

**MINUTES
CARBONDALE BOARD OF TRUSTEES
VIRTUAL AND IN-PERSON WORK SESSION
OCTOBER 20, 2020**

Mayor Dan Richardson called the October 20, 2020, virtual and in-person Work Session to order at 6:00 p.m.

ROLL CALL:

Mayor	Dan Richardson
Trustees	Lani Kitching
	Marty Silverstein
	Heather Henry
	Luis Yllanes
	Ben Bohmfalk
	Erica Sparhawk

Staff Present:

Town Manager	Jay Harrington
Finance Director	Renae Gustine
Town Clerk	Cathy Derby
Parks & Recreation Director	Eric Brendlinger
Public Works Director	Kevin Schorzman
Police Chief	Kirk Wilson
Recreation Center Manager	Jessi Rochel
Building Official	John Plano
Mark O'Meara	Utilities Director

UPDATING THE COMMERCIAL GREEN CODE

Biosphere consultants Jeff Dickinson and Lorraine Escue were present for the meeting via Zoom. Jeff explained that the changes to the Green Code match the Climate Action Plan Goals. Roaring Fork Valley municipalities are trying to adopt the Building codes at the same time – possibly in early 2022. Mayor Richardson noted that the Code sets the minimum requirements for energy savings – the Town wants contractors to build net zero buildings. He asked if staff provides guidance to build what we really want (net zero superior buildings). He asked if we can provide incentives and if the contractor is still unable to build net zero they would then refer to the Building Code.

Trustee Sparhawk stated the Town currently does not provide incentives. However, GCE is working with three commercial developments to achieve buildings that are above Code requirements. There are federal tax credits and Xcel provides assistance for commercial projects.

Jeff agreed that more information and guidance should be provided to builders.

Trustee Bohmfalk stated that we have been intentionally lagging behind updating the Code. Why are we willing to adopt the latest Code now? John explained that passing a new Code is time consuming and expensive. Smaller municipalities usually wait for the bigger jurisdictions to pass a Code and then from their experiences they make amendments. Once the Code is optimal the smaller jurisdictions then pass the amended Code.

SALARY SURVEY

Employers Council representative Candy Johnson explained the methodology of how she conducted the 2020 salary survey. Candy stated that Carbondale does a salary survey every three years. The purpose of the survey is to keep salaries competitive so as to avoid recruiting difficulties and having employees resign due to pay. Seven positions will be receiving a 2.9% pay raise.

BUDGET REVIEW

Police

The Board reviewed the packet material provided by Police Chief Kirk Wilson. Kirk noted that the Town has budgeted to give the Aspen Hope Center \$105,000 to finance a clinician who will be available to go on calls with officers when needed 24 hours a day, seven days a week throughout the entire year.

Trustee Kitching asked Kirk if a cost analysis can be done to see if there would be administrative savings if the police had computers in their cars. Kirk responded that the police have apps on their phones.

Trustee Kitching noted that due to the political climate police officers are encouraged to purchase personal liability insurance. The costs is \$10 per month per officer. Jay responded that our insurance carrier CIRSA does not offer a rider for police officer liability at this time. Should they offer the rider in the future the Town will consider purchasing it.

Trustee Yllanes stated that he would like to see a report/data on the police usage of the Hope Center clinician.

Mayor Richardson asked what is the current role of the School Resource Officer since students are not attending school in person? Kirk responded that she is covering patrols.

Trustee Sparhawk asked Kirk if the department is considering purchasing a hybrid police car. Jay stated that the police are buying a more traditional vehicle. The last hybrid they purchased has spent more time being repaired than it has on the road.

Parks and Recreation

Eric stated that due to COVID-19 the Recreation Department has taken the biggest revenue hit. The recreation staff is trying to maximize programming and usage. However, it is secondary to public and employee health/safety. The Parks and Recreation Master Plan sets the course for creating the budget. In 2021 staff is focusing on maintaining their amenities and doing deferred maintenance. The department has been able to monetarily survive during the pandemic because they have been conservative with their reserves. Jay informed the Board that the Town did not receive the fall FMLD grant which would have been used for playground improvements.

Trustee Henry asked Eric if staff plans to keep the Aquatics Facility momentum going? Eric answered that it has been pushed out to 2022 due to COVID and prioritizing grant allocations. Next summer/fall staff will begin talking about the finances and its possible that the Town will put a bond question on the April 2022 ballot.

Trustee Sparhawk stated that she agrees that health and safety should be Parks and Recreation's first priority. She asked Jessi and Eric if they need more exercise equipment to keep people socially distanced in the spring/summer.

Mayor Richardson encouraged Eric and Jessi to think about building repair and replacement projects and if needed hire a consultant to look at building conditions.

Trustees Yllanes and Silverstein thanked staff for all of their hard work and being adaptable during COVID.

Utilities and Public Works

Kevin stated that the budget as presented allows Utilities and Public Works to continue to do what they do.

Mayor Richardson stated that communication, financial resiliency and drought resiliency are some of the Board's major priorities. He encouraged Kevin to do whatever you can to enhance the Board's goals. Mark stated that Water Department staff is focusing on maintaining water service with new developments coming on line.

Trustee Silverstein stated that Carbondale is in an enviable financial position. With a loss of income due to COVID all department heads and Jay are doing a good job of limiting expenses.

Jay added that the water rate study is keeping us on track with a gradual annual increase. Keeping the rate study in place is critical to the Water Department's success.

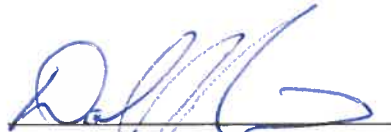
Mayor Richardson stated that a few land use projects are asking the Town to maintain their artwork. He asked if maintaining the art works for Public Works. Kevin answered yes, it's a good reprieve for staff.

Mayor Richardson asked if we should have done anything differently regarding communication of the 8th Street project. Kevin responded that it was a demonstration project and it got the community really engaged.

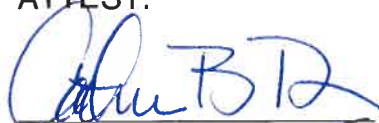
Mayor Richardson stated that the Planning Department is creating a story map to document all of the development projects in Carbondale. He suggested that a story map could also be created to document public works and water projects.

The October 20, 2020 work session adjourned at 8:45 p.m. The next regularly scheduled meeting is October 27, 2020 at 6:00 p.m.

APPROVED AND ACCEPTED


Dan Richardson, Mayor

ATTEST:


Cathy Derby, Town Clerk