

**MINUTES
CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
APRIL 27, 2021
VIRTUAL MEETING VIA ZOOM**

Mayor Dan Richardson called the Board of Trustees virtual Regular Meeting to order on April 27, 2021, at 6:00 p.m.

ROLL CALL:

The following members were present for roll call:

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

Absent	Erica Sparhawk
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Staff Present:

Town Manager	Jay Harrington
Town Clerk	Cathy Derby
Finance Director	Renae Gustine
Public Works Director	Kevin Schorzman

CONSENT AGENDA

- Accounts Payable totaling \$347,481.84
- BOT 4-12-2021 Regular Meeting Minutes
- Modification of Premises – The Pour House
- Retail Marijuana Store Renewal Application - Tumbleweed
- Right-of-Way Lease 66 N. 2nd Street
- Lease – 759 Main Street
- Blue Green Professional Contract – Red Hill Trailhead Design

Trustee Bohmfalk inquired about the Right-of-Way Lease. Jay explained that the Dandelion Inn is under contract and the new owner will require a new lease. Trustee Bohmfalk asked about the 759 Main St. lease. Jay stated that the Town is leasing the property for specific events (i.e. First Friday) so people can social distance. The Town does not own the property, and eventually it will be developed. Trustee Bohmfalk remarked on Red Hill's progress. He asked if a turnaround has been planned for the parking area. Jay responded that once the porta potty is removed cars will be able to turn around in the parking area.

Trustee Bohmfalk made a motion to approve the Consent Agenda. Trustee Silverstein seconded the motion and it passed with:

6 yes votes: Sparhawk, Henry, Yllanes, Silverstein, Kitching, Bohmfalk

PERSONS PRESENT NOT ON THE AGENDA

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

TRUSTEE COMMENTS

Trustee Kitching announced that Ruedi Reservoir opens on May 1st. The Department of Parks and Wildlife is looking to hire inspectors – it's an extremely important role. Trustee Kitching told the Board that she attended the Coventure Board meeting and was elected Vice-Chair. Coventure is transitioning and the challenge they are facing is the re-emergence of businesses who are now working from home, which is more cost effective.

Trustee Yllanes thanked the Parks and Recreation staff for their help during 5 Point Film Festival. He also thanked Public Works staff for hosting a very successful Waste Diversion Day.

Mayor Richardson thanked the Utilities Department for getting the ditches running. He also thanked John Williams, the Parks and Recreation Department and the Historic Preservation Commission for their work on the Tree Ring Project behind town hall. Mayor Richardson stated that the RFTA Bike Share Advisory Committee is looking for members.

ATTORNEY'S COMMENTS

The attorney did not have any comments.

PUBLIC HEARING – NEW LIQUOR LICENSE – PACIFICA SENIOR LIVING RE FUND

Applicant: Pacifica Senior Living Re Fund, LLC
Location: 295 Rio Grande

Cathy stated that Pacifica Senior Living has applied for a new tavern license. She said that they plan to serve ice cream and alcohol. The applicant noted that they may have a more extensive menu. Cathy questioned if they should apply for a different class of license. After further explanation of the menu Cathy was satisfied that they were applying for the correct license.

Trustee Silverstein made a motion to approve the new Liquor License Application for Pacifica Senior Living Re Fund. Trustee Silverstein seconded the motion and it passed with:

6 yes votes: Silverstein, Henry, Yllanes, Kitching, Richardson, Bohmfalk

SPECIAL EVENT LIQUOR LICENSE – DANCE INITIATIVE

Dance Initiative is applying for a Special Event Liquor License for an event to be held on September 4th. All fees have been paid and the Police Department has reported no problems with the applicant or the premises.

Trustee Kitching made a motion to approve Dance Initiative's Special Event Liquor License. Trustee Yllanes seconded the motion and it passed with:

6 yes votes: Yllanes, Henry, Bohmfalk, Kitching, Richardson, Silverstein

SPECIAL EVENT LIQUOR LICENSE – CARBONDALE CLAY CENTER

Carbondale Clay Center is applying for a Special Event Liquor Licenses for events to be held on May 1st and May 22nd. All fees have been paid and the Police Department has reported no problems with the applicant or the premises.

Trustee Silverstein made a motion to approve Dance Initiative's Special Event Liquor License. Trustee Yllanes seconded the motion and it passed with:

6 yes votes: Yllanes, Henry, Bohmfalk, Kitching, Richardson, Silverstein

VALLEY MEALS PRESENTATION

Mary Kenyon, from Valley Meals, gave a presentation on the organization's services. Key points of the presentation include:

- They have received non-profit status
- COVID has identified gaps in their services including home delivered meals, food insecurity, communication, transportation, advocacy for older adults
- In post-pandemic recovery they are trying to find how they can become more resilient, sustainable, inclusive and collaborative
- Loneliness and isolation are problems for 31% of the senior population in the Carbondale region
- 50% of Carbondale region seniors experience minor problems accessing affordable food
- Valley Meals is proposing a food distribution program in summer 2021
- They see collaborative opportunities with the Town but they did not identify them
- Their sources of funding include: grants, CARES Act Funding, Aspen Community Foundation, anonymous donors, Garfield County, possibly Area Agency on Aging

PR STUDIO COMMUNICATION UPATE

Kathleen Wanatowicz, Executive Director of PR Studio, provided the Trustees with a Communication and Community Engagement Plan Initiative update. Kathleen made the following key points:

Current Step in Developing a Communication Plan

- Formed an internal working group who meet to discuss communication planning – feedback is extremely important
- Identify the Town's desired goals, outcomes and values
- Listen and collect insight
- Consider available resources and manpower
- Create good organizational systems
- Identify distribution channels
- Consider where people in Carbondale get their information
- Flow of information is important
- Identify Steps to good engagement

Next Steps

- Finalize a draft Communication Plan
- Seek out public participation on the plan
- Implement new initiatives

Discussion ensued.

Mayor Richardson asked is there anything in the Scope of Work we need to change? Kathleen answered we need to encourage public participation.

Trustee Henry asked if there is a way to tie things together regarding the Comprehensive Plan.

Trustee Kitching stated that public engagement is important – how do we receive feedback? Kathleen stated use the Town website as a portal – identify what we are looking for feedback on.

Trustee Bohmfalk stated that he would like an update on social media guidelines and best practices - he is not sure of the Trustees' role, also he would like ideas on how to enhance the Town's website. He suggested Kathleen compile some ideas from other municipalities who are similar in size and budget – explore what creative things towns are doing. Trustee Bohmfalk asked who did we survey to find out where they get their information from? We need to find more communication channels – videos, virtual town hall meetings and we need to look at the gaps.

Jay stated that many of the Boards and Commission desire to have their own social media page which the Town discourages.

Trustee Silverstein noted that elected officials need to be careful when dealing with social media. He told the Board that the Manaus Fund gave money to the Sopris Sun so they could publish a bi-lingual newspaper. Spanish radio and newspapers are also a good communication resources.

Trustee Henry stated if Boards and Commissions want to communicate we need to provide them with a process.

Trustee Kitching noted that there are lots of special interest groups who generate misperceptions and miscommunication. She suggested we should follow prominent ones to see what is being discussed.

Trustee Yllanes stated that he thinks that our voices are being heard.

Trustee Henry stated it's important not to overlap things that are being communicated.

APPROVAL OF FIRST AMENDMENT TO SUBDIVISION IMPROVEMENTS AGREEMENTS FOR CARBONDALE CENTER PLACE LOT 1 & LOT 2

Kevin explained that the Subdivision Improvements Agreements (SIAs) for the Carbondale Center Place project included provisions requiring the developers to construct public improvements as part of the development. These public improvements include constructing new curb and gutter, new entrances, new drywells, new sidewalks and landscaping along Colorado Avenue.

The Board will be considering awarding the Colorado Avenue sewer project this evening. Since the timing of the Colorado Avenue sewer project would coincide with work on the Carbondale Center place project, alternate bid items were included in the Colorado Avenue sewer project for the public improvements. The improvements were added in an attempt to minimize disruptions to traffic as well as local residents and businesses. The Developers of Carbondale Center Place, Lot 1 and Lot 2, have agreed to reimburse the Town for costs associated with constructing the public improvements.

Trustee Bohmfalk asked if it would be prudent to do any additional work at the same time? Kevin responded no.

Trustee Silverstein made a motion to approve, and authorize the Mayor to execute, the First Amendments to the Subdivision Improvements Agreements for both Lot 1 and Lot 2 of the Carbondale Center Place project. Trustee Henry seconded the motion and it passed with:

6 yes votes: Henry, Bohmfalk, Kitching, Richardson, Silverstein, Yllanes

COLORADO AVENUE SEWER PROJECT

Kevin explained that in March the Town solicited bids for the Colorado Avenue Sewer project. Originally this project was intended to be built last fall as part of the 1201 Main Street Project. However, the lowest quote received was approximately 31% higher than the estimated cost.

Four bids were received. The lowest responsible and responsive bidder is Johnson Construction.

Trustee Bohmfalk stated there is a big cost spread among the bidders. He asked Kevin if he is certain Johnson will perform quality work. Kevin responded yes, Johnson has completed two projects (3rd Street project from Sopris to Main and the Snowmass Drive Trail project) in town in the past four years; they finished on time and they are easy to work with.

Kevin explained the traffic control plan. Truck traffic will be increased on 8th Street and there will be a temporary detour that will last approximately ten days.

Trustee Kitching made a motion to approve both the base and alternate bid, and authorize the Mayor to sign the Colorado Avenue Sere Main Replacement Agreement with Johnson Construction, Inc. Trustee Henry seconded the motion and it passed with:

6 yes votes: Kitching, Bohmfalk, Henry, Richardson, Silverstein, Yllanes

REVIEW OF COVID-19 EMERGENCY ORDER

Jay explained that the Emergency Declaration that was passed in the height of COVID provided special authority that we do not need anymore. He noted that there is a conflict between our mask order and the State's.

Jay explained changes to the Town's operations as COVID wanes. Park rentals are underway. We have removed the majority of restrictions – our occupancy is 50% at the Recreation Center. We have not re-opened town hall, this will relax as vaccination rate increases. Town staff is 60% fully vaccinated, and 70% have received one shot.

Trustee Bohmfalk asked regarding the mask ordinance if the expert advice is to continue wearing masks – he wants to be consistent. Jay responded that larger indoor spaces will probably continue to have a mask requirement. Trustee Bohmfalk asked if it is possible to rescind the emergency ordinance and keep the mask ordinance in place? Jay answered yes.

Trustee Kitching suggested that the Eagle, Pitkin and Garfield Counties health departments should meet so that the valley has consistent orders. Jay stated that he doesn't think the three counties will align.

Tamara Haynes Norton, representing Bonfire and the Smith restaurants, asked the Trustees to keep the indoor mask requirement in place. There is a gap in vaccinations. We need to have more people vaccinated to protect the people around us.

The Board directed staff to redo the resolution, draft a Resolution rescinding the emergency declaration, revise the mask ordinance and align it with the State's regulations.

**RESOLUTION NO. 5, SERIES OF 2021 – SUPPORTING EFFORTS TO PROTECT
30% of U.S. LANDS, WATERS AND OCEANS BY 2030**

Mayor Richardson explained that the resolution is aspirational in nature. The Biden Administration is giving us guidance to encourage local, county and state governments to do what they can to protect the environment.

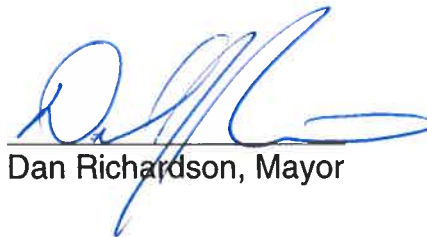
Trustee Yllanes made a motion to approve Resolution No. 5, Series of 2021. Trustee Bohmfalk seconded the motion and it passed with:

6 yes votes: Richardson, Henry, Yllanes, Silverstein, Kitching, Bohmfalk

ADJOURNMENT

The April 27, 2021 regular meeting adjourned at 9:05 p.m. The next regularly scheduled meeting will be held virtually on May 11, 2021, at 6:00 p.m.

APPROVED AND ACCEPTED



Dan Richardson, Mayor

ATTEST:



Cathy Derby, Town Clerk

