



**Town Board of Trustees  
Tuesday, January 8, 2019  
Public Meeting Room / Eagle Town Hall  
200 Broadway Eagle, CO**

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Times listed are approximate and are subject to change.*

**TRUSTEES PRESENT**

Anne McKibbin, Mayor  
Kevin Brubeck, Mayor Pro Tem  
Scott Turnipseed  
Matt Solomon (absent)  
Paul Witt  
Mikel "Pappy" Kerst (absent)  
Andy Jessen

**STAFF**

Brandy Reitter, Town Manager  
Rob Huss, Town Attorney  
Jenny Rakow, Town Clerk  
Morgan Landers, Town Planner/Comm Dev Director  
Jill Kane, Finance Director/Treasurer  
Jeremy Gross, Marketing and Events Manager  
Joey Staufer, Police Chief  
Deron Dirksen, Utility Manager

**6:00 PM – REGULAR MEETING CALLED to ORDER and ROLL CALL** – Mayor McKibbin noted that Trustees Solomon and Kerst will be absent tonight.

**ADOPTION OF AGENDA** – There were no changes to the agenda.

**PUBLIC COMMENT** - Mayor McKibbin opened Public Comment for items not on tonight's agenda, there was no public comment.

**PRESENTATION**

**Eagle County Sheriff Commendation Award** to Chief Joey Staufer

Sheriff Van Beek presented a Lifesaving Award to Chief Joey Staufer.

**CONSENT AGENDA**

**Minutes** – December 11, 2018

**Bill Pay** – December 2018

**Resolution 01-2019** A Resolution Designating the Place for Posting of Notices of Meetings for The Boards and Commissions of The Town of Eagle

**MOITON: Trustee Witt motioned to approve the Consent Agenda. Motion was seconded and PASSED unanimously with a vote of five (5) in favor and zero (0) opposed.**

**TOWN MANAGER AND DEPARTMENT UPDATE**

Town Manager Update – Brandy thanked the Public Works crew for all the snow plowing taking place. Brandy introduced Bill Shrum the applicant and recipient of the Best and Brightest Intern who will serve as Assistant To The Town Manager – Bill introduced himself.

Trustee Brubeck commented on the Welcome Packet and really liked it. Requested an update to 2015 Development Plan Link.

Department Update – No comments.

Lower Basin Water Treatment Plant Update, MWH Constructors – Deron Dirksen was present for this item and gave an update on progress and water line issue at Sylvan Lake Round a Bout. Trustee Jessen requested standard for Board to use on debt service ratios.

**PUBLIC HEARING– QUASI JUDICIAL PROCEEDINGS (40 Minutes)**

1. Project: Sweet Leaf Pioneer  
File #: SU18-09  
Applicant: Dave Manzanares  
Location: 825 Chambers Avenue  
Staff Contact: Morgan Landers, Town Planner  
Request: Special Use Permit to relocate the existing medical and retail marijuana store, retail marijuana cultivation, and marijuana infused products to a new location within the Commercial General Zone District.

Morgan Landers presented this item. Applicant did not have a presentation.

Board Comments: ensured that staff was aware of the current regulations regarding filtration systems and any supplemental regulations or restrictions. Inquired as to why the square footage was iterated in the Resolution and requested if those numbers could be removed. Staff commented that it was consistent with previous approvals. Applicant agreed that if they were removed it would allow for flexibility. Transfer process was briefly discussed. Applicant has approximately three months between locations with the licensing process. Discussion regarding condition #1 and whether it was necessary due to state and local licenses being required. Staff provided reasoning that it more clearly references the timing of occupancy for the applicant, staff and the public. Town Attorney stated that if licensing is a state requirement and town requirement it would not have to be listed as a restriction and would not restrict our ability to rescind the SUP for compliance issues. It would be a violation of state to operate without a state license. Board requested recommendation #1 be removed.

Mayor McKibbin opened this item for Public Comment, there was no public comment. Public comment was closed (6:42 p.m.)

**Resolution 03-2019** A Resolution of The Board of Trustees of The Town of Eagle, Colorado Approving A Special Use Permit for A 5,500 Square Foot Retail Marijuana Cultivation Facility, A 400 Square Foot Medical Marijuana Business, A 1400 Square Foot Retail Marijuana Store, And A 600 Square Foot Retail and Medical Marijuana Infused Product (MIP) Manufacturing Facility.

**MOTION: Trustee Jessen motioned to approve Resolution 03-2019 with the following amendments removing the square footage from the Resolution to read a Resolution of The Board of Trustees of The Town of Eagle, Colorado**

**Approving a Special Use Permit for a Retail Marijuana Cultivation Facility, a Medical Marijuana Business, a Marijuana Store, and Retail and Medical Marijuana Infused Product (MIP) Manufacturing Facility. Motion was seconded and PASSED unanimously with a vote of five (5) in favor and zero (0) opposed.**

### **OLD BUSINESS**

**2019 Budget – Final Certified to Send to State**, Jill Kane, Finance Director – Jill provided that this is related to the additional appendices and attachments. All numbers are same from approval in December. Nothing has changed, but we will do reappropriations in 2018 budget. There will be no more changes to the budget. Board agreed to approve and certify at the January 22, 2019 Town Board Meeting.

**Eagle Outside Performance Report**, Jeremy Gross, Marketing & Events Manager, Jeremy presented the full marketing recap and highlights. Board Comments; success was realized with billboard space, will continue to survey water park users and events, will be looking to host a town series in the water park, will be attending the Outdoor Retailers Association event, will not have a booth.

### **NEW BUSINESS**

**Ordinance 01-2019** An Ordinance of The Town of Eagle, Colorado, Setting Forth the Compensation to Be Paid to Eagle Town Officers, Jill Kane, Finance Director

**MOTION: Trustee Brubeck motioned to approve Ordinance 01-2019 An Ordinance of The Town of Eagle, Colorado, Setting Forth the Compensation to Be Paid to Eagle Town Officers. Motion was seconded and PASSED unanimously with a vote of five (5) in favor and zero (0) opposed.**

**Resolution 02-2019** A Resolution of The Board of Trustees of The Town of Eagle, Colorado, Establishing Monthly Rates For 2019 For the Collection of The Town of Eagle Municipal Code, Jill Kane, Finance Director

**MOTION: Trustee Turnipseed motioned to approve Resolution 02-2019 A Resolution of The Board of Trustees of The Town of Eagle, Colorado, Establishing Monthly Rates For 2019 For the Collection of The Town of Eagle Municipal Code. Motion was seconded and PASSED unanimously with a vote of five (5) in favor and zero (0) opposed.**

**Resolution 04-2019** A Resolution of The Board of Trustees of The Town of Eagle, Colorado Approving an Independent Contractor Agreement with PR Studio LLC For the Purpose of Assisting the Town with Public Relations and Related Work– Jeremy Gross, Marketing & Events Manager

Board Comments; request was made to look at doing an RFP for these services in 2020 or present options for doing in house. Would like to review communication policy provided by PR Studio.

**MOITON: Trustee Brubeck motioned to approve Motion Resolution 04-2019 A Resolution of The Board of Trustees of The Town of Eagle, Colorado Approving an Independent Contractor Agreement with PR Studio LLC For the Purpose of Assisting the Town with Public Relations and Related Work. Motion was seconded and PASSED unanimously with a vote of five (5) in favor and zero (0) opposed.**

**New Utility Billing Format**, Jill Kane Finance Director. Board Comments: would like to see if we can get previous year usage for comparison. Looks good.

### **BOARD DISCUSSION AND FUTURE AGENDA ITEMS**

Andy Clark has requested assistance to promotion his GoFundMe for maintenance vehicle for the ice rink. Board requested that we look for a way to add funding to this town facility in the future.

**Guidelines for Requesting Support of Ballot Measures**– Anne McKibbin, Mayor – Anne stated that she and Matt Solomon worked together on these guidelines for considering ballot measures and resolutions.

**MOTION:** Trustee Witt motioned to approve the **Guidelines for Requesting Support of Ballot Measures**. Motion was seconded and **PASSED** unanimously with a vote of five (5) in favor and zero (0) opposed.

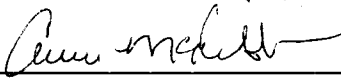
**Municipal Court Judge Appointment Process** – Brandy Reitter, Town Manager – Brandy inquired about any additional feedback on process. Board stated they would leave the process and interviews to staff and assist if needed.

**2019 Save the Dates** - Brandy Reitter, Town Manager – topics for worksessions are economic development, revenue policies, home rule and updating the strategic plan. A retreat was determined not necessary. Worksession dates will be sent out for scheduling.

Trustee Solomon requested more specific updates on the employee handbook for the next meeting if possible, including the timeframe for adoption. Suggestion for new utility bill is to include the tier the customer is in and information on how to reduce usage.

**ADJOURN (7:35 P.M.)**

APPROVED:

  
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Anne McKibbin, Mayor

  
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Jenny Rakow, CMC Town Clerk

