



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, JANUARY 21, 2025**

**CALL TO ORDER at 7:15pm**

**ROLL CALL**

Mayor Duke Gerber	Mayor Pro-Tem Art Fox (Absent)	Trustee Garrett Alexander
Trustee Ondrej Mertlik	Deputy Clerk Chris Brown	Trustee Ben Kleimer
Trustee Bob Oppenheimer	Administrator/Clerk Melissa Matthews	
Trustee Dana Veljacic		

**PLEDGE OF ALLEGIANCE**

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

Motion by Duke Gerber to approve the agenda, seconded by Garrett Alexander, unanimously approved.

**APPROVAL OF MINUTES**

1. JANUARY 07, 2025

Motion by Duke Gerber to approve the minutes, seconded by Ben Kleimer, with Art Fox abstaining unanimously approved.

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

**DISCUSSION AND ACTION ITEMS**

1. Regional Net Zero Roadmap: Staff presented a presentation on the roadmap and explained issues with alignment and code updates. They are asking the Town of Red Cliff's support with applying for a grant to start implantation of the roadmap.

The Board directed staff to write a letter of support and prepare a Resolution

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

2. NAK properties 3 LLC: Subdivision application for 510 Water St: Owner explained he would like to subdivide his parcel to allow for a home to be built on the upper portion of the lot. He explained that the subdividing line would be above the current easement road and that he had plans for a driveway to access the upper portion off High St.

Motion by Duke Gerber to approve the subdivision with following conditions:

1. The applicant shall update the draft subdivision plat to ensure that all signature blocks contain "2025" rather than "2024".
2. The applicant shall submit a final mylar of the subdivision plat with all required notary seals and signatures to the Town for review and for signature by the Town of Red Cliff Mayor prior to recording the final mylar subdivision plat with Eagle County Recorder.

seconded by Garrett Alexander, unanimously approved.

3. NAK properties 3 LLC: SRU application for 445 High St: Owner explained the driveway is necessary for future construction and soil sampling

Motion by Duke Gerber to approve the SRU with following conditions:

1. The Applicant shall be required to submit a complete application to the Town for review of a new residential structure within twelve (12) months of issuance of the Special Use Review Permit and/or Grading Permit for the driveway improvements.

2. The Applicant shall adhere to the recommendations of the Kumar Report for Kumar Project No. 24-6-251, dated December 10, 2024, and, specifically, that recommendations listed under "Conclusions and Recommendations" of the Kumar Report (p. 2) be adhered to prior to any application to the Town for land use (new home design approval) and building permit, Including but not limited to fencing or barrier as a safety measure to catch rocks or boulders due to excavation in the upper portion of the lot and including the completion of a geotechnical study for foundation design purposes. Further, that the Applicant be required to adhere to Kumar's recommendation for observation and consultation during site excavation and future bearing testing during construction of the future residential structure and as part of the driveway.

3. All plans, geotechnical investigations, hazards evaluations and professional engineering reports or recommendations associated with the driveway and retaining wall project will be referred to the Town's consulting engineer for review and comment prior to issuance of any permits by the Town.

seconded by Ben Kleimer, unanimously approved.

4. The applicant must comply with section 11-2-80 of the Code regarding bond requirements setting the bond at 120% of the estimated completed costs.

### **STAFF/TRUSTEE UPDATES**

Mayor, Duke Gerber:

- The second wave of wolves were released near Red Cliff in Eagle County

Administrator/Clerk, Melissa Matthews:

- We received a scholarship to the Saving Places conference Melissa will be attending. The scholarship pays for the conference and 2 nights in a hotel. This will help move forward on the old Town Hall building.
- A Valentines day's disco party put on by the community fund, is happening in the auditorium on February 15th
- The RAISE Grant is due January 30th, Staff has been spending some time preparing the grant application
- CDOT approved putting a mirror near the Green Bridge to give a better and safer view to get out onto the roadway.
- The Eagle River Fire Protection District's impact fees are going up this year by a total of 3.4%. Our impact fees are collected when we sell a water tap and the Impact fee goes directly to Eagle River fire protection district
- There is a transfer check in the bill pay, it is a standard transfer from enterprise to general to cover its portion of wages.

- To move forward with changing Zoning Districts staff would need public feedback. Staff will be putting up a very small website with a brief survey that will be pushed out to the community. Essentially showing what the allowable uses in zone districts are, State what the feedback was on the previous public outreach along with what we are considering changing.

**BILL PAY**

1. General Account

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

ABC Parts	5100 · Building/Grounds	\$(185.20)
ABC Parts	5093 · Repairs & Maintenance	\$(86.25)
Amazon Marketplace	5100 · Building/Grounds- Poop Bags	\$(297.07)
CIRSA	5071 · Liability/Commercial Insurance Premium	\$(6,490.31)
Empower Retirement Plans	Payroll Liabilities:Retirement Plans - PPE 01/15/2025	\$(1,404.38)
Hunn Planning & Policy, LLC	5012 · Planner	\$(269.43)
J.G. Plumbing & Heating	5100 · Building/Grounds	\$(743.67)
Karp Neu Hanlon, PC	5013 · Attorney	\$(828.50)
Mango's Mountain Grill	5051 · Marketing/Advertising - Lunch For Matt from county	\$(49.00)
Vail Lock & Key	5093 · Repairs & Maintenance	\$(21.00)
Walking Mountains	5182 · Dues & Memberships	\$(148.00)
Xcel Energy x7080-4	5082 · Xcel TV Tower	\$(159.29)
Xerox Financial Services - Copier	5041 · Postage, Print, Telephone, Supplies	\$(195.00)
Beyer, David	Payroll	\$(1,185.44)
Brown, Chris	Payroll	\$(1,253.64)
Brown, Chris	Reimbursement - Health Insurance	\$(458.00)
Finamore, Kristina	Reimbursement - Mileage	\$ -
Sandoval, Lorenzo	Payroll	\$(1,346.89)
Matthews, Melissa	Payroll	\$(2,352.55)
Matthews, Melissa	Reimbursement - Health Insurance	\$(458.00)
Gallegos, Nick	Payroll	\$(1,368.28)
Martinez, William	Payroll	\$(1,504.64)
Martinez, William	Reimbursement - Health Insurance	\$(458.00)
Vayan, Katelyn	Payroll	\$(138.35)

2. Enterprise Account

Karp Neu Hanlon, PC	5013 · Attorney	\$(52.50)
Town of Red Cliff - General Fund	7000.2 · Operating Transfer Out Jun-Dec 2024 Payroll Expense	\$(22,787.00)
USDA/Rural Development	2075 · Refunding Bonds - Series A	\$(777.00)
USDA/Rural Development	2085 · Refunding Bonds - Series B	\$(829.00)
Xcel Energy -x1529-6	5023 · Utilities - WTP	\$(786.62)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$(1,747.39)

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

3. Community Fund

Lauren Morris	5051 · Marketing & Town Events - Bistro Lights for school	\$(259.22)
Town of Minturn	5051 · Marketing & Town Events -CTO Tourism Grant	\$(240.00)

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

**ADJOURNMENT**

Motion by Art Fox to adjourn, seconded by Garrett Alexander, unanimously approved at 10:03 pm.