



MINUTES  
TOWN OF PARACHUTE  
BOARD OF TRUSTEES SPECIAL MEETING  
JUNE 23, 2016

Meeting called to order by Mayor Pro Tem Williams at 6:30 pm

(A) CALL TO ORDER AND ROLL CALL

- TRUSTEES PRESENT:** John Loschke  
Fred Andersen  
Tim Olk  
Tom Rugaard  
Juanita Williams
- MAYOR ABSENT:** Roy McClung
- TRUSTEES ABSENT:** Travis Sproles
- STAFF PRESENT:** Town Manager, Stuart McArthur  
Town Clerk, Lucy Cordova  
Public Works Director, Mark King  
Police Chief, Cary Parmenter  
Finance Director, Lynn Stroud  
Admin Assistant

AUDIENCE LIST ATTACHED

(B) PLEDGE OF ALLEGIANCE

(C) APPROVE AGENDA

**MOTION 1:**

Moved and seconded by Trustees Loschke / Olk to approve agenda with no changes.  
*Vocal Vote passed unanimously*

(D) CONSENT AGENDA:

- (1) MINUTES FROM THE MAY 19, 2016, REGULAR MEETING
- (2) EXPENDITURES PAID IN MAY 2016

**MOTION 2:**

Moved and seconded by Trustees Olk / Ruggard to approve the consent agenda.  
*Motion passed unanimously with a 5-0 vote in favor.*

(E) COMMENTS FROM CITIZENS REGARDING ITEMS NOT ON THE AGENDA

Judith Hayward, 180 S. 2<sup>nd</sup> Ct. Parachute  
Judith spoke on behalf of the Historical Society. Mrs. Hayward thanked the Town for the contribution that was made and spoke on all the things the Historical Society is working on.

(F) DEPARTMENTAL REPORTS:

- (1) Mayor and Board of Trustees ..... Mayor and Trustees

- There was no update from the Board.
- (2) Town Manager Monthly Update..... Stuart McArthur, Town Manager  
Town Manager McArthur went over his monthly report, and spoke regarding Sales Tax Revenue for the Town.
  - (3) Community Development Report ..... Stuart McArthur, Town Manager  
Town McArthur went over Community Development monthly report, and spoke about community cleanup day, Grand Valley Days, and Oktoberfest.
  - (4) Public Works Department Monthly Update.....Mark King, Public Works Director  
Public Works Director King went over his monthly report, and spoke on water leaks, pouring concrete, mosquito control, sprinkler maintenance, and irrigation.
  - (5) Police Department Monthly Update ..... Cary Parmenter, Police Chief  
Police Chief Parmenter went over his monthly report and spoke on the 19% decrease in service calls.
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**(G) COLORADO INTERGOVERNMENTAL RISK SHARING AGENCY (CIRSA) PRESENTATION OF ELECTED OFFICIAL TRAINING**

PRESENTER: TAMI TANOUE

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**(H) BOARD CONSIDERATION AND APPOINTMENT AND SWEARING-IN OF LUZELENA CORDOVA AS TOWN CLERK**

STAFF: JUANITA WILLIAMS, MAYOR PRO TEM

**MOTION 3:**

Moved and seconded by Trustees Ruggard / Olk to approve Luzelena Cordova as the Town Clerk.  
*Motion passed unanimously with a 5-0 vote in favor.*

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**(I) BOARD CONSIDERATION OF CONTRACT BETWEEN SCHMUESER GORDON MEYER, INC, A COLORADO CORPORATION (DOING BUSINESS AS “SGM”), AND THE TOWN OF PARACHUTE TO PROVIDE GENERAL ENGINEERING, CONSULTING, AND RELATED SERVICES TO THE TOWN FOR ONGOING ENGINEERING SERVICES AND APPROVE MAYOR TO SIGN.**

STAFF: STUART McARTHUR, TOWN MANAGER

**MOTION 4:**

Moved and seconded by Trustees Ruggard / Olk to approve SGM Contract and approve Mayor Pro Tem to sign.  
*Motion passed unanimously with a 5-0 vote in favor.*

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**(J) BOARD CONSIDERATION OF EASEMENT DEED AND AGREEMENT BETWEEN GARFIELD COUNTY SCHOOL DISTRICT 16 AND THE TOWN OF PARACHUTE, COLORADO, A COLORADO HOME RULE MUNICIPALITY AND APPROVE MAYOR TO SIGN.**

STAFF: STUART McARTHUR, TOWN MANAGER

**MOTION 5:**

Moved and seconded by Trustees Ruggard / Olk to approve Easement Deed and Agreement between GCSD 16 and the Town of Parachute and approve Mayor Pro Tem to sign.  
*Motion passed unanimously with a 5-0 vote in favor.*

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**(K) BOARD CONSIDERATION OF ORDINANCE NO. 703-2016**

AN ORDINANCE OF THE TOWN OF PARACHUTE, COLORADO, AMENDING CHAPTER 6.11 OF THE PARACHUTE MUNICIPAL CODE CONCERNING HOURS OF OPERATION OF RETAIL MARIJUANA ESTABLISHMENTS AND MEDICAL MARIJUANA ESTABLISHMENTS

STAFF: STUART McARTHUR, TOWN MANAGER

**MOTION 6:**

**Moved and seconded by Trustees Loschke / Andersen to approve Ordinance No. 703-2016**

*AN ORDINANCE OF THE TOWN OF PARACHUTE, COLORADO, AMENDING CHAPTER 6.11 OF THE PARACHUTE MUNICIPAL CODE CONCERNING HOURS OF OPERATION OF RETAIL MARIJUANA ESTABLISHMENTS AND MEDICAL MARIJUANA ESTABLISHMENTS*

*Motion passed unanimously with a 5-0 vote in favor.*

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**(L) BOARD CONSIDERATION OF RESOLUTION NO. 2016-13**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AND ADOPTING A COMPREHENSIVE MASTER PLAN FOR THE TOWN OF PARACHUTE.

STAFF: STUART McARTHUR, TOWN MANAGER

**MOTION 7:**

**Moved and seconded by Trustees Olk / Loschke to approve Resolution No. 2016-13**

*A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, APPROVING AND ADOPTING A COMPREHENSIVE MASTER PLAN FOR THE TOWN OF PARACHUTE*

*Motion passed unanimously with a 5-0 vote in favor.*

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**(M) APPOINT A BOARD OF TRUSTEES MEMBER TO THE PLANNING AND ZONING COMMISSION ACCORDING TO PARACHUTE MUNICIPAL CODE.**

**3.24.020B** - THE TERM OF EACH EX OFFICIO MEMBER SHALL CORRESPOND TO THAT INDIVIDUAL'S OFFICIAL TENURE. THE TERM OF EACH OTHER MEMBER SHALL BE FOUR (4) YEARS, OR UNTIL HIS OR HER SUCCESSOR TAKES OFFICE. THE PROVISIONS IN THIS SECTION WHICH REDUCE THE TERM OF OFFICE FROM SIX (6) TO FOUR (4) YEARS SHALL BE IMPLEMENTED UPON THE EXPIRATION OF THE TERM OF THE AFFECTED MEMBER CURRENTLY SERVING, OR UPON THE RESIGNATION OR REMOVAL OF ANY CURRENT MEMBER.

STAFF: STUART McARTHUR, TOWN MANAGER

**MOTION 8:**

**Moved and seconded by Trustees Loschke / Olk to appoint Juanita Williams to the Planning and Zoning Commission.**

*Motion passed unanimously with a 5-0 vote in favor.*

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**(N) BOARD CONSIDERATION OF NEW TOWN LOGO AND MOTTO.**

STAFF: STUART McARTHUR, TOWN MANAGER

The Board had a discussion regarding the potential new Logo and Motto for the Town. All trustees agreed on which logo they preferred and suggested adding "Western" to the motto. The Board agreed on Logo 1 with motto of "Western Gateway to the Rockies"

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**(O) OTHER MATTERS**

- (1) PARACHUTE-BATTLEMENT MESA AREA CHAMBER OF COMMERCE THANK YOU
  - (2) WEST SLOPE COLORADO OIL & GAS ASSOCIATION (COGA) THANK YOU
  - (3) GRAND VALLEY / PARACHUTE KIWANIS FOUNDATION THANK YOU
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**(P) EXECUTIVE SESSION**

FOR THE PURPOSE OF DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS; DEVELOPING STRATEGY FOR NEGOTIATIONS; AND INSTRUCTING NEGOTIATORS REGARDING PROPERTY SALE UNDER C.R.S. 24-6-402(4)(E) – LAND SALE

**MOTION 9:**

**Moved and seconded by Trustees Ruggard / Olk to move into Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators regarding property sale under C>R.S 24-6-402(4)(E)- land use.**

*Motion passed unanimously with a 5-0 vote in favor.*

Moved into Executive Session at 7:43 pm

Mayor Pro Tem Williams moved out of executive session and called the public meeting to order at 7:52 p.m.

Town Manager McArthur stated he received direction from the Board on how to proceed.

**Motion to Adjourn**

**MOTION 10:**

**Moved and seconded by Trustees Olk / Ruggard to adjourn**  
*Vocal Vote passed unanimously.*

**ADJOURNED at 8:02 PM**

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Roy B McClung, Mayor

ATTEST:

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Town Clerk