



**TOWN BOARD REGULAR MEETING AGENDA**  
**Thursday, March 17, 2022, at 7:00 P.M.**  
**Held at the Carsten Board Room at 224 First Street**

**I. CALL TO ORDER**

1. Pledge of Allegiance

**II. ROLL CALL**

**III. AGENDA APPROVAL / AMENDMENTS**

*Motion to approve agenda as is or approve agenda with amendment(s).*

**IV. SPECIAL PRESENTATIONS**

1. Eaton Public Library – 2021 Year in Review – Brenda Carnes, Library Director

**V. CONSENT AGENDA**

*The Consent Agenda is a group of routine matters to be acted on with a single motion and vote. Council or staff may request an item be removed from the Consent Agenda and placed under VIII. New Business for discussion.*

1. Minutes – February 17, 2022
2. Second Reading – Ordinance No. 621 - Setting Compensation for the Mayor and Members of the Board of Trustees – Attorney Rocklin
3. metroDPA - ITA LaVanchy/Attorney Rocklin
  - A. Resolution 2022-07 – Approving Eaton’s Participation in the Metro Mortgage Assistance Plus Program
  - B. Delegation and Participation Agreement Between Eaton and metroDPA

**VI. PUBLIC COMMENT\***

*Members of the audience are invited to speak at the Board of Trustees’ meeting. Public Comment is reserved for citizen comments on items not contained on the printed agenda. Citizen comments are limited to three (3) minutes per speaker. When several people wish to speak on the same position on a given item, they are requested to select a spokesperson to state that position.*

**VII. PUBLIC HEARING (See exhibit A)**

1. Brown Farm PUD Final Development Plan– Vince Harris, AICP, Baseline Corporation
  - A. First Reading - Ordinance No. 622 – PUD Final Development Plan for Brown Farm – Attorney Rocklin
  - B. Subdivision Development and Improvement Agreement – Attorney Rocklin
2. Xcel Energy Transmission Line – Vince Harris and Julie Esterl, Baseline Corp.
  - A. Resolution 2022-08 – PSCo’s Transmission Line – Attorney Rocklin
  - B. Xcel Energy Substation and Transmission Line Project - Mitigation Agreement – Attorney Rocklin

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**VIII. NEW BUSINESS**

1. Downtown Parklet Installation – Mayor Moser
2. Weld County Truck Route IGA – ITA LaVanchy
3. See XIII. New Business Continued

**IX. STAFF REPORT**

1. Town Administrator – Monthly Report
2. Assistant Administrator
3. Police Chief – February 2022 Report & Police Progress and Statistical Summary
4. Town Clerk – Liquor License Renewal for Dragon Inn submitted to State of CO
5. Town Attorney
6. Finance Director
7. Other

**X. COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS**

1. Planning Commission Meeting - Report by Trustee Winter
2. Hometown Revitalization Committee
3. Great Western Trail/Park
4. Northern Front Range-MPO

**XI. MAYOR'S COMMENTS**

**XII. EXECUTIVE SESSION**

1. *“An executive session to discuss the Interim Town Administrator’s contract pursuant to C.R.S. § 24-6-402(4)(f).”*

**XIII. NEW BUSINESS CONTINUED**

3. Wesley LaVanchy Interim Administrator Contract – Attorney Rocklin

**XIV. ADJOURN**

*\* If you have public comment but are not comfortable attending in person due to COVID-19, please send the comments to [wesley@eatonco.org](mailto:wesley@eatonco.org) by noon on the day of the meeting, and the comment will be read into the record or otherwise shared with the Board during the meeting.*

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**AMERICANS WITH DISABILITIES ACT NOTICE**

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (970) 454-3338 within 48 hours prior to the meeting in order to request such assistance.

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## EXHIBIT A

### **RULES FOR THE HEARING**

- A. All questions and comments by applicant, staff, or the public are to be directed to the governing body.
- B. The Mayor will ask each member of the governing body to disclose any conflicts requiring recusal, or the specific substance of any ex-parte communications made by them.
- C. No applicant, staff member, or the public will be subject to cross examination except by the governing body.
- D. Public comments shall be taken at the hearing and are limited to three (3) minutes per individual. Any unused time may not be given to another.
- E. Disruptive behavior will not be tolerated.

### **PUBLIC HEARING PROCEDURE**

- 1. Open public hearing.
- 2. Receive information from staff.
- 3. Receive information from applicant.
- 4. Receive information from public.
  - a. Ask to hear from anyone who supports the matter.
  - b. Ask to hear from anyone who opposes the matter.
- 5. Receive rebuttal from applicant. *(If any.)*
- 6. Additional questions from Board, if any. *(Board may ask questions at any time until the hearing is closed.)*
- 7. Close the public hearing.
- 8. Discussion and deliberation among Board.
- 9. Make a decision and/or motion from Board.

#### Proposed Motions:

##### For Approval:

I move to approve \_\_\_\_\_.

##### For Approval with Conditions:

I move to approve \_\_\_\_\_ with the following conditions: \_\_\_\_\_.

##### For Denial:

I move to deny approval of \_\_\_\_\_.