



TOWN BOARD AGENDA

Wednesday, May 13, 2026 at 6:30 PM

MEETING LOCATION

1201 Broad Street, Meeting House, Milliken, CO 80543

Zoom Meeting Details

To Join via Zoom

<https://us02web.zoom.us/j/81993287069?pwd=m7AIW8o812RaY6qr4ncOSZybZURsiz.1>

Meeting ID: 819 9328 7069 Passcode: 357737

One tap mobile +17193594580,,81993287069#,,,357737# US

Join instructions:

https://us02web.zoom.us/join/81993287069/invitation?signature=z2_Xbacj8JAlnaSkGXYgxj7FxQDZM7IMuw2NTuehWXA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Agenda Approval**
5. **Citizen Comments**
6. **Reading of Proclamation**
 - a. **Proclaiming May as Mental Health Month**
7. **Swearing In Ceremony**
 - a. **Swearing in of Deputy Town Clerk Michelle Martin**
8. **Minutes of Previous Meetings**
 - a. **Approval of Minutes from April 22, 2026 - Current Board**
Caree Rinebarger, Town Clerk
Attachments:
 1. Milliken Board of Trustee Meeting for April 22, 2026 - Current Board_Minutes_Preview
 - b. **Approval of Minutes from April 22, 2026 - New Board**
Caree Rinebarger, Town Clerk
9. **Town Administrator's Report**
Cheryl Powell, Town Administrator
10. **Consent Agenda**
11. **Action Agenda - Public Hearings**
 - a. **Public Hearing for the Consideration of Adoption of Resolution 2026-18; Amending the Budget for 2026 to Recognize Additional Revenues and Appropriate Additional Expenditures.**
Steven Krolczyk, Finance Director

12. Action Agenda

- a. Consideration of Adoption of Resolution 2026-19: Appointment of Town Officers**
Caree Rinebarger, Town Clerk
- b. Consideration of Adoption of Resolution 2026-20: 2026 Board of Trustees Meeting Schedule Adjustments**
Caree Rinebarger, Town Clerk
- c. Consideration of Adoption of Resolution 2026-21; a Resolution Authorizing Certain Individuals to Act on Behalf of the Town in Business with TBK Bank and Other Financial Matters.**
Steven Krolczyk, Finance Director
- d. Consideration of Adoption of Resolution 2026-22: Appointment of Town Administrator**
Caree Rinebarger, Town Clerk
- e. Consideration of Adoption of Resolution 2026-23: Appointment of Municipal Judge**
Caree Rinebarger, Town Clerk

13. Discussion Agenda

- a. Open Meetings Law and Related Matters**
Matthew Gould, Town Attorney

14. Board Reports

15. Informational Agenda

- a. Police Department Report for April 2026**

16. Other Business

17. Adjournment

ACCOMMODATION NOTICE

The Town of Milliken complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the Town of Milliken.

In the event you are in need of reasonable accommodation in order to attend or participate in a public meeting conducted by the Town of Milliken, please contact the Town Clerk, Caree Rinebarger at (970) 660-5045 within 3 to 5 days before the scheduled meeting date, in order to allow the Town to better accommodate your request.

NOTE:

Agendas will be published no later than 24-hours prior to the meeting.

Headings in this agenda are for organizational purposes only. The Board of Trustees may take formal action on any matter reasonably related to any item listed under any section of this agenda. *Town of Marble v. Darien*, 181 P.3d 1148 (Colo. 2008); *Benson v. McCormick*, 578 P.2d 651 (1978).

Contact: Caree Rinebarger, Town Clerk
CRinebarger@town.milliken.co.us | (970) 587-4331



PROCLAMATION

Whereas, mental health is just as important as physical health, and taking care of our minds helps ourselves and our families, schools, and workplaces thrive; and

Whereas, more than one in five adults in the United States faces a mental health challenge each year, and many people in our community are living with stress, anxiety, depression, trauma, substance use, and other mental health conditions; and

Whereas, getting help early and having access to affordable behavioral healthcare can prevent crises, reduce suicides, lower hospital stays, and prevent incarceration, leading to healthier residents of Milliken; and

Whereas, residents of Milliken have access to compassionate, comprehensive services, including counseling, crisis response, residential care, and community-based supports through North Range Behavioral Health; and

Whereas, North Range Behavioral Health has achieved federal CCBHC Certified Community Behavioral Health Clinic designation and is a Comprehensive and Essential mental health Safety Net Provider serving Weld County, and

Whereas, North Range Behavioral Health works with schools, medical providers, first responders, health and human services, employers, faith communities, and local partners to make sure mental health support is available when people need it; and

Whereas, National Mental Health Month is observed each May to raise awareness, reduce stigma, support recovery, and remind people that it is okay to ask for help.

NOW, THEREFORE, we, the Milliken Board of Trustees do hereby proclaim May as

Mental Health Month

in Milliken and encourage the residents, businesses, schools, government agencies, and community groups, to recommit to support mental health awareness, promote understanding, and help ensure that mental health care is available to everyone who needs it.

Dated this 13th Day of May 2026



~~Mayor, Town of Milliken~~



8.a.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Caree Rinebarger, Town Clerk
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Minutes

Agenda Title: Approval of Minutes from April 22, 2026 - Current Board

Attachments:

1. Milliken Board of Trustee Meeting for April 22, 2026 - Current Board_Minutes_Preview

PURPOSE

Review and Consider for Approval the Meeting Minutes from April 22, 2026 - Current Board.

SUGGESTED MOTION

I move to approval the Meeting Minutes from April 22, 2026 - Current Board as presented.



Town Of Milliken
Board Of Trustees
Milliken Meeting House
1201 Broad Street

Meeting Minutes for April 22, 2026

1. Call to Order

Mayor Austin called the meeting of the Milliken Board of Trustees to order at 6:30 P.M.

2. Pledge of Allegiance

Mayor Austin led the Pledge of Allegiance.

3. Roll Call

Those Present: Elizabeth Austin, Dan Dean, Michael Orcutt, Mindy Wakeman, Amanda Nix

Those Absent: Josh Roseberry

Also in attendance: Town Administrator Cheryl Powell, Deputy Town Clerk Michelle Martin, Chief of Police Benito Garcia, Community Development Director Kevin Koelbel, Finance Director Steven Krolczyk, Streets and Facilities Director Jon Rabas, Water Wastewater Director Don Stonebrink, and Town Attorney Matt Gould.

4. Agenda Approval

Mayor Austin requested the Board of Trustees postpone the Swearing In Ceremony as the Town Clerk was absent.

Trustee Wakeman motioned to approve the agenda as amended. Trustee Orcutt seconded.

Voting Yes: Elizabeth Austin, Dan Dean, Michael Orcutt, Amanda Nix, Mindy Wakeman

Voting No: None

Motion passed 5-0. Motion Carried.

5. Citizen Comments

There were none.

6. Swearing In Ceremony

a. Swearing in of Deputy Town Clerk

This item was moved to the May 13, 2026 agenda.

7. Minutes of Previous Meetings

a. Approval of Minutes from April 8, 2026

Caree Rinebarger, Town Clerk

Attachments:

1. Board of Trustees Meeting for April 8, 2026_Minutes_Preview

Trustee Nix motioned to approve the minutes for 4/08/2026 as presented. Trustee Orcutt seconded.

Voting Yes: Elizabeth Austin, Dan Dean, Michael Orcutt, Amanda Nix, Mindy Wakeman

Voting No: None

Motion passed 5-0. Motion Carried.

8. Acknowledgement of Bills Paid

a. List of Bills for April 2026

Steven Krolczyk, Finance Director

Attachments:

1. LOB 04.22.26

The Milliken Board of Trustees acknowledged the paid list of bills for April 2026.

9. Town Administrator's Report

Cheryl Powell, Town Administrator

- The back fill for the storage building has been put in place. The site plan for the building has been submitted to the Planning Department. The building will be a great addition to Public Works as it will be able to store most of our large equipment and keep it out of the elements.
- On Friday, May 8th Administrator Powell will be meeting with Matt LeCerf and Chris LaMay to review and discuss all the applications received for the Town Administrator position. To date, there have been 17 applications received.
- The prescription drug take back event will be this Saturday, April 25th, from 10am-2pm.
- On Friday, April 24th, they will be testing the Tornado sirens here and in Johnstown.
- As a reminder, the Arbor Day Celebration is Friday at 10am and will be held at Lola Park.
- Mayor Pro Tem Dean and his wife will be attending the Teen Impact Award Dinner on behalf of the Town.
- Unfortunately, the bench we provided to the library had a few flawed areas. Although it was a never-used bench it probably received these flaws where it was being stored. We asked the library what they would like, and Christi Plumb provided us with a photo. The cost of the bench is approximately \$2,300. Keith has been reaching out to some vendors

to see if they have a similar bench available.

- The Library, will be holding their Grand Opening of the Milliken Library on Saturday, May 9th from 9am-12pm.

10. Consent Agenda

There were no items.

11. Action Agenda

a. Consideration and Approval of a Change Order for the Meadow Farm Equestrian Trail

Kevin Koelbel, Community Development Director

Kevin Koelbel, Community Development Director, asked the Board of Trustees for their consideration to authorize a change order for the Meadow Farm Equestrian Trail project from \$136,400.40 to \$173,239.41.

After selecting GLH Construction for the Meadow Farm Equestrian Trail project, staff coordinated with the Meadow Farm HOA and the contractor to evaluate options for increasing the trail width beyond the originally proposed 10 feet. Based on those discussions, the preferred option was to expand the trail to an overall width of 15 feet. This revision increased the project cost from \$136,400 to \$173,239. With approximately \$182,000 budgeted for the project, the expanded scope can be completed without the need for additional Town funding.

\$136,400 was approved at the April 8th meeting. This will be an increase of \$36,839 for the additional work.

Staff recommends approval of the change order for the Meadow Farm Equestrian Trail.

Trustee Wakeman asked about the use of additional funds. Staff stated the original plan was to reimburse the HOA for the neighborhood signs they had purchased. Trustee Wakeman noted she was glad this was done fast.

Trustee Nix was glad to see this project being completed.

Trustee Wakeman moved to approve the Authorization of a Change Order for the Meadow Farm Equestrian Trail project from \$136,400.40 to \$173,239.41. Trustee Nix seconded.

Voting Yes: Elizabeth Austin, Dan Dean, Amanda Nix, Mindy Wakeman

Abstaining: Michael Orcutt

Voting No: None

Motion passed 4-0. Motion Carried.

b. Consideration and Approval for the purchase of Message Boards for the Public Works Departments.

Jon Rabas , Streets and Facilities Directors

Jon Rabas, Streets and Facilities Director, asked the Board of Trustees to authorize the Town Administrator to purchase two message boards for the Public Works Department from Trinity Group Companies for \$33,490.00.

The message boards are capable of providing real-time information to drivers, including traffic alerts, safety notices, weather warnings, emergency updates, law enforcement communications, and guidance for events and detours.

\$58,000.00 was approved in the 2026 budget process.

Staff recommends that the Board authorizes the Town Administrator to purchase two message boards.

Trustee Orcutt asked if the boards run on solar power. Staff confirmed it runs on solar and battery power.

Trustee Nix asked if the bid chosen included a touch screen panel. Staff confirmed it does.

Trustee Orcutt moved to authorize the Town Administrator to purchase two message boards for the Public Works Department from Trinity Group Companies for \$33,490.00. Trustee Wakeman seconded.

Voting Yes: Elizabeth Austin, Dan Dean, Trustee Orcutt, Amanda Nix, Mindy Wakeman

Voting No: None

Motion passed 5-0. Motion Carried.

12. Discussion Agenda

There were no items.

13. Board Reports

Mayor Austin reported the Milliken Festival Committee met for the 1st time, led by Steven. Officers were elected and subcommittees were formed. They are off to a good start, and she is looking forward to success with the committee.

14. Informational Agenda

a. Community Development Report

Community Development Director Koelbel provided the Board of Trustees with a written

department report for April 2026.

15. Other Business

There were no items.

16. Adjournment

Motion by Trustee Orcutt to adjourn the meeting, seconded by Trustee Wakeman to adjourn the meeting at 6:43 P.M. Motion passed unanimously.

Prepared By:

Approved By:

Michelle Martin, Deputy Town Clerk

Elizabeth Austin, Mayor



Town Of Milliken
Board Of Trustees
Milliken Meeting House
1201 Broad Street

Meeting Minutes for April 22, 2026

1. Call to Order

Mayor Austin called the meeting of the Milliken Board of Trustees to order at 6:43 P.M.

2. Pledge of Allegiance

Mayor Austin led the Pledge of Allegiance.

3. Swearing In Ceremony

a. Swearing in for Trustees William "BJ" Cummins, Dan Dean and Riki Rarick

Deputy Town Clerk Martin swore in William "BJ" Cummins, Dan Dean, and Riki Rarick to the Milliken Board of Trustees.

4. Seating of the New Board

a. Mayoral seating of the Board of Trustees

Mayor Austin sat the new Trustees.

5. Roll Call

Those Present: Elizabeth Austin, Michael Orcutt, William "BJ" Cummins, Dan Dean, Riki Rarick, Amanda Nix, Mindy Wakeman

Also in attendance: Town Administrator Cheryl Powell, Deputy Town Clerk Michelle Martin, Chief of Police Benito Garcia, Finance Director Steven Krolczyk, Community Development Director Kevin Koelbel, Streets and Facilities Director Jon Rabas, Water Wastewater Director Don Stonebrink, and Town Attorney Matt Gould.

6. Agenda Approval

Trustee Wakeman motioned to approve the agenda as presented. Trustee Orcutt seconded.

Voting Yes: Elizabeth Austin, Michael Orcutt, William "BJ" Cummins, Dan Dean, Riki Rarick, Amanda Nix, Mindy Wakeman

Voting No: None

Motion passed 7-0. Motion Carried.

7. Citizen Comments

There were none.

8. Nomination and Selection of Mayor Pro Tem

Mayor Austin opened the nomination for the Mayor Pro Tem.

Trustee Wakeman nominated Michael Orcutt for Mayor Pro Tem. Trustee Nix seconded.

Mayor Austin nominated Dan Dean for Mayor Pro Tem. Trustee Dean seconded.

Mayor Austin stated that Trustee Dean has served effectively over the previous 2 years, and he brings extensive government and municipal experience and has faithfully attended the North Front Range Metropolitan Planning Organization meetings.

Hearing no more nominations, Mayor Austin closed the nominations and called for a vote.

Elizabeth Austin - Trustee Dean, Trustee Cummins - Trustee Orcutt, Trustee Dean - Trustee Dean, Trustee Nix - Trustee Orcutt, Trustee Orcutt - Trustee Orcutt, Trustee Rarick - Trustee Orcutt, Trustee Wakeman - Trustee Orcutt

Votes for Trustee Orcutt - 5

Votes for Trustee Dean - 2

Trustee Orcutt carries the vote.

9. Consent Agenda

There were no items.

10. Action Agenda

There were no items.

11. Discussion Agenda

There were no items.

12. Board Reports

There were no items.

13. Informational Agenda

a. Community Development Report

Community Development Director Keolbel provided the Board of Trustees with a written department report for April 2026.

14. Other Business

There were no items.

15. Adjournment

Motion by Trustee Orcutt to adjourn the meeting, seconded by Trustee Nix to adjourn the meeting at 6:50 P.M. Motion passed unanimously.

Prepared By:

Approved By:

Michelle Martin, Deputy Town Clerk

Elizabeth Austin, Mayor



11.a.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Steven Krolczyk, Finance Director
Via: Cheryl Powell, Town Administrator

Public Hearing Date:
May 13, 2026

Item Category: Budget Amendment

Agenda Title: Public Hearing for the Consideration of Adoption of Resolution 2026-18; Amending the Budget for 2026 to Recognize Additional Revenues and Appropriate Additional Expenditures.

Attachments:

1. Resolution 2026-18 Budget Amendment
2. 2026 Budget Adjustment Item Summary - Res 2026-18

PURPOSE

A public hearing for consideration of adoption of a resolution to amend the Annual Budget for 2026 to recognize additional revenues and appropriate additional expenditures.

BACKGROUND

Since the adoption of the Annual Budget for 2026, there have been events that directly affected the Town's finances and Staff recommends that these changes be reflected in the Budget to assist in managing Town funds and appropriations. These items are summarized in the attachment to Resolution 2026-18.

BUDGET IMPLICATIONS

The proposed changes have the following impacts on the Town's 2026 Annual Budget: General Fund expenditures will increase by a total of \$926,000.

STAFF RECOMMENDATIONS

Staff recommends that the Board adopt the Resolution Amending the 2026 Budget.

SUGGESTED MOTION

"I move to adopt Resolution 2026-18 amending the 2026 budget to appropriate funds approved by the Town Board."



TOWN OF MILLIKEN

RESOLUTION NO 2026-18

**A RESOLUTION AMENDING THE BUDGET FOR 2026 TO RECOGNIZE
ADDITIONAL REVENUES AND APPROPRIATE ADDITIONAL EXPENDITURES**

WHEREAS, The Board of Trustees of the Town of Milliken has adopted the Budget for 2026 recognizing revenues and appropriating expenditures to fund the Town's operations, and

WHEREAS, The Town authorized the completion of projects which will cause additional expenditures unforeseen at the time of the adoption of the original Budget, and

WHEREAS, The Town has sufficient funds to provide for the activities anticipated by, and reflected in the attached Budget Adjustment Summary, dated May 13, 2026,

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF MILLIKEN, WELD COUNTY, COLORADO:**

The Board of Trustees of the Town of Milliken hereby amends the Budget for 2026 in accordance with the attached Budget Adjustments Summary and authorizes staff to reflect these changes in the appropriate line items of the Budget.

Adopted this 13th day of May 2026.

TOWN OF MILLIKEN, COLORADO

ELIZABETH AUSTIN, MAYOR

ATTEST:

CAREE RINEBARGER, TOWN CLERK

Town of Milliken
2026 Budget Adjustment Summary for Resolution 2026-18
May 13, 2026

Description	Amount	Notes
<u>General Fund</u>		
1) Message Boards	\$ 24,000 Purchase came in under budget	
2) PW Equipment Storage Project	(750,000) Carryover project budgeted in 2025	
3) Equipment Storage	(18,000) Increased concrete cost from budget	
4) Meadow Farm Trail (2024 Settlement)	(182,000) Settlement revenue received in 2025, Receivable offset	
Net Increase (Decrease) Net Position	<u>\$ (926,000)</u>	

Note - The Finance Department will make specific line-item adjustments to reflect these changes.



12.a.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Caree Rinebarger, Town Clerk
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Resolution

Agenda Title: Consideration of Adoption of Resolution 2026-19: Appointment of Town Officers

Attachments:

1. 2026.19 Appointment of Treasurer, Town Attorneys, and Town Clerk

PURPOSE

This resolution formalizes the appointment of the following individuals who have demonstrated they are qualified and willing to serve the municipality:

- **Town Treasurer:** Steven Krolczyk.
- **Town Attorneys:** Matthew Gould, Jed Scott, and Fred Long.
- **Town Clerk:** Caree Rinebarger.

BACKGROUND

In accordance with municipal requirements, the Board of Trustees must formally appoint individuals to key administrative and legal positions to ensure the continued governance of the Town of Milliken.

BUDGET IMPLICATIONS

STAFF RECOMMENDATIONS

Staff recommends the approval of Resolution 2026-19 to confirm these appointments effective immediately.

SUGGESTED MOTION

I moved to Adopt Resolution 2026-19; a Resolution Appointing Treasurer, Town Attorneys, and Town Clerk.



**TOWN OF MILLIKEN
RESOLUTION NO. 2026-19**

**A RESOLUTION APPOINTING TREASURER, TOWN ATTORNEYS, AND
TOWN CLERK FOR THE TOWN OF MILLIKEN**

WHEREAS, the Board of Trustees wishes to appoint individuals to fill the positions of Treasurer, Town Attorneys, and Town Clerk; and

WHEREAS, Steven Krolczyk is willing, qualified and able to serve as Treasurer, Matthew Gould, Jed Scott and Fred Long are willing, qualified and able to serve as Town Attorneys, and Caree Rinebarger is willing, qualified and able to serve as Town Clerk; and

WHEREAS, by motion at the regular meeting, May 13, 2026, of the Town Board of Milliken, the following was approved.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MILLIKEN, COLORADO, that:

Steven Krolczyk is hereby appointed as Treasurer for the Town of Milliken.

Matthew Gould, Jed Scott and Fred Long are hereby appointed as Town Attorneys for the Town of Milliken.

Caree Rinebarger is hereby appointed as Town Clerk for the Town of Milliken.

READ, ADOPTED, SIGNED AND APPROVED this 13th day of May 2026.

TOWN OF MILLIKEN, CO

Elizabeth Austin, Mayor

(seal)

ATTEST:

Caree Rinebarger, Town Clerk



12.b.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Caree Rinebarger, Town Clerk
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Resolution

Agenda Title: Consideration of Adoption of Resolution 2026-20: 2026 Board of Trustees Meeting Schedule Adjustments

Attachments:

1. RES NO 2026.20- Meeting Date Changes for 2026

PURPOSE

The proposed resolution adjusts the 2026 calendar to account for holiday closures and professional development attendance:

- **CML Conference:** Cancels the June 24, 2026, meeting.
- **Veterans Day:** Moves the November 11 meeting to Monday, November 9, 2026.
- **Thanksgiving:** Moves the November 25 meeting to Monday, November 23, 2026.
- **Christmas:** Moves the December 23 meeting to Monday, December 21, 2026.

BACKGROUND

Per Ordinance No. 735 and Resolution 16-20, the Board of Trustees has the authority to fix or reschedule meeting dates and times by resolution to accommodate holidays or other good cause.

BUDGET IMPLICATIONS

STAFF RECOMMENDATIONS

Staff recommends approval of Resolution 2026-20 to provide public notice of these

schedule changes.

SUGGESTED MOTION

I move to adopt Resolution 2026-19, a Resolution to change the Board of Trustees' regular scheduled meeting dates from November 11, 2026, to November 9, 2026, due to the holiday closure for Veterans Day; November 25, 2026, to November 23, 2026, due to Thanksgiving; December 23, 2026, to December 21, 2026, due to Christmas; and the cancellation of the June 24, 2026, meeting due to CML Annual Conference.



**TOWN OF MILLIKEN
RESOLUTION NO 2026-20**

**A RESOLUTION TO CHANGE THE BOARD OF TRUSTEES REGULAR
SCHEDULED MEETING DATES FROM NOVEMBER 11, 2026, TO NOVEMBER 9,
2026, DUE TO HOLIDAY CLOSURE FOR VETERANS DAY; NOVEMBER 25, 2026,
TO NOVEMBER 23, 2026, DUE TO THANKSGIVING; DECEMBER 23, 2026, TO
DECEMBER 21, 2026 DUE TO CHRISTMAS; AND THE CANCELLATION OF THE
JUNE 24, 2026, MEETING DUE TO THE ANNUAL COLORADO MUNICIPAL
LEAGUE CONFERENCE**

WHEREAS, the Town of Milliken is a statutory town organized under the laws of the State of Colorado; and

WHEREAS, the legislative and corporate authority of the Town is vested in a board of trustees, consisting of the Mayor and six Trustees; and

WHEREAS, the Board of Trustees has the authority to designate the days and times of its regular meetings; and

WHEREAS, the Board of Trustees adopted Ordinance No. 735 to amend Section 2-2-60 of the Municipal Code to allow the Board to fix its meeting place, days and times by resolution; and

WHEREAS, the Board of Trustees adopted Resolution 16-20 to establish regularly scheduled meetings on the second and fourth Wednesday of each month, commencing at 6:30 p.m., unless canceled for good cause or rescheduled by the Board;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF MILLIKEN, COLORADO, THAT:**

Section 1. The Board of Trustees has agreed upon a revised schedule of meeting dates to allow for the following changes to the 2026 calendar.

Section 2. The Board of Trustees hereby cancels the regularly scheduled meeting on Wednesday, June 24, 2026, to allow members to attend the Annual Colorado Municipal League (CML) Conference.

Section 3. The Board of Trustees hereby moves the following regularly scheduled meetings to the preceding Monday to accommodate holiday closures:

- From Wednesday, November 11, 2026, to Monday, November 9, 2026.

- From Wednesday, November 25, 2026, to Monday, November 23, 2026.
- From Wednesday, December 23, 2026, to Monday, December 21, 2026.

Section 4. Unless otherwise specified by public notice, these meetings shall be held at the Milliken Meeting House, 1201 Broad Street, Milliken, with work sessions beginning at 5:00 PM and regular meetings beginning at 6:30 PM.

READ, ADOPTED, SIGNED AND APPROVED this 13th day of May 2026.

TOWN OF MILLIKEN, CO

Elizabeth Austin, Mayor

ATTEST:

(seal)

Caree Rinebarger, Town Clerk



12.c.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Steven Krolczyk, Finance Director
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Resolution

Agenda Title: Consideration of Adoption of Resolution 2026-21; a Resolution Authorizing Certain Individuals to Act on Behalf of the Town in Business with TBK Bank and Other Financial Matters.

Attachments:

1. Resolution 2026-21 Bank Signature Changes

PURPOSE

New signature cards must be completed to reflect changes in the Town Board and remove the Town Administrator for the Town accounts at TBK Bank.

BACKGROUND

All existing requirements for signatures and financial practices remain the same.

BUDGET IMPLICATIONS

N/A

STAFF RECOMMENDATIONS

Staff recommends that the Board of Trustees adopt the Resolution and authorize the Mayor to sign.

SUGGESTED MOTION

"I move to adopt Resolution No. 2026-21 Authorizing Certain Individuals to Act on Behalf of the Town in Business with TBK Bank and Other Financial Matters, and

authorize the Mayor to sign."



TOWN OF MILLIKEN

RESOLUTION NO. 2026-21

The undersigned Mayor of the Town of Milliken, a corporation duly organized and existing under the laws of the State of Colorado hereby certifies that, at a meeting of the Board of Trustees of the Town of Milliken duly called and held at the Milliken Meeting House, 1201 Broad Street, Milliken, Weld County, Colorado on Wednesday, May 13, 2026 at which meeting a quorum was continuously present, the following resolution was adopted, has been duly entered into the records of the Town of Milliken, and is in conformity with Colorado State Statutes,

RESOLVED, that any two of the following persons (one of which must be an elected official):

Mayor (elected),
Mayor Pro Tem (elected),
Board Members (elected),
Town Administrator (authorized),
Finance Director (authorized),
Finance Manager (authorized),
Town Clerk (authorized)

are authorized and empowered to perform any one or more of the following actions for and on behalf of the Town and on such terms and conditions as such Authorized Party may deem advisable in their discretion.

- (a) Open and maintain any safe deposit boxes, lockboxes and escrow, savings, checking, depository, or other accounts with TBK Bank of Milliken;
- (b) Assign, negotiate, endorse, and deposit in and to such boxes and accounts any checks drafts, notes and other instruments and funds payable to or belonging to the Town of Milliken;
- (c) Withdraw any funds or draw, sign and deliver in the name of the Town of Milliken any check or draft against funds of the Town of Milliken in such boxes or accounts;
- (d) Implement additional depository and funds transfer service (including, but not limited to, facsimile signature authorizations, wire transfer agreements, night depository agreements, automated clearinghouse agreements and payroll deposit programs);
- (e) Endorse any checks, drafts, notes, or other instruments payable to the Town of Milliken;
- (f) Appoint the Bank as the Company's attorney-in-fact for any purpose (including but not limited to, endorsing any checks, drafts, notes or other instruments payable to the Town of Milliken);
- (g) Execute any documents (including, but not limited to, facsimile signature authorization agreements, wire transfer agreements, automated clearinghouse agreements, payroll deposit agreement, powers of attorney, and waivers) and take any action on behalf of the Town of Milliken to carry out the terms of each of the documents set forth herein and to carry out these resolutions; and

- (h) Designate from time to time the person or persons to receive from the Bank any and all canceled checks and/or statements of account.

And

FURTHER RESOLVED, that the Town Administrator or his/her designee is authorized and empowered to perform any one or more of the following actions for and on behalf of the Town and on such terms and conditions as she/he may deem advisable in her/his discretion. The Town Administrator can designate staff to do the following at her/his discretion

- (a) Open any safe deposit boxes and lockboxes in the name of the Town of Milliken;
- (b) Deposit, after endorsement, in the name of the Town of Milliken's accounts any checks, drafts, notes and other instruments and funds payable to or belonging to the Town of Milliken;
- (c) Transfer funds among the Town's accounts in and between financial institutions.
- (d) Invest monies as required in contracts or Town of Milliken Financial Policy in Certificates of Deposit.
- (e) Transfer direct deposit payroll withholding to employee bank accounts as documented in the town's payroll records.

If the Bank requires clarification as to any of the aforementioned activities undertaken by a designee, the Bank shall contact the Town Administrator.

FURTHER RESOLVED, that the endorsement of items for deposit may be written or stamped with "Town of Milliken" without designating the person making the endorsement;

FURTHER RESOLVED, that the authority and power of any Authorized Party as provided in the preceding of this resolution will continue in full force and effect until the Board of Trustees of the Town of Milliken adopts a resolution amending, modifying or revoking one or more of the provisions of this Resolution and a certified copy of the properly executed resolution is actually received by the Bank; and

FURTHER RESOLVED, that this resolution replaces and supersedes all prior signature cards and signature resolutions on file with the Town and the Bank; and

FURTHER RESOLVED, that the Clerk of the Town of Milliken is authorized from time to time to certify the adoption of the foregoing resolutions to the Bank, the continuing effect of this resolution, and the incumbency of the various parties authorized to exercise the right in this resolution.

The undersigned Mayor certifies that the following persons are duly elected officers or otherwise authorized to act on behalf of the Town in the capacities set forth below and that the following original signatures are genuine in all respects:

<u>Name</u>	<u>Title</u>	<u>Signature</u>
Elizabeth Austin	Mayor	_____
Michael Orcutt	Mayor Pro Tem	_____
Mindy Wakeman	Trustee	_____
Amanda Nix	Trustee	_____
Dan Dean	Trustee	_____
William Cummins	Trustee	_____
Riki Rarick	Trustee	_____
Steven Krolczyk	Finance Director	_____
Courtney Diller	Finance Manager	_____
Caree Rinebarger	Town Clerk	_____

Dated this 13th day of May, 2026

Elizabeth Austin, Mayor

ATTEST:

Caree Rinebarger, Town Clerk



12.d.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Caree Rinebarger, Town Clerk
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Resolution

Agenda Title: Consideration of Adoption of Resolution 2026-22: Appointment of Town Administrator

Attachments:

1. 2026.22 Appointment of Town Admin

PURPOSE

The Board seeks to ensure professional leadership and consistency for Town operations. Cheryl Powell has been identified as a qualified candidate to fulfill these duties. This appointment is effective immediately and is set to conclude upon her designated retirement date of June 1, 2026.

BACKGROUND

The Board of Trustees is authorized by the Milliken Municipal Code and Colorado Revised Statutes to appoint a Town Administrator to serve as the chief administrative officer.

BUDGET IMPLICATIONS

STAFF RECOMMENDATIONS

Staff recommends approval of Resolution 2026-22 to formally appoint Cheryl Powell as Town Administrator.

SUGGESTED MOTION

I move to Adopt Resolution 2026-22: A Resolution of the Board of Trustees of the Town

of Milliken, Colorado, Appointing Cheryl Powell as The Town Administrator.



**TOWN OF MILLIKEN
RESOLUTION NO. 2026-22**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
MILLIKEN, COLORADO, APPOINTING CHERYL POWELL AS THE TOWN
ADMINISTRATOR**

WHEREAS, pursuant to the Milliken Municipal Code and Colorado Revised Statutes, the Board of Trustees has the authority to appoint a Town Administrator to serve as the chief administrative officer of the Town; and

WHEREAS, the Board of Trustees desires to ensure professional and consistent leadership for the Town's operations, staff, and community projects; and

WHEREAS, Cheryl Powell has demonstrated the requisite experience, professional qualifications, and dedication to municipal service necessary to fulfill the duties of this office; and

WHEREAS, the Board of Trustees and Cheryl Powell have agreed upon a term of appointment that concludes upon her retirement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE TOWN OF MILLIKEN, COLORADO, AS FOLLOWS:**

Section 1: Appointment: The Board of Trustees hereby appoints Cheryl Powell to the position of Town Administrator for the Town of Milliken.

Section 2: Term: Said appointment shall be effective immediately and shall continue through June 1, 2026, which Ms. Powell has designated as her official date of retirement.

Section 3: Duties: The Town Administrator shall perform all duties and responsibilities as prescribed by the Milliken Municipal Code, State Law, and as directed by the Board of Trustees.

Section 4: Severability: If any portion of this Resolution is found to be void or ineffective, it shall not affect the validity of the remaining portions.

READ, ADOPTED, SIGNED AND APPROVED this 13th day of May 2026.

TOWN OF MILLIKEN, CO

Elizabeth Austin, Mayor

(seal)

ATTEST:

Caree Rinebarger, Town Clerk



12.e.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Caree Rinebarger, Town Clerk
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Resolution

Agenda Title: Consideration of Adoption of Resolution 2026-23: Appointment of Municipal Judge

Attachments:

1. 2026.23 Appt of Municipal Judge

PURPOSE

Following an Executive Session held at 5:00 PM on May 13, 2026, for candidate interviews, the Board has selected an appointee to oversee the Town's Court of Record and Community Court initiatives. The term of service is two years, beginning June 1, 2026.

BACKGROUND

The Board of Trustees is authorized to appoint a Municipal Judge for the Town. A formal recruitment and interview process was conducted to find a candidate with the necessary legal expertise and judicial temperament.

BUDGET IMPLICATIONS

STAFF RECOMMENDATIONS

Staff recommends the Board approve Resolution 2026-23.

SUGGESTED MOTION

I move to Adopt Resolution 2026-23; a Resolution of the Board of Trustees of the Town of Milliken, Colorado, Selecting and Appointing (insert name) as Municipal Judge for the

Town Of Milliken.



**TOWN OF MILLIKEN
RESOLUTION NO. 2026-23**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
MILLIKEN, COLORADO, SELECTING AND APPOINTING A MUNICIPAL
JUDGE FOR THE TOWN OF MILLIKEN**

WHEREAS, pursuant to the Milliken Municipal Code and Colorado Revised Statutes, the Board of Trustees is authorized to appoint a Municipal Judge for the Town; and

WHEREAS, the Town of Milliken conducted a formal recruitment and interview process to identify a qualified individual to serve in this judicial capacity; and

WHEREAS, the Board of Trustees conducted interviews of candidates on May 13, 2026; and

WHEREAS, following said interviews and subsequent deliberation, the Board of Trustees has selected a candidate who possesses the legal expertise and judicial temperament required to serve the Town;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE TOWN OF MILLIKEN, COLORADO, AS FOLLOWS:**

Section 1. Appointment. The Board of Trustees hereby appoints

as the Municipal Judge for the Town of Milliken.

Section 2. Term. The Municipal Judge shall serve for a term of two (2) years beginning on June 1, 2026. To the extent there have been or hereafter are appointed Substitute Municipal Judges, the Municipal Judge identified above is designated as presiding judge.

Section 3. Duties. The Municipal Judge shall perform all duties prescribed by the Milliken Municipal Code, the Colorado Municipal Court Rules of Procedure, and the laws of the State of Colorado. This includes presiding over the Town's Court of Record and supporting the Town's Community Court initiatives.

Section 4. Authority. The Mayor and Town staff are hereby authorized to execute any necessary contracts or documents to formalize this appointment.

READ, ADOPTED, SIGNED AND APPROVED this 13th day of May 2026.

TOWN OF MILLIKEN, CO

Elizabeth Austin, Mayor

(seal)

ATTEST:

Caree Rinebarger, Town Clerk



13.a.

**TOWN OF MILLIKEN
BOARD OF TRUSTEES
AGENDA MEMORANDUM**

To: Mayor Austin and Trustees
From: Matthew Gould, Town Attorney
Via: Cheryl Powell, Town Administrator

Meeting Date:
May 13, 2026

Item Category: Discussion Agenda

Agenda Title: Open Meetings Law and Related Matters

Attachments:
None

PURPOSE

The purpose of this item is to allow the town attorney to refresh board member training on issues arising from the open meetings law, the setting of board meeting agendas, and board member roles. A board member training session is often conducted following elections, and this is intended to address a handful of key issues on a preliminary basis in anticipation of more detailed training and discussion when time permits.

BACKGROUND

BUDGET IMPLICATIONS

N/A

STAFF RECOMMENDATIONS

N/A

SUGGESTED MOTION

N/A

April

Verbal Warning (VW)		Written Notice (WN)			
Violation Type	How Reported	Date	Time	Location	Disposition
Vin Inspection	walk-in	1-Apr	13:43	1201 Broad St	N
Follow-up	self	2-Apr	13:49	1303 Forest St	N
Follow-up	self	3-Apr	15:46	332 S Kathleen ave	WN
Code violation	self	6-Apr	10:37	903 S Carriage Dr	WN
Code violation	self	6-Apr	10:53	901 S Village Dr	WN
Code violation	self	6-Apr	11:12	2053 E Village Dr	WN
Code violation	self	6-Apr	15:36	773 S Traildust Dr	WN
Animal complaint	call	6-Apr	15:58	Broad/Front	N
Follow-up	call	6-Apr	4:57	1525 S Gardenia Dr	T
Code violation	self	7-Apr	9:49	894 S Saddleback Dr	WN
Code violation	self	7-Apr	10:07	204 N Cora	WN
Code violation	self	7-Apr	2:28	114 S Ethel	WN
walk-in	self	8-Apr	10:52	1201 Broad St	T
Follow-up	self	8-Apr	11:33	207 S Dorothy Ave	WN
Code violation	self	8-Apr	11:47	108 S Dorothy Ave	WN
Animal complaint	self	8-Apr	13:32	WCR19/WCR42	T
Vin inspection	self	9-Apr	13:33	1201 Broad St	N
Code violation	self	9-Apr	15:39	271 S Rachel Ave	WN
Code violation	self	9-Apr	13:58	231 S Rachel Ave	WN
Code violation	self	9-Apr	14:43	102 N Olive	WN
Code violation	self	10-Apr	14:43	106 S Olive ave	WN
Follow-up	self	10-Apr	13:23	332 S Kathleen ave	WN
Vin inspection	self	14-Apr	8:49	1201 Broad st	N
Translate Traffic	call	14-Apr	9:25	WCR46/S Colonly P	N
Animal complaint	call	15-Apr	11:04	910 Broad st apt 207	WN
Vin inspection	walk-in	15-Apr	13:20	1201 Broad st	N
Code violation	self	15-Apr	14:22	2114 Village DR	WN
Code violation	self	16-Apr	11:26	263 W Juneberry dr	WN
Code violation	self	16-Apr	11:40	104 W Juneberry st	
Code violation	Call	17-Apr	8:43	70 E Ilex	WN
Code violation	self	17-Apr	9:22	902 S Carriage Dr	WN
Code violation	self	17-Apr	9:37	784 S Pioneer Dr	WN
Code violation	self	17-Apr	15:16	181 E Lilac st	WN
Code violation	self	17-Apr	15:39	200 E Lilac st	WN
Animal at Large	call	17-Apr	4:41	Broad st/Frances	N
Animal at Large	call	20-Apr	7:57	Double Eagle Dr	N
Code violation	call	20-Apr	13:49	1031 S Wagon Train	WN
Code violation	self	20-Apr	14:23	2004 E Saddleback Dr	WN
Code violation	call	21-Apr	11:22	642 S Carriage Dr	WN
Code violation	call	21-Apr	15:26	940 S Rachel ave	WN
Code violation	self	21-Apr	13:56	2542 Stagecoach dr	WN

[illegible]

[illegible]

| 2026

Citation (T)			None (N)
Brief	Completed	Date	Result
Out of state tittle transfer	Yes	1-Apr	completed
5 cars no valid tags or no tags	yes	4/2/2026	All vehicles have been moved
Spoke to resident final warning	No		gave additional time
camper 24hr notice 436KRO	Yes	4/10/2026	Moved
expired temp tag 72hr warning	Yes	4/10/2026	Moved
Expired plates ANKG17	Yes	4/10/2026	Moved
773 S Traildust Dr	Yes	4/8/2026	Moved spoke with resident
Dog at large	Yes	4/6/2026	Resident was able to secure dog
Followup from NOCO	Yes	4/6/2026	citation issued-Dog released
Trailer 24hr warning	Yes	4/10/2026	Trailer moved
2 vehicles expired tags	Yes	4/10/2026	Vehicles moved
WAX6029 expired plates	No		citation will be issued
citation issued for Wax6029	Yes	8-Apr	completed
DRLB17 expired inoperable car	Yes	4/13/2026	moved
Expired plates DFGL16	Yes	4/8/2026	Not expired missing stickers
picked up dog from resident	Yes	4/8/2026	Owner found citation will be issued
Out of state tittle transfer	Yes	4/8/2026	Completed
Trailer 72hr warning	Yes	4/13/2026	moved
Expired plates RCQ977	Yes	4/13/2026	moved
Expired plates 118GF	Yes	4/15/2026	Car no longer there during followup
Trailer no plate 24hr warning	Yes	4/15/2026	Moved
Followup on going trash issue	yes	4/10/2026	Confirmed there is improvement
Out of state tittle transfer	yes	4/14/2026	Completed
GMC Acadia KOH703	Yes	4/24/2026	Moved
Animal welfare check	No		Will-followup
Out of state tittle transfer	Yes	4/15/2026	completed
Expired plate CKLG32 72hr warning	Yes	4/21/2026	Moved
Expired plate CMZG50 72 warning	Yes	4/21/2026	Moved
Expired temp 6792674	Yes	4/21/2026	Moved
Car in middle of street	No		Officer took over
needs to move 15ft from fireHyt	Yes	4/17/2026	Spoke to resident
Expired plate CEGA68	Yes	4/22/2026	Moved
Trailer 72hr warning	Yes	4/22/2026	Moved
inoperable car CKKV43	Yes	4/22/2026	Moved
Dog at large	Yes	4/17/2026	Owner found
Dog at large	Yes	4/20/2026	Dog no found
Trailer 72warning	Yes	4/21/2026	Spoke to resident moved trailer
Trailer warning 72	Yes	4/24/2026	Moved
Rv and SUV expired plates	No		Issue was taken over by officer
Cat issue. Will followup	No		a few cats being surrendered
Final warning 24hr	No	4/26/2026	Vehicle will be towed of not moved



"A Community Working Together"

Monthly Police Report April 2026

Training:

- **Officer Quiroz attended the Evidential Breath Alcohol Training (Intoxilyzer). The training was conducted by the Colorado Department of Public Health.**
- **Officer Mares attended the Crisis Intervention Training (CIT). He successfully completed the week-long course.**
- **Sgt Spreitzer completed the Taser 10 Instructor re-certification course.**

Community Outreach

- **The Annual Easter Eggstravaganza egg hunt was a success. Thank you to our community and our volunteers.**

Calls for Service

	Total calls for service	Total - All Citations	Total Police Reports Generated	Total Arrests
December 2025	446	75	66	17
January 2026	550	81	53	9
February 2026	512	132	53	12
March 2026	510	88	59	14
April 2026	614	87	67	15

April 2026 Arrests

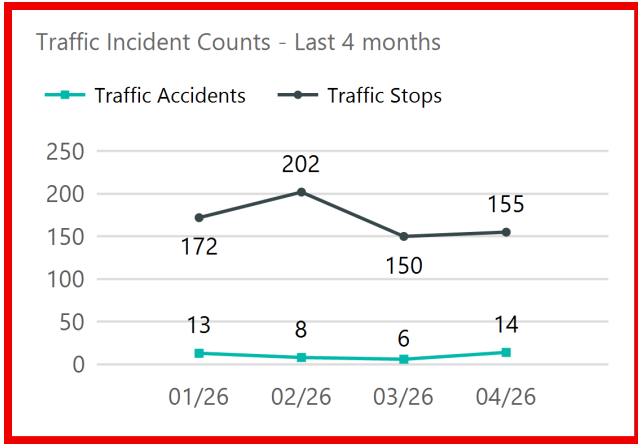
Classification	Total
Animal Problem (Cruelty)	1
Domestic Problem	2
DUI	1
Family Disturbance	1
Obstruct Justice	1
Traffic (Criminal Violation)	4
Traffic Accident	2
Warrant	3
TOTAL	15

Top 5 Traffic Accident Locations April 2026

Address	Total
HWY 60 / WCR46	1
HWY 60 / TWO RIVERS PKWY	1
N ALICE AVE/ BROAD ST	1
HWY 257 / WCR 48.5	1
WCR 48.5 / HWY 257	1
Total	5

Top 5 Traffic Stop Locations April 2026

Address	Total
Hwy 60 / S TRADERS LN	8
WCR 46 / DOVE VALLEY	8
WCR / 378 65 TH AVE	7
WCR 46 / S CORA AVE	6
WCR 46 / S HORSEMENT AVE	4
Total	34

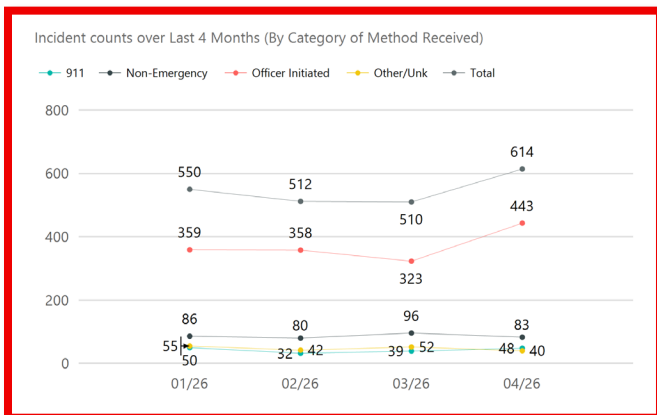


Total Overall Incidents (By Method Received) April 2026

Total	614
911	48
Non-Emergency	83
Officer Initiated	443
Text to 911	1
Unknown	39

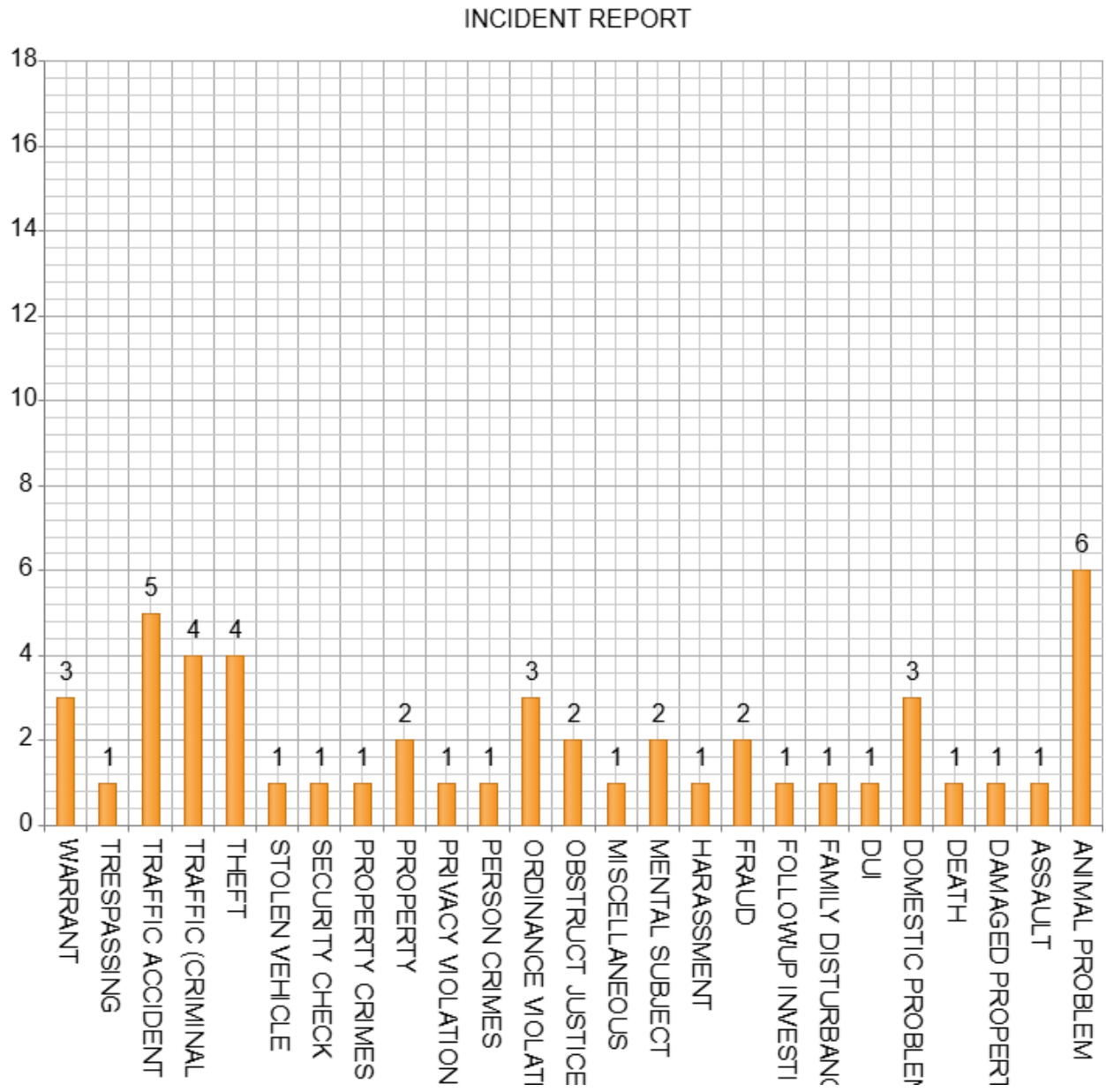
Total Overall Incidents (By Priority) April 2026

Total	614
1-Critical	8
2- High	25
3- Medium	83
4- Low	69
5- General Services	153
6- Planned	1
8- Informational	108
9- Traffic/CC	167



Part I Index Crimes 2026 FBI/NIBRS/UCR	Jan 2026	FEB 2026	March 2026	April 2026	May 2026	June 2026	July 2026	August 2026	September 2026	October 2026	November 2026	December 2026
VIOLENT CRIMES												
MURDER AND NON-NEGLIGENT MANSLAUGHTER	0	0	0	0								
RAPE	0	0	0	0								
ROBBERY	0	0	0	0								
AGGRAVATED ASSAULTS	0	0	0	0								
TOTAL	0	0	0	0								
PROPERTY CRIMES												
BURGLARY	0	0	0	0								
LARCENY-THEFT	1	3	4	4								
MOTOR VEHICLE THEFT	0	0	0	1								
ARSON	0	0	0	0								
TOTAL	1	3	4	5								

April 2026 Incident Report



April 2026 Citation Report

