



OFFICIAL MINUTES

Town Council Regular Meeting I 5:30PM

Wednesday, April 02, 2025

Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/88392477701>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 883 9247 7701

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1. CALL TO ORDER

Mayor Earle B. called the meeting to order at 5:31pm.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council present: Mayor Earle Bidez, Mayor Pro Tem Eric Gotthelf, Town Council members Lynn Feiger, Gusty Kanakis, and Brian Rodine. Tom Priest and Kate Schifani were absent.

Staff present: Town Clerk Jay Brunvand, and Deputy Clerk Cindy Krieg (Zoom).

4. APPROVAL OF CONSENT AGENDA

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

A. 03-19-2025 Minutes

B. 03-26-2025 Special Session Minutes

Motion by Gusty K, second by Eric G, to approve the Consent Agenda of April 2, 2025 as presented. Motion passed 5-0. Tom Priest and Kate Schifani were absent.

5. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

Earle B. pointed out that the agenda included an Executive Session, which was not scheduled.

Motion by Eric G, second by Gusty K, to approve the Regular Agenda of April 2, 2025 as amended, removing the Executive Session. Motion passed 5-0. Tom Priest and Kate Schifani were absent.

6. DECLARATION OF CONFLICTS OF INTEREST

7. PUBLIC COMMENT

Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

Public Comment Opened.

No Public Comment.

Public Comment Closed.

8. COUNCIL COMMENTS & COMMITTEE REPORTS

Gusty K. gave a reminder about the April First Friday Spring Picnic on 4/4, and recapped the details.

Earle B. Noted that the USFS has appointed a new Acting Superintendent for the White River National Forest, and a Deputy Acting Superintendent. The Acting Superintendent is based at Dowd Junction. Earle is in correspondence with them regarding the Holy Cross Transmission Line NEPA process, and also regarding a new land lease program.

Earle B. also noted that as we enter into Spring, we need to remind residents to properly store and latch their trash. Bears will be out soon.

Earle B. asked staff member Cindy K. to recap the details of the Town of Minturn nomination for a VVP Success Award. The Vail Valley Partnership has an annual Success Awards Program, and the awards are given out in May for the previous calendar year. In the past, the Town has been nominated in the Actively Green category, but this year there is a new category and someone nominated the Town of Minturn for this new category of Innovation in the Public Sector. Cindy submitted the Town's nomination acceptance letter / application, and focused on the Town's economic development efforts for 2024 which included the creation of the Downtown Development Authority, as well as the creation of the new Minturn / Red Cliff Visitor Guide. The Town was selected as a finalist, and the awards ceremony will take place on May 8th.

9. STAFF REPORTS

A. Managers Report – Brunvand

Minturn Education Fund The Minturn Education Fund Scholarship applications were due by end of business on March 14, 2025. The Scholarship Board set up interviews for the eight applicants on 3/24, 25, and 31.

Seasonal Street Sweeping The Town, annually each May, leases a large street sweeper to clean the streets and drainages. I have attached the tentative schedule for this year. This culminates with the annual clean up day. This year cleanup day is Saturday, May 31st .

Water Leak The Town had a water leak in early March in the 900 block. This leak was Just off the main on an existing corp valve. That area of town is a looped system, so the shutoff only affected about 12 homes. Because the water didn't need to be completely shut down there was not a need to test or issue a boil order. The line was quickly repaired, the sidewalk formed and poured, and we were back in the game. It is estimated this leak was approximately 30,000g/day. Public Works are doing a lot of system check for leaks as the ground begins to warm.

Town Manager Recruitment Update:

There will be an executive session on Monday 4/14 at 5pm to narrow the candidate field down to 3 – 4 finalists. We have received 5 of the 8 videos of the virtual interviews. The remainder are expected tomorrow.

Council Questions / Comments:

Earle B. noted that the virtual interviews conducted by KRW would be shared with Town Council shortly, and would also be shared with staff, confidentially.

MINTURN STREET SWEEPING SCHEDULE FOR 2025 SEASON

MAY 1 – Hwy-24 Main Street from Cemetery Road through 100 block North-bound

May 2—Hwy-24 Main Street from Cemetery Road through 100 block South-bound

May 5— From Cemetery Road through 900 block North-bound

May 6---From Cemetery Road through 900 block South-bound

May 7—From Cemetery Road through 900 block both North and South sides street drains

Will be cleaning out from dirt and debris on both sides of the drains on the road

May 8---Bellm bridge, Railroad Avenue, Taylor Street, and 4th Avenue

May 9---Nelson Avenue, Williams Street, the Mollie G Building parking lot and all the surrounding parking lots, and Toledo Avenue

May12---Eagle Street, Harrison Avenue, Meek Avenue, Bayer Avenue, and Mann Avenue

May13---Pine Street, east side, and Cemetery Bridge

May14---Pine Street on the west side, Post Office and Town Hall

May15---Boulder Street from Toledo Avenue to 700 block of Boulder

May16--- Boulder Street from Norman to Toledo Avenue on the west side of Boulder

May19---Boulder Street from Norman Avenue to Toledo Avenue on the east side of Boulder

May20—Street sweeper will be siphoning out, and the crew will be cleaning out, all 100 block drains, Eagle Street drains, and Williams Street drains

May21---Street sweeper will be siphoning out, and crew will be cleaning out, all drains on Main Street from 200 block to 400 block

May22—Street sweeper will be siphoning out, and the crew will be cleaning out, all drains on Main St Street from 500 block to 700 block

Week of May 23 – Final Sweep / Cleanup: Sweeper / crew will be doing final sediment removal / cleanup of concrete drainage vaults. Will also revisit any other areas as needed that the crew couldn't get to earlier.

B. Managers Report – Sickles

As I have become more oriented with the Minturn operations I am reducing my time in Minturn.

A. Water Treatment Plant (WTP) Design & Engineering: I scheduled a meeting March 19, with Mayor Earle Bidez, Council Member Gusty Kanakis, Jarod Limke HDR Engineer, John Volk Water Plant ORC, Jay Brunvand Treasurer/Clerk, Jeff Spanel Town Engineer and myself for the purpose to consider funding options and value-added engineering. John and Jarod have continued this essential communication.

B. Bellm Bridge Design & Engineering: From my understanding Town Council was interested in the Dolores Bridge as a cost savings measure but not interested in the bridge as an architectural feature. It may not hurt to notify CDOT that Minturn has passed on the Dolores Bridge. We are still waiting for an IGA from CDOT.

C. North Main Street Pedestrian Improvements (Railroad Ave): Town Engineer Jeff Spanel is repairing the IFB for construction. I am planning to contact adjacent landowners and land users regarding some of the items that will need to be moved.

It is recommended to repair the street at North Main in relation to both the Railroad Ave. safety improvements and the Bellm Bridge project.

D. Tank #2 / Steel Bolted Tank repairs: HDR Engineering has a (Tank Expert) member of their staff working on options for Tank #2. They had hoped to deliver around March 28. I will review with John Volk when available.

E. Pressure Reducing Valve (PRV) Master Meter Housing upgrades: Weather dependent and moving forward.

F. Repaving (reconstruction) of Taylor Street: Town Engineer Jeff Spanel thought he may need to come back to Council to review drainage options in addition to a couple other items before final design.

G. Little Beach Park Retaining Wall repair/replacement: An IFB was posted for engineering/design. The project is relatively small, however within grant compliance is required to be advertised. Inter-Mountain Engineering/Town Engineer Jeff Spanel submitted the only proposal. I believe that within the current contract Inter-Mountain Engineering can proceed. Debra Figueroa from Strategies determined that the T-Mobile grant required a final playground design. Based on this information we had to pass on the March 31 deadline and prepare for June 30 or September 30. Cindy Krieg, Event Coordinator, has created a public survey to gain insight into the community's playground interest. This will help prepare an ad for playground design. The grant includes \$30,509 for playground design and should be adequate for the consultant to hold a couple of town halls during the design process.

H. Main St / US HWY 24 Phase II Sidewalk construction: Agenda Item

I. Prepare to update the Minturn Boneyard conservation easement management plan owned by the Town of Minturn: Waiting for EVLT staff availability. Working with Jeff Spanel on the Beldon stormwater installation project.

J. Main Street-US Hwy 24/Cemetery Road Pedestrian Crossing: Town Engineer is drafting an advertisement.

K. Nelson Street Improvement plus potential Heat Exchange: Not much activity in March.

L. Safe Streets For All: Presentation is planned in April.

M. Norman Street Repaving: Town Engineer is drafting an advertisement.

10. SPECIAL PRESENTATIONS

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

A. GoPro Mountain Games, Overview of Minturn Events - Peggy Wolfe, Vail Valley Foundation

Peggy W. gave a recap of the Mountain Games (in year 23), and some of the new events:

Ultra Marathon (50 mile run) – Partnering with “50 For the Fallen” – Thursday 6/5 at 5am (starts on Vail Mountain)

Speed Climbing – 50 ft wall – the fastest 5 seconds in sport (World Cup Speed Climbing event in Denver the weekend before, hoping to capitalize on that)

- Also doing a speed camp clinic run by Olympians

Also adding a new Kayak Cross event this year on Gore Creek

Minturn Events include:

Dual Slalom and Jump Jam at the Bike Park

Disc Golf at Maloit Park

Schedules are published, Athlete registration is open, and all of the entertainment is finalized.

11. BUSINESS ITEMS

Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

A. Resolution 13 - Series 2025, A Resolution Adopting a Vision Zero Policy

Council is asked to approve Resolution 13 - Series 2025 Adopting a Vision Zero Policy.

Cindy K. introduced Matt Brown and Sheryl Beckman from Stolfus and Associates. Stolfus is the Town’s contracted consultant for the Safe Streets for All Safety Action Plan project, and they

provided additional context. The Vision Zero Resolution is a necessary component of the SS4A program, and is also required for most grant funding opportunities as part of SS4A implementation.

As part of the Safe Streets for All Action Plan efforts, the Town of Minturn has been introduced to the Vision Zero Network. The Vision Zero Network is a collaborative, nonprofit campaign helping communities across the Country set and reach the goal of Vision Zero — eliminating traffic fatalities and severe injuries among all road users — while increasing safe, healthy, equitable mobility.

What are the key elements of a strong Vision Zero community?

1. A clear goal of eliminating traffic fatalities and severe injuries has been set.
2. The Mayor has publicly, officially committed to Vision Zero.
3. Leadership and collaboration across all key departments and community partners.
4. A Vision Zero Action Plan that is data-driven, equitable, and grounded in the Safe System Approach, with:
5. Identification of a High Injury Network (HIN)
6. Prioritization of infrastructure improvements and safe speed management
7. Clear actions to address disparities in roadway safety risk
8. Clear systems of accountability, transparency, and evaluation

Some of the above key elements are happening now, while others are long-term goals that align with our Safe Streets for All ongoing efforts. The Vision Zero Network (www.visionzeronetwork.org) offers support and resources for all communities committed to Vision Zero.

Following this, the next step of the Safe Streets for All project will be a Resolution Adopting a Safety Action Plan. This is expected to be on the April 16th agenda.

Earle B. inquired if CDOT has adopted a Version Zero policy, and Matt B. responded that they have.

Motion by Eric, second by Gusty, to approve Resolution 13 – 2025, as presented. Motion passed 5-0. Tom Priest and Kate Schifani were absent.

12. DISCUSSION / DIRECTION ITEMS

A. SS4A Update / Discussion - Stolfus and Associates

Matt Brown and Sheryl Beckman with Stolfus and Associates recapped the progress of the SS4A project so far. They gave an overview of the timeline, and feedback from both the Stakeholder Working Group (SWG), which held 5 meetings, and the public engagement feedback from the recent survey. The primary areas of concern from residents are vulnerable road uses such as biking and walking. The most potential for improvements includes infrastructure, enforcement, multimodal improvements, education / outreach, and policy.

Matt B. recapped the accident data that was available to us from Eagle County Sheriff's Office and CDOT.

Matt B. also discussed the recommendations from Stolfus (as safety experts), and from the SWG.

General Safety recommendations include:

- Completing sidewalks where incomplete (extending south)
- Improving sidewalks that are in bad shape
- Widen sidewalks where able (are only 3ft in width in some areas)
- Adding missing sidewalks on side streets downtown
- Improving / adding crosswalks and flashing crosswalks / flashing beacons
- Adding a designated off-Highway bicycle route

Traffic calming recommendations include:

- Extending the 25mph speed limit zone through the current 35pm zone (requires CDOT approval)
- Additional speed feedback signs
- Curb extensions (requires CDOT approval)
 - Showed examples of curb extensions that were less intrusive / had much less impact to parking, than what the Town previously tested. One example was on Hwy 6 in Silt.
 - Curb extensions provide multiple benefits including better line of sight turning onto Hwy 24, safer crossings for pedestrians and bicyclists, and slowing traffic.

Matt B. discussed an upcoming funding opportunity specific to SS4A via the Federal Highway Administration. This could include infrastructure / construction projects, or demonstration (test) projects. There is a tight turnaround for the application, but the Town may want to consider applying since this funding opportunity may not be available in the future.

Matt B. also gave an update regarding the Town's request for a speed study / speed limit adjustment consideration. The initial request was denied by Headquarters, but the Region 3 team did appeal this and is still in conversation with headquarters about this request. Stolfus will reach out to CDOT again for a status update.

The next step, which is slated for the April 16th Council meeting, will be for Stolfus to return and present the Safety Action Plan for adoption.

Council Questions:

It was asked whether CDOT would consider curb extensions, and Matt B. confirmed that they seemed receptive to it. CDOT representatives have been participating in the SWG meetings.

Matt B. did note that CDOT is not open to any traffic calming measures that would raise the surface of the road, such as speed humps or speed tables.

Earle B. inquired about a Share the Road concept. Matt B. stated that this is not recommended due to the traffic volume and limited width of Highway 24. This could give a false sense of security to bicyclists, so is not recommended for safety reasons. This would really only be possible if you removed the on-street parking, which of course is not something that Minturn is considering.

Gusty K. commented that with regard to the recommended off-Highway bike route, that we may want to consider Boulder St. instead of Pine, for at least part of the route – due to Pine St. being our designated truck turnaround (for semis) and also the fire station location / fire trucks using Pine St. This will be looked at closer. Pine St. was initially suggested over Boulder (by the SWG) due to street width.

Brian R. noted the importance of residents feeling unsafe when walking or biking. He pointed out the importance of feeling safe to visit our downtown businesses, and that if we want to be business-friendly, we need to prioritize the safety of our vulnerable road users.

Brian also asked whether we could design a traffic calming measure that creates speeds lower than the posted speed limit. He brought up the crossing at Cemetery Road as an example. The speed limit there is 35, but is a major crossing for Minturn and even with a flashing crosswalk – those speeds seem high for a high-crossing area. Matt B. responded that CDOT would not allow a design speed lower than the posted speed limit, but that if we work on other traffic calming measures hopefully we can find creative solutions. And if the speed limit change is approved, that will have a big impact.

Brian R. shared some photos of temporary traffic calming measures from other areas that he had seen. Matt B. discussed the option of temporary installations, which may be possible with a demonstration project / demonstration grant. We could propose something temporary, even more formal than Brian's examples. Brian would recommend more of a temporary curb extension as a test. He also pointed out that obstacles within the road (such as in some of Brian's examples), would likely not be approved on a state highway.

Brian R. asked about testing something like this on our side streets / Town-owned streets. This could be done on roads controlled by the Town.

B. Main St / Highway 24 Phase 2 Sidewalks Update

Katie S. noted that the Hwy 24 phase 2 sidewalk project went out to bid. It came back significantly over the engineer's estimate for the project. This project is a priority in the 2025 – 2027 Minturn Strategic Plan.

We have just over \$1.7M slated for this project. \$1.4M is from the Revitalizing Main Streets Program (federal funding), \$220K from DOLA, and just over \$130K from Town funding.

The bid is \$340K over the project budget. There is not additional funding from the RMS program. The Town only received one bid (from RockSol for construction management, and 360Civil for the engineering).

The options that the Town has include:

Option 1 (Katie does not recommend this option, gives this option an F grade):

The Town moves forward with accepting the current bid with the hopes that some of the quantities will be reduced during construction. There is some risk because some of the quantities might increase but this won't be known until the project is actively in construction. This will be the responsibility of the Town's Construction Management Consultant to keep close tabs on the contractor.

During the Pre-Construction Meeting, we could possibly reduce some of the work to slightly shorten the length of the project but still remain within the intended scope of the project. This would require a change order which CDOT would need to pre-approve prior to any work performed due to the change in the quantities. The Town would still be responsible for any amount above and beyond the grant. This option is accepted per our specification 104 but the risk would be that the change would not be approved. Again, I want to stress that Denver HQ could deny this request so there is risk.

Option 2 (Katie gives this option a C grade):

Delay the Project for Possible Additional Funds / Re-Advertise with a Bid Alternative Schedule. And include 2 alternatives with this option. Either would involve an amendment to the Stolfus contract and would delay the project.

Alternative 1 would reduce the scope / length of the project (750ft vs. 900), and

Alternative 2 would include a request to shorten the duration of the bid advertisement but still do the full 900 ft.

This option might allow more flexibility to build the project per the available budget. There is risk because this would likely move the project to later 2025 or even next construction season (2026). There is also concern over rising construction costs and inflation. Bids could come back higher than what was just received.

If moved to 2026, we have been reassured from the RMS Committee in Denver that these funds are safe since they are part of an existing project and plus the funds have been officially allocated per the IGA Option Letter. There is still some risk with pushing the project to 2026 based on what the legislators decide. The ultimate decision would be out of CDOT's hands in Region 3.

Although we believe the RMS funds would be safe for, it's possible this program could be cut in the future. And if the project pushes into 2026 we risk losing the DOLA funding. That grant expires October 31, 2025. We could request an extension, but we have already received an extension on that grant, so it's uncertain if another extension request would be granted.

Option 3 (Katie gives this option a B grade):

If there is a way for the Town to come up with the additional funds for the project it would be worth moving forward with what was Advertised. The reason being is that construction costs are not getting any cheaper and I know the Town has been working on this sidewalk project for many years. If there is a way, then I would recommend trying to find the additional funds.

Katie S. did point out that there could be some savings in some areas. Stolfus feels that they won't spend the full \$291K in the contract, and if the Town can avoid avoid change orders they may be able to save on construction estimates.

The DOLA funding / grant originated in 2021, and the RMS funding originated in 2022. So these have been in play for quite some time.

Option 4:

Cancel the project altogether and release the funds, knowing these funds may not be available in the future.

Council questions:

Lynn F. inquired about reserves. Jay B. noted that we don't really have reserves to put toward this. We did have some reserves, but most (\$750K) of that has been allocated to the Taylor St. paving project. And we also have several other projects such as the Bellm Bridge and others that are using up any potential reserves.

Jay B. noted that this was budgeted out of the capital fund, which is mostly funded by the Construction Use Tax. If we have more time, we may discover that we have more funds in the CUT fund, but that's uncertain. The timing of CUT was discussed, it's received when permits are pulled (not when construction is completed).

Lynn F. is concerned that funds won't be available in the future and that costs will continue to go up.

Lynn also asked if we could reallocate from other projects (such as Norman paving), and asked if Jay had a recommendation.

Jay B. recommends option 2 or 3, and suggested that we do push the project back to allow more time to find more funding.

Katie S. does not recommend advertising for bids in the middle of summer, and noted that the current bid expires in 90 days.

Eric G. also asked about reallocating from other projects, and postponing them.

Jay B. noted that we don't have the additional funding, and that we can't count on coming up with additional. If we reallocate from another project, we'd essentially be canceling the other project(s).

Jay B. also clarified that we do have reserves that we don't touch (a 6 month reserve, a Tabor reserve, and others that we're required to keep).

Katie S. recapped the readvertising process and timeline.

Gusty K. stated he feels that we need to look at Option 2.

Earle B. asked about the DOLA extension request process. Katie S. noted that you need to be able to make a case for the extension, and you can't request it until 90 days prior to the deadline (so that leaves us with an unknown).

Some council members inquired whether developments at the south end of town might be willing to help with costs if it would help make their developments more attractive. Unfortunately, the sidewalks wouldn't extend that far yet.

Katie S. did note that re-advertising with alternatives could help in that contractors may have more interest if they are also bidding on some of our other projects. It would be more beneficial for them financially if they are doing multiple projects in the area.

Council gave direction to pursue option 2. Katie S. will start with amending the Stolfus contract, and then will update regarding the re-bidding process and timeline.

13. FUTURE AGENDA ITEMS

A. Future Meeting Topics

Jay B. noted that he is working with the Xcel Energy and the Town Attorney regarding the renewal of the franchise agreement. This will be on an upcoming agenda.

Jay also noted that the updates to the employee handbook (including an update on how vacation and sick time is now being required to be handled vs. how we are doing it now), will also be on an upcoming agenda.

Adding an executive session for April 14th, which will include narrowing of town manager candidates, as well as a discussion of the proposed Battle Mountain project and how that will impact the Water Treatment Plant project.

Adding a follow-up Taylor St. paving discussion to the April 16th agenda.

14. ADJOURN

Motion by Eric G, second by Brian R, to adjourn the meeting at 8pm.

INFORMATIONAL ONLY ITEMS

Upcoming Council Meetings:

- April 14, 2025 – Special Executive Session
- April 16, 2025 – Regular Meeting
- April 30 and May 1, 2025 - Town Manager Interviews (Special Sessions)
- May 7, 2025 – Regular Meeting