



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, FEBRUARY 15, 2022

CALL TO ORDER at 7:11pm

ROLL CALL

Mayor Duke Gerber	Trustee Tom Henderson	Trustee Bob Hill
Trustee Andy Fobair	Trustee Ben Kleimer	Administrator Barb Smith
Clerk Melissa Mathews	Trustee Dana Veljacic	Trustee Art Fox

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Andy Fobair to approve the agenda, seconded by Bob Hill, unanimously approved.

APPROVAL OF MINUTES

1. February 1, 2022

Motion by Dana Veljacic to approve the minutes, seconded by Andy Fobair, unanimously approved.

PUBLIC COMMENTS

Garrett Alexander, 186 Monument Street – Would like the multi-use purpose in the downtown area is defined in regards to allowing – looking at the zoning – allowing for a future downtown district

DISCUSSION & ACTION ITEMS

1. Jacob & Valarie Blevins, 137 High Street & 388 Water Street: application for a site-specific development plan for new single-family home with attached garage and accessory apartment.

Blevins presented their project and addressed the concerns that were presented in the staff memo, specifically: intentions for the attic space; the existing shed in regards to compliance with the fire code in which the applicant explained that they will ensure it complies; and the recommendation regarding lighting in which Blevins thoroughly explained his strong intentions for not only complying with dark sky requirements as well as avoiding light trespassing.

Public comments from neighbors included concerns about the current access easement, which allows for a single-family home. The applicant is planning to have an ADU (accessory dwelling unit). The applicant explained that they are completely aware of the easement restriction and the plans show that the access to the ADU is via High Street, with parking where the existing shed currently is – staff confirmed that this is a non-conforming unit that serves as a legit parking spot for this property. They will have to ensure pedestrian passage through the current concrete wall without compromising the purpose of said wall. The Commission inquired about any potential intentions to replot these two lots. Blevins explained after discussion with Town staff, they have decided to table any action on this for now and have no intentions of abandoning or severing the other lot.

In regards to the finishes, the Blevins presented the siding types, paint colors, ground cover and roof options. The Commission had no objections to these.

The Board did not have any additional concerns or comments.

Motion by Dana Veljacic to approve the application for the site-specific development plan for a new single-family home with attached garage and accessory apartment at 137 High Street & 388 Water Street with the following conditions of approval:

1. The Applicant shall provide a final site plan with any building permit application to show all proposed grading (existing and proposed contours and limits of disturbance), retainage, drainage, hardscape areas, and proposed revegetation/stabilization details and specifications.
2. Any retaining walls over four (4') feet in height shall be designed by a professional engineer licensed in the State of Colorado.
3. The Applicant shall provide final details of proposed exterior lighting (cut sheets or other specifications) to demonstrate that all exterior lighting will comply with the Town's lighting standards.
4. The Applicant shall work with the Town's Building Official to verify the minimum distance required between the proposed structure and the existing shed on Lot 8, Block O. the Applicant may be required to move the proposed structure further away from the shed; or, remove the shed prior to completion of the new structure and prior to any Certificate of Occupancy being granted.

Second by Ben Kleimer, unanimously approved.

2. Special Event Application: Trans Rockies, US LP on Thursday, August 4 & Friday, August 5, 2022 Staff presented the application for the event to take place in the same manner as previous years. After minimal discussion, the Board directed staff to request that shuttle drivers be required to abide by the posted speed limit in Town, specifically at the East end of Water Street. Motion by Duke Gerber to approve the event, seconded by Bob Hill, unanimously approved.

ORDINANCES & RESOLUTIONS

ORDINANCE 1, SERIES 2022 – SECOND READING

AN ORDINANCE AMENDING CHAPTER 16, PLANNING AND ZONING OF THE RED CLIFF MUNICIPAL CODE, TO CLARIFY SEC. 16-5-50 APPLICATION REQUIREMENTS

Comments by resident, Jake Blevins of Water Street, included concerns that the requirements may become cumbersome on applicants. He requested further explanation from Planner Scot Hunn on how this compares to other towns like ours, as he brings up in his memo. Mayor Duke Gerber addressed these concerns and additional public comments. After this discussion, the Board decided to inquire with Planner Scot Hunn about the possibilities of having an option or different track for a sketch/conceptual plan which would not require these requirements.

Motion by Duke Gerber to table the second reading of Ordinance 1, Series 2022, until the next meeting when Planner Scot Hunn can be present, seconded by Andy Fobair, unanimously approved.

UPDATES

1. Staff/Trustee Updates:

Mayor, Duke Gerber:

- Will call Commissioner Matt Sherr this week to discuss the Climate Action Committee meetings to get an update and discuss the potential of in-person meetings.

Administrator, Barb Smith:

- The loader has had some maintenance problems, and is up and running now.
- We had some problems with the main water line last week. We do need to add a fire hydrant further up the line to be able to address freezing lines more quickly. We did have the heaters on already, however the low snow pack likely caused the freezing problems to happen sooner than normal. The ice in the line was cleared in under an hour.
- The streetscape planning grant extension was approved. I have been working on a grant option with CDOT. We need a lot more information and quotes in order to get the appropriate

information to complete the grant application. This grant is offered at \$2 million each year, so we would need to break the project into sections over a few years to cover the costs. There is also another grant coming up that could cover some of the amenities that this larger grant would not cover.

- We have received the Eagle County Market Analysis which shows historical real estate sales volume – this document can be shared by request.
- Internet update: There are maybe options for grants to do some changes to the system.

Clerk, Melissa Matthews:

- RTA Update: The formation committee met and discussed the calendar/timeline for the IGA and the ballot question(s). They also discussed that they will need to notify DOLA about the boundaries and financing mechanisms of the RTA.
- There will be a Liquor Board meeting on March 1st for renewals of both local licenses.
- Election update: We have had three nomination packets returned. There is still time to have a potential write in candidate. If that happens, we will move forward with the election on April 5, 2022.
- Perspectives in Preservations Conference was last week. This included some really great grant information as well as connecting with a network to help us with our project once we get it going.

BILL PAY

1. General Account

Century Link - x664B (FAX)	5041 · Postage, Print, Telephone, Supplies	\$ (97.52)
Century Link - x199B	5041 · Postage, Print, Telephone, Supplies	\$ (172.48)
Forethought.net	5046 · Computer & Internet	\$ (140.00)
Karp Neu Hanlon, PC	5013 · Attorney	\$ (180.00)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$ (1,526.00)
Mitchell & Company, LLC	5046 · Computer & Internet	\$ (15.00)
MyNamePlates.com	5041 · Postage, Print, Telephone, Supplies	\$ (37.96)
U.S. Bank Equipment Finance (Copier)	5041 · Postage, Print, Telephone, Supplies	\$ (255.85)
Utility Notification Center of CO	5100 · Building/Grounds	\$ (60.00)
Waste Management	5086 · Trash Collection	\$ (97.17)
Xcel Energy x7923-0	5084 · Xcel Street Lights	\$ (28.16)
Xcel Energy x7080-4	5082 · Xcel TV Tower	\$ (61.16)
Smith, Barbara J	Payroll	\$ (1,915.66)
Smith, Barbara J	Reimbursement - Health Insurance	\$ (349.15)
Smith, Barbara J	Expense Reimb - Conference Lodging	\$ (905.95)
Sandoval, Lorenzo	Payroll	\$ (928.47)
Matthews, Melissa	Payroll	\$ (1,628.07)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (349.15)
Gallegos, Nick	Payroll	\$ (1,286.39)
Martinez, William	Payroll	\$ (1,269.23)
Martinez, William	Reimbursement - Health Insurance	\$ (349.15)

Motion by Duke Gerber to approve the General Account bill pay, seconded by Bob Hill, unanimously approved.

2. Enterprise Fund

American Conservation & Billing Solutions	5028 · Meter Reads/Billing	\$ (714.75)
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CenturyLink	5033 · Wastewater Ops - Utilities	\$ (57.96)
Ferrellgas	5026 · Utilities: Propane	\$ (12.00)
USDA/Rural Development	2075 · Refunding Bonds - Series A	\$ (777.00)
USDA/Rural Development	2085 · Refunding Bonds - Series B	\$ (829.00)
Water Quality Control Professionals	5021 · WTP Operators/5022 · Repairs	\$ (2,308.70)
Water Quality Control Professionals	5031 · WWTP Operators/5032 · Repairs	\$ (2,703.68)
Xcel Energy -x1529-6	5023 · Utilities - WTP	\$ (905.12)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$ (1,795.58)

Motion by Dana Veljacic to approve Enterprise Fund Account bill pay, seconded by Art Fox, unanimously approved.

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Duke Gerber, unanimously approved at 8:36pm.