



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, July 01, 2025

CALL TO ORDER at 7:00pm

ROLL CALL

Mayor Duke Gerber	Mayor Pro-Tem Art Fox	Trustee Garrett Alexander
Trustee Ben Kleimer	Trustee Open Seat	Trustee Bob Oppenheimer
Trustee Ondrej Mertlik	Deputy Clerk Chris Brown	
Administrator/Clerk Melissa Matthews		

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. June 17, 2025

Motion by Garrett Alexander to approve the minutes from June 3, 2025, seconded by Bob Oppenheimer, unanimously approved.

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

Manual Pacheco 128 monument st: Questioning road closure at south end of eagle street - Board assured him that this is private property.

DISCUSSION AND ACTION ITEMS

1. Vacation of Right of Way:

This item relates to a deeded right-of-way that bisects the properties owned by Nate Krehbiel and the Jaramillo family. The Town doesn't maintain or use this road, and based on legal review, we don't own it in fee, we simply hold it in trust for public use.

The Board discussed a potential vacation of this deeded right-of-way. Staff and legal counsel recommended proceeding with a formal vacation process by ordinance, should the property owner(s) apply for this, and requiring that the property owners establish a private shared access agreement. The Board directed staff to move forward with preparing the necessary materials for a future public hearing upon receipt of an application, and to ensure that there is a condition in the Ordinance regarding an agreement between the two property owners as well as the establishment of a Road Association.

2. Round Up the Cliff event:

Volunteer Whitney Young Keltner is proposing a community event called "**Round Up The Cliff**" on behalf of the Community Fund. It would be on Saturday, August 23, 2025, from 3–7 PM on the 100 block of Water Street. The event will feature music, games, food, and local business showcases, with a request for RCCF funds to support live music and possibly refreshments. It aligns well with the Governor's **Celebrate Colorado 2025** initiative, offering a great opportunity for community pride and statewide visibility.

The Board is in favor of this community event and would like to contribute funds from the Community Fund.

Motion by Garrett Alexander to approve up to \$600 for live music, beverages and prizes for the Community Event Round Up the Cliff, seconded by Duke Gerber, unanimously approved.

STAFF/TRUSTEE UPDATES

Mayor, Duke Gerber

- Asked staff to communicate to the town about the danger of fireworks this year.

Administrator/Clerk, Melissa Matthews:

- Attended the CML Annual Conference last week and found it very informative. Key takeaways included updates on upcoming code changes, strategies for improving communication and outreach with residents, and a warning about significant funding challenges local governments will face starting next year and especially in 2027 due to the growing state deficit. There are also several free new services that could support staff training and help create clearer communication with our community.
- On that note, in anticipation of a reduction in funding beginning in 2026 and more significantly felt in 2027, we will be exploring ways to operate more efficiently and prepare for a smaller budget. While many details remain unknown, this may require difficult decisions, including potential staff reductions, and these discussions will be a key focus as we approach budget season to ensure we're prepared for the worst.
- Staff recommends having a community outreach event focused on clearly communicating current Board priorities, funding and capacity challenges, and realistic project timelines, while inviting residents to share their own priorities and willingness to support solutions. This effort will promote transparency with clarity, build trust, and strengthen community engagement as we tackle critical decisions. Direction is requested from the Board to begin planning and scheduling this event.
- Update regarding the Colorado Wildfire Resilience Code that was presented at the last meeting. Red Cliff will be required to adopt by April 1, 2026, with enforcement beginning July 1, 2026. The code applies primarily to new construction and additions over 500 square feet, and enforcement will fall on the Town, presenting another unfunded state mandate. Staff is exploring options with SchumsCoda and the fire district for inspection support and will also request state assistance, though available funding remains uncertain.
- Several residents have recently encountered individuals in crisis near the Green Bridge, with one situation nearly turning physical. In response, a resident suggested bringing behavioral health education to Red Cliff to help the community respond more effectively. Others have shared positive experiences with trainings like ASIST and Spiritual First Aid and are offering to share materials. One resident has already reached out to the behavioral health crisis team at Vail Health and SpeakUp ReachOut to explore potential educational opportunities for the community.
- The old Town Hall building was inspected last week by Foothills Environmental, paid for by the Brownsfield grant that we received last year. We will let you know once we receive the results.
- Following a recent fire behind the Lodge next to Mango's, staff identified the need to immediately reclaim the Town-owned right-of-way (ROW) behind the 100 and part of the 200 block of Eagle Street to ensure emergency vehicle access. Several adjacent property owners have been using this ROW for personal storage, and notices are being sent requiring all items be removed by July 19, 2025. Staff will begin clearing the area after that date to restore safe and unobstructed access.
- There was a previous inquiry on Laske's project on High Street. The excavation in question was for deck footers and was temporary and will not impact the drainage feature, which will be restored as planned. Chris has submitted Kumar's final report confirming that the soils are consistent with the original testing. He also hired a surveyor to confirm the house location, with a report expected

soon. Planner Scot Hunn will review the materials and commended Chris for following the approved process and conducting proper locates before starting the foundation.

- Many landlines, including the main office phone line were down for a little over two weeks. As of this afternoon, they seem to up working.
- The kid's summer program is going great! The mobile library and the Magic Bus are great resources and we are grateful to have them here every other week throughout the summer.
- The joint meeting with the Eagle County Commissioners and the Red Cliff Town Council will be on the night of August 19 at 6pm.
- The Three Mile Plan draft is still underway. We will work with Scott Fleming with Eagle County GIS for the mapping. He will charge a reduced rate (\$60/hour) for probably 5-6 hours of work. We are starting with the 3mile buffer map and a new town bonundary map first, then a new zone distric map.
- Staff recommends entering into a Master Services Agreement (MSA) with Marcin Engineering to support the Town with civil engineering and land surveying services on an as-needed, hourly basis. Given recent and anticipated development pressures, as well as past positive experience with Marcin, establishing a formal relationship ensures we are prepared for plan and plat reviews, emergency engineering needs, and capital projects. Staff is seeking direction from the Board to move forward with the proposed agreement.

Motion by Duke Gerber to approve the MSA with Marcin Engineering for our smaller engineering needs, seconded by Art Fox, unanimously approved.

- Water and Sewer Billing Permit Policy Exhibit A and the application have been completed per the Board's request and a copy is in the packet for review.

Deputy Clerk, Chris Brown:

- This weekend I participated in a biodiversity study of Homestake Valley hosted by Wilderness Workshop and Eagle River Coalition to learn more about the future of Homestake Valley and the Whitney Reservoir project. Discussions about the probability and timeline of the project, revealed the project is still in works but as of now there have been no formal Dam or Reservoir plans have been submitted to the Forest Service.

Maintenance, Lorenzo Sandoval:

- To be ready to prevent a future fire from spreading. Once the final cost is established staff will formally request to purchase this.

BILL PAY

1. General Account

ABC Parts	5093 · Repairs & Maintenance	\$ (110.59)
Apex Waste	5086 · Trash Collection	\$ (162.62)
Amazon Marketplace	5100 · Building/Grounds-Dog poop bags	\$ (169.54)
CIRSA	5071 · Liability/Commercial Insurance Premium	\$ (6,490.32)
CMCA	5043 · Education/Training- Chris Brown Registration Fee	\$ (1,400.00)
DoorDash	5043 · Education/Training- CML Conference	\$ (26.13)
Empower Retirement Plans	Payroll Liabilities:Retirement Plans - PPE 06/30/2025	\$ (1,513.97)
FirstBank	5181 · Bank Service Charges	\$ (12.00)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$ (1,607.50)

Town of Red Cliff - Enterprise	2600 · Due to Other Funds -Chris Laske 350 High Street	\$ (21,793.00)
USPS	5041 · Postage, Print, Telephone, Supplies	\$ (146.00)
Vero Broadband	5046 · Computer & Internet	\$ (140.00)
Xcel Energy x7923-0	5084 · Xcel Street Lights	\$ (1,054.97)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	\$ (15.43)
Duke Gerber	5062 · Board Member	\$ (250.00)
Art Fox	5062 · Board Member	\$ (150.00)
Ben Kleimer	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	\$ (1,299.90)
Brown, Chris	Payroll	\$ (1,253.65)
Brown, Chris	Reimbursement - Health Insurance	\$ (458.00)
Finamore, Kristina	Payroll	\$ (424.89)
Finamore, Kristina	Reimbursement - Mileage	\$ (42.00)
Sandoval, Lorenzo	Payroll	\$ (1,709.30)
Matthews, Melissa	Payroll	\$ (2,224.03)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (458.00)
Matthews, Melissa	Reimbursement - Mileage	\$ (114.80)
Matthews, Melissa	Expense Reimbursement - Cell phone/ Travel Expenses	\$ (142.67)
Gallegos, Nick	Payroll	\$ (1,368.28)
Martinez, William	Payroll	\$ (1,351.81)
Martinez, William	Reimbursement - Health Insurance	\$ (458.00)
Vayan, Katelyn	Payroll	\$ (79.05)

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

2. Enterprise Account

Altitude Septic	5032 · Repairs, Testing & Maintenance	\$ (9,650.00)
CenturyLink	5033 · Wastewater Ops - Utilities	\$ (73.77)
Water Quality Control Professionals	5031 · WWTP Operators, 5032 · Repairs	\$ (1,650.00)
Water Quality Control Professionals	5021 · WTP Operators, 5022 · Repairs	\$ (2,093.97)

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

3. Community Fund Account

Amazon	5051 · Marketing & Town Events - Kids Summer Program	\$ (135.51)
FirstBank	5181 · Bank Service Charges	\$ (2.00)
Kristina Finamore	Reimb-5051 · Marketing & Town Events -Kids summer lunch	\$ (269.69)

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 Duke Gerber, unanimously approved at 9:04pm.