



**BASALT TOWN COUNCIL  
MEETING MINUTES – JULY 13, 2021**

**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. WORKSESSION:** Sam Light of CIRSA (Colorado Intergovernmental Risk Sharing Agency)

The Basalt Town Council gathered at 5:00 PM for a presentation by Sam Light of CIRSA. Present for the worksession were Mayor Bill Kane, Council members Glenn Drummond, Elyse Hottel, David Knight and Bill Infante. Staff members present were Town Manager Ryan Mahoney, Planning Director Susan Philp, Assistant Planning Director James Lindt, Town Attorney Jeff Conklin, and Town Clerk Pamela Schilling.

Sam Light made a presentation for Council on the Seven Key Commitments for Success in Public Office. The presentation discussed the role of public officials, the town structure and liability, meetings, ethical obligations, and due process 'rules of engagement'.

A short recess was called at approximately 5:55 PM.

**2. CALL TO ORDER AND ROLL CALL**

Mayor Bill Kane called the Regular Meeting of the Basalt Town Council to order at approximately 6:12 pm on Tuesday, July 13, 2021. Council members present were Gary Tennenbaum, Ryan Slack, Glenn Drummond, Elyse Hottel, David Knight and Bill Infante.

**3. CONSENT AGENDA:**

**3A. Minutes:** June 22, 2021

**3B.** Approve Special Event Activity Permit to Close Lewis Lane for TACAW Event on July 31, 2021

Before calling for a motion, Mayor Kane requested that Town Attorney Conklin update the Council on the voting procedure. Attorney Conklin discussed that a roll call vote for ordinances and resolutions was part of the virtual meeting response to COVID and was no longer required except in certain circumstances; Council could go back to a voice vote on the vast majority of motions.

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

**4. CALL TO THE PUBLIC:** At this time members of the public are invited to address the Town Council on any issue, except for items scheduled for a Public Hearing at this meeting.

There were no public comments presented this evening.

**5. MAYOR AND COUNCIL REPORTS/COMMENTS:**

**5A.** PowerPoint Presentation re: RFTA (Bill Kane)

**5B.** Other Council Reports/Comments

**5B.** Elyse Hottel reported that she met with a subcommittee of the Colorado Office Resource Efficiency (CORE) this morning who has been figuring out how to work in the down-valley environment. They talked about solar projects, working with the school district, etc. CORE is going to create a comprehensive plan for the down-valley area to include Basalt and Eagle County.

Bill Kane reported on the Basalt swimming pool and congratulated staff for getting it open. There had been some drama with the new equipment, but it is wonderful and people are swimming in it.

Bill Kane said he had been invited to assist with the interviews for a new assistant fire chief on July 21.

Bill Kane requested that Council be sent copies of the Migration Study completed by NWCCOG (Northwest Colorado Council of governments) and CAST (Colorado Association of Ski Towns). The report deals with the COVID impacts on Housing and Services in the six-county region.

**5A.** Bill Kane shared a PowerPoint presentation the RFTA Board had seen at their recent retreat. The retreat focused on three items: post-pandemic recovery, first and last mile strategies to get people connected to the bus system, and climate action. Bill presented a brief overview of each of the three areas of discussion including the collaboration with We-Cycle, third-party partnerships on improving intermobility and a potential circulator bus for Basalt, getting Carbondale and Glenwood Springs on-board with We-Cycle, and finally, climate action and development of some important pieces for evaluating carbon and green-house gas emissions.

Elyse Hottel added that the CC4CA Climate Action Policy would be up for ratification at the next Council meeting.

**6. MANAGER'S REPORT: 6B. Basalt Fiber Project with Pitkin County and Holy Cross**

Town Manager Ryan Mahoney introduced Jeff Krueger who was present via Zoom to update Council on the fiber project. Ryan said they had hired an engineer who was helping the participants collectively through the project. They have been working with Basalt on some of the poles that have proven inadequate. There were 10 poles identified that would require replacement. Adding those poles make the project cost prohibitive. On the downtown Basalt portion of the build, some of the fiber will have to be placed underground. They re-evaluated what could be done within the budget and a new path was forged to allow for underground fiber placement. Jeff Krueger shared a map of the poles that were to be used for the fiber project, and where the under-grounding of lines would be set.

Staff encouraged continuation of the project even though they would not be able to take the fiber as far as originally planned. The Town is participating in this project with jointly shared grant funds, and it does bring the fiber to the end of Midland Avenue which could then be extended if there was a downtown redevelopment.

There was a short question and discussion session with Council.

#### **6A. Update Basalt Forward 2030**

Town Manager Ryan Mahoney offered a brief update on Basalt Forward 2030 noting that staff had been busy with the Capital Needs Committee (CNC) on the decision matrix and simplifying that as they begin to formulate their recommendations. Most important is that staff come back to CNC with costs and feasibility of the projects. Staff asked if Council could meet in a special session on August 16 for 1 to 2 hours for an update and feedback on the projects. Council made no objections to the August 16 meeting date.

#### **7. PRESENTATIONS: 7A. Final Facility Needs Study** (Ryan Mahoney/Christy Chicoine)

Cushing Terrell's Wayne Freeman joined the Council in person with Laura Dougherty joining via Zoom.

Laura Dougherty reviewed the items that were the basis of the facility needs assessment and noted the full team had come through the Town's facilities on two occasions for a visual inspection. The goal of the assessment was to provide a capital needs understanding of the Town's facilities over the next 10 years.

The facilities assessments covered the town hall, public works, parks and some of the ancillary facilities, a couple of commercial facilities, and the 13 Town-owned residential units were reviewed for appliances and fixtures. The condition of the buildings and repairs, regular and deferred maintenance costs were considered and compared to future replacement costs. The team also looked at potential betterments and opportunities to improve accessibility, energy and sustainability goals, and a cost estimating piece that is fairly reflective of the current market volatility. A few high points were noted – the overall condition of the facilities is generally good except for a few outliers – a few buildings beyond their useful life. Space needs and space shortfalls were identified in the assessment along with current and future shortfalls, and cost estimates shown. Recommendations wrapped up the Cushing Terrell presentation.

Council questions and discussion followed.

Ryan Mahoney said they would be prioritizing the projects needed in the community based on community responses. The various funding avenues were also discussed, with the focus of the Basalt forward 2030 being on those most important projects. Maintenance items will be included in the 2022 budget and prioritized over the next 5 years.

#### **7B. Basalt Forward 2030 Survey Results** (Bill Ray)

Bill Ray, William Ray Communications, presented and discussed the survey of 2019 and the survey of 2021 that had been completed for the Basalt Forward 2030 project. There was about a 10% completion rate for the 2200 surveys and newsletters mailed out. Surveys had been made available online and via mail.

Bill Ray reviewed the results of the surveys as well as representative comments that were received. Results were broken down by amount of time a respondent had lived in town, age, and/or county of residence. Questions concerning the perceived direction of the town, capital projects, draft ballot language were discussed. Capital projects and values were presented – traffic reduction, workforce support, more community spaces, green initiatives. Potential projects were reviewed including workforce housing and green initiatives, affordable senior housing as well as town hall space, public works shop and Willits parking.

A question of ‘what’s missing’ resulted in numerous responses from survey participants. Concerns with the proposed ballot question were also addressed by survey respondents. “Verbatim” comments from the surveys were shared with Council.

**7C. 2022 Budget Timeline** (Christy Chicoine)

Finance Director Christy Chicoine presented the draft 2022 budget calendar to the council noting it was similar to last year, but there had been many changes to the process since 2019. Christy said this budget calendar works for our council and our constituency.

**8. COUNCIL ACTIONS: 8A. Resolution No. 30, Series of 2021:** A Resolution of the Town Council of Basalt, Colorado, Approving an MOU with Eagle County for Climate Action Collaborative (CAC) and appointments to the CAC (Ryan Mahoney/Sara Nadolny)

Sara Nadolny noted that the last council meeting, Matt Scherr had discussed the Climate Action Collaborative and Climate Action Plan for Eagle County communities. The MOU being presented this evening asks council to approve a resolution that adopts the 2020 Climate Action Plan updates. It also requests the appointment of a representative and an alternate to attend the quarterly meetings of the Climate Action Collaborative governing board.

Elyse Hottel volunteered as the elected official representative and Sara Nadolny as the alternate.

**M/S COUNCILORS ELYSE HOTTEL AND GLENN DRUMMOND THAT THE TOWN COUNCIL ADOPT RESOLUTION NO. 30, SERIES OF 2021 AS PRESENTED. THE MOTION CARRIED 7-0.**

**M/S COUNCILORS SLACK AND KNIGHT THAT THE TOWN COUNCIL APPOINT ELYSE HOTTEL AS THE REPRESENTATIVE, AND SARA NADOLNY AS THE ALTERNATE, TO THE CLIMATE ACTION COLLABORATIVE GOVERNING BOARD. THE MOTION CARRIED 7-0.**

**8B. Resolution No. 31, Series of 2021:** A Resolution of the Town Council of Basalt, Colorado, Approving a Contract for Basalt River Park (Catherine Christoff)

Town Engineer Catherine Christoff said she was bringing to Council this evening a contract for Phase 1 improvements to the Basalt River Park. Catherine introduced Mark Drummond, brother of Town Council member Glenn Drummond, who will be the contractor for the project. The project includes utility installation, grading hardscape installation and some temporary erosion control. Catherine also introduced Elise Wolf of Connect One Design who was attending the meeting via Zoom. Catherine said the Town had received one bid for the River Park work at \$844,413. Construction would commence in early August and wrap up by December 1. Adoption of the Resolution by Council would authorize the Town Manager to sign the contract.

Council discussion and questions followed. Catherine talked about Phase 2 improvements that would include landscaping of the park; Catherine hoped to get that bid process initiated mid-winter.

Glenn Drummond said he would abstain from voting on this matter.

Discussion followed concerning recusal from this matter. Jeff Conklin noted it was not one of financial interest and therefore recusal wasn't required.

Elyse Hottel recused herself as an employee of Connect One Design and left the council chambers. Glenn Drummond recused himself and also left the council chambers.

Some Council discussion followed concerning binding agreements on cost overruns.

**M/S COUNCILORS SLACK AND INFANTE THAT THE TOWN COUNCIL ADOPT RESOLUTION NO. 31, SERIES OF 2021 AS PRESENTED. THE MOTION CARRIED 5-0.**

Council members Hottel and Drummond returned to the council chambers.

**9. EXECUTIVE SESSION:**

**M/S COUNCILORS KNIGHT AND DRUMMOND THAT THE TOWN COUNCIL ENTER EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS IN ACCORDANCE WITH C.R.S. 24-6-402(4)(F) MORE SPECIFICALLY, THE TOWN MANAGER REVIEW. THE MOTION CARRIED 7-0.**

Council entered Executive Session at approximately 8:03 PM.

**A MOTION WAS MADE TO ADJOURN THE EXECUTIVE SESSION AND RECONVENE THE COUNCIL MEETING AT APPROXIMATELY 8:43 PM. THE MOTION CARRIED.**

**10. Resolution No. 32, Series of 2021:** A Resolution of the Town Council of Basalt, Colorado, Approving the Second Amendment to Employment Agreement with Town Manager

**M/S COUNCILORS TENNENBAUM AND DRUMMOND THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 32, SERIES OF 2021, AS PRESENTED. THE MOTION CARRIED 7-0.**

**11. INFORMATION AND CORRESPONDENCE**

- 11A. Accounts Payable
- 11B. Advanced Agendas
- 11C. Basalt Police Sponsored National Night Out – August 3, 2021
- 11D. June Sales Tax Report (tentative)
- 11E. Correspondence to the Town

There were no comments or question regarding Information and Correspondence items.

**12. ADJOURNMENT**

The meeting adjourned at 8:46 PM.

The minutes of the May July 13, 2021 meeting were read and approved this 27<sup>th</sup> day of July, 2021.

**BASALT TOWN COUNCIL:**

By: *William G. Kane*  
William G. Kane, Mayor



**ATTEST:**

*Pamela K Schilling*  
Pamela Schilling, Town Clerk

This meeting may 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/189657?embedInPoint=1&embedOutPoint=14210&shareMethod=link>