

## MINUTES

**DATE:** Tuesday, April 03, 2018

**MEETING:** Winter Park Town Council

**PLACE:** Town Hall Council Chambers

**PRESENT:** Mayor Pro Tem Nick Kutrumbos, Councilors, Jim Myers, Chuck Banks, Chris Seemann, and Barbara Atwater, Interim Town Manager Stan Zemler, and Town Clerk Dani Jardee, Town Attorney Kendra Carberry via telephone

### **OTHERS**

**PRESENT:** Housing Manager John Crone, Capital Projects and Parks Director Gerry Vernon, Community Development Director James Shockey, Police Chief Glen Trainor, Finance Director Bill Wengert, Public Works Director Russ Chamero, and Transit Director Michael Koch

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#### **1. Meeting Call To Order**

Mayor Pro Tem Nick Kutrumbos called the meeting to order at 8:00 a.m.

Mayor Pro Tem Nick Kutrumbos led those present in reciting the Pledge of Allegiance.

#### **2. Town Hall Meeting**

##### **2.a. Proclamation-Barbara Atwater**

Mayor Pro Tem Nick Kutrumbos stated Barbara Atwater's Proclamation. Councilor Barbara Atwater did not run for reelection, today is her last meeting as a Councilor. Mrs. Atwater has been a Town Council Member since January of 2010. Town Council and Staff stated their thanks and appreciation and presented Mrs. Atwater with a gift. Mrs. Atwater stated that it has been an honor and a privilege to work with Town Council and Staff.

#### **3. Consent Agenda**

##### **3.a. Approval of March 20, 2018 Regular Meeting Minutes**

Councilor Jim Myers moved and Councilor Chris Seemann seconded the motion approving the Consent Agenda. Motion Carried: 5-0.

#### **4. Action Items**

##### **4.a. Resolution 1610, Approving a Bid – Old Town Phase 1 Streetscape Improvements**

Capital Projects and Parks Director Gerry Vernon stated Staff would like to approve a bid from Conroy Excavating for Old Town Phase One improvements. Mr. Vernon stated Old Town Phase One improvements would be a new bus shelter, new streetlights, new street signs, and more planters. Mr. Vernon stated the bid is over budget by \$280,000 dollars. Mr. Vernon stated he will work with the contractor to bring cost down. Mr. Vernon stated Staff recommends approval of this bid for Old Town Phase One streetscape improvements.

Councilor Jim Myers moved, and Councilor Chuck Banks seconded the motion approving Resolution 1610, Approving a Bid – Old Town Phase 1 Streetscape Improvements. Motion Carried: 5-0.

**4.b. Resolution 1611, Approving a Bid – Old Town Phase 2 Bus Shelter**

Capital Projects and Parks Director Gerry Vernon stated Old Town Phase Two is a glass and steel bus shelter. Mr. Vernon stated Conroy Excavating has offered to do the concrete work around the bus shelter and be the general contractor for this project. Mr. Vernon stated the bid came in from Western Structure for the bus shelter. Mr. Vernon stated the bid for Old Town Phase Two is \$36,681 dollars. Councilor Barbara Atwater asked if the bid was higher due to the concrete work. Mr. Vernon answered yes. Mr. Vernon stated Staff recommends approval of this bid for Old Town Phase Two Bus Shelter.

Councilor Chris Seemann moved, and Councilor Barbara Atwater seconded the motion to approve Resolution 1611, Approving a Bid – Old Town Phase 2 Bus Shelter. Motion Carried: 5-0.

**4.c. Resolution 1612, Approving a Bid – Ski Idlewild Road Improvements**

Capital Projects and Parks Director Gerry Vernon stated Staff recommends approval of a bid with Technology Constructors for Ski Idlewild Road improvements. Mr. Vernon stated the improvements would not exceed a cost of \$450,148.00 dollars.

Councilor Chris Seemann moved, and Councilor Jim Myers seconded the motion to approve Resolution 1612, Approving a Bid – Ski Idlewild Road Improvements. Motion Carried: 5-0.

**4.d. Resolution 1613, Approving a Bid – Lions Gate Drive Improvements**

Capital Projects and Parks Director Gerry Vernon stated there were two bids for this project. Mr. Vernon stated Staff recommends approval to award bid to Anson Excavating. Mr. Vernon stated Anson Excavating has to come back and work on Hi Country Haus, so they can also work on Lions Gate Drive improvements. Mr. Vernon stated he will be working with the contractor to try to bring costs down. Mr. Vernon stated costs for Lions Gate Drive improvements are not to exceed \$499,084.71 dollars.

Councilor Chuck Banks moved, and Councilor Chris Seemann seconded the motion to approve Resolution 1613, Approving a Bid – Lions Gate Drive Improvements. Motion Carried: 5-0.

**4.e. Resolution 1614, Approving Contract for Chamber Services**

Capital Projects and Parks Director Gerry Vernon stated Staff would like to move away from a Memorandum of Understanding with the Chamber of Commerce and contract their services instead. Mr. Vernon stated the Chamber contract would consist of a Master Agreement with four sub agreements, which would make it easier to amend. Mr. Vernon stated the contract would be a living document, to allow for changes as Staff, Chamber and Council see fit. Chamber Director Catherine Ross stated the Chamber would give detailed updates on Chamber services.

Councilor Chris Seemann moved, and Councilor Barbara Atwater seconded the motion to approve Resolution 1614, Approving Contract for Chamber Services. Motion Carried: 5-0.

**4.f. Resolution 1615, A Resolution Approving a Lease Agreement with Grand County Water & Sanitation District #1**

Finance Director Bill Wengert stated this resolution was a housekeeping item with Grand County Water and Sanitation District #1. Mr. Wengert stated this agreement is to keep leasing storage and office space to Grand County Water and Sanitation.

Councilor Chris Seemann moved, and Councilor Jim Myers seconded the motion to approve Resolution 1615, A Resolution Approving a Lease Agreement with Grand County Water and Sanitation District #1. Motion Carried: 5-0.

**4.g. Resolution 1616, Approving Winter Park Chamber Minor Subdivision and related agreements**

Community Development Director James Shockey stated the Minor Subdivision creates a lot where the Chamber building is. Mr. Shockey stated this then allows the lot to be tied to a development agreement. Councilor Seemann asked Town Attorney Kendra Carberry if she agreed with this Resolution and agreements. Mrs. Carberry stated Staff has been working on this for a long time and she supported Resolution 1616.

Councilor Chuck Banks moved, and Councilor Chris Seemann seconded the motion to approve Resolution 1616, Approving Winter Park Chamber Minor Subdivision and related agreements. Motion Carried: 5-0.

**4.h. Continued Public Hearing (Local Liquor Licensing Authority) – New liquor license application filed by The Local Base LLC d/b/a The Basement**

Town Clerk Danielle Jardee stated the new application was for a new liquor license for the Basement. Ms. Jardee stated The Basement is currently a business operating under Strip and Tail's liquor license. Ms. Jardee stated The Basement will be separating from Strip and Tail, which means the current building will have to be modified. Ms. Jardee stated a building modification permit will also be sent along with the new application to the State for approval. Ms. Jardee stated the Town's Building Department, and owner of the building understand the modifications that need to happen to separate the businesses into two. The Basement's owner Carl Frey was sworn in by Ms. Jardee. Mr. Frey presented his petitions to Council, which had signatures from Winter Park Residents, and business owners in support of a new tavern liquor license. Mr. Frey stated that separating the businesses will benefit both parties. Mayor Pro Tem Nick Kutrumbos opened the Public Hearing. Police Chief Glen Trainor stated that The Basement have had some issues with the Fraser/Winter Park Police Department. Mr. Trainor stated he believes separating the two businesses is a positive step. Mr. Trainor stated he wants the Basement's owners to understand that they are now responsible for what is happening at their establishment. Mr. Trainor asked Council for a condition to be added if license is approved. The condition is that the Basement's bartenders must be TIPS certified. Mr. Frey agreed to those terms. Mayor Pro Tem Nick Kutrumbos asked for any more public comment, there being no comment, Mayor Pro Tem Kutrumbos closed the public hearing.

Councilor Chris Seemann moved, and Councilor Barbara Atwater seconded the motion to approve New liquor license application filed by The Local Base LLC d/b/a The Basement along with the Building Modification Permit/Application, and the condition that bartenders must be TIPS certified. Motion Carried: 5-0.

**5. Town Manager's Report**

**5.a. Stage lights**

Capital Projects and Parks Director Gerry Vernon stated the Council had requested for the Stage to be lit up at night a while ago. Mr. Vernon stated his apologies for the delay, but there was a timer issue. Mr. Vernon stated the stage lights have been put on a new timer. Mr. Vernon stated the stage lights should be on now from 7pm-9pm each night in Hideaway Park.

**6. Mayor's Report**

*Nothing to Report.*

**7. Town Council Items for Discussion**

Councilor Chris Seemann stated he would like to see two housing sites set aside in the Hideaway Junction Project for a sober living home, and a home for the disabled. Old Town resident Gigi Dominguez stated her thanks to Town Council for approving the Old Town Phase one and two projects.

There being no further business to discuss, upon a motion regularly adopted, the meeting was adjourned at 8:45 a.m.

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The next scheduled meeting of the Town Council will be Tuesday, April 17, 2018 at 8:00 a.m.

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Danielle Jardee, Town Clerk