



**BASALT TOWN COUNCIL  
MEETING MINUTES – APRIL 26, 2022**

**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.**

**REGULAR COUNCIL MEETING**

**6:00 PM 1. CALL TO ORDER AND ROLL CALL**

Mayor Bill Kane called the regular meeting of the Town Council to order at 6:02 PM on Tuesday, April 26, 2022. Also present were Council members Ryan Slack, Glenn Drummond, Angela Anderson, David Knight, Dieter Schindler and Elyse Hottel.

**2. CONSENT AGENDA AND MOTION:**

**2A. Minutes:** April 12, 2022;

**2B. Continue Public Hearing and Second Reading Ordinance No. 06, Series of 2022 to May 10, 2022:** An Ordinance of the Town Council of the Town of Basalt, Colorado, Approving a Recreational Use Easement Agreement with Basalt Vista Affordable Housing Partnership (Ryan Mahoney/Jeff Conklin)

**M/S COUNCILORS KNIGHT AND SLACK THAT THE TOWN COUNCIL APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED. THE MOTION CARRIED 7-0.**

**3. CALL TO THE PUBLIC**

There were no public comments this evening.

**4. MAYOR AND COUNCIL REPORTS/COMMENTS**

Mayor Kane welcomed Michelle Bonfils-Thiebault, the Town's new Planning Director.

**5. MANAGER'S REPORT:**

**5A.** Town Manager Ryan Mahoney reported that staff had been working toward a Certificate of Achievement for Excellence in Reporting from the Government Finance Officers Association (GFOA). We've been working diligently to get our finances in place to build on transparency for the public and council for a better understanding of where our money comes from and where it

goes. Finance Director Christy Chicoine did the lion's share of work on it. Christy noted her gratitude to the team and to Jenny Aragon, Senior Accounting Technician, who diligently works to provide information to the public and to keep payroll and everything financial running smoothly. Mayor Kane noted the great accomplishment and thanked Christy for her hard work.

**5B.** In addition to new hire Michelle Thiebault, the Town has hired Matt Koenigsnecht as the new full-time Recreation Director, and Matt Bates as our new seasonal Pool Director.

There was a candidate interviewed for the planning department's analyst position yesterday.

## **6A. PRESENTATIONS:**

### **6A. Arbor Day Proclamation for Arbor Day - April 29, 2022** (Chris Beiser)

Town Arborist/Horticulturist Chris Beiser was present to promote Arbor Day with the Council. Chris read the annual Arbor Day Proclamation and shared his latest work efforts with the Council. He updated council on the Arboretum with the goal of increasing species diversity and palate of tree options for homeowners and for street trees. Chris discussed the event held last Friday in conjunction with Earth Day coordinated by the Roaring Fork Outdoor Volunteers and the One Tree Planted organization. Eleven trees were planted along Valley Road at Willits.

The official Arbor Day event will held Friday, April 29 from 9 am to 1 pm. It will be a hands-on tree planting educational seminar. Peak Tree Works is donating their time and resources to help us plant 7 new trees and expand that canopy and increase the shade in Arbaney Park.

Chris has also been working to peel back the turf and get it off the trunks of trees, replacing with mulch for soil and water retention, reducing mechanical damage on the trees to prolong the life of our average park and street trees.

Chris Beiser said that last year we planted 40 Ponderosa trees on the Ponderosa Trail, and another 10 saplings were planted around town.

Mayor Kane asked for a voice vote by all those in favor of the Arbor Day Proclamation. All seven council members indicated favor of approving the Arbor Day Proclamation for 2022.

### **6B. Pre-Audit Preliminary Financial Discussion – General Fund** (Christy Chicoine)

Finance Director Christy Chicoine said that the town auditors had completed their preliminary audit work in January, speaking with all the department heads. More recently, on April 11, they completed their field work reviewing thousands of pages of detail. There are no audit adjustments to be made. The processes and internal controls are working. They won't officially be done until they officially sign off on the audit; they plan to present the Audit to Council in June.

Christy reported that she focused on the General Fund and Restricted Balances and shared a brief summary of revenues versus expenditures and how they tracked with the budget. Christy reviewed the unrestricted fund balances. The restricted balances are also reviewed by the audit.

## **7. COUNCIL ACTIONS:**

**7A. Interview and Appointment to POST:** Council Interview and Appointment to the Parks, Open Space and Trails Committee (James Lindt)

Assistant Planning Director James Lindt introduced Sarah Shaw to the Council. Sarah shared her background and interest in serving on the POST Committee and answered Council questions.

Sarah noted there were two Sarah Shaw's in Basalt and she is not the one that is known for biking. Sarah Shaw has completed a photo and written essay of high altitude plants ("On the Roof of the Rocky Mountains – The Botanical Legacy of Betty Ford Alpine Gardens – Vail's Alpine Treasure".) It was noted that Sarah would be a great addition to the Basalt POST Committee.

**M/S COUNCILORS HOTTEL AND DRUMMOND THAT THE TOWN COUNCIL APPOINT SARAH SHAW TO POST FOR A TERM TO END ON APRIL 26, 2024. THE MOTION CARRIED 7-0.**

**7B. Interview and Appointment to FAB:** Council Interview and Appointment to the Finance Advisory Board (Christy Chicoine)

Finance Director Christy Chicoine introduced Eric Theile to the Council noting that he had attended the last FAB meeting. The member of the Finance Advisory Board unanimously approved and recommended Eric's appointment to FAB.

Eric Theile offered a brief background, undergraduate economics degree, and interest in serving on FAB. Eric also stated that the law firm he works for does the Town's water works; he didn't foresee any conflicts of interest with his taking a seat on FAB.

**M/S COUNCILORS SLACK AND KNIGHT THAT THE TOWN COUNCIL APPOINT ERIC THEILE TO THE FINANCE ADVISORY BOARD FOR A THREE-YEAR TERM TO END IN APRIL, 2025. THE MOTION CARRIED 7-0.**

**7C. Continued Public Hearing and Second Reading of Ordinance No. 09, Series of 2022:**  
An Ordinance of the Town of Basalt, Colorado Approving Amendments to the Municipal Code Amending Town Code Sections 16-91, Off-Street Parking Requirements, Section 16-416, Residential Inclusionary Requirements, Section 16-417, Commercial Mitigation Requirements, and Section 16-421, Voluntary Deed-Restriction (James Lindt)

Assistant Planning Director James Lindt explained this ordinance relates to affordable housing topics which the Basalt Affordable Housing Commission (BACH) reviewed with Council at a worksession in December. It allows for reduction of the affordable housing mitigation requirements for developers that would provide a 1.5% Real Estate Transfer Assessment (RETA). It also allows a reduction in parking spaces for three-bedroom and larger affordable housing units. It also establishes a voluntary deed restriction process for homeowners wanting to voluntarily deed restrict their property. The Planning & Zoning Commission supported the amendments.

Mayor Kane opened the public hearing at approximately 6:52 pm. There were no comments and the hearing was closed.

**M/S COUNCILORS KNIGHT AND SLACK THAT THE TOWN COUNCIL ADOPT ORDINANCE NO 09, SERIES OF 2022 ON SECOND READING. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 7-0.**

**7D. Continued Public Hearing and Second Reading of Ordinance No. 10, Series of 2022:**  
An Ordinance of the Town Council of the Town of Basalt, Colorado, Granting Special Review

Approval to Vary the Front Yard Setback in the R-3 TN Zone District for the Construction of a Garage at 143 W. Homestead Drive, Basalt, Colorado (James Lindt)

Property owner Peter McBride was present via Zoom this evening.

Assistant Planning Director James Lindt reviewed the application and issues defining the hardship that would allow for a four-foot setback from the front property line at 143 W. Homestead Drive for the construction of a garage on the property.

Hardships identified were a significant tree that the town arborist has recommended should not be removed; there is no off-street parking at this property originally built in the late 1800's. The police and public works departments were supportive of the proposed solution for off-street parking.

Mayor Kane opened the public hearing at 6:46 pm.

Mayor Kane felt this design represented a beneficial solution for the preservation of trees and lack of off street parking with minimal impact due to this variance.

**M/S COUNCILORS DRUMMOND AND SLACK THAT THE TOWN COUNCIL ADOPT ORDINANCE NO. 10, SERIES OF 2022 ON SECOND READING. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 7-0.**

**7E. Ordinance No. 11, 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 MSP 1, LLC for Four (4) Deed Restricted Lots in the Stott's Mill Subdivision/PUD (James Lindt)

Assistant Planning Director James Lindt said at the last meeting Council approved a resolution directing staff to enter into a contract to purchase four deed restricted lots in the Stott's Mill subdivision. Originally, these lots were price-capped at \$175,000 and had an annual escalator that has raised the lots to just slightly over \$200,000 each. A draft contract prepared by the Town Attorney is attached to the ordinance being presented this evening.

**M/S COUNCILORS KNIGHT AND DRUMMOND THAT THE TOWN COUNCIL ADOPT ORDINANCE NO. 10, SERIES OF 2022 ON FIRST READING, AND SET THE PUBLIC HEARING AND SECOND READING FOR MAY 10, 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 7-0.**

**7F. Resolution No. 30, Series of 2022:** A Resolution of the Town Council of Basalt, Colorado, Authorizing the Town Manager to Approve a Contract for the Basalt River Park Misting Feature Sculpture (Catherine Christoff)

Town Engineer Catherine Christoff joined the meeting via Zoom to discuss this item. Catherine brought to the Council this evening the contract with ID Sculptures for the purchase of the misting sculpture, part of the Basalt River Park project.

Staff reviewed the budget for the Phase II improvements with Council at the April 26 meeting. The misting feature costs were contemplated in that budget. Tonight, staff is requesting approval of the contract for the purchase of the misting feature itself which will ultimately be installed by Rocky Mountain Landscapes. A schematic of the final design was presented with a cost of \$84,084.50. There will be some additional costs related to the installation of the feature.

There was some discussion related to the controls of the misting features, timers, and on-demand use. The schedule for installation is not firm, but council will be updated when more is known. The location and lighting of the feature was also noted.

**M/S SLACK AND KNIGHT THAT THE TOWN COUNCIL ADOPT RESOLUTION NO. 30, SERIES OF 2022. THE MOTION CARRIED 6-0-1 WITH ELYSE HOTTEL ABSTAINING.**

**7G. Resolution No. 31, Series of 2022:** A Resolution of the Town Council of Basalt, Colorado, Approving a Grant of Tobacco Tax Funds to the Roaring Fork School District for Support of Sports Infrastructure Projects at Basalt High School and Authorizing an Intergovernmental Agreement (Ryan Mahoney/Jeff Conklin)

Town Manager Ryan Mahoney said the Town received two applications for the use of tobacco tax funds at the last meeting. One application was presented by Jennifer Ellsperman of the Basalt Middle School seeking funds for a full-time bilingual math teacher and a part-time educational support person. Both of those positions were contemplated to run for three years. The second application was received from Basalt High School seeking one-time expenditures for three projects: complete the weight room; to re-build the track surface; and replace the homeside bleachers and press box. Ryan reviewed the requests of the applicants and went in to more detail on the use of the funds. At the last meeting Council provided direction to bring back the formalized agreements, similar to those from 2021 with The Hope Center and the school district for use of tobacco funds. Last years' funds went to fund an in-house counselor at the elementary school for three years, and to The Hope Center for counseling throughout the community, also for a three year period.

The funds for this year's capital requests will be distributed after invoices are submitted for the work, not in a lump sum as last year.

**M/S COUNCILORS SLACK AND DRUMMOND THAT THE TOWN COUNCIL ADOPT RESOLUTION NO. 31, SERIES OF 2022. THE MOTION CARRIED 7-0.**

David Knight thanked everyone for working toward use of the funds and wanted to see it continue.

Dieter Schindler suggested that a placard or other notice be created to alert the community that these projects are being paid for by the local tobacco tax and being reinvested in the community.

**7H-1. Resolution No. 32, Series of 2022:** A Resolution of the Town Council of Basalt, Colorado, Approving a Grant of Tobacco Tax Funds for the Roaring Fork School District for a Math and Spanish Teacher at Basalt Middle School and Authorizing an Intergovernmental Agreement (Ryan Mahoney/Jeff Conklin)

Town Manager Ryan Mahoney noted that this was one of the resolutions related to the use of the Tobacco Tax funds he had just discussed.

**M/S COUNCILORS SCHINDLER AND SLACK THAT THE TOWN COUNCIL ADOPT RESOLUTION NO. 32, SERIES OF 2022. THE MOTION CARRIED 7-0.**

**7H-2. Resolution No. 33, Series of 2022:** A Resolution of the Town Council of Basalt, Colorado, Approving a Grant of Tobacco Tax Funds to the Roaring Fork School District for a

Half-time Peak Teacher at Basalt Middle School and Authorizing an Intergovernmental Agreement (Ryan Mahoney/Jeff Conklin)

Town Manager Ryan Mahoney noted that this was one of the resolutions related to the use of the Tobacco Tax funds he had just discussed.

**M/S COUNCILORS DRUMMOND AND KNIGHT THAT THE TOWN COUNCIL ADOPT RESOLUTION NO. 33, SERIES OF 2022. THE MOTION CARRIED 7-0.**

**7I. First Reading Ordinance No. 12, Series of 2022:** An Ordinance of the Town Council of the Town of Basalt, Colorado for a Supplemental Appropriation for Additional Carryover of Funds from 2021 Budget to 2022 Budget for Various Projects and Additional Tobacco Tax Expenditures (Christy Chicoine)

Finance Director Christy Chicoine said this was an easy ordinance. Christy explained the removal of RFTA grant she had just added, and the carryover Department of Local Affairs (DOLA) funding (funds that will be used for the local fiber project being coordinated by Pitkin County) as well as the additional funding for use of the tobacco tax grants just approved by Council.

**M/S COUNCILORS KNIGHT AND HOTTEL THAT THE TOWN COUNCIL APPROVE ORDINANCE NO. 12, SERIES OF 2022 ON FIRST READING, AND SET THE PUBLIC HEARING AND SECOND READING FOR MAY 10, 2022. A ROLL CALL VOTE WAS HELD. THE MOTION CARRIED 7-0.**

**7J. Appointment of Council Members to Committees/Boards** (Ryan Mahoney)

Town Manager Ryan Mahoney guided the Council through the various Board and Committee appointments identifying those which were currently filled and those which were vacant and seeking appointees.

Appointments discussed this evening and summarized by Jeff Conklin:

- **Mayor Pro tem:** David Knight was appointed as Mayor Pro tem on 04/26/2022;
- **Ruedi Water and Power Authority (RWAPA):** Ryan Slack to continue on the Ruedi Water and Power Authority;
- **RFTA (Roaring Fork Transportation Authority):** Bill Kane continues as the appointee to RFTA and David Knight will serve as the alternate;
- **Roaring Fork Conservancy:** David Knight will continue as the Roaring Fork Conservancy appointee;
- **Board of Zoning Adjustment (BOZA):** Glenn Drummond will move to the 1<sup>st</sup> Alternate and Dieter Schindler will join as the 2<sup>nd</sup> Alternate to the Board of Zoning Adjustment;
- **Victims and Witness and Assistance and Law Enforcement Board (VALE):** David Knight will continue as member and Angela Anderson will join as a member;
- **Basalt Emergency Management Committee (BEMC):** Glenn Drummond will continue as member;
- **Basalt Early Childhood Coalition:** Angela Anderson will join as the Primary appointee with Ryan Slack to continue as Alternate;

- **Northwest Colorado Council of Governments (NWCCOG):** Glenn Drummond will serve as the Council appointee, and Sara Nadolny will continue as staff appointee;
- **Community Office of Resource Efficiency (CORE):** Elyse Hottel will participate with CORE Programs and Services; Dieter Schindler will join the CORE Finance Committee;
- **Aspen Snowmass Nordic Council:** David Knight will serve as the Primary appointee and Ryan Slack as the Alternate;
- **Intermountain Regional Planning Commission (IMPTR):** Ryan Mahoney will serve as the Primary appointee and Bill Kane will serve as Alternate to the IMPTR;
- **Regional Housing Task Force:** Elyse Hottel will serve as the Board of Directors Appointee;
- **Colorado Communities for Climate Action (CC4CA):** David Knight will serve as the Council representative, Elyse Hottel will serve as the Alternate Council representative, and Sara Nadolny will serve as the staff representative to CC4CA;
- **Climate Action Committee:** Elyse Hottel will remain on the Climate Action Committee
- **Council Discretionary Committee:** David Knight and Glenn Drummond will remain and Dieter Schindler will join the Discretionary Committee.

**M/S COUNCILORS SLACK AND HOTTEL THAT THE TOWN COUNCIL MAKE THE BOARD AND COMMITTEE APPOINTMENTS AS DISCUSSED IN THE MEETING. THE MOTION CARRIED 7-0.**

**8. INFORMATION AND CORRESPONDENCE: 8A.** Accounts Payable; **8B.** Advanced Agendas; **8C.** March 2022 Sales Tax Update

**9. ADJOURNMENT**

The meeting adjourned at 7:44 PM.

The minutes of the April 26, 2022 meeting were read and approved this 10<sup>th</sup> day of May, 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](http://www.GrassrootsTV.org), or by using this link: <https://townofbasalt.ompnetwork.org/sessions/243698?embedInPoint=1&embedOutPoint=6940&shareMethod=link>