



**TOWN BOARD REGULAR MEETING AGENDA**  
**Thursday, April 20, 2023, at 7:00 P.M.**  
**Held at the Carsten Board Room at 224 First Street**

**CALL TO ORDER**

**Pledge of Allegiance**

**ROLL CALL**

**AGENDA APPROVAL / AMENDMENTS**

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

**PROCLAMATION**

1. 2023 Holocaust Memorial Observances – Mayor Scott Moser

**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.*

**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(s) to be removed from the Consent Agenda and placed under New Business for discussion.*

2. Minutes – March 16, 2023, Regular Meeting
3. Accounts Payable Invoice History Report – March 2023
4. Financial Statements – February 2023
5. Treasurer Report – February 2023
6. Resolution No. 2023-05 - Statewide Land Use and Zoning Preemptions in SB 23-213- Assistant Administrator, Greg Brinck
7. Resolution No. 2023-06 - Colorado Surplus Asset Fund Trust (CSafe) – Finance Director, Faith Smith

**PUBLIC HEARING (See Exhibit A)**

8. Downtown Revitalization Plan - Assistant Administrator, Greg Brinck and Baseline Planner, Vince Harris
  - Resolution No. 2023-07 - Amendment to Comprehensive Plan to Incorporate Downtown Revitalization Plan

**NEW BUSINESS**

9. Downtown Streetscape Design – Northern Engineering, Brad Curtis and Assistant Administrator, Greg Brinck
  - Proposal/Service Agreement
10. Appointment of Library Trustee – Library Director, Amber Greene
11. Certified VIN Inspection – Police Chief, Kevin Sturch
  - Town Fee Schedule Addition – Certified VIN Inspection
12. Harassment – Attorney, Avi Rocklin
  - Ordinance No. 634 - Concerning Harassment
13. Second Amendment to Solid Waste Services Agreement – Assistant Administrator, Greg Brinck
14. Aspen Meadows Park – Assistant Administrator, Greg Brinck
15. Police Policy Restructure with Lexipol – Police Chief, Kevin Sturch

**OLD BUSINESS**

16. Water Rights Dedication Code Update – Northern Engineering, Brad Curtis

**STAFF REPORT(S)**

- 17. Interim Town Administrator – Monthly Report
- 18. Assistant Town Administrator
- 19. Police Chief – March 2023 Police Power Point Report and Progress & Statistical Summary
- 20. Town Clerk – Circle K requesting modification, to floor plan to add Wine. Trip to IIMC Conference in MN.
- 21. Town Attorney
- 22. Finance Director
- 23. Town Engineer

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

- 24. Planning Commission Meeting – Chairman Winter – April 6, 2023 PC Meeting Summary
- 25. Hometown Revitalization Committee
- 26. Great Western Trail/Park
- 27. Northern Front Range/MPO

**MAYOR'S COMMENTS**

**EXECUTIVE SESSION**

- 28. An executive session to determine matters subject to negotiation and instruct negotiators related to the Eaton Housing Authority pursuant to C.R.S. 24-6-402(4)(e).
- 29. An executive session to discuss an employment agreement with Wesley LaVanchy for the Town Administrator position pursuant to C.R.S. § 24-6-402(4)(f).

**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 to attend or participate in this meeting should contact Town Hall at (970) 454-3338 within 48 hours prior to the meeting to request such assistance.

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## EXHIBIT A

### **RULES FOR THE HEARING**

- A. All questions and comments by applicant(s), 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(s), 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 the 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 the 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 \_\_\_\_\_.