

**MINUTES
CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 9, 2018**

Mayor Richardson called the Board of Trustees Regular Meeting to order on October 9, 2018, at 6:00 p.m. in the Town Hall meeting room.

STUDENT OF THE MONTH

Students from Ross Montessori School and the Carbondale Community School were in attendance to receive the "Student of the Month" award. The following students were awarded a Certificate of Achievement from Mayor Richardson:

Miguel Mireles
Korbin Groves

Ina Spiropoulos
Delilah Cullwick

ROLL CALL:

The following members were present for roll call:

Mayor
Trustees

Dan Richardson
Lani Kitching
Erica Sparhawk
Ben Bohmfalk

Arrived after Roll

Luis Yllanes

Absent

Heather Henry
Marty Silverstein

Staff Present:
Town Manager
Town Clerk
Attorney
Finance Director
Utilities Director
Public Works Director

Jay Harrington
Cathy Derby
Mark Hamilton
Renae Gustine
Mark O'Meara
Kevin Schorzman

CONSENT AGENDA

- Accounts Payable totaling \$138,901.72
- BOT 9/18/18 Work Session Minutes
- BOT 9/25/18 Regular Meeting Minutes
- Liquor License Renewal – Silo
- Liquor License Renewal – Ming's
- Thompson Park DIA Amendment and 8th Amendment to the Annexation
- Right-of-Way Lease – 310 N. 8th Street

CONSENT

Mayor Richardson noted that Cathy did not include the GlenX presentation in the original 9/18/18 work session minutes and she has since amended them to include the presentation.

Trustee Bohmfalk asked if the 310 N. 8th Street Right-of-Way Lease can be revoked if need be. Kevin answered that it could, it is not a long-term lease.

Trustee Bohmfalk made a motion to approve the Consent Agenda with the 9/18/18 amended work session minutes. Trustee Kitching seconded the motion and it passed with:

4 yes votes: Kitching, Sparhawk, Bohmfalk, Richardson

PERSONS PRESENT NOT ON THE AGENDA

There was no one present who wished to address the Board.

TRUSTEE COMMENTS

Trustee Sparhawk informed the Board that the Third Street Center boiler is being replaced.

Mayor Richardson thanked staff for hosting the employee picnic

Mayor Richardson told the Board that he toured the Wolf Creek storage facility.

Mayor Richardson stated that he attended a dinner at Bear Ranch hosted by American Rivers.

Mayor Richardson congratulated KDNK for reaching their fundraising goals.

Mayor Richardson informed the Board that he attended the State Economic Development Priorities meeting.

Mayor Richardson stated that First Friday was a great event and Potato Day was a huge success.

Mayor Richardson asked the Board if they want to accept local artist Jill Scherer's offer to give the Town a Prayer Wheel she created. The Board liked the idea and Jay stated that we need to determine if it has religious connotations.

ATTORNEY'S COMMENTS

The attorney did not have any comments.

PUBLIC HEARING – TRANSFER OF LIQUOR LICENSE – THE BLACK NUGGET

Staff explained that the Black Nugget has submitted an application to transfer their liquor license. The application is complete and all fees have been paid. In his memo to the Board, Police Chief Schilling noted that officers had recently contacted new owner Jan Balas regarding over serving.

Cathy noted that the previous owner was never at the Black Nugget. Since receiving their temporary liquor license Jan is at the bar almost every day.

Discussion ensued.

The Board asked Jan what steps he is taking to ensure that overserving doesn't happen again. Jan responded that all of the bartenders are TIPS certified, they are undergoing training and they are using jiggers to measure the amount of alcohol that is being poured. The Board informed Jan that the police will be keeping a close watch on the establishment.

Mayor Richardson opened the meeting to public comment. There was no one present who wished to address the Board so Mayor Richardson closed the public hearing.

Trustee Sparhawk made a motion to approve the Black Nugget's Transfer of Liquor License Application. Trustee Bohmfalk seconded the motion and it passed with:

4 yes votes: Bohmfalk, Kitching, Richardson, Sparhawk

PUBLIC HEARING – TRANSFER OF LIQUOR LICENSE – 450 DEGREE

Cathy explained that Konnyaku wishes to transfer their liquor license to 450 Degree. The application is complete and all fees have been paid.

Mayor Richardson opened the meeting to public comment. There was no one present who wished to address the Board so Mayor Richardson closed the public hearing.

Trustee Bohmfalk made a motion to approve 450's Transfer of Liquor License Application. Trustee Sparhawk seconded the motion and it passed with:

4 yes votes: Sparhawk, Richardson, Kitching, Bohmfalk

PUBLIC HEARING – GENERAL 2019 BUDGET PRESENTATION

Renae gave a presentation on the 2019 budget. She explained that the budget is prepared by department heads and is reviewed by the town manager. It reflects anticipated needs to continue municipal operations in 2019. The budget represents: the commitment to provide high quality services to meet infrastructure needs for the community in the most efficient manner; efforts to maintain or increase services at financially sustainable levels; the continued management of surplus and debt levels to improve long-term financial health.

The budget serves multiple functions: it's a policy document, a financial process, operations guide and a communication device.

Renae stated that revenues for 2018 are projected to finish the year 12% above budgeted 2018 revenues. 2019 revenues are projected with a flat increase for revenues.

Changes to the 2019 revenues include:

- A .2% increase in property taxes
- The excise and sales tax for retail marijuana is predicted to be flat in 2019
- A 3% increase from sales tax over estimated 2018 is projected
- Mineral leasing is predicted to be flat and the severance tax is projected to be down 20% in 2019
- The County is expected to continue the Road and Bridge contribution in the same amount of funding received in 2018.

Some major changes to the 2019 expenditures include:

- An additional \$30,000 for attorney fees
- Salaries adjusted 5% for raises and COLA
- New contract for IT Services \$48,000
- \$8,000 for GARCO Communications
- Annual trail maintenance will increase \$15,000
- Hillcrest Cemetery budgeted \$10,000 for improvements
- Gateway Park - \$10,000 for partial electric rebuilds
- Affordable Housing – transfer \$50,000 to build fund balance
- Transfer \$500,000 from General Reserve to the Capital Construction Fund

The Board's priorities are represented in the budget:

Affordable Housing - \$50,000 budgeted to the Housing Fund

Support Local Businesses and Economic Development - \$20,000 allocated to the Chamber; \$25,000 allocated to economic development: and \$2,000 allocated to the Revolving Loan Fund

Waste Hauling – money from the bag fee funds Hazardous Waste Day

Communication – is everywhere in the budget

Trustee Yllanes arrived at the meeting.

Trustee Sparhawk stated that the park bathrooms need to be upgraded.

Mayor Richardson opened the meeting to public comment. There was no one present who wished to address the Board so Mayor Richardson closed the public hearing.

The Board directed the town manager to notify the public via the Sopris Sun that the budget is available for review.

BUDGET – PUBLIC WORKS AND UTILITIES

Kevin presented Public Works' budget.

The following key points were made:

Motor Pool

The proposed motor pool budget is \$237,088. The budget is comprised of salary/benefits, equipment and supplies, fuel and maintenance.

Streets and Public Works Administration

The proposed budget is \$1,047,768. The trail budget has been increased \$10,000 for overlay. Salary/benefits, equipment and supplies, utilizes and maintenance account for the majority of the budget.

Trustee Sparhawk would like staff to bring all of the Town's street lights in to compliance. Kevin stated that there is \$10,000 in the budget which may buy 1-2 lights. Trustee Bohmfalk would like staff to gradually install lighting on the trails.

Kevin stated that the tree maintenance budget is increasing \$7,000 for a total of \$25,000. We will be removing four large trees and 22 trees will be pruned in 2019.

BUDGET – UTILITIES

Mark O'Meara presented the Utilities budget.

Wastewater

The Clarifier project is estimated to cost \$1.2 million. Staff also plans to improve the existing drywell collection basins and install new drywells. A new line will be replaced along Colorado Avenue from the intersection of Highway 133 to 12th Street.

Water

2019 projects for water include: purchasing a generator for the Crystal Well, install additional filtration at the Roaring Fork Plant, a pump back system is being considered on the Nettle Creek line, staff will undertake ditch improvements, including Weaver Ditch efficiency, and the Town is waiting for the Forest Service to issue a Special Use Permit for the hydroelectric plant but the engineers are continuing work on the project.

IT

Jay explained that Trailhead Technologies notified the Town a few months ago that it was going to cease operations. A RFP was sent out and five companies responded; Town staff interviewed three. Mitchell and Co. was selected. The estimated annual cost of the contract is \$48,000.

Trustee Bohmfalk made a motion to approve the Agreement for Professional Services with Mitchell and Company for the Town's IT services. Trustee Yllanes seconded the motion and it passed with:

5 yes votes: Yllanes, Richardson, Sparhawk, Bohmfalk, Kitching

MISCELLANEOUS

Jay informed the Board that the ditches will be shut off on October 15th and the water restrictions will be lifted as well.

ADJOURNMENT

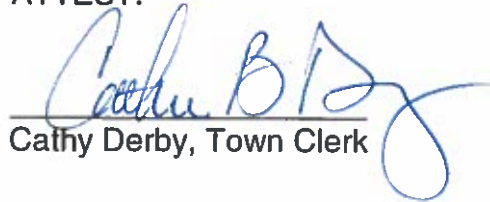
The October 9, 2018, regular meeting adjourned at 8:20 p.m. The next regularly scheduled meeting will be held on October 23, 2018, at 6:00 p.m.

APPROVED AND ACCEPTED



Dan Richardson, Mayor

ATTEST:



Cathy Derby, Town Clerk

