



**MINUTES**  
**Meeting of the Board of Trustees**  
**Town of Red Cliff Chambers, 400 Pine Street, Red Cliff**  
**TUESDAY, January 20, 2026**

**CALL TO ORDER at 7:59pm**

**ROLL CALL**

Mayor Duke Gerber	Mayor Pro-Tem Art Fox	Trustee Garrett Alexander
Trustee Ben Kleimer(Absent)	Trustee Whitney Maxwell	Trustee Bob Oppenheimer
Trustee Ondrej Mertlik (Absent)	Deputy Clerk Chris Brown	Town Planner Scot Hunn
Administrator/Clerk Melissa Matthews		

**PLEDGE OF ALLEGIANCE**

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

Motion by Bob Oppenheimer to approve the agenda, seconded by Garrett Alexander, unanimously approved.

**APPROVAL OF MINUTES**

1. January 06, 2026

Motion by Garrett Alexander to approve the minutes, seconded by Bob Oppenheimer, unanimously approved.

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

None

**DISCUSSION AND ACTION ITEMS**

1. Special Review Use Permit: 147 Water Street - Greg and Melanie Dennis

The applicants have owned the subject property along with the adjacent property at 157 Water Street since approximately 2021. The applicants completed a residential build on the adjacent property 157 Water Street; within the past two years. Staff's understanding is that the applicants had hoped to save and renovate the Old Post Office building but have since decided to apply for approval to demolish the structure and redevelop the property for a single-family residential use. The applicants have submitted a formal application form for the Special Review Use (SRU) permit along with what staff consider conceptual level drawings for a new building. Greg presented the project as a single family home to fit in with the surrounding architecture.

Public comment was brief, the project was generally supported by the public with the ability to tie in a commercial application in the future, but everyone wants to see an improvement on the vacant land. The challenge of operating a business in Red Cliff was discussed along with the need for new residencies and the considerations to preserve spaces for future commercial use.

Discussion by the Board included current zoning uses in the area and the challenges of operating a business in town. The Board acknowledged the project as a single family home does not align with the Master Comprehensive Plan and sees the need to preserve for future commercial prospects.

Motion by Duke Gerber, to approve Special Review Use application for 147 Water Street with two conditions,

1. The Applicant shall redesign the residential use located at 147 Water Street to accommodate a street level flex-space for use as residential or commercial/service commercial uses, which may also include revisions to site specific plans to take advantage of the MU/TC Zone District dimensional limitations and/or the MU/TC Design Characteristics outlined in the Town of Red Cliff Comprehensive Plan.
2. This SRU permit approval shall run with the land.

seconded by Whitney Maxwell, unanimously approved.

2. Auditorium rental for a baby shower on Feb. 28th: Resident Kristina Finamore  
Motion by Garrett Alexander to approve the auditorium rental for February 28<sup>th</sup>, seconded by Duke Gerber, unanimously approved.

3. Auditorium rental for a birthday on Feb. 7th: Resident Amelia Neat  
Motion by Garrett Alexander, to approve auditorium rental for Feb 7<sup>th</sup>, seconded by Art Fox, unanimously approved.

### **ORDINANCES & RESOLUTION**

#### **RESOLUTION 2, SERIES 2026**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, ADOPTING THE LIQUOR LICENSING POLICY AND PROCEDURES FOR THE REVIEW, APPROVAL, RENEWAL, TRANSFER, AND REGULATION OF LIQUOR LICENSES WITHIN THE TOWN OF RED CLIFF

Motion by Duke Gerber to approve Resolution 2 Series 2026, seconded by Bob Oppenheimer, unanimously approved.

#### **RESOLUTION 4, SERIES 2026**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, ADOPTING THE TOWN OF RED CLIFF BUSINESS, VENDOR, AND CONTRACTOR LICENSE POLICY AND PROCEDURES

Motion by Garrett Alexander to approve Resolution 4 Series 2026, seconded by Art Fox, unanimously approved.

#### **RESOLUTION 5, SERIES 2026**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF ADOPTING THE 2026 TOWN OF RED CLIFF THREE MILE PLAN FOR ANNEXATION

Motion by Duke Gerber to approve Resolution 5 Series 2026, seconded by Garrett Alexander, unanimously approved.

### **STAFF/TRUSTEE UPDATES**

Administrator/Clerk, Melissa Matthews:

- There was one short term rental listed in town limits. Staff issued a warning and the owners agreed to no longer rent it on a short term basis.
- The audit is scheduled for April 27th.
- Staff is working to update building code to meet state minimums and align with Eagle County. Proposing to update chapter 18 from 2018 codes to 2021, specifically energy codes. There will be a work session on February 3<sup>rd</sup> at 6pm to discuss this.
- Staff has been looking into Highway Safety Improvement Program grant opportunities for a potential Streetscape grant

- The Town has been holding a \$5,000 landscape security since 2021 related to final grading and drainage between 430/436 Eagle Street and neighboring property 410 Eagle Street. Staff issued a formal notice setting a clear deadline & process to close out the escrow and end the Town's involvement.
- Eagle River Water and Sanitation District is preparing to roll out a Valley-wide shortage communications plan in early March in response to ongoing dry conditions. The goal is to streamline messaging throughout the community. Our staff will be participating in this.
- Community Fund: Dine on Shrine was a success. Movie night Saturday 2/7 at 6pm. The community Fund will provide popcorn and a sweet treat. Potential Super bowl event on Sunday 2/8 showing in auditorium if the Broncos qualify, and a Valentine's Day Disco Dance Fri 2/13 at 7pm with a desert potluck and all ages are encouraged.

Deputy Clerk, Chris Brown:

- All nomination election petition packets need to be returned Monday, January 26<sup>th</sup> by 4pm.

Trustee Garrett Alexander:

- CORE Transit: Has seen significant increases in ridership year over year.

### **BILL PAY**

#### **1. General Account**

Amazon Marketplace	5100 · Building/Grounds-Dog poop bags	\$ (325.20)
Amazon Marketplace	5093 · Repairs & Maintenance- welding rods	\$ (39.06)
Eagle County Animal Services	5050 · Animal Control	\$ (230.00)
Hunn Planning & Policy, LLC	5012 · Planner	\$ (638.75)
Karp Neu Hanlon, PC	5013 · Attorney	\$ (835.50)
Lorenzo Sandoval	5183- Gas Mileage Reimbursement	\$ (92.80)
Mitchell & Company, LLC	5046 · Computer & Internet	\$ (667.50)
USPS	5041 · Postage, Print, Telephone, Supplies- PO Box40	\$ (156.00)
Walmart	5093 · Repairs & Maintenance	\$ (20.94)
Xcel Energy x7923-0	5084 · Xcel Street Lights	\$ (16.62)
Xcel Energy x7080-4	5082 · Xcel TV Tower	\$ (124.73)
Xerox Financial Services - Copier	5041 · Postage, Print, Telephone, Supplies	\$ (195.00)
Beyer, David	Payroll	\$ (1,365.56)
Brown, Chris	Payroll	\$ (1,349.06)
Brown, Chris	Reimbursement - Health Insurance	\$ (488.50)
Finamore, Kristina	Payroll	\$ (101.60)
Sandoval, Lorenzo	Payroll	\$ (1,588.76)
Matthews, Melissa	Payroll	\$ (2,537.98)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (488.50)
Matthews, Melissa	Expense Reimbursement - Cell phone/ Travel Expenses	\$ (37.50)
Gallegos, Nick	Payroll	\$ (1,474.73)

Martinez, William	Payroll	\$ (1,314.74)
Vayan, Katelyn	Payroll	\$ (200.75)

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

## 2. Enterprise Account

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	\$ (757.57)
Xcel Energy -x8434-7	5033 · Utilities - WWTP	\$ (2,161.89)

Motion by Bob Oppenheimer to approve the Enterprise Account bill pay, seconded by Art Fox unanimously approved.

## 3. Community Fund Account

Kristina Finamore	Reimb-5051 · Marketing & Town Events - Christmas Events	\$ (45.35)
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Motion by Garrett Alexander to approve the Community Fund Account bill pay, seconded by Duke Gerber, unanimously approved.

## **ADJOURNMENT**

Motion by Art Fox to adjourn, seconded by Duke Gerber, unanimously approved at 10:17 pm.