



OFFICIAL MINUTES

Work Session (4:30) / Town Council Meeting (5:30)

Wednesday, December 04, 2024

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/89579699313>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 895 7969 9313

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. WORK SESSION (4:30 PM)

A. Minturn Forward: Chapter 16 Article 5 Review

Note: The Work Session was a joint meeting with the Planning Commission members (Lynn Teach, Jeff Armistead, Michael Boyd, and Amanda Mire).

Note: the Work Session was recorded on ZOOM.

2. CALL TO ORDER

Mayor Earle B. called the meeting to order at 5:35pm.

3. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

Staff present: Town Manager Michelle Metteer, Town Attorney Michael Sawyer, and Town Clerk Jay Brunvand (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. 11-20-2024 Minutes

B. Liquor License Renewal - Rocky Mountain Taco

Motion by Gusty K., second by Kate S., to approve the Consent Agenda of December 4, 2024, as presented. Motion passed 7-0.

5. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

Motion by Eric G., second by Kate S., to approve the Agenda of December 4, 2024, as presented. Motion passed 7-0.

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.

8. COUNCIL COMMENTS & COMMITTEE REPORTS

Gusty K. noted how well the Public Works crew did during the recent storms.

Earle B. noted the First Friday with the tree lighting and the Saturday market.

9. STAFF REPORTS

A. Manager's Report

License Plate Reader Proposal

The Eagle County Sheriff's Office has provided materials for the consideration of purchasing and installing license plate readers (LPRs) within the Minturn town boundaries. The proposal and supporting informational materials are included with this report. License plate readers are already being utilized in Gypsum, Avon, and Vail. The goal is for the regional, state and federal law enforcement teams to be able to collaborate on solving crimes. Town staff seeks the Council's feedback on your support or opposition to the purchase of these devices.

Deputy Harrison, ECSO, spoke of the proposal and how it works currently in the county, noting several successes. The Readers run over \$10,000, although pricey, they are extremely useful in safety and investigative needs. Currently there are no readers on Hwy 24. This would be a town funded purchase, and they estimate the need for two cameras. Direction was to proceed with looking at grants and other funding methods to move forward with this opportunity.

Downtown Water Tank Holiday Lights Update

Staff continue to explore ways to utilize solar power for the holiday lights at the downtown water tank. The lights work if they are plugged into an electrical power source but have yet to properly function via the solar option which is preferred.

Main Street Phase II Sidewalks

The team is working toward grant opportunities for the completion of the Main Street Phase II Sidewalk project, however all CDOT grants are estimating an 18-month grant contract approval process and therefore will not fit into the current construction schedule for Minturn's Spring 2025 construction period. We will continue to look for opportunities, but any additional sidewalk construction will most likely come via a future construction period.

Dolores Bridge Truss Opportunity Investigation

Staff have submitted to the Colorado Bridge Replacement and Historic Preservation programs our interest to further investigate the reuse of the Dolores bridge in the current Bellm Bridge location. It is unknown if this will be a viable alternative, however it remains worth investigating. We remain hopeful the grant committee also sees this as a benefit worth funding.

Minturn Seniors Lunch & Bingo

Our office staff visited the Minturn Seniors Lunch on Friday, November 22nd at the Vail Ski and Snowboard Academy. Thirteen rounds of bingo were played, a lovely lunch was served and then cake was enjoyed by all for a birthday celebration. Council members are encouraged to schedule time at an upcoming senior's lunch as the experience is invaluable.

DOLA Grant – Retaining Wall Repairs/Playground Equipment Match

The request has been submitted to match the retaining wall repair funds with funds to replace the playground equipment. Once the Town receives this approval, staff will coordinate a community feedback session on the kind of playground equipment Minturn youth would like to have installed. More to come.

Railroad Ave Pedestrian Safety Improvements

With the PUC approval for the Railroad Ave Pedestrian improvements, staff will create the RFP and plan to go to Ad by mid-winter in preparation for a spring construction start date.

Taylor St Neighborhood Meeting

Inter-Mountain Engineering has completed the survey work for Taylor Street. With this in hand, staff would like to hold a neighborhood meeting with Taylor Street residents, preferable on-site if weather permits, to review the feedback received during the last Taylor St paving discussion. We would like to correlate the feedback received with the surveyed topography and on-site inspections to ensure we're making as many needed improvements as the budget will allow. More information to follow about a date/time for the neighborhood meeting.

Community Energy Efficiency Program

Minturn supports the Community Energy Efficiency Program operated by Walking Mountains Science Center. Currently, the Town pays \$2500 annually administratively to manage the program and market the rebates for Minturn residents. Attached is a copy of the program use and costs to date. As you will see, Minturn is paying more in program administration costs than toward providing residents with rebates. With this in mind, Minturn will bring the administration of the community rebates offered in-house so as to save the \$2500 annual cost but still allow for the full use of the program by Minturn residents.

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.

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 64, Series 2024 - A Resolution Appointing a Board Member to the Minturn Education Fund Board

Council is asked to review and consider the applications of interest for the vacant Education Fund Board seat. Additionally, one Council member (either Eric Gotthelf or Kate Schifani) is asked to step down so as to keep the board to five members. With the support of the Town Council, the Education Fund Board may at their discretion consider amending the Articles of Incorporation to allow for the creation of additional board seats if so inclined. The Minturn Education Fund was established in 2014 through funds contributed by the Battle Mountain/Ginn project as part of the 2008 Annexation Agreement. The Education Fund (also commonly known as the Scholarship Fund) was established to provide educational scholarships to Minturn residents of all ages for a wide variety of educational purposes. The Board typically meets two to three times a year and holds interviews for scholarship applicants prior to financial awards.

Eric G. agreed to step down from the board.

Applicants introduced themselves and stood for questions.

Balloting results:

Vote #1

Diana Scherr	Total Votes: Withdrew application
Christina Gosselin	Total Votes: 5 Appointed
Lindsey Adams	Total Votes: 2

Motion by Gusty K., second by Eric G., to approve Resolution 64 – Series 2024 appointing Christina Gosselin to the Minturn Education Fund Board as presented. Motion passed 7-0.

B. Ordinance 21 - Series 2024 (Second Reading) An Ordinance Creating a Supplemental Appropriation to the 2024 Town of Minturn Budget

This is an annual Ordinance to account for various increases in revenues and expenditures which are anticipated to exceed their original budget. Each change in Exhibit “A” is listed in fund order showing the increased amount and the revised total budgeted amount and any changes from First Reading.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Tom P., second by Kate S., to approve Ordinance 21 - Series 2024 (Second Reading) An Ordinance Creating a Supplemental Appropriation to the 2024 Town of Minturn Budget as presented. Motion passed 7-0.

C. Ordinance 22 - Series 2024 (Second Reading) An Ordinance Levying General Property Taxes for the Year 2025, to Meet General Operating Costs of Government for the Town of Minturn, Colorado for the 2025 Budget Year

This is an annual Ordinance setting forth and approving the Fiscal Year 2024 mill levy on Second Reading. It was noted from First Reading the assessed value increased from \$47,065,300 to \$47,191,800 and as a result the anticipated revenue increased from \$844,069 to \$846,338; an increase of \$2,269.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Kate S., second by Gusty K., to approve Ordinance No. 22 – Series 2024 (Second Reading), an ordinance levying general property taxes for the year 2025, to meet general operating costs of government for the Town of Minturn, Colorado for the 2025 budget year as presented. Motion passed 7-0.

D. Ordinance 23 - Series 2024 (Second Reading) An Ordinance Approving Revenues, Appropriating Expenditures, Approving Transfers and Adopting the Town of Minturn Budget for the Period Beginning on the First Day of January 2025 and Ending on the Last Day of December 2025

This is an annual Ordinance appropriating all estimated beginning fund balances, revenues, and expenses in each fund and adopting the FY2025 budget. It was noted the only change from First Reading was to reflect the minor change in the increased mill levy.

Public Hearing Opened

No Public Comment

Public Hearing Closed

Motion by Gusty K., second by Eric G., to approve Ordinance No. 23 – series 2024 (second reading) an Ordinance appropriating revenues, appropriating expenditures, approving transfers and adopting the Town of Minturn budget for the period beginning on the first day of January, 2024 and ending on the last day of December, 2024 as presented. Motion passed 7-0.

E. Resolution 62 - Series 2024 Adopting the 2025 Town of Minturn Fee Schedule

Council is asked to approve Resolution 62 – Series 2024 to adopt the Annual Fee Schedule. This is an annual Resolution setting forth and approving the various fees proposed for the Fiscal Year 2024. The Town Municipal Code has many fees cited in various areas of the Code. This Resolution combines those fees into one document. It is important to note that in the event a fee conflicts with the Code, the Code will prevail. The fee schedule has been discussed in previous meetings with council and each department, and changes to the fees are reflected in the schedule. All fees will be effective January 1, 2025. It is noted that the fees are set administratively and are allowed by law to be changed year to year as necessary; whereas, a tax, such as the town's mill levy and sales tax, is set by the voters and can only change via a formal election of the citizens.

It was noted that the 2025 water rates do not reflect an increase. A presentation on water plant options will be held at the 12/18 meeting and rates may be directed at that time.

Public Hearing Opened

No Public Comment

Public Hearing Closed

Motion by Tom P., second by Kate S., to approve Resolution 62 – Series 2024 Adopting the 2025 Town of Minturn Fee Schedule as presented. Motion passed 7-0.

F. Resolution 63 - Series 2024 A Resolution Adopting the Net Zero Roadmap

This Resolution formalizes and adopts the Net Zero Roadmap discussed at the November 20th Council Meeting. At that meeting, Council requested this be brought forward for official adoption.

Public Hearing Opened

No Public Comment
Public Hearing Closed

Motion by Eric G., second by Gusty K., to approve Resolution 63 - Series 2024 A Resolution Adopting the Net Zero Roadmap as presented. Motion passed 7-0.

G. Ordinance 24-Series 2024 (First Reading) An Ordinance Increasing the Short-Term Rental Lodging Tax to 6.5%

On November 5, 2024, the voters approved increasing the Lodging Tax from 1.5% to 6.5% for Residential properties. This increase applies to ONLY residential short-term rentals of 30 days or less. It does NOT apply to commercial short-term rentals as those properties pay a much higher property tax than residential properties. This increase will be effective January 1, 2025. It is estimated this will result in additional revenue in the amount of \$20,000 in 2025. These additional funds will be restricted to community projects, visitor impacts, parking improvements, and on other capital purposes as determined by Council.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Tom P., second by Eric G., to approve Ordinance 24 – Series 2024 (First Reading) an Ordinance amending Section 4-4-40 of the Minturn Municipal Code to provide for the implementation of proposed taxing measure referred to the town electors as presented. Motion passed 7-0.

H. Ordinance 25 - Series 2024 (First Reading) An Ordinance Establishing the Minturn Downtown Development Authority

The Town of Minturn held a special election on November 5, 2024, regarding the creation of a Minturn Downtown Development Authority. The measure passed by majority vote. The DDA must now be officially formed according to State Statute. A Downtown Development Authority functions as quasi-municipal corporation which is intended to halt or prevent deterioration of property values or structures in a Central Business District. To this end, a DDA is focused with finding ways for improving real estate development, infrastructure, and operations of a downtown area. It does this by leveraging any future increase in assessed property valuations within the approved DDA boundary. This allows the DDA to reinvest in Minturn's downtown and keep money in Minturn which would have otherwise gone to the bevy of other organizations that see revenue through property taxes. This is all done through a mechanism called Tax Increment Financing (TIF). A DDA has a lifespan of 30 years with the potential to be extended by an affirmative action of the Council.

Tom P. agreed to sit as the Council Member.

Brian R. asked if the public approves a question in an election, is the council required to pass the law; no it is not and is exemplified with the Medical Marijuana in the early 2010's.

Public Hearing Opened

Mr. Spense Neubauer, 161 Main Street, encouraged not more than one Council Member

Mr. Larry Stone, 152 Main Street, is concerned that at least three property owner's vs just stakeholders.

The discussion directed that "B" of Section 3 be deleted.

Public Hearing Closed

Motion by Kate S., second by Lynn F., to approve Ordinance 25 – Series 2024 (First Reading) an Ordinance of the Town of Minturn creating and establishing the Minturn Downtown Development Authority in the Town of Minturn and determining organizational aspects of the Minturn Downtown Development Authority Board and providing other details related thereto as amended to reflect that Section 3B be deleted. Motion passed 7-0.

12. DISCUSSION / DIRECTION ITEMS

13. FUTURE AGENDA ITEMS

A. Future Meeting Topics

14. ADJOURN

Motion by Kate S., second by Eric G., to adjourn at 6:33pm.

Earle Bidez, Mayor

ATTEST:

Jay Brunvand, Town Clerk

INFORMATIONAL ONLY ITEMS

Upcoming Council Meetings & Events:

- December 6, 2024 - First Friday & Tree Lighting
- December 18, 2024 - Town Council Meeting
- December 25, 2024 - Town Hall Closed (Christmas Day)
- January 1, 2025 - Town Hall Closed (New Years Day) - Town Council Meeting Canceled