

**Town of Jamestown**  
**Regular Town Board Meeting**  
**January 4, 2016 Minutes**

Mayor Schoedinger called the meeting to order at 7:05 PM. Present at roll call were Trustees:

Julie Constantine

Chad Droste

Vic Harris

Tim Stokes

Ken Lenarcic

Trustee Carolyn Donadio was absent.

Also present were:

- Barbara Byrnes-Lenarcic and Roger Loving, Jamestown Residents and LUHAC Committee Members;
- Mark Williams, Jamestown Resident and Jamestown Floodplain Administrator (contract staff); and
- Chris Krolick, Millissa Berry, and Chuck Reid, contract staff. In Town Clerk Mary Ellen Burch's absence, Mr. Reid took minutes for this meeting.

**Approval of Agenda:** Mayor Schoedinger reported that Jarred Summers, an Engineer with AMECFW, is unable to be at tonight's meeting where he had planned to present the final design plans for Gillespie Gulch. As such, this presentation will be tabled. Mayor Schoedinger briefly noted that the Gillespie Gulch plans:

- Have been reviewed by the Town Engineer, Roads Committee Chairperson and 2 of 3 adjacent property owners;
- Use all of the concrete box culverts previously fabricated and purchased for this project; and
- Will likely require demolition of the Town's existing Pump House and well located adjacent to Gillespie Gulch.

Trustee Stokes moved and Trustee Harris seconded a motion approving the agenda as amended. The motion passed unanimously.

**Minutes:** While Ms. Burch sent an email with draft minutes for December, the Board wanted more time to review the draft minutes. Trustee Droste moved and Trustee Constantine seconded a motion tabling these minutes until the February 1, 2016 meeting.

**Finance Update:** Mr. Krolick updated the Board on financial issues that are being worked on, including:

- Completing 2014 Audit with the goal of having a draft to the Board by end of January;
- Processes and procedures to turn invoices and RFRs more quickly; and
- Developing a FEMA Grant processing sheet (requesting reimbursements). The deadline for certain FEMA reimbursement for PW 672 is 2/10/16 (due to the CDBG-DR Local Match timeline).

Upcoming financial issues include:

- The 2015 Audit, which needs to be done by June 2016;
- Creation of consistent financial presentations, with plans for monthly and quarterly reports. Mr. Krolick requested input from Board and others on the information they

would like to see in these presentations and will send samples of the draft reports when they are ready. The Board requested inclusion of the following:

- Revenues & Expenditures
- Narrative for atypical transactions
- Projections

**Announcements:** Trustee Constantine reported that earth moving on the Constantine/Kohlhaas Home has begun!

## **Community Updates**

### **Long Term Recovery Plan**

Ms. Berry reported on the Implementation efforts underway, including:

- An "Aging in Place" lunch meeting will occur 2/19/16 at the Jamestown Church;
- The Town was contacted by Via-Mobility, an entity that provides mobility assistance and is interested in helping Jamestown. Additional information will be made available as it is received and as applicable.
- The feasibility and costs of a creek-side path and bridge in Elysian Park are being explored.
- Discussion about internal improvements at the Temporary Fire Hall.
- Discussion about the creation of an Auxiliary Group that would support the Jamestown Volunteer Fire & EMS Department.
- Researching portable generator costs and funding options for the Town Hall.
- Continued involvement with BOCO Strong, a county-wide group focused on long term resiliency efforts.
- The following people were interested in something, I just don't remember what: Edelstein, Lucas, Catherine, others.

### **Land Use Housing Advisory Committee**

Ms. Byrnes-Lenarcic reports:

- The LUHAC and Town Board are meeting on 1/11/2016 in what is intended to be a "roundtable discussion." Ms. Byrnes-Lenarcic will send information to the Town Board and LUHAC members before the meeting.

### **Hazard Identification Risk Assessment, Land Use and Housing Analysis**

Ms. Berry noted that the report was accepted by the Board at their December meeting, subject to modifications requested by Town and the Department of Local Affairs. Final documents will be available as soon as they are received.

### **Water System**

Trustee Stokes reported that:

- The water well drilled near 12<sup>th</sup> & Mesa produced 3 gallons per minute (gpm) with low turbidity. This is not sufficient for the Town's goal of 5.5 gpm from this redundant well source. The Water Committee is recommending that the Town not continue pursuit of this well, and rather, explore other options. Tim Axley, an engineer with AMECFW, has been asked to prepare a report about this well, including costs to date, expected costs to complete, operations and maintenance costs, etc. as the Town considers options.



- The Rose M Waterline Extension is progressing, although the project is behind the original construction schedule. The Town is exploring whether or not this grant timeline can be extended to allow road base to be installed and compacted in warmer weather.
- The Pine Street waterline design is finished, and work on this is expected this spring. Options for the "end of the pipe" are being considered.
- Options being explored for fencing / landscaping improvements on Ward Street, for the CDPHE Source Water Protection Grant, whose deadline was extended through June 2016.

#### **Parks**

Trustee Harris is following-up with Town Engineer Jennifer Aieta to get surveying that is needed for "next step" improvements at Elysian Park.

#### **Roads & Bridges**

Trustee Constantine noted that the Road & Bridge Committee is:

- Focused on Andersen Hill Bridge;
- Working on improving drainage along 16<sup>th</sup> Street: new culverts and inlets have been, or will be installed; and
- Getting cost estimates for guardrails along Mesa Street.

Additionally,

- Gillespie Gulch drainage will include drainage from Mesa Street;
- Elysian Park access is closed for improvements. This is moving forward more slowly than expected due to the frozen ground; and
- The stop sign at the east entrance of Town is broken in such a way that it may be difficult to fix.

#### **Other**

Mayor Schoedinger provided the 2015 Recovery Summary Report. The summary will be presented at the January 12, 2016 community meeting and will be available on-line. (Please attach a copy of the letter to these minutes.)

#### **Old Business**

Repeal of Resolution 12-42, Series 2015: This resolution was done to comply with CDBG-DR funding and committed that the Town would not use "excessive force" during peaceable demonstrations. Boulder County Sheriff Joe Pelle has issued an administrative order restricting excessive force, and, as such, Boulder County Commissioners decided not to adopt a resolution but rather rely on Sheriff Pelle's administrative order, which meets the CDBG-DR requirement. Mayor Schoedinger is requesting that Jamestown's Resolution on this matter be repealed, with the Town relying on Sheriff's Pelle's order.

Trustee Harris moved and Trustee Constantine seconded a motion to repeal Resolution 12-42, Series 2015. The motion passed unanimously.

## **New Business**

**Resolution 01-01, Series 2016 Amending the Roads & Bridges 2015 Budget:** Trustee Constantine noted that this Resolution is not needed as 2015 expenses did not exceed appropriations.

**Stain Color for Andersen Hill Wall:** Ms. Berry explained the process used to narrow down the stain color to three options, which were then voted on by the community. 85 people voted, and "field drab," also known as Color 3, received a majority of the votes cast.

Following discussion, Trustee Constantine moved and Trustee Harris seconded a motion selecting "field drab" as the selected stain for Andersen Hill. The motion passed unanimously.

Mayor Schoedinger noted that all outstanding issues with property owner at 105 Main Street have been met and/or resolved.

**Finance Clerk** resumes are due by the end of this week, with interviews planned for next week. Mayor Schoedinger requests volunteers for the interview committee which will include Mr. Krolick, Ms. Burch, Mayor Schoedinger and Trustee Harris.

**Jamestown Juggernaut:** Additional time was requested before this report is given: Trustee Droste moved and Trustee Constantine seconded a motion tabling this discussion to a future meeting. The motion passed unanimously.

**Posting Place:** The Town is required to identify its official posting place annually: Trustee Droste moved and Trustee Stokes seconded a motion designating the Town Hall Window as the official posting place. The motion passed unanimously.

## **Committee Reports**

**Boulder County Recycling and Composting Authority** – no update

**Local Recycling** – no update

### **Floodplain Administrator**

Mr. Williams reported that the Colorado Water Conservation Board has provided updated stream corridor mapping. Mayor Schoedinger was instrumental in Jamestown being the first area mapped. The mapping shows the new stream profile with hydrology and hydraulics, and will be used to determine a flood insurance rate map. Additionally, new stream elevations have been determined. The elevations were impacted by Jamestown's recent stream reclamation and stabilization projects, as well as new infrastructure such as the Ward Street culvert.

With this mapping complete, the Letter of Map Revision is now ready to submit to FEMA.

Mr. Williams has been and will continue to compare the new map with the stream corridor map done in 2012. It was noted that land-use approvals and decisions over the

past two years have been based on the more conservative of the two maps. Prior to the 2012 map, the mapping was based on data from the 1980s.

Mr. Williams noted that the September 2013 Flood resulted in certain lots being deemed as substantially damaged, some of which are being purchased through the Hazard Mitigation Grant Program, and that these properties can possibly be used for additional flood mitigation.

Mr. Williams will compare 2012, provisional mapping (by AMEC) and current mapping (by AECOM and CWCBC), vertically and horizontally, and provide a lot by lot report about how the changes may affect each of these lots. Mayor Schoedinger noted that additional research is being done on whether or not assistance can be provided to property owners "negatively affected" by the new map, such as:

- Financial assistance for obtaining an elevation certificate;
- Mitigation for lots that are now in the flood plain or which may have a higher base flood elevation;
- Etc.

The Town will use the new mapping, information obtained by the HIRA, and local knowledge about the stream corridor and its behavior, when considering future land use decisions.

The Board discussed how "debris flow" may affect the mapping (existing mapping is based on "clear flow"). It is unknown if this factor would result in updating the most recent mapping, although this is not likely due to the nationwide standards and applicability set by the Federal Emergency Management Agency.

Mr. Loving asks if the new well discussed earlier in the meeting is impacted by the new stream mapping and flow: no, the well is out of the flood plain.

Trustee Lenarcic notes that this designation is still just an indication of risk, and Mr. Williams notes the three different designations:

- Floodway;
- 100-year floodplain; and
- 500-year floodplain.

This mapping and designations may have monetary impacts on property owners and potentially on future federal funding.

**Water System** – covered earlier in the meeting.

#### **Jamestown Volunteer Fire & EMS Department**

Trustee Lenarcic notes:

- There will be an Inter-Mountain Alliance event on 1/9/2016
- National Institute of Standards and Technology is doing a resiliency study which highlights Boulder County.



**Streets & Bridges** – covered earlier

**Elysian Park & Town Square** – covered earlier

**Cemetery** – nothing

**Town Hall Maintenance** – no update

**James Creek Watershed Initiative** – no update, other than it was noted that Mr. Williams is the JCWI President.

**Left Hand Watershed Oversight Group** – Trustee Lenarcic sent an email to the Board with an update about this group.

**Consortium of Cities** – no update

With no further information to come before the Board, at 8:25 PM Trustee Stokes moved and Trustee Constantine seconded a motion to adjourn the meeting. The motion passed enthusiastically.

Submitted by,

Chuck Reid, Contractor

Approved,



Tara Schoedinger, Mayor