

**TOWN OF JAMESTOWN  
TOWN BOARD MEETING  
FEBRUARY 1, 2016 MINUTES**

Mayor Schoedinger called the meeting to order at 7:13 PM. Present were Trustees Julie Constantine, Carolyn Donadio, Vic Harris and Ken Lenarcic. Trustees Chad Droste and Tim Stokes were absent.

The town planner (Millissa Berry) and finance specialist (Chris Krolick) were absent due to the snow.

Others present were residents Jan Reed, Heather Yahnke, Jen Lucas, Roger Loving, Barb Byrnes-Lenarcic, and Mark Williams. Cal Aston arrived at 7:38.

**Approval of Agenda:**

Items tabled were Xcel Energy LED lighting, policy discussion, all committee reports, except the flood plain administrator report; Jamestown Elementary Stream Corridor update will be on the March Agenda.

Trustee Lenarcic moved approve the agenda as amended seconded by Trustee Donadio. Unanimous vote.

**PUBLIC HEARING:**

**For Post Award Hearing of the Rose M. Waterline Extension on the performance of the Town of Jamestown in carrying out the Rose M. Waterline Extension, which was financed with Federal Community Development Block Grant Funds provided by the State of Colorado.**

There were no public or Town Board comments on the performance of the Town on this project. The public hearing was closed

Trustee Lenarcic moved to close the public hearing at 7:20 PM seconded by Trustee Constantine. Unanimous vote.

Mayor Schoedinger called the regular meeting to order at 7:20 PM. Present at roll call were Trustees Julie Constantine, Carolyn Donadio, Vic Harris and Ken Lenarcic. Trustees Chad Droste and Tim Stokes were absent.

**Approval of January 19 Minutes:** Trustee Lenarcic moved to approve the Minutes as amended seconded by Trustee Constantine. Unanimous vote.

**Clerk's Report:**

The 2014 Audit is close to completion. Swanhorst & CO has put together the Town's financial package for their partner review process. They're not able to commit to a hard deadline yet as they do not know what questions may arise. However, they are very aware of the pending tax payment to the Town and are making every effort to avoid that taxes being held back for any length of time. The State is also holding back the CTF funds. Swanhorst & CO has begun moving into the 2015 Audit.

**Announcements:** None

**COMMUNITY UPDATES:****Discussion, Direction, Action: Flood Response, Recovery and Rebuilding**

- Long-Term Recovery Plan Implementation Update (Cal Aston): Cal gave an update on the community gardens proposal. The properties (land) to be used are 145, 150, 153 and 167 Main Street. These plots now belong to the Town. The Groups involved in the planning process and helping create a proposal include: Living with Nature, LUHAC, Supportive Community Services, Getting Around Town and Vibrant Community Assets. The Group would like to begin on the project Spring 2016 with possible funding from Left Hand Brewery. Community outreach as begun and should be complete by February 15, 2016. (Written report on file).
- LUHAC Update (Roger Loving): LUHAC is creating an action plan in order to move forward. In a previous meeting, the Board had asked for more specific and detailed updates.

At the March 7th Board meeting, LUHAC will present suggested revision to the 2009 Subdivision Ordinance and based on the Leese Report and Long-Term Recovery Plan. LUHAC will present a comparison to the Town's ADU Ordinance and those ordinances used by Golden and Boulder. LUHAC will go through the existing, effective ordinances (pre and post flood) and review those ordinances that may no longer be effective or need revisions.

Mayor Schoedinger reminded LUHAC to pull out all previous community input using the Leese Study, the LTRG Plan and the community's comments.



When the new Comprehensive Report is done those eight properties in the buyouts do have deed restrictions and need to be...those restrictions include maintaining the parcels as open space, no structures can be built with the exception of open structure, public restroom and pavilions to be in compliance with the flood plain. These properties can also be used for flood and drainage control purposes.

**Water System Update (Tim/Tara):** The Mayor gave the update on the DOLA grant funds that are being used for the water line system upgrades on Spruce Street. The water committee originally discussed replacing the water line on east Spruce Street, but ran into an issue with an un-conforming septic system at 73 Spruce. The project was aborted and focus was moved to the line on Pine Street. There was concern about the slope and width of Pine Street and possibly causing debris to roll onto the house at 73 Spruce. It would be taking a risk. Another option being discussed is to work on the line at the hairpin on upper Spruce and 16th and take a look at doing some repairs in that area.

**Parks Update (Vic) :** The committee is working on the timeline to start on the town square project once the bridge is finished in April. The contour of the park and design will be the same, but smaller due to the land swap with the church. The original excavation estimates were based on the pre-flood dimensions.

**Roads Update (Julie):** Buddy Kihm will install orange caution fencing around the open trench on 16th and Spruce. He's waiting for the lid for the new culvert and will give Trustee Constantine an estimated completion date. The guardrail for the top of east Mesa will require an engineered design to create footings for the guardrail. Mayor Schoedinger and ACE Engineering are looking into FEMA funding for the project.

**Other Updates:** Jamestown was the first in the State to close out the CDBG-DR grant (Leese Study). The grant for the close out on the Rose M. will take place this month and reimbursement requests will be submitted. We're also working on getting all of the invoices prepared for the Water Treatment Plant for the grant close out.

Gilliespie Gulch went out to bid and construction will begin July 5, 2016. RG & Associates is working on the design for the irrigation ditch head gate with an expected start date of July 5.

Jamestown residents have asked Mayor Schoedinger to invite Boulder County Transportation to Town for another community presentation on the James Canyon Reconstruction. The scheduled date is February 17 at 6PM followed by a Public Hearing on the new flood plain at 7PM in the town hall.

Jan Reed asked why the construction in Lefthand Canyon was so invasive.

Mayor Schoedinger replied that the middle section of the work is federal and central lands and they took over the project and all of the financing. The idea of the reconstruction project is to move the road into the bedrock to protect it from future floods and to give the creek the capacity to carry high flows.

#### **Community Garden Process Proposal (Cal Aston/Jan Reed):**

Cal gave an overview of the proposal to create community gardens on those properties that were bought out through the HMGP.

Using the LTRG Plan they'd like to create raised bed gardens, which received a lot of community support. They've been looking into funding and talking to adjacent landowners with feedback from Community. The existing water taps would be used to water the gardens. There are five CPGs that want to have input. Aging in Place had interest in making it accessible to seniors. There is no design for the project yet. Left Hand Brewery has \$20K that they would like to donate for one project with the possibility of applying for a 10K grant through the Compton Family Foundation. The Boulder Sustainability grant (is due this Friday) and there is the Rebuild Jamestown Fund that can be used as well.

The Board would like to see a design or a sketch as well as a preliminary budget for the Board to approve.

There will be a comment box for Joe Howlett's. Community input will be collected and brought back to the Board.

It's important that the committee know that adjacent property owners don't want a big area for people to park and hang out. There should be an understanding that this is being done for the Community and not to draw in summer sunbathers and campers. If it's open to our community, it's open to all those passing through.

Jen Lucas said that one of the first issues a resident brought up is that by making the area attractive it will make people want to use it. If it's a Community garden that seems personal, it will less likely attract people. The James Creek Watershed Initiative will integrate the stream restoration in with the pathways (proposal to follow).

Trustee Constantine asked Cal to do another Community outreach for the planning and design to see if any other residents want to be involved.

**Trustee Harris moved that the Board approve the Community Garden Planning Group move forward on the planning and design proposal with sketches and a budget to present to the Board. Trustee Lenarcic seconded the motion that passed unanimously.**



## **NEW BUSINESS**

**Request to use Town Hall Foyer for changing Room for the Last Chance Café and Waive Fee (Richard Jenkins):** Richard would like to use the town hall for costumes changes for the play during the "Last Chance Café in February. This is a fundraiser for the Merc.

**Trustee Harris moved to grant the request to use the town hall foyer and waive the damage deposit and propane fees. Trustee Constantine seconded the motion that passed unanimously.**

**Matt Kohlhaas/Julie Constantine Proposal to Purchase Town Property for the reconstruction of their home and requesting an 8' setback and variance from the Town's property line:**

Trustee Constantine recused herself from the discussion.

Matt explained that there are three parcels of Town land, approximately 5,707 square feet between his property line and the Town's guardrail on the corner of lower Main and 12th Streets. He'd like to purchase the properties for their septic and the 20' strip between the property line and the guard rail in front of 8 Main. This is the land between they're old yard and the town road. The caboose is on Town property. This will not interfere with the Gilliespie Spur drainage project. Matt requested that the BOT consider vacating or selling them the properties.

This is part of the Town's right-of-way that will require a survey with legal descriptions. The Board can move forward for \$1 per square foot.

**Trustee Donadio moved to give the nod to the property owners of 4, 8 and 14 Main to explore purchasing the property at \$1.00 per square foot.**

**Trustee Harris seconded the motion that passed unanimously.**

Matt requested a variance to the property line setback for the septic system placement and to change the setback from 10' to 6'.

This will require a letter from the Town to Boulder County for a variance.

**Trustee Harris moved that upon receipt of the engineering drawings and location of the septic that the Town write a letter giving a variance on the property line set back. Trustee Donadio seconded the motion that passed unanimously.**

Trustee Constantine rejoined the meeting.

**Relief for New Water Subscribers: Approval for Relief for Karen Zupko**

The new ordinance that's currently in affect allows for those who lost their homes in 2013 and had water taps at the time to transfer those taps to a new location. The Ordinance also provides for those with damaged or lost properties and on wells that were lost or destroyed to apply for and tie into the water distribution system. Karen Zupko's property was on a well at 59 Ward Street and MDS are rebuilding her home on the Rose M. The Mayor asked the Board to approve relief for Karen and waive the water tap fee.

**Trustee Donadio moved to go forward and give Karen Zupko relief from the water tap fee and charge for labor and material only. Trustee Constantine seconded the motion that passed unanimously.**

**Approval of ACE Engineering Task Orders 9, 10 and Amended 5 (not available yet).**

Task Order 9 is for the Rose M. Subdivision waterline extension grant and authorizes ACE to do the work in advance.

**Trustee Constantine moved to approve Task Order 9 seconded by Trustee Donadio. Unanimous vote.**

Task Order 10 is for the scope of work for the DOLA Asset Inventory Project (\$5,176).

**Trustee Constantine moved to approve Task Order 10 seconded by Trustee Donadio. the motion passed unanimously.**

**Resolution 02-06, 2016 Approving a Mail Ballot Election for the Town of Jamestown April 5, 2016 Municipal Election:**

**Trustee Harris moved to approve the Resolution 2-06 seconded by Trustee Donadio. Unanimous vote.**

**Resolution 02-07, 2016 Authorizing the Town Clerk to Cancel the April 5, 2016 Election:**

**Trustee Constantine moved approve Resolution 2-07 seconded by Trustee Harris. Unanimous vote.**

## **COMMITTEE REPORTS**

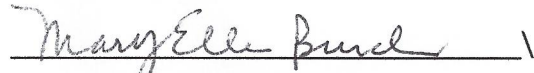
Flood Plain Administrator: (Mark Williams--not present):

AECOM was working with the Water Conservation Board to rewrite the floodplain (Letter of Map Revision). Mark and Tara went over the LOMR and the negative impacts to 22 property owners, which will require holding a Public Hearing. Mark has notified and talked with those homeowner. Each property owner also received a letter from the Town. The Board will be

asked to adopt the new LOMR as the new provisional flood plain map. AECOM and Boulder County will be asked to submit the LOMR to FEMA on the Town's behalf in order to begin the formal review process. There are 90 days for the Town to respond to FEMA and 90 for FEMA to respond to the Town. This will require people to rebuild using the most restrictive flood plain map, move to the official regulatory map as well as update the current FEMA Ordinance.

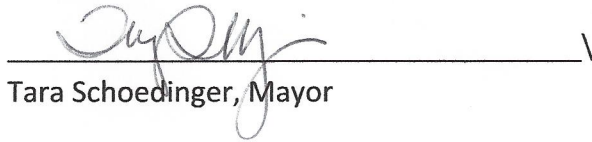
Trustee Donadio moved to adjourn at 8:37PM seconded by Trustee Constantine. Unanimous vote.

Submitted by,



Mary Ellen Burch, Town Clerk

Approved,



Tara Schoedinger, Mayor