



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, JUNE 4, 2024**

**CALL TO ORDER at 7:05 pm**

**ROLL CALL**

Mayor Duke Gerber	Trustee Bob Oppenheimer	Trustee Garrett Alexander
Trustee Ondrej Mertlik	Deputy Clerk Chris Brown	Trustee Ben Kleimer
Trustee Art Fox	OPEN SEAT	Administrator/Clerk Melissa Matthews
Accountant Linda Cash		

**PLEDGE OF ALLEGIANCE**

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

Motion by Duke Gerber to approve the agenda with the addition of Ordinance 2, Series 2024, seconded by Garrett Alexander, unanimously approved.

**APPROVAL OF MINUTES**

1. May 21, 2024

Motion by Art Fox to approve the minutes, seconded by Ben Kleimer, unanimously approved.

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

None.

**AUDIT PRESENTATION** - Linda Overcash, Accountant

Overcash presented the 2023 Audit to the Board. Staff explained that the Ordinance to amend the 2023 Enterprise Fund budget is reflected in this audit. The final audit will be presented to the Board on 7/2/2024 for approval.

**ORDINANCES & RESOLUTIONS**

**ORDINANCE 2, SERIES 2024 - First Reading**

AN ORDINANCE APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS ORIGINALLY BUDGETED FOR THE FISCAL YEAR 2023, FOR THE TOWN OF RED CLIFF, COLORADO

Motion by Garrett Alexander to approve Ordinance 2, Series 2024, seconded by Duke Gerber, unanimously approved.

**STAFF/TRUSTEE UPDATES**

Mayor, Duke Gerber

- Will not be at the meeting on July 2.
- Noted that there has been a lot going on in the State with water and water rights and emphasized the importance of staff staying on top of this.

Administrator/Clerk, Melissa Matthews:

- The ‘summertime photoshoot’ for the Minturn & Red Cliff Responsible Recreation and Visitation Guide will be on June 24-28, 2024. Staff from both communities will be putting out a casting call for volunteer models, capturing outdoor activities including: fly fishing, SUPing/kayaking, hiking, mountain biking, biking, camping, ATVing, rock climbing, and cemeteries/historic buildings.
- Melissa attended the media event at the Outside Festival last week promoting the Minturn & Red Cliff Responsible Recreation and Visitation Guide. Our project was well received and we will follow up with the 27 media outlets in attendance later this year when the microsite is live and the guide is printed, in an effort to spread awareness and share out the information educating visitors on destination stewardship.
- Staff submitted the nomination form for the National Register for the Old Town Hall. Once we get that designation, we will begin applying for grants to rehabilitate and restore the building.
- Senator Hickenlooper’s office contacted us to let us know that the Senator reviewed our project (Congressionally Directed Spending request for the Streetscape Project), and submitted it for consideration with the Senate THUD (Transportation, Housing and Urban Development) Subcommittee. This initial request does not mean our project will receive funding, as there are still a number of steps to go.
- Staff provided a Letter of Support to the Regional Housing Action Plan in support of the planning capacity grant application submitted by the Town of Avon and Eagle County. They are seeking a \$200,000 Local Planning Capacity Grant, with a \$40,000 local match. The goal is to complement the ongoing efforts through comprehensive community outreach focused on research, education, and analysis regarding a regional housing authority.
- Stantec inspection teams performed the bridge inspection for the CDOT Off-System contact on the large Water Street bridge (REDCLIFF-WATER ST/under the Green Bridge), requiring a single lane closure in that area today.
- There will be an Enforcement Hearing for the compliance issue at 275 Water Street at the next meeting, 6/18/2024.
- I will not be present at the next meeting (6/18/2024), as I will be at the CML conference. Deputy Clerk Chris Brown will be in attendance, and I will call in to listen and be available for any questions.
- SpeakUp ReachOut will be at the July 16th meeting giving an update on the phone and signage as well as asking for your support with other suicide prevention mitigation efforts at the Bridge.
- The Kid’s Summer Lunch program will kick off on June 21st and be on Fridays at 11:00am. Kristina Finamore is leading this and will have lunch and activity each week.

Trustee Ben Kleimer,:

- Apologized for his unexpected absence at the last meeting.

Trustee Garrett Alexander

- Rode the free EVTA bus from Vail to Red Cliff and it was a very fun and comfortable experience.
- Spoke of public concerns brought to his attention regarding fading street signs as well as potholes.

Trustee Art Fox:

- Inquired about the new speed bumps that were purchased from Vail. Staff informed that these will be installed in the coming weeks.

**BILL PAY**

1. General Account

ABC Parts	5093 · Repairs & Maintenance	\$ (146.71)
AED Authority	5100 · Building/Grounds	\$ (245.00)

Barb Smith	5014 · Accounting/Bookkeeping/Finance	\$(1,616.36)
Century Link - x2191	5041 · Postage, Print, Telephone, Supplies	\$(185.42)
Community Planning Strategies	5012 · Planner	\$(2,000.00)
Empower Retirement Plans	Payroll Liabilities:Retirement Plans - PPE 05/31/2024	\$(1,088.77)
FirstBank	5181 · Bank Service Charges	\$ (10.00)
Hunn Planning & Policy, LLC	5012 · Planner	\$(2,797.86)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding	\$(2,168.37)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$(3,190.00)
Mitchell & Company, LLC	5046 · Computer & Internet	\$ (120.00)
Prospective Business Solutions	5011 · Auditors	\$(7,433.00)
Vero Broadband	5046 · Computer & Internet-JUN 2024	\$140.00)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	\$(1,294.33)
Xerox Financial Services - Copier	5041 · Postage, Print, Telephone, Supplies	\$(195.00)
Duke Gerber	5062 · Board Member	\$(250.00)
Art Fox	5062 · Board Member	\$ (150.00)
Ben Kleimer	5062 · Board Member	\$ (150.00)
Cassandra MacUmber	5062 · Board Member	\$ (150.00)
Garrett Alexander	5062 · Board Member	\$ (150.00)
Ondrej Mertlik	5062 · Board Member	\$ (150.00)
Robert Oppenheimer	5062 · Board Member	\$ (150.00)
Beyer, David	Payroll	\$(1,326.76)
Brown, Chris	Payroll	\$(1,004.25)
Brown, Chris	Reimbursement - Health Insurance	\$ (412.00)
Sandoval, Lorenzo	Payroll	\$(1,215.89)
Matthews, Melissa	Payroll	\$(2,338.67)
Matthews, Melissa	Reimbursement - Health Insurance	\$(412.00)
Matthews, Melissa	Reimbursement - Mileage	\$96.48)
Gallegos, Nick	Payroll	\$(1,310.06)
Martinez, William	Payroll	\$(1,496.54)
Martinez, William	Reimbursement - Health Insurance	\$(412.00)

Motion by Garrett Alexander to approve the General Account bill pay, seconded by Ben Kleimer, unanimously approved.

2. Enterprise Account

American Conservation & Billing Solutions	5028 · Meter Reads/Billing	\$(955.35)
CenturyLink	5033 · Wastewater Ops - Utilities	\$ (63.03)
Union Pacific	5115 · Rent/Lease Expense	\$ (3,025.19)

Water Quality Control Professionals	5031 · WWTP Operators, 5032 · Repairs	\$ (2,167.82)
Water Quality Control Professionals	5021 · WTP Operators, 5022 · Repairs	\$ (1,875.00)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$ (2,245.58)

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

3. Community Fund Account

Brand-On	5051 · Marketing & Town Events	\$ (179.99)
FirstBank	5181 · Bank Service Charges	\$ (2.00)
Melissa Matthews	Reimb-5051 · Marketing & Town Events	\$ (259.31)

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

**ADJOURNMENT**

Motion by Art Fox to adjourn, seconded by Garrett Alexander, unanimously approved at 8:58 pm.