



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, JANUARY 17, 2023**

**CALL TO ORDER at 7:08 pm**

**ROLL CALL**

Mayor Duke Gerber                      Trustee Mary Walker                      Trustee Cassi MacUmbler  
Trustee Ben Kleimer                      Mayor Pro Tem Art Fox (arrived at 7:19pm)  
Administrator Barb Smith              Clerk Melissa Mathews  
Absent: Trustee Dana Veljacic and Trustee Bob Hill

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA** - *Items to be added or pulled from the agenda*

Motion by Cassi MacUmbler to approve the agenda with the addition of a Discussion & Action Item regarding the Special Permit Application from Spoon Films and a Discussion & Action Item to Determine the Emergency status of the missing meetings by Trustee Mary Walker, seconded by Duke Gerber, unanimously approved.

**APPROVAL OF MINUTES**

1. November 1, 2022

Motion by Cassie MacUmbler approval the minutes, seconded by Ben Kleimer, unanimously approved, with Duke Gerber abstaining.

2. November 15, 2022

Motion by Duke Gerber to table the approval of these minutes due to lack of quorum, seconded by Cassie MacUmbler, unanimously approved.

3. January 3, 2023

Motion by Duke Gerber to table the approval of these minutes due to lack of quorum, seconded by Cassi MacUmbler, unanimously approved.

**PUBLIC COMMENTS** - *For items not on the agenda, please keep comments to five minutes or less.*

None.

**DISCUSSION & ACTION ITEMS:**

1. Special Permit Application for Spoon Films Hyundai Commercial Shoot

This group has completed the application asking to film a commercial in Town, and they have sent over their proposed 'Filming Plan'. The date of the event is not determined yet, but it will be for one day between January 29-31, 2023 – to be determined within a week. They have acquired the required State Road Permits for Hwy 24 and will be accompanied by State Patrol. There will be intermittent traffic control when filming, with traffic holds between 2-5 minutes. They will do each section of road individually, so residents will always have a way in and out of Town if they don't want to wait for the closure to reopen. They have asked that staff help to spread the word, once their plans are solidified, via email and social media. They plan to park their equipment at the "Y" on Hwy 24. If they cannot solidify parking for their staff (20-30 vehicles) in Town, they will contract a shuttle system and park in Minturn. They are reaching out to Mango's for meals for their staff (approximately 40 people). The board asked about the low rate, and staff informed that we can ask them for a donation to our Community Fund.

Motion by Ben Kleimer to approve the Special Permit Application with a request that they make a donation of \$1,000 (minimum) to the Community Fund, seconded by Duke Gerber, unanimously approved.

2. Trustee Mary Walker

The Board decided that Walker's need to spend time with her new child falls under the category of 'emergency', allowing her to maintain her seat on the Board.

Motion by Cassie MacUmbler to declare Trustee Mary Walker's absences as an emergency and allowing her to remain on the Board, second by Art Fox, unanimously approved.

**ORDINANCE:**

**ORDINANCE 1, SERIES 2023, First Reading**

AN ORDINANCE OF THE TOWN OF RED CLIFF, COLORADO, REPEALING ARTICLE 1 OF SECTION 6 BUSINESS LICENSES, AS WELL AS ANY REFERENCES TO OR REQUIREMENTS FOR A BUSINESS LICENSE WITHIN ANY ORDINANCE OF THE TOWN

As this was a direction by the Board at a previous meeting, so no discussion was necessary.

Motion by Cassi MacUmbler to approve Ordinance 1, Series 2023, seconded by Art Fox, unanimously approved.

**UPDATES**

1. Staff/Trustee Updates:

Administrator, Barb Smith:

- We received our bid document back for the Streetscape Project. We are working through this and beginning the process of grants and deadlines.

Clerk, Melissa Matthews:

- The Top of the Rockies Byway lost its 501c3 designation due to not following the administrative requirements. They are working to reorganize and be an active Board once again, led by Lake County and working with the Colorado Tourism Office. They have asked for Red Cliff to participate on this Board. This Board is legally required to meet two times per year, which is likely the most they will meet initially. They plan to focus on what communities on the Byway are currently doing and hope to do, especially anticipating the increased traffic due to Camp Hale being designated as a National Monument. The Board directed staff to participate with this Board.
- The ice-skating rink now has a few volunteers. We have assembled a list of residents interested and will expand that list as needed. Any approved volunteer will have the new lock box code, announce the day and time it will be open, and be responsible for monitoring the rink during that time and locking it up.
- Kyle Ross has completed his Eagle Scout project at the cemetery on January 5<sup>th</sup>. They installed the kiosk sign and informed me that everything went smoothly.
- The 2022 Front Country Ranger Report is completed. The new Recreation Lead for the USFS will present to the Board next month.
- Eagle Valley Transit Authority: Trustee Bob Hill attended the Board meeting virtually on Wednesday, 1/11/23. At the meeting, they authorized working with SIPA for the website and approved the release of RFPs for Accounting, Banking and Legal. They approved the draft budget. This was a very logistical meeting, covering areas necessary for the initial operations of the EVTA.

Trustee, Ben Kleimer:

- Eagle County Code COHORT: Per the State, we will be required to make the changes to our Energy Code the next time that we update our municipal code. Kleimer expressed his concerns about many of the new requirements and changes, as they seem to not be functional for an environment such as ours.

**BILL PAY**

## 1. General Account

Acorn Petroleum, Inc	5092 · Fuel	\$ (1,253.54)
Amazon Marketplace	5100 · Building/Grounds	\$ (132.18)
Amazon Marketplace	5051 · Marketing & Town Events	\$ (13.25)
Century Link - x199B	5041 · Postage, Print, Telephone, Supplies	\$ (180.34)
Century Link - x664B (FAX)	5041 · Postage, Print, Telephone, Supplies	\$ (99.75)
Colorado Dept of Revenue	Payroll Liabilities - State Wage Withholding-2022 Q2	\$ (2,523.00)
Colorado State Treasurer	Payroll Liabilities (SUTA) - 2022 Q4	\$ (120.36)
Eagle County Animal Services	5050 · Animal Control	\$ (213.00)
Eagle County Government	5051 · Town Events	\$ (193.54)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding - Dec 2022	\$ (4,785.03)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$ (720.50)
Mitchell & Company, LLC	5046 · Computer & Internet	\$ (15.00)
Pinnacol Assurance	5072 · Worker's Compensation	\$ (1,391.00)
SGM	6017 · Capital Outlays - Streetscape Project	\$ (42,739.75)
Waste Management	5086 · Trash Collection	\$ (127.79)
Xcel Energy x7923-0	5084 · Xcel Street Lights	\$ (18.02)
Xcel Energy x7080-4	5082 · Xcel TV Tower	\$ (68.37)
Smith, Barbara J	Payroll	\$ (1,850.11)
Smith, Barbara J	Reimbursement - Health Insurance	\$ (349.15)
Beyer, David	Payroll	\$ (1,030.37)
Sandoval, Lorenzo	Payroll	\$ (868.85)
Sandoval, Lorenzo	Reimbursement - Mileage	\$ (96.94)
Matthews, Melissa	Payroll	\$ (1,475.02)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (349.15)
Gallegos, Nick	Payroll	\$ (1,245.59)
Martinez, William	Payroll	\$ (1,869.04)
Martinez, William	Reimbursement - Health Insurance	\$ (349.15)

Motion by Art Fox to approve the General Account bill pay, seconded by Cassi MacUmber, unanimously approved.

## 2. Enterprise Account

American Conservation & Billing Solutions	5028 · Meter Reads/Billing	\$ (684.75)
CenturyLink	5033 · Wastewater Ops - Utilities	\$ (58.24)
Karp Neu Hanlon, PC	5013 · Attorney	\$ (524.00)
Mango's Mountain Grill	5051 · Marketing/Advertising - Town Events	\$ (29.70)
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	\$ (3,330.53)
Water Quality Control Professionals	5031 · WWTP Operators/5032 · Repairs	\$ (1,777.49)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$ (2,118.38)

Motion by Cassi MacUmbler to approve the Enterprise Account bill pay, seconded by Duke Gerber, unanimously approved.

3. Community Fund Account

Kristina Finamore	5051 · Marketing & Town Events	\$ (113.50)
Walmart	5051 · Marketing & Town Events	\$ (12.50)

Motion by Cassi MacUmbler to approve the Community Fund Account bill pay, seconded by Art Fox, unanimously approved.

**ADJOURNMENT**

Motion by Art Fox to adjourn, seconded by Duke Gerber, unanimously approved at 8:03 pm.