

**MINUTES
CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 13, 2022
CARBONDALE TOWN HALL
AND VIA ZOOM**

Mayor Bohmfalk called the Board of Trustees Regular Meeting to order on September 13, 2022, at 6:00 p.m.

ROLL CALL:

The following members were present for roll call:

Mayor	Ben Bohmfalk
Trustees	Lani Kitching
	Marty Silverstein
	Colin Laird
	Chris Hassig
	Luis Yllanes
	Erica Sparhawk

Staff Present:

Town Manager	Lauren Gister
Town Clerk	Cathy Derby
Town Attorney	Mark Hamilton
Finance Director	Christy Chicoine
Planning Director	Jared Barnes
Parks & Recreation Director	Eric Brendlinger
Recreation Center Manager	Jessi Rochel

CONSENT AGENDA

- Accounts Payable totaling: \$491,101.12
- BOT 8/16/2022 Work Session Minutes
- BOT 8/23/2022 Regular Meeting Minutes
- High Q Retail Marijuana Store Renewal Application
- Recommendation for Environmental Board Chair Appointment
- Tasting Permit – Downtown Liquors on Main
- Liquor License Renewal – Phat Thai
- Liquor License Renewal – Silo
- Park and Recreation Commission Re-Appointment of Youth Member

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

7 yes votes: Hassig, Silverstein, Laird, Kitching, Bohmfalk, Laird, Sparhawk

PERSONS PRESENT NOT ON THE AGENDA

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

TRUSTEE COMMENTS

Trustee Laird told the Board that he participated in a Colorado Communities for Climate Action webinar. They discussed Federal Greenhouse Gas Standards. Trustee Laird told the Board that the Town might be eligible for two funding pools to perform work on Highway 133. He would like the Planning & Zoning Commission, Public Works staff and the Bike, Pedestrian, Trails commission to do a site visit and walk a portion of the highway. Trustee Laird is working on a draft Affordable Housing Plan. Trustee Laird informed that Board that there is a new Federal Geothermal Heating Program, and he feels that the Third Street Center would be a good fit for a demonstration project.

Trustee Sparhawk attended the Recycle Colorado Summit. There is some great state-wide action being done and she believes we should not doing anything locally and let them implement their recycling efforts. Trustee Sparhawk told the Board that Colorado Communities for Climate Action received an award for helping get the Producer Responsibility Act passed. She told the Board that she attended the Chamber Board meeting – the Annual Business Confluence is September 21st from 8am – 11am.

Trustee Yllanes told the Board that he attended the Carbondale Public Arts Commission meeting. They discussed removing a deteriorating sculpture. He will attend the Parks & Recreation Commission tomorrow. Trustee Yllanes met with Lauren and Mayor Bohmfalk to discuss the creation of a Latino Council.

Trustee Hassig stated that he attended a meeting with Carbondale Age Friendly Community Initiative members. They would like to help with the Transportation Master Plan. Trustee Hassig congratulated Amy Kimberly on her “re-wiring.”

Trustee Silverstein also congratulated Amy Kimberly on her “re-wiring.” He told the Board that last Sunday was the final scheduled Sunday concert. They are hoping to hold one more concert if they can raise the money. Trustee Silverstein asked if we will be getting a student trustee? Mayor Bohmfalk answered yes.

Trustee Kitching told the Board that she attended the Crystal River Working Group meeting. She also attended a meeting on the Gray Wolf reintroduction process. They are looking for consensus on on-going management. There is a dedicated public engagement website. Trustee Kitching told the Board that National Public Land Day is September 24th. Roaring Fork Outdoor Volunteers is hosting a field trip to Coffman Ranch.

Mayor Bohmfalk asked the Board if they would support scheduling two additional work sessions to discuss affordable housing. The Board agreed to add two work session on October 3rd and November 29th. Mayor Bohmfalk told the Board that the Youth Advisory Symposium is scheduled on September 20th at 4 pm. Mayor Bohmfalk thanked staff for another successful First Friday. Mayor Bohmfalk attended the RFTA Board meeting.

They received an update on the Basalt Downtowner. Basalt is considering expanding the service at a cost of \$630,000 per year. RFTA is projecting a 6% sales tax decrease in 2023. Fares are only 6% of their budget. They are moving ahead with mobile ticketing. RFTA is short 50 drivers based on a full winter schedule.

ATTORNEY'S COMMENTS

Mark did not have any comments

MANAGER'S REPORT

Lauren informed the Board that the salary survey is in process. The Town has several vacancies (planner, building official, assistant finance director, recreation center manager, board and commission clerk and customer service clerk.) She told the Board that a new prosecutor will be appointed at the September 27th meeting. Lauren stated that the pool bond sale transpired, and the town was successful in receiving \$8.3 million.

CRYSTAL RIVER WILD & SCENIC DISCUSSION

Pitkin County Commissioner Francie Jacober and Pitkin County Healthy Rivers employee Lisa Tasker were present for the discussion.

Francie explained that Pitkin County is attempting to get the federal government to designate the Crystal River as Wild and Scenic. Pitkin County is forming a coalition to show the elected federal officials that they have community support. Francie stated that preserving the river is in everyone's best interest.

Lisa explained that Pitkin County is in the process of creating a scoping group and will be sending out a Request for Qualifications for a facilitator to run the stakeholder meetings. They are hoping that Carbondale will be part of the stakeholder process. If Carbondale joins early, it would be very positive for the effort.

Discussion ensued.

Mayor Bohmfalk stated he wants staff's input.

Bill Yokum said the designation would preserve the river status quo. He noted that in 2014 the BOT passed a resolution supporting the designation.

Trustee Kitching asked what is Wilderness Workshop's role in the process? Who are the existing players and what are their roles? She wants to understand who is involved.

Trustee Sparhawk stated that there is strong support for the designation. A future resolution should acknowledge that we supported this in the past.

Trustee Silverstein stated that the next meeting on this subject should be open to public comment.

SPECIAL EVENT LIQUOR LICENSE - TWO RIVERS UNITARIAN UNIVERSALISTS

Two Rivers Unitarian Universalists has applied for a Special Event Liquor License for an event to be held at The Third Street Center. All fees have been paid and the Police Department has reported no problems with the applicant or the premises.

Trustee Hassig made a motion to approve Two Rivers Unitarian Universalists' Special Event Liquor License. Trustee Silverstein seconded the motion and it passed with:

7 yes votes: Bohmfalk, Hassig, Kitching, Laird, Yllanes, Silverstein, Sparhawk

PUBLIC HEARING – NEW LIQUOR LICENSE APPLICATION – POLLINATOR CHOCOLATE

Applicant: Mark Burrows

Location: 786 Highway 133

Cathy explained that Pollinator Chocolate has applied for a Tavern Liquor License. All fees have been paid and all legal noticing requirements have been fulfilled.

The Board asked Mark if he understands the State liquor laws – he does.

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

Trustee Silverstein made a motion to approve Pollinator Chocolate's new liquor license application. Trustee Hassig seconded the motion and it passed with:

7 yes votes: Silverstein, Laird, Hassig, Bohmfalk, Kitching, Yllanes, Sparhawk

TOWN CENTER REQUEST FOR QUALIFICATIONS

The town is seeking a development partner(s) to develop the Town Center parcels. The town hired planning consultant Bob Schultz to create a Request for Qualifications (RFQ) for potential partners. At the August 23, 2022, Board of Trustees meeting, Bob presented the draft RFQ. The Board asked Bob to slightly amend the RFQ. Bob presented the Board with the final RFQ.

Bob stated that the RFQ will go on the Town's website on September 19th. The submittal deadline is October 10, 2022.

Trustee Kitching asked if the RFQ will evaluate conflicts of interest? Bob answered that he will include project disclosure in question 9.

The Board asked that the RFQ include the aspirational goal that the building(s) be 100% electric, or as close to net zero as possible.

TOWN CENTER REQUEST FOR QUALIFICATIONS SELECTION COMMITTEE

Carbondale will be sending out a Request for Qualification (RFQ) to select one or more partners for the development of the Town Center property. The RFQ outline anticipates that the Board will select members to form a review committee made up of Trustees and staff who will be responsible for screening submittals, interviewing potential partners, and proposing a development partner(s). In her memo Lauren suggested that the selection committee be comprised of up of two or three trustees and two or three staff members.

Discussion ensued.

The majority of the Board chose Trustees Laird and Sparhawk to serve on the selection committee, with Trustee Hassig acting as the alternate.

Trustee Yllanes made a motion to appoint Trustees Laird and Sparhawk to the Town Center RFQ Selection Committee, and Trustee Hassig as the selection committee alternate. Trustee Laird seconded the motion and it passed with:

6 yes votes: Sparhawk, Bohmfalk, Kitching, Laird, Hassig, Yllanes
1 no vote: Silverstein

PLANNING & ZONING COMMISSION APPOINTMENT TO FILL VACANCIES

Planning Commissioner Jeff Davlyn was present for the discussion.

Jared's memo explained that the Town has received three applications for two vacancies (one voting member and one second alternate) for the Planning & Zoning Commission (P&Z). The three applicants include: Nicholas DiFrank (whose voting member term expired on August 31, 2022, has applied for re-appointment), Jess Robison and Oscar Carlson.

The P& Z made a recommendation to the Trustees to reappoint Nicholas DiFrank as a voting member and to appoint Oscar Carlson as the second alternate.

Nicholas was not present at the September 13th meeting and therefore was not interviewed by the Board. The Board and Jeff interviewed Jess Robison and Oscar Carlson.

After the interviews discussion ensued.

Trustee Hassig commented that there are a lot of architects on the Commission, and it would be nice to have more diversity.

Trustee Silverstein stated he would be hesitant not to reappoint Nicholas DiFrank.

Trustee Silverstein made a motion to re-appoint Nicholas DiFrank to the Planning & Zoning Commission as a voting member. Trustee Hassig seconded the motion and it passed with:

7 yes votes: Bohmfalk, Kitching, Laird, Hassig, Silverstein, Yllanes, Sparhawk

Trustee Sparhawk made a motion to appoint Jess Robison to the Planning & Zoning Commission as the second alternate. Trustee Yllanes seconded the motion and it passed with:

6 yes votes: Sparhawk, Yllanes, Silverstein, Hassig, Laird, Bohmfalk
1 no vote: Kitching

HISTORIC PRESERVATION COMMISSION (HPC) RE-APPOINTMENTS

Jared explained that the Municipal Code stipulates that the Mayor appoints Historic Preservation Commissioners after consultation with the Trustees.

There are currently two vacant seats on the HPC. The HPC reviewed the renewal applications submitted by John Williams and Jess Pedersen and recommended that they be re-appointed to the HPC.

Mayor Bohmfalk re-appointed John Williams and Jess Pedersen to the Historic Preservation Commission.

PUBLIC INFRASTRUCTURE ACCEPTANCE – THOMPSON PARK PARCEL 2

Jared explained that in November 2018, the Board approved the Development Improvements Agreement (DIA) for Parcel 2 of the Thompson Park Subdivision. The total security required for the public improvements, including a 10% contingency, was \$243,275.68. Both the public improvements and the secured private improvements are now complete. Periodic inspections were performed while the work was being done and the required documentation for the project has been received by the Town. As a result, staff is recommending acceptance of the public improvements.

The DIA stipulates that an amount equal to 10% of the original amount of the security of public improvements shall remain in place during the warranty period.

Trustee Silverstein made a motion to accept the public improvements related to Thompson Park Parcel 2 project, with a warranty start date of September 13, 2022, and authorized the security for the project to be reduced to \$24,327.57. Trustee Sparhawk seconded the motion and it passed with:

7 yes votes: Yllanes, Laird, Silverstein, Sparhawk, Hassig, Bohmfalk, Kitching

PARKS AND RECREATION COMMISSION ANNUAL CHECK-IN

Eric Brendlinger, Jessi Rochel, and Parks & Recreation Commission Chair Hollis Sutherland were present for the discussion.

Eric explained that the Parks & Recreation Commission has established goals for 2023. The advisory commission is utilizing the 10-year Parks, Recreation and Trails Master Plan document and the recently completed Aquatics Facility Master Plan to drive their decisions and goals.

The Parks & Recreation Commission have prioritized the following goals:

1. New pool – there is a need for a fundraising effort
2. New park bathrooms (Gianinetti, Miners North Face)
3. Diversity, Equity and Inclusion (ADA access to park spaces and riverfront properties), bike and pedestrian system improvements, increase in-park shade structures and seating options, all ages programming
4. Communications: pool construction progress reports, park assessment tool, parks & recreation signage plan and informational kiosk locations, website improvements, Integrated Weed Management Plan and Nature Park Master Plan

Future work plans focus on the following:

- Return to pre-pandemic revenue levels at the recreation center
- The creation of a foundation to solicit donations and create fundraising opportunities for the pool project

Hollis stated that the Commission is developing, they are working well with diverse opinions and perspectives. They have a goal to get park amenities on the Town's website.

Discussion ensued.

Trustee Sparhawk stated that at the Latino Outreach meeting interpretation of meetings was mentioned. If meetings are interpreted in Spanish, we might get more public engagement.

Hollis stated that it might be possible to hold their meetings in the parks in the summer.

Trustee Hassig suggested installing park signs translated into Spanish. He asked that staff keep sustainability in mind. For example, find ways to reduce water usage. He also suggested enlisting volunteers (possibly Roaring Fork Outdoor Volunteers) to help with park maintenance (pulling weeds).

COLORADO ASSOCIATION OF SKI TOWNS (CAST) MEMBERSHIP


Mayor Bohmfalk proposed that the Town join CAST at a cost of \$1,820. He also suggested that the Board's conference budget should be increased in 2023. The Board agreed to put the CAST membership expense in the 2023 budget.


ADJOURNMENT

The September 13, 2022, regular meeting adjourned at 9:15 p.m. The next regular meeting has been scheduled on September 27, 2022, at 6:00 p.m.

APPROVED AND ACCEPTED

ATTEST


Cathy Derby, Town Clerk


Ben Bohmfalk, Mayor

