHUR, TOWN MANAGER
 JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 7: Moved and seconded by Rugaard / Andersen to approve Ordinance No. 750-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO AMEND SECTION 1-8 OF THE TOWN HOME RULE CHARTER TO AUTHORIZE THAT PUBLIC NOTICE OF ORDINANCES BE MADE BY POSTING ON THE TOWN'S WEBSITE AND SETTING A BALLOT TITLE.

Motion passed with a 5-0 vote

(K) BOARD CONSIDERATION OF ORDINANCE NO. 751-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO CHANGE THE NAME OF THE TOWN'S GOVERNING BODY FROM THE BOARD OF TRUSTEES TO THE TOWN COUNCIL AND SETTING A BALLOT TITLE.

STAFF: STUART McARTHUR, TOWN MANAGER
 JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 8: Moved and seconded by Rugaard / Williams to approve Ordinance No. 751-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO CHANGE THE NAME OF THE TOWN'S GOVERNING BODY FROM THE BOARD OF TRUSTEES TO THE TOWN COUNCIL AND SETTING A BALLOT TITLE.

Motion passed with a 5-0 vote

(L) BOARD CONSIDERATION OF ORDINANCE NO. 752-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT ISSUE REGARDING AN EXCISE TAX ON THE CULTIVATION OF INDUSTRIAL HEMP.

STAFF: STUART McARTHUR, TOWN MANAGER
JEFFREY CONKLIN, TOWN ATTORNEY

No action

(M) BOARD CONSIDERATION OF EMERGENCY ORDINANCE NO. 753-2018

AN EMERGENCY ORDINANCE OF THE TOWN OF PARACHUTE, COLORADO, AUTHORIZING AND APPROVING A LOAN FROM ALPINE BANK TO THE WATER ENTERPRISE FUND FOR THE PURPOSE OF FINANCING REPAIRS TO THE TOWN'S WATER TANK OPERATED BY THE ENTERPRISE FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH, SAFETY, AND WELFARE.

STAFF: STUART McARTHUR, TOWN MANAGER
JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 9: Moved and seconded by Rugaard / Andersen to approve Ordinance No. 753-2018

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO REFERRING TO THE ELIGIBLE ELECTORS OF THE TOWN AT THE COORDINATED ELECTION TO BE HELD NOVEMBER 6, 2018 A BALLOT QUESTION TO AMEND SECTION 1-8 OF THE TOWN HOME RULE CHARTER TO AUTHORIZE THAT PUBLIC NOTICE OF ORDINANCES BE MADE BY POSTING ON THE TOWN'S WEBSITE AND SETTING A BALLOT TITLE.

Motion passed with a 5-0 vote

(N) BOARD CONSIDERATION OF ORDINANCE NO. 754-2018

AN ORDINANCE OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AN AGREEMENT TO EXTEND PUBLIC UTILITIES TO THE T&T AND ASSOCIATES MINOR SUBDIVISION AND CONVEYANCE OF REAL PROPERTY TO THE TOWN.

STAFF: STUART McARTHUR, TOWN MANAGER
JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 10: Moved and seconded by Rugaard / Van Teylingen to approve Ordinance No. 754-2018

AN ORDINANCE OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AN AGREEMENT TO EXTEND PUBLIC UTILITIES TO THE T&T AND ASSOCIATES MINOR SUBDIVISION AND CONVEYANCE OF REAL PROPERTY TO THE TOWN.

Motion passed with a 5-0 vote

(O) BOARD CONSIDERATION OF RESOLUTION NO. 2018-28

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO APPROVING AND RATIFYING A LICENSE AGREEMENT WITH GARFIELD COUNTY.

STAFF: STUART McARTHUR, TOWN MANAGER
JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 11: Moved and seconded by Rugaard / Olk to approve Resolution No. 2018-28

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO APPROVING AND RATIFYING A LICENSE AGREEMENT WITH GARFIELD COUNTY

Motion passed with a 5-0 vote

(P) BOARD CONSIDERATION OF RESOLUTION NO. 2018-29

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH MARTIN PAVING CONSTRUCTION FOR THE COUNTY ROAD 300 UTILITY CROSSING PROJECT

STAFF: STUART McARTHUR, TOWN MANAGER
MARK KING, PUBLIC WORKS DIRECTOR

MOTION 12: Moved and seconded by Olk / Van Teylingen to approve Resolution No. 2018-29
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH MARTIN PAVING CONSTRUCTION FOR THE COUNTY ROAD 300 UTILITY CROSSING PROJECT
Motion passed with a 5-0 vote

(Q) BOARD CONSIDERATION OF CHANGE ORDERS FOR CONTRACT WITH EAGLES NEST CONTRACTING FOR TOP ADVENTURES TRAILHEAD PROJECT

STAFF: STUART McARTHUR, TOWN MANAGER
MARK KING, PUBLIC WORKS DIRECTOR

MOTION 13: Moved and seconded by Rugaard / Olk to approve change orders for Eagles Nest and Moody Construction for ToP Advetures Trailhead project
Motion passed with a 5-0 vote

(R) BOARD CONSIDERATION OF CHANGE ORDERS FOR CONTRACT WITH MOODY CONSTRUCTION FOR TOP ADVENTURES TRAILHEAD PROJECT

STAFF: STUART McARTHUR, TOWN MANAGER
MARK KING, PUBLIC WORKS DIRECTOR

MOTION 13: Moved and seconded by Rugaard / Olk to approve change orders for Eagles Nest and Moody Construction for ToP Advetures Trailhead project
Motion passed with a 5-0 vote

(S) OTHER

1. Thank You- Grand Valley High School - Scholarships
 2. Thank You- Jacqui Cordova, scholarship recipient
 3. Thank You- Layne Teter, scholarship recipient
 4. Thank You- Kiwanis, 2018 Bronze Sponsor of 25th Annual Colorado River Scramble
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(T) EXECUTIVE SESSION – C.R.S. 24-6-402(4)(e)

DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS SPECIFICALLY RELATING TO AN RV PARK AND TRUCK STOP

STAFF: STUART McARTHUR, TOWN MANAGER
JEFFREY CONKLIN, TOWN ATTORNEY

MOTION 14: TECHNICAL ISSUE, RECORDING STOPPED WORKING

(U) ADJOURN

MOTION 15: Motion to adjourn
Vocal vote passed unanimously

Roy B. McClung, Mayor

ATTEST:

Lucy Cordova, Town Clerk