

**MINUTES
CARBONDALE BOARD OF TRUSTEES
WORK SESSION
SEPTEMBER 18, 2018**

Mayor Dan Richardson called the Board of Trustees Work Session to order on September 18, 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
	Marty Silverstein
	Lani Kitching
	Ben Bohmfalk
Arrived After Roll Call	Erica Sparhawk
Absent	Heather Henry
Staff Present	
Town Manager	Jay Harrington
Town Clerk	Cathy Derby
Renaë Gustine	Finance Director
Public Works Director	Kevin Schorzman
Parks and Recreation Director	Eric Brendlinger
Recreation Manager	Jessi Rochel
Police Chief	Gene Schilling
Public Works Director	Kevin Schorzman
Intern	P. Angie Sprang

CHAMBER OF COMMERCE CHECK IN

Chamber of Commerce Executive Director Andrea Stewart was present for the meeting.

Andrea informed the Board of the Chamber's accomplishments in 2018. Key points included:

- Andrea received the coveted Chamber of Commerce Executive Award
- They are partnering with the Creative District and they have created a creative corridor which is a great opportunity for economic development
- They have partnered with Glen X on several endeavors
- They continue to coordinate First Friday, a family event
- The Chamber has moved to a tiered membership – they have a base level

- and give members the opportunity to pay for additional services
- They have 482 members and have a 91% retention rate
- The Chamber has gone completely paperless; they send e communications
- They have undertaken rebranding efforts – the quarterly lunch is now a power hour and they hold an annual Business Confluence

Tourism Council

- They partnered with Pink Bike through the Colorado Tourism Office; they received \$40,000 worth of advertising coverage for \$5,000
- The lodging tax is up
- They handle requests and relocation questions

2019 Goals

- Focus on business relocation
- Would like to participate in tradeshow
- Andrea is on the Chamber Healthcare Taskforce – they are trying to lower the cost of health care
- The Chamber is networking on educational opportunities
- They have applied for additional funding for the Colorado Creative Corridor
- Andrea is a member of the Workforce Taskforce - they are working on creating a database for employment opportunities

GLEN X PRESENTATION

Michael Lowe, Executive Director of Glen X, gave a presentation on Glen X. Glen X is a public/private partnership committed to building an entrepreneurial ecosystem in the Roaring Fork Valley through business education, networking, collaboration, strategic partnerships and access to capital.

Michael stated that Garfield County has budgeted \$25,000 for three years so GlenX can hire a Rural Economic Development Director. Michael asked the Trustees to respectfully consider matching the County's contribution. Jay noted that the Town can only commit expenditures on an annual basis.

Trustee Sparhawk arrived at the meeting.

Mayor Richardson noted that GlenX's results are impressive. This is a unique opportunity and it's huge that Garfield County is contributing.

Mayor Richardson asked Michael to provide details i.e. a matrix, and an explanation of what we will get for our money.

The Board agreed to consider the proposal at a future meeting.

BUDGET – DEPARTMENT GOALS AND OBJECTIVES

Parks and Recreation

Eric Brendlinger and Jessi Rochel presented their department's goals and objectives. The key points made were:

- They used the 2015 Park Master Plan to create their budget and the Parks and Recreation Commission provides feedback on the budget
- They have applied for grants for park improvements, a pool feasibility study and Gateway RV Park improvements
- They would like to purchase bear proof trash cans for Town parks
- They plan to top dress Hendricks Park
- They are proposing to increase the budget for temp labor for weed mitigation
- They have budgeted for the following improvements: agility equipment in Hendricks Dog Park, replace irrigation in Bonnie Fisher Park improve the parking lot at Nuche Park, replace the fencing and calf chutes at Gus Darien Rodeo Grounds, and replace the fencing at Hillcrest Cemetery
- The Special Events Fund needs to be increased – the Town has taken on the One Town One Table and Potato Day events
- Need to replace the Town's irrigation system in phases
- New pool cover, repaint and repair the facility

Police

Gene Schilling presented the police budget. Key points included:

- The Communication Center (dispatch) has lost over \$1.2 million in revenue due to the decrease in oil and gas revenue so the Town will need to contribute \$8,000 next year
- Staff receives extensive training and budgets accordingly
- Staff is applying for a FMLD grant to place repeaters in the schools

Public Works and Utilities

Kevin Schorzman present the Public Works and Utilities budgets. Key points included:

- The departments "self-perform" as much work as possible. They contract out jobs that are not a good use of their time
- The Arborist has been a great addition to the Public Works staff
- Downtown enhancements will be purchased in phases
- Work will be performed on the Red Hill parking lot (self-performed job)
- They will be purchasing traffic control signs and they will perform inventory and

- maintenance of the signs
- Staff will perform drainage improvements
- Work will be conducted on streets/trails/sidewalks

The Board asked staff to pursue reclaiming and improving the Town Right-of-way for parking. The Board would also like staff to install signage connecting the trail system.

Utilities

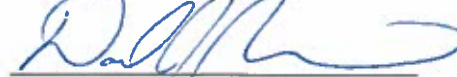
- Waste Water is purchasing a new clarifier
- Water is looking to increase the Roaring Fork Wells capacity by one-half million gallons and they are pursuing adding well(s) at the Roaring Fork Wells location
- They would like to install a "pump back" system on the Nettle Creek line to prepare for drought conditions

The Trustees requested that the Board's priorities are reflected in the budget (i.e. housing).

ADJOURNMENT

The September 18, 2018, work session adjourned at 9:00 p.m. The next regularly scheduled meeting will be held on October 9, 2018, at 6:00 p.m.

APPROVED AND ACCEPTED



Dan Richardson, Mayor

ATTEST:


Cathy Derby, Town Clerk