

*RECORD OF PROCEEDINGS*

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**TOWN OF DILLON TOWN  
COUNCIL REGULAR  
MEETING**

Tuesday, May 4, 2021

7:00 p.m.

Virtual Meeting Via Microsoft Teams

**CALL TO ORDER & ROLL CALL**

A regular meeting of the Town Council of the Town of Dillon, Colorado, was held on Tuesday, May 4, 2021, via teleconferencing. Mayor Skowyra called the meeting to order at 7:02 p.m. and the following Council Members answered roll call: Council Members Brad Bailey, Jennifer Barchers, Kyle Hendricks, Renee Imamura, and Steve Milroy. Council Member Karen Kaminski was absent (excused). Staff members present via teleconferencing were: Nathan Johnson, Town Manager; Carri McDonnell, Finance Director; Cale Osborn, Chief of Police; Kerstin Anderson, Marketing & Communications Director; Scott O'Brien, Public Works Director; Craig Simson, Marina Director; Dan Burroughs, Town Engineer; Ned West, Town Planner; JoAnne Tyson, Human Resource Manager and Adrienne Stuckey, Town Clerk.

**APPROVAL OF AGENDA**

There were no changes to the Regular Meeting Agenda.

**APPROVAL OF CONSENT AGENDA**

Council Member Barchers moved to approve the following consent agenda:

- a. Minutes of Regular Meeting of April 20, 2021
- b. Approval of Bill List dated April 29, 2021 in the amount of \$183,264.58 and Payroll Ledger dated April 23, 2021 in the amount of \$72,035.62
- a. Excused Absence Mayor Pro Tem Brad Bailey for the April 20, 2021 Regular Meeting

Council Member Bailey seconded the motion which unanimously upon roll call vote.

**CITIZEN COMMENTS**

Josh Rykes, 105 Village Place, Dillon lives in a Dillon apartment and the only available parking to him is the rotating lots. He didn't want to pay for a permit and still have to use the rotating lots which can be difficult during special events, when he's sick or leaves for the weekend. The Town needs a long-term lot.

**CONSIDERATION OF ORDINANCE NO. 07-21, SERIES OF 2021**

Second Reading and Public Hearing

**AN ORDINANCE AMENDING CHAPTER 16 OF THE DILLON MUNICIPAL CODE  
REGARDING ACCESSORY DWELLING UNITS**

Mayor Skowyra stated that this public hearing was published in accordance with public posting requirements as set forth by the Dillon Municipal Code. Mayor Skowyra opened the public hearing at 7:11 p.m.

Ned West, Town Planner, explained this ordinance amends Chapter 16 of the Dillon Municipal Code regarding Accessory Dwelling Units. The proposed second reading amendments includes:

- Town Manager may order inspection by Building Official of any premises the Town Manager has reasonable cause to believe someone is operating or holding out for rent an ADU in an unauthorized structure (e.g., townhouse or multifamily) or zone (e.g., commercial), or without having received Town approval.
- Based on the inspection report from the Building Official, the Town Manager will make a determination of whether an ADU exists on the premises in violation of the Town Code.
- In making the determination, the Town Manager may consider whether there exists on the premises kitchen facilities not shared with the primary unit, and any other information relevant to whether a portion of the premises is designed to be used as a complete dwelling unit, independent from the primary unit, with permanent provisions within the unit for cooking, eating, sanitation, and sleeping (e.g., lock-offs, separate entrances, etc.).
- Adds new definition of “kitchen facilities” for greater enforcement potential.
- If the Town Manager determines an ADU exists and violates the Code, the Town Manager may order the property owner to remedy the violation as appropriate (e.g., remove kitchen facilities if in townhouse/multi-family unit; bring unit into compliance with Code; etc.).
- The property owner may appeal the Town Manager’s determination and order to the Planning Commission within 10 days of written notice; failure of the property owner to appeal within 10 days deems the Town Manager’s order final.
- Any violation of a final order of the Town Manager constitutes a violation of the Town Code punishable under the general penalty provisions.
- The Town Manager may also seek an injunction (cease and desist) in municipal court.
- On the recommendation of the Chief Building Official, Section 16-4- 45(B)(2) has been revised to clarify that an ADU must pass a final inspection by the building department to ensure the ADU meets all applicable building and fire code requirements.

Mr. West added the draft Ordinance classifies Accessory Dwelling Unit as a Level II Development Permit application which are reviewed by the staff level Development Review Committee

There were no comments from the public.

There were no questions from Council.

Mayor Skowrya closed the Public Hearing at 7:18 p.m.

Council Member Imamura moved to approve Ordinance No. 07-21, Series of 2021 as amended on the Second Reading. Council Member Milroy seconded the motion which passed unanimously upon roll call vote.

**CONSIDERATION OF RESOLUTION NO. 20-21, SERIES OF 2021**

Public Hearing

**A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, MAKING SUPPLEMENTAL APPROPRIATIONS TO VARIOUS FUNDS FOR THE TOWN OF DILLON, COLORADO FOR THE 2021 BUDGET YEAR.**

Mayor Skowrya stated that this public hearing was published in accordance with public posting requirements as set forth by the Dillon Municipal Code. Mayor Skowrya opened the public hearing at 7:25 p.m.

Carri McDonnell, Finance Director, explained this resolution allows the Town to amend the 2021 budget for the following:

**GENERAL FUND**

○ Employee raises	\$ 82,374
○ Overhead	
▪ Police Officer	\$ 89,600
▪ Maintenance Worker/Equipment Operator	\$ 64,000
▪ Events Seasonal Staffing	\$ 89,893
○ Town Concerts	
▪ Entertainment	\$375,000
▪ Cost of Sales	\$ 60,000
▪ Outside Services	\$100,000
▪ Volunteers	\$ 10,000
○ Playhouse Project	\$ 17,000

**CAPITAL FUND**

○ Amphitheater Fencing	\$ 48,000
○ Amphitheater Concrete	\$ 9,100
○ VMS Electronic Sign Board	\$ 19,333
○ Computer Replacements – Police	\$ 8,000

**STREET FUND**

○ VMS Electronic Sign Boards (two)	\$ 38,666
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**MARINA FUND**

○ Marina Overhead	\$114,525
○ Sever/Computer	\$ 40,000

There were no comments from the public.

There were no questions from Council.

Mayor Skowrya closed the Public Hearing at 7:31 p.m.

Council Member Bailey moved to approve Resolution No. 20-21, Series of 2021. Council Member Imamura seconded the motion which passed unanimously upon roll call vote.

**PROCLAMATION NO. 01-21, SERIES OF 2021**

**THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO DOES HEREBY PROCLAIM MAY 2021 AS “MENTAL HEALTH AWARENESS MONTH”**

Mayor Skowrya proclaimed May 2021 as “Mental Health Awareness Month”.

**TOWN MANAGER’S UPDATE**

Manager Johnson included a written report and added the following:

- Summit County is going to Level Green on May 5, 2021 at 12:01 a.m.
- The Vail Health project is moving along nicely.
- Staff is currently looking at DOLA or GOCO grant opportunities.
- Nell Nauroth is employed at Dillon Police Department. She used to work at the Dillon Police

Department several years ago.

- At the Mayors, Managers' & Commissioners' Meeting on Thursday, May 6, 2021, they will discuss moving out of COVID.

**MAYOR'S UPDATE**

Mayor Skowrya update included:

- Mayor Skowrya stated the Mayors, Managers' & Commissioners' Meeting is on Thursday, May 6, 2021.

**COUNCIL MEMBER COMMENTS**

There were no Council Member comments.

**ADJOURNMENT:**

There being no further business, Mayor Skowrya declared the meeting adjourned at 7:44 p.m.

Respectfully submitted by:

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Adrienne Stuckey, Town Clerk