



**BASALT TOWN COUNCIL
MEETING MINUTES – JANUARY 25, 2022 (Held Virtually via Zoom)**

Basalt is an inclusive, sustainable, mountain community that boasts both historic charm and progressive vision. It is an engaging place to live, work and play while offering an abundance of creative, professional, educational and recreational outlets.

1. CALL TO ORDER AND ROLL CALL

Mayor Bill Kane called the regular meeting of the Basalt Town Council to order at 6:04 PM on Tuesday, January 25, 2022. Also present were Council members David Knight, Ryan Slack, Glenn Drummond, Elyse Hottel, Bill Infante. Council member Gary Tennenbaum was absent.

CONSENT AGENDA AND MOTION:

2A. Minutes: January 11, 2022

M/S COUNCILORS SLACK AND DRUMMOND THAT THE TOWN COUNCIL APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION CARRIED 6-0.

3. CALL TO THE PUBLIC

There were no public comments this evening.

4. MAYOR AND COUNCIL REPORTS/COMMENTS

Ryan Slack recognized the Valley's youth headed to compete in the Winter Olympic Games in Beijing: Alex Ferreira of Aspen, and Hanna Faulhaber and Hailey Swirbul both of Basalt. Mayor Bill Kane also noted there had been some great local youth competing at the recent X-Games.

6:15 5. MANAGER'S REPORT

Planning Director Retirement: Town Manager Ryan Mahoney surprised Planning Director Susan Philp with a crystal plaque and flowers at this, her last Town Council meeting. Planning Director Philp is retiring from the Town in early February. Basalt Department Heads and Assistant Planning Director James Lindt read a Farewell Proclamation written to honor Susan's 24 years of service to the Town of Basalt.

6. COUNCIL ACTIONS:

6A. Public Hearing and 2nd Reading of Ordinance No. 01, Series of 2022: An Ordinance of the Town Council of the Town of Basalt, Colorado, Granting Special Review Approval for an Accessory Dwelling Unit Located at 117 E. Homestead Drive, Basalt, Colorado

Assistant Planning Director James Lindt opened discussion of this item noting the background of the project and discussion items that were presented at first reading. The application is for the construction of an attached ADU with a kitchen and one off-street parking space. The applicants are currently remodeling the main house. James reviewed the conditions including a requirement for resident occupancy of one of the two units and limiting the tenant to one vehicle.

Applicant Simi Hamilton, present this evening, indicated he had nothing to add to James' presentation.

Mayor Kane opened the public hearing at 6:22 PM. There were no public comments and the hearing was closed.

M/S COUNCILORS SLACK AND INFANTE THAT THE TOWN COUNCIL ADOPT ORDINANCE NO. 01, SERIES OF 2022, ON SECOND READING. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6B. Public Hearing and 2nd Reading of Ordinance No. 02, Series of 2022: An Ordinance of the Town Council of the Town of Basalt, Colorado, Granting a Minor PUD Amendment and Minor Subdivision to Combine Lot 1 and 2 of the Pinon Hills PUD and to Expand the Building Envelope on Lot 1 for a Future Garage, 800 Pinon Drive, Basalt, Colorado.

Assistant Planning Director James Lindt led discussion of this item beginning with an explanation of the proposal to combine these two lots, remove the lot line between them, extinguish the development right on Lot 2 and establish a larger building envelope on Lot 1 for construction of a future garage. James noted the conditions related to the proposed garage, and that the project was exempt from the affordable housing mitigation.

Applicant Doug MacDonald said they were happy with the P&Z comments and support for the project, and thanked the Planning Department for their guidance during this application process. Doug and Marge extended their well wishes to Susan Philp as she moves on from the Town.

Mayor Kane opened the public hearing at 6:30 PM. There were no public comments and the hearing was closed.

M/S COUNCILORS DRUMMOND AND SLACK THAT THE TOWN COUNCIL ADOPT ORDINANCE NO. 02, SERIES OF 2022 ON SECOND READING. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6C. Public Hearing and 2nd Reading of Ordinance No. 15, Series of 2021: An Ordinance of the Town Council of the Town of Basalt, Colorado, Approving a Site-Specific Development Plan and Amendment to the Approval Documents to Permit a Twelve (12) Unit Residential Apartment Project on Lot J, of the Basalt Commercial Park Subdivision/PUD, Basalt, Colorado

Assistant Planning Director James Lindt discussed this item with Council noting that applicant representatives Aaron Ward, Ramsey Fulton and Jeff Dahl were present.

At the first reading of this Ordinance in November, the details of the application were reviewed. The subject property is a 9000 sf lot located just past the Basalt River Lofts on Emma Road. The proposal is for a 12 unit apartment building with 3 units to be deed restricted rental units with 26 parking spaces. The applicant received Sketch Plan approval through Resolution No. 02, Series of 2021. The applicant is now at the final plan review stage – one round of review by P&Z and one round by Town Council. James reviewed the discussion items introduced at the November meeting: Consistency with the Master Plan, Consistency with the Neighborhood, PUD Amendment Requests, Height of the Solar Panels, Building Materials, Affordable Housing Mitigation, Exterior Lighting, Green Building and Floodplain/Environmentally Sensitive Area (ESA) review.

Additional Community Benefits in exchange for building height considerations were identified as applicant contribution to the extension of the Ponderosa Trail, and converting the existing Ponderosa Trail mid-trailhead along Emma Road into a joint turn-around/trailhead combination to allow trucks to turn around that serve the commercial spaces on the west side of the development. These improvements are to be made within 7 months of the approvals, or the applicant is to pay the Town \$70,000 to make the improvements designed by the Town Engineer.

The final plan application also limits the solar panels to several feet above the roof height consistent with the Town Code. The building materials are fire rated to satisfy the wildfire protection ordinance. The Affordable Housing Mitigation was proposed to be three Category Two Units, but P&Z recommended the units be separate categories resulting in one unit for each category: one Category One unit, one Category Two unit, and one Category Three unit. A lighting plan was submitted with the application that provides sufficient but muted light for parking and trash facilities with a requirement for a dimmer switch to allow the light to be fine-tuned if there are issues. The applicants are required to meet the sustainable building regulations and the applicant proposed solar panels on the roof. The second reading of this ordinance had been delayed for the applicants could go through the LOMAR-F (Letter Of Map Revision) process to remove a small corner of the property from the floodplain which was approved by FEMA (Federal Emergency Management Agency).

The applicants had no additional comments.

Mayor Kane opened the public hearing at 6:42 PM. There were no public comments and the hearing was closed.

M/S COUNCILORS SLACK AND KNIGHT THAT THE TOWN COUNCIL ADOPT ORDINANCE NO. 15, SERIES OF 2021 ON SECOND READING. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6D. First Reading Ordinance No. 03, Series of 2022: An Ordinance of the Town Council of the Town of Basalt, Colorado, Approving a Contract to Buy and Sell Real Estate with Loose Cannon, LLC for Property Located at 20526 Highway 82, Basalt, Colorado

Town Manager Ryan Mahoney noted this Ordinance would approve a contract to purchase real estate from Loose Cannon, LLC; this property is the Umbrella Roofing property adjacent to the new Public Works facility. The property is under contract for \$1.7 million which includes a lease-back for two years to the current owner which allows the Town to land-bank the property while paying down the financing on it. The purpose of the property is to locate the Police

Department in the future. Staff thought this would provide an economy of scale as the town gets into a design phase with the adjacent new public works facility property.

During the Facility Needs Assessment last year, the police department identified their current and future needs. Currently, they have 2,400 sf space and are in current need of 4,000 sf more.

This property offers good proximity to Highway 82, good access to both ends of town, and good visibility. Staff was looking for a long term investment on this property. The property could be paid down using Certificates of Participation (COPs). Staff believes they have identified \$500,000 sustainable income to be able to pay this down over the next 3 to 4 years.

Town Attorney Jeff Conklin highlighted some procedural items. Council directed staff to negotiate on the purchase of this property and we were able to come to an agreement, which you see as a contract in the agenda packet. Real property purchases must be approved by Town Council. This is first reading of that approval. A portion of the purchase price will be financed by COPs and staff will be working on that with Ehler's and the financing crew. Council will see the second reading and the financing element at the next meeting, if first reading is approved tonight. Finally, staff has done quite a bit of due diligence given its proximity to the Town's new public works facility, but there is still more to be done. Jeff indicated he would report back any issues he finds.

Christy Chicoine added that the \$500,000 set aside was also included in the original 2022 budget and it would be used toward the purchase price to help reduce the interest costs.

Mayor Kane felt it was fortunate to find land and achieve some synergy between public facilities, and the lease-back feature and future sale of our current police department space in the Elk Run Professional building will get the cost basis for this purchase down.

M/S COUNCILORS DRUMMOND AND KNIGHT THAT THE TOWN COUNCIL APPROVE ORDINANCE NO. 03, SERIES OF 2022 ON FIRST READING AND SET THE PUBLIC HEARING AND SECOND READING FOR FEBRUARY 8, 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6E. Resolution No. 07, Series of 2022: Resolution of the Town Council of Basalt, Colorado, Approving an Agreement with McKinstry to Perform Professional Services for Solar and Battery Storage Project(s) within the Greater Basalt Area

Town Engineer Catherine Christoff led discussion of this item. Catherine said this was a contract for professional services associated with the evaluation, planning, site selection and design of the combined solar and battery storage project. The adopted Climate Action Plan and the Town's Master Plan, speak to green initiatives, specifically the need to invest in significant solar project or other greenhouse gas reducing project. Through the Basalt Forward 2030 Project, green projects were determined to be a priority, specifically a large solar and battery project. The Town received eight proposals. Staff was grateful for the help of the Green Team, the local school district, CORE (Colorado Office of Resource Efficiency) and Holy Cross Energy in the preparation of the RFP, the review of the proposals and in the interviews of the top four proposal teams. Ultimately, the review committee determined that McKinstry provided the strongest proposal for the project.

Catherine introduced Ashely Brasovan and Donald Chung of McKinstry who were present to introduce McKinstry to the Council and offer some background on the organization which is based out of Golden, Colorado.

McKinstry provided a base proposal fee for \$99,157; there are sufficient funds in the 2022 budget to cover that initial proposal amount.

Council questions followed.

M/S COUNCILORS HOTTEL AND KNIGHT THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 07, SERIES OF 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6F. Resolution No. 08, Series of 2022: Resolution of the Town Council of Basalt, Colorado, Approving Basalt Public Works Facility – Phase 1B Project and Authorizing Staff to Enter into a Contract with Gould Construction, Inc.

Town Engineer Catherine Christoff indicated this was a contract for the construction of Phase 1B of the new Basalt Public Works Facility on Lot 4 of the Mid Valley Center PUD. This phase includes the construction of pre-engineered steel building and a site perimeter fence. Staff received 2 bids and interviewed both bidders. It was determined that Gould Construction provided the best bid for the project at \$752,220. Dave Hillbrand of Gould Construction, and contracted Project Manager Phil Vaughan were present to help answer any questions Council may have related to this project.

Council questions followed.

M/S COUNCILORS DRUMMOND AND HOTTEL THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 08, SERIES OF 2022. A ROLL CALL WAS HELD. THE MOTION CARRIED 6-0.

6G. Resolution No. 09, Series of 2022: Resolution of the Town Council of Basalt, Colorado, Approving an Agreement with Ayers Associates, Inc. for Grant Writing Services

Finance Director Christy Chicoine noted the Midland Avenue Streetscape project, a part of the recent voter-approved Basalt Forward 2030 Projects, was underfunded by about \$2.5 million. There was a need to solicit grants for that shortfall which prompted staff to put out an RFP for grant writing services. Four applications were received and reviewed by the Basalt Forward staff and consultant, and determined that Ayers Associates, Inc. offered the best basic service proposal, and at \$27,974, was the lowest proposal received. Ayers also has specific experience and success in the Revitalization of Main Street grants. Their proposal comes with a landscape architect, grant writers, public outreach, an affordable housing advisor and an economic and development advisor as well as a CDOT liaison (Revitalization of Main Street). Their qualifications align well with the Basalt Forward process.

Council questions followed whether the contractor would also seek grant opportunities for other projects such as affordable housing and green projects. Christy indicated they would be talking with Ayers in the future about other projects they may be able to assist with.

M/S DRUMMOND AND KNIGHT THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 09, SERIES OF 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6H. Resolution No. 10, Series of 2022: Resolution of the Town Council of Basalt, Colorado, Approving an Agreement with Tyler Technologies for Payment Software Services (Mitch Miller)

Basalt Chief Building Official Mitch Miller explained this Resolution would authorize a contract with Tyler Technologies to upgrade the Town's Energov software. The current Energov program is obsolete and no longer supported. Building, Finance and Planning teamed together to find a software solution that would be customer friendly, would streamline plan check and be accessible to our contractors and customers. This upgrade will result in more efficient plan reviews, building permit payments and inspections.

Council questions followed.

M/S COUNCILORS HOTTEL AND SLACK THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 10, SERIES OF 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6I. Resolution No. 11, Series of 2022: Resolution of the Town Council of Basalt, Colorado, Authorizing a Grant Application and Local Match by the Town to the State of Colorado Department of Transportation Revitalizing Main Streets Opportunity 1 Grant for Midland Avenue Streetscape Project

Finance Director Christy Chicoine noted this Resolution would authorize the Town to apply for a DOT (Department of Transportation) Grant and would authorize a local funds match. Christy explained the funding would be likely be 90% Basalt funds, though only a 20% match is required. The high local match is due to the funds just approved by the Basalt voters in November.

Christy explained the overall funding to make up the \$2.5 million shortfall on the Midland Avenue Streetscape project would be: \$1 million from the DOT Revitalization Grant, \$1 million in ARPA (America Rescue Plan Act) funding, and \$465,000 from building permit fees collected over-budget in 2021.

M/S COUNCILORS DRUMMOND AND SLACK THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 11, SERIES OF 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

6J. Resolution No. 12, Series of 2022: Resolution of the Town Council of Basalt, Colorado, Approving an Agreement for Professional Services with Phil Vaughan Construction Management, Inc.

Finance Director Christy Chicoine said this Resolution would authorize a new contract with Phil Vaughan Construction Management, Inc. Phil Vaughan has been serving as part of the Basalt Forward 2030 team in his role as construction manager. This Resolution would authorize a contract with Phil Vaughan that would automatically renew for 3 years unless notice is given by either party. There was no price cap put on this contract as it is dependent upon the work that

the three Basalt Forward projects entail. Monthly invoices will track the comparison to budget amounts for the projects.

Phil Vaughan said he appreciated working with the staff; he appreciated the professionalism and good team spirit.

M/S COUNCILORS SLACK AND INFANTE THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 12, SERIES OF 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 6-0.

Before adjourning the meeting, Mayor Kane recapped the actions at this evening’s meeting: Council ‘powered through tonight’ getting underway solar with resilient backup, downtown improvements grant writing and downtown improvements planning, public works, police headquarters, grant writing, upgrades to our building permit process and payment system, and contracting with key consultants for our Basalt Forward 2030. Bill Kane said it was a lot of fast movement tonight, but he was pleased with the progress being made on all these projects.

Council members thanked Susan Philp and applauded her noting she has done an awesome job during her time with Basalt. Susan will be missed.

7. INFORMATION AND CORRESPONDENCE: 7A. Accounts Payable; 7B. Advanced Agendas; 7C. Correspondence to the Town

8. ADJOURNMENT

The meeting adjourned at 7:36 PM.

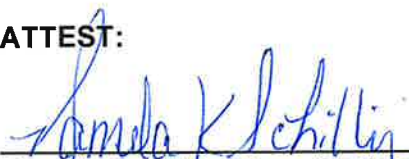
The minutes of the January 25, 2022 meeting were read and approved this 8th day of February, 2022.

BASALT TOWN COUNCIL:

By: 
William G. Kane, Mayor



ATTEST:


Pamela Schilling, Town Clerk

This meeting can be viewed in its entirety on the Town of Basalt YouTube channel, or at www.GrassrootsTV.org, or by using this link:
<https://townofbasalt.ompnetwork.org/sessions/235563?embedInPoint=1&embedOutPoint=14731&shareMethod=link>