

**TOWN OF JAMESTOWN
REGULAR TOWN BOARD MEETING
April 3, 2017 MINUTES**

Mayor Schoedinger called the meeting to order at 7:06 p.m. Present at roll call were Trustees Harris, Donadio, Yahnke, Lenarcic, Lucas and Droste.

Those in the audience included Rudiger Schmidt, Kate Dobbertin, Wendy Stokes, Jon Ashton, Aaron Rutledge, Barb Lenarcic, Mary Brown, Eric Flink, Suzanne Marie Opfer, Erika Archer, Tessa Brandt, Denise Strauss, Rainbow Schultz, Kael Davis, Jyoti Sharp, Rich Kane, Tim Stokes, Chris O'Brien, Jen O'Brien, Jaye Brotherton, Scott Golden, Jan Reed, Paul Midkiff, Martine Amade, Bela Amade, Roger Loving and Steve Edelstein

Approval of Agenda

One change was that the Auditors will not be present at this board meeting. The Tourism Grant will also be removed from the agenda.

Trustee Donadio made a motion to approve the agenda. Trustee Yahnke 2nd the motion. The motion passed unanimously.

Clerk Report

The Clerk reported that the town has received several new Building Permits that have been processed by the County.

- 68 Mesa St. – Dieterich, Electrical permit.
- 67 12th Street – Gosbee Residence, Woodstove permit
- 50 Cemetery Rd – Zupko Residence, PV/solar permit
- 60 Cemetery Rd – Farmer Residence, PV/solar permit
- 12 Mill St – Brotherton, Garage

The Clerk received word from the IRS that several penalties have been waived as a result of filing amended forms that the town is required to fill out on a quarterly basis.

The Clerk is currently working with the State on clearing up some payroll filings.

The Clerk has approved the following dates/events at Elysian Park:

- April 19th – Private event – Wedding (non-resident w/ sponsor).
- April 22nd – Private event - Birthday Party for a resident
- June 9th – Private event - Bat Mitzvah for a resident
- July 15th – Private event – Wedding for a resident

The Clerk received word from the Loss Control Rep that the Town has been entered into their Progressive Compliance Program, due to the last score on the 2016 audit. If the Town does not score better, it will be subject to further review and possibly denied coverage/dropped from the Insurance Pool.

ANNOUNCEMENTS

Jamestown Recycling days is currently underway.

SPECIAL PRESENTATION

Martha Russo made a presentation on collaborative art projects in town. The CU Boulder Arts and Engineering Departments and many others in town created a sculpture to be implemented in Jamestown. Their concept is centered around the idea of an anvil to highlight the tradition of the anvil toss in Jamestown. The sculpture is a park bench and table. An artist committee has also collaborated with Jamestown Elementary to have the kids paint the surface of the table. A community member asked where this will be located? Martha responded that the location is up to the town. Trustee Lenarcic asked what she would like from the board tonight. Martha responded that the funding is the biggest piece of this. Mayor Schoedinger suggested using the Compton Grant

and asking if that grant is still available. If that is still an option, Martha could attend the May board meeting and ask for approval from the board for the funding.

Barb Lenarcic and Mary Brown gave a presentation regarding the Jamestown Land Use and Housing Advisory Committee (LUHAC) proposal on the buyout properties in town. They provided feedback from adjacent property owners regarding several options to maintain the space. The recommendation from LUHAC is a stewardship committee. Their research is based on discussions and conversations with adjacent property owners. Denise Strauss asked about the difference between licensing and stewardship. The difference between a stewardship committee and licensing is that a stewardship committee would be appointed by the board and manage the properties. The community would decide what to do with the properties. A licensing agreement would leave the maintenance to the adjacent property owners to manage. In addition, the town has liability unless it's a licensed property. The stewardship option would allow the community to be involved in these properties. Barb requested some direction from the board. Mayor Schoedinger suggested looking at the Adopt-a-Lot Lease agreement and developing an outline of the Stewardship committee.

COMMUNITY UPDATE

Millissa Berry gave an update on the Comprehensive Plan. She has updated Chapters 7 through 9. The draft of the plan is available on the town website.

Millissa also gave a quick update on the Drainage and Stormwater Management Master Plan. There was a community meeting held last week and the contractors received feedback from community members who attended. The contractor will present options and help prioritize those options as well as identify funding options.

Trustee Harris gave an update on the Town Square restoration project. The rock wall ledge was completed as of April 3rd. The work on the ramada has begun. The bolts have been drilled and are secured to the foundation. The next items to finish are the ramada, drinking fountain, fencing, curbs and bollards and sod. Completion is expected early spring.

Trustee Lucas gave an update on roads and bridges committee. James Canyon will begin sometime in May. The county has awarded the contract to Kelly Trucking.

Mayor Schoedinger gave an update on other recovery projects in the works. The irrigation ditch, Gillespie gulch, elevations of two properties and the rain gauge project. Boulder County will pay to operate and maintain the rain gauge. There are a couple water operations projects as well. There is work being done on the small water tank and a pilot project to help reduce turbidity.

BOARD ACTION ITEMS

Approval and signing of Flink/Phillips boundary adjustment plat (26 & 28 Ward St) and waiving of processing fee
Millissa Berry gave an overview of this issue. There was a lot line adjustment error made by the platter and basically made four properties instead of two. The waiving of the processing fee was run by the Assessor's office. The property owners have already paid it once.

Trustee Harris made a motion to approve and signing of Flink/Phillips lot line adjustment plat and waiving the processing fee. Trustee Lucas 2nd the motion, which passed unanimously.

Direction for 4th of July, Event Chair

Trustee Droste made a motion to approve Jaye Brotherton as 4th of July committee chair. Trustee Lucas 2nd the motion, which passed unanimously.

Community Gardens

Aaron Rutledge presented on the community gardens project. He gave an overview of the area that will be used. They would like to have vegetable gardens that would run along the creek. The area by the road would feature

more ornamental plants. There would be 10 garden beds, each would be 4 ft. by 16 ft. in size. Moving forward with a plan immediately would require using all the funds, including the matching funds. He went over the build schedule. The immediate goal is to build a vegetable garden and get community involvement. The next steps would be to expand on the garden to include storage and possibly a greenhouse. The fundraiser is scheduled for May 5th and to be held at the Town Hall. If fundraising is a hold up, they feel that the garden won't happen due to the short timing to get seeds in the ground. They are asking for town approval to spend the matching portion. If they spend the match, the group would repay the match once the fundraiser takes place. Wendy Stokes asked how maintenance would be funded. Maintenance fees would come from rental fees for the beds. Renters would sign an agreement, including rules and responsibilities.

Approval of Resolution 04-05, Series 2017 for the creation of a Community Gardens Committee.

Trustee Harris made the motion to approve resolution 04-05, Series 2017 for the creation of a Community Gardens Committee as amended. Trustee Droste 2nd the motion, motion was approved unanimously.

Approval of grant match funds for the community garden in the amount of \$1,875 from Rebuild Jamestown funds

Trustee Harris made a motion to approve grant match funds for the community garden in amount of \$1,875 from Rebuild Jamestown funds with potential for reimbursement from the gardens committee. Trustee Harris, Droste 2nd the motion, which was approved unanimously.

Formal approval will be added to the agenda on May 1st for a May 5th Garden Committee fundraiser.

Approval of Resolution 04-06, Series 2017, Procedures for designating authorized volunteers for the town

Mayor Schoedinger suggested making a change that the Town Clerk will maintain volunteer lists. She also had a few more edits.

Trustee Droste made a motion to approve resolution 04-06, Series 2017 for designating authorized volunteers for the town. Trustee Harris 2nd, which passed unanimously.

Discussion and direction regarding amending the Subdivision Ordinance (Ordinance 2, Series 2009) for an exception to the 2.3-acre minimum lot size

Roger Loving presented the findings of LUHAC on the exception to the existing subdivision ordinance. The town attorney advised to change the language from variance to exception. They are asking for a list of options that the board considers each time a resident applies for an exception. Each exception should be considered on its own, instead of a list of regulations that the town board would need to enforce. LUHAC is asking for more direction on how to proceed. The board is fine with continuing in the same direction that LUHAC has been proceeding. The next step would be taking this to the town attorney for review and then to the Board of Trustees for approval.

2017 Sustainability Grant Update (Erika)

Erika Archer provided an updated on the sustainability grant. The in-kind donation volunteer hours have been about 1/3 filled. The County does not expect a cash match on this grant for the next three years. There are several events planned. The 1st Community Recycling Days is coming up. In addition, a survey was sent to the town and a composting meeting for the community will be held in May.

Part of the grant money was to fund slash hauling. Erika has spoken to the Fire Chiefs and they would like to keep large slash in town to burn for JVFD trainings. Instead, they would be interested in building a yard waste compost bin for smaller items. Erika has received approval from Boulder County for a compost bin.

Trustee Donadio made a motion for approval to build a yard waste compost bin on town property, contingent on the location to be determined by Trustee Harris. Trustee Lenarcic 2nd the motion, which passed unanimously.

Review and Discussion of the Environmental Covenant for Elysian Park, the Site Management Plan and attachments.

Trustee Droste made a motion that the review and discussion be tabled. Trustee Donadio 2nd, which passed unanimously.

Trustee Droste moved to approve the town hall rental for a private party subject to weather and paying the appropriate rental fees for the location. Trustee Donadio 2nd the motion, which passed unanimously.

Charging ADUs for water at the same rate as residences

Tim Stokes would like to discuss charging ADU's as separate residences. He would like to make the fee schedule more equitable. The other reason would be to raise some funding to pay for capital improvements in the future. There are three options. One is to have all ADU's charged as if there are a regular resident. A second option is that for the purposes of evaluating water fees, the ADU would be qualified as having a separate entrance. The third option is that they would qualify for utility fees if they were physically separate. Trustee Lenarcic offered a fourth option in that if the residence is a "mother-in-law" feature it wouldn't qualify. But if the unit is being charged rent and gaining income for the residence, then it is considered a separate ADU. Trustee Lucas offered an exception option for the resident. Trustee Harris would like to suggest receiving a proposal from the water committee as to how ADU's should be treated in terms of billing and rates. Mayor Schoedinger stated that her position is that the town should address the need for saving in the long term for equipment replacement in the future. If rates are kept at current rates, will the town be able to save enough for future improvements? Where does the town need to be in terms of savings? The town might be able to determine how to raise rates to comply with the savings needed. Trustee Harris would like to suggest that a concrete proposal be made to the board from the water committee. Mayor Schoedinger would also like to confirm the Water Enterprise status.

Trustee Droste motioned to table committee reports, Trustee Harris 2nd the motion, which passed unanimously.


Trustee Droste moved to adjourn the meeting. Trustee Yahnke 2nd the motion. The motion carried unanimously and the meeting was adjourned at 10:41 p.m.

Respectfully submitted by,



Kristi Rutledge, Town Clerk

Approved,



Tara Schoedinger, Mayor

**The 04/03/17 Board Meeting was recorded in its entirety. Audio recordings are accessible by the public and are officially kept in the Town Office. They may also be kept on the Town Web site.*