

**MINUTES  
CARBONDALE BOARD OF TRUSTEES  
WORK SESSION  
JULY 17, 2018**

Mayor Dan Richardson called the Board of Trustees Work Session to order on July 17, 2018, at 6:00 p.m. in the Town Hall meeting room.

**ROLL CALL:**

The following members were present:

Mayor	Dan Richardson
Trustees	Luis Yllanes
	Erica Sparhawk
	Heather Henry
	Marty Silverstein
	Lani Kitching
Absent	Ben Bohmfalk
Staff Present	
Town Manager	Jay Harrington
Town Clerk	Cathy Derby
Finance Director	Renae Gustine
Police Chief	Gene Schilling
Intern	Angie Sprang
Utilities Director	Mark O'Meara

**CRYSTAL RIVER WATERSHED PLAN**

Heather Lewin of the Roaring Fork Conservancy (RFC) presented the Crystal River Watershed Plan.

Key points included:

- This Plan came about after the drought in 2012
- In draught years a management plan is needed. In non-drought years the river manages itself
- The stakeholders who created the Plan discussed: is there a way to put more water in the river? How much water is needed to make a difference? What are the management options? Where do you put the water and when?
- RFC is working with the Water Trust and are contacting water right holders and are proposing that if they don't use all of their water rights they will be monetarily rewarded
- The Town ditches do not incentivize people to use less water in draught years

- The Town has a Water Conservation Plan, Watershed Plan and a multi-year Capital (Water) Plan

Heather stated that the Town can be an example to other communities by showing how you can be efficient.

### **UPDATE ON CRYSTAL RIVER RESTORATION PLAN AND WEAVER DITCH EFFICIENCY**

Heather explained that the Town, with partners Roaring Fork Conservancy, Aspen Valley Land Trust, American Rivers, Colorado Parks and Wildlife, Trout Unlimited, River Valley Ranch Homeowners Association and Public Counsel of the Rockies, propose to restore and enhance a one-half mile, 18-acre reach of the Crystal River.

The Weaver Ditch has been considered for a pilot project which will incorporate a telemetry based operation to provide efficiency measures on diverted water from the Crystal River. The project is both an experiment and a demonstration. If it's successful we can replicate it on the other ditches in town. It's also an educational opportunity due to its proximity to the schools.

The Board agreed to have a work session on water augmentation.

### **COMMUNITY REQUEST CRITERIA/FINANCIAL UPDATE**

Rena explained that traditionally the Board has allocated 1% of the General Fund revenues to community requests. Last year 1% amounted to \$62,000 and the Board allocated \$59,000.

Discussion ensued.

Trustee Henry stated that she was struck the last two years that the grant money was "diluted" because some money was given to everyone. She asked the Board if we should create a ranking system and give money to the top three that most fit the Town's criteria. The Board did not agree because large sums of money are not being distributed.

The Board did not direct staff to change the community grant application.

### **FINANCIAL UPDATE**

Mayor Richardson stated that he would like the RETA funds, within the Housing Fund, to be restricted.

Jay stated that the Town is going to need parking. We haven't been able to secure any and we need to be financially ready to purchase land if the opportunity arises.

The Streetscape Fund is over \$500,000.

**DISCUSSION ON COMMUNICATION PLAN**

At a previous BOT meeting the Board set its priorities for 2018; developing a Communication Plan was one of the goals. Mayor Richardson stated that we need to figure out different ways to communicate for different issues.

Discussion ensued and the key points were:

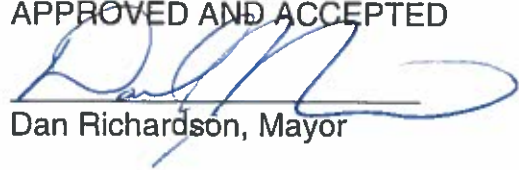
- A standard approach is needed for the different ways we communicate
- Emergency services should have one Public Information Officer to assure distribution of correct information
- Communication around behavioral change and law enforcement/police public education were added to the "Key Message" section of the matrix
- The website is a critical communication/information tool

The Board directed staff to create templates for the Communication Plan. Once the templates are created the Board will review them at a future meeting.

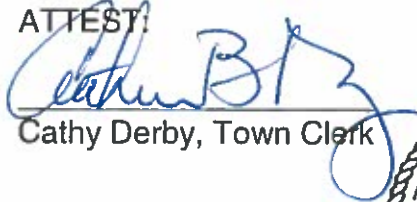
**ADJOURNMENT**

The July 17, 2018, work session adjourned at 8:40 p.m. The next regularly scheduled meeting will be held on July 24, 2018, at 6:00 p.m.

APPROVED AND ACCEPTED

  
Dan Richardson, Mayor

ATTEST:

  
Cathy Derby, Town Clerk

