

## MINUTES

**DATE:** Tuesday, March 19, 2019

**MEETING:** Winter Park Town Council

**PLACE:** Town Hall Council Chambers

**PRESENT:** Mayor Jimmy Lahrman, Mayor Pro Tem Nick Kutrumbos and Councilors, Mike Periolat, Art Ferrari, Chuck Banks, Chris Seemann and Jim Myers, Town Manager Keith Riesberg, and Town Clerk Dani Jardee

**OTHERS**

**PRESENT:** Police Chief Glen Trainor, Community Development Director James Shockey, Finance Director Lizbeth Lemley and Planner One Mara Owen

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### 1. **Meeting Call To Order**

Mayor Jimmy Lahrman called the meeting to order at 4:30 p.m.

Mayor Jimmy Lahrman led those present in reciting the Pledge of Allegiance.

### 2. **Executive Session for the purposes of a conference with the Town Attorney to discuss the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest pursuant C.R.S. 24-6-402 (4)(a) and to receive legal advice on specific legal questions pursuant to C.R.S. 24-6-402 (4)(b)**

Councilor Jim Myers moved and Mayor Pro Tem Nick Kutrumbos seconded the motion to go into Executive Session in accordance with C.R.S. Title 24, Section 6, Subsection 402(4)(a).

Upon conclusion of the discussion, the motion was made by Councilor Chuck Banks and seconded by Mayor Pro Tem Nick Kutrumbos and unanimously carried to return to Regular Session. Those in attendance at that time were: Mayor Jimmy Lahrman, Mayor Pro Tem Nick Kutrumbos, Councilors Jim Myers, Art Ferrari, Chuck Banks, Mike Periolat and Chris Seemann, Town Manager Keith Riesberg, Town Clerk Danielle Jardee, Community Development Director James Shockey, and Finance Director Lizbeth Lemley.

Mayor Pro Tem Nick Kutrumbos moved and Councilor Chuck Banks seconded the motion to recess the regular Town Council meeting at 5:00 pm and resume the meeting at 5:30 p.m. Motion Carried: 7-0.

*Regular Town Council Meeting resumed and called to order at 5:30 p.m.*

### 3. **Town Hall Meeting** *Nothing to Report.*

### 4. **Consent Agenda**

#### 4.a. **Approval of February 19, 2019 Regular Meeting Minutes**

Councilor Jim Myers moved and Mayor Pro Tem Nick Kutrumbos seconded the motion approving the Consent Agenda. Motion Carried: 7-0.

**5. Action Items**

**5.a. Approval of Special Event Permits – Winter Park Resort, Spring Bash + Splash, four weekends, March 30, April 6, 13, 20 & 21**

Town Clerk Danielle Jardee stated Winter Park Resort had submitted four applications with appropriate fees for the last four weekends of events to be held at Winter Park Resort. Ms. Jardee stated brief descriptions of each event weekend.

Councilor Jim Myers moved and Councilor Chris Seemann seconded the motion approving Special Event Permits – Winter Park Resort, Spring Bash + Splash, four weekends, March 30, April 6, 13, 20 & 21. Motion Carried: 7-0.

**5.b. Approval of Special Event Permit – Grammy Celebration Event**

Town Clerk Danielle Jardee stated The Impact Plan applied for a special event permit for Sunday, March 24 to hold an event from 12- 4p.m. in the parking lot of Uprising and Eagle Wind Sound to celebrate local artist, PJ Olsson, and his Grammy win. Ms. Jardee stated this event would also be a fundraiser in Remi Olsson’s name for local youth to receive a recording scholarship to Eagle Wind Sound. Ms. Jardee stated Staff recommends approval with two conditions, condition one being that portable restrooms be available, and condition two that volunteers or staff be on hand to make sure alcohol doesn’t enter or leave the premise.

Councilor Jim Myers moved and Mayor Pro Tem Nick Kutrumbos seconded the motion approving Special Event Permit – Grammy Celebration Event. Motion Carried: 7-0.

**5.c. Resolution 1677, A Resolution Granting an Easement to Mountain Parks Electric to Bury Electric Lines and Vaults within Town-Owned Right-of-Way**

Community Development Director James Shockey stated this easement will go from Volario’s over to the Arrow development. Mr. Shockey stated this easement is part of the project that was delayed this past fall to get rid of the overhead lines by burying the lines.

Councilor Art Ferrari moved and Mayor Pro Tem Nick Kutrumbos seconded the motion approving Resolution 1677, A Resolution Granting an Easement to Mountain Parks Electric to Bury Electric Lines and Vaults within Town-Owned Right-of-Way. Motion Carried: 7-0.

**5.d. Resolution 1678, A Resolution Authorizing Execution of a Contract for Services in Creating the Winter Park Downtown Plan**

Community Development Director James Shockey stated Town received six proposals for the downtown plan. Mr. Shockey stated the selection committee consisted of staff, one council member, and one planning commission member. Mr. Shockey stated the selection committee chose Design Workshop to move forward with creating the downtown plan. Mr. Shockey stated Design Workshop’s cost for services is \$81,795 dollars but Staff are hoping to get that price estimate down to around \$75,000 dollars after submitting a grant to DOLA. Mr. Shockey stated Design Workshop has done work within the Town, however the Town has never contracted them before.

Mayor Pro Tem Nick Kutrumbos moved and Councilor Jim Myers seconded the motion approving Resolution 1678, A Resolution Authorizing Execution of a Contract for Services in Creating the Winter Park Downtown Plan. Motion Carried: 7-0.

**5.e. Resolution 1679, Revising a Commercial Enhancement Grant to Village Center Condominiums**

Planner One Mara Owen stated Village Center had been awarded a Commercial Enhancement grant earlier this year in the amount of \$85,000 dollars. Ms. Owen stated Village Center has asked if they could remove some of the amenities down by the Re/Max side of the building and focus the improvements where the public has more access which is by the Peak. Ms. Owen stated this design change resulted in a price reduction, the new amount is \$48,937.40 dollars. Ms. Owen stated Staff recommends approval of the new grant price and presented a new design diagram as a table setting to the Town Council.

Councilor Art Ferrari moved and Mayor Pro Tem Nick Kutrumbos seconded the motion approving Resolution 1679, Revising a Commercial Enhancement Grant to Village Center Condominiums. Motion Carried: 7-0.

**5.f. Resolution 1680, A Resolution Amending the Town of Winter Park Personnel Handbook to Disband the Personnel Committee and Remove all References Thereto**

Town Manager Keith Riesberg stated at the workshop discussion on February 19, Council directed Staff to move forward and disband the personnel committee. Mr. Riesberg stated all parts of the handbook that refer to the personnel committee will be amended.

Mayor Pro Tem Nick Kutrumbos moved and Councilor Jim Myers seconded the motion approving Resolution 1680, A Resolution Amending the Town of Winter Park Personnel Handbook to Disband the Personnel Committee and Remove all References Thereto. Motion Carried: 7-0.

**6. Progress Reports**

**6.a. Community Partners**

Winter Park and Fraser Chamber of Commerce Director Catherine Ross stated Chamber Staff is focused on booking summer events. Mrs. Ross stated Labor Day weekend will be Country, and the headliner, Dustin Lynch was announced. Mrs. Ross stated Jazz Festival ticket sales are doing well, and the Blues Festival lineup has been announced. Mrs. Ross stated Chamber staff is in transition with new hires, and some restructuring of staff. Mrs. Ross stated a presenting sponsor for Fourth of July is still needed.

**6.b. Staff Reports**

Mayor Lahrman stated a big thanks to the public works crew for all their snow removal efforts. Mayor Pro Tem Nick Kutrumbos asked how recruiting for the downtown plan steering committee is going. Community Development Director James Shockey stated Staff has received three responses to date.

**7. Town Manager's Report**

Town Manager Keith Riesberg stated Staff will be moving forward with installing the John Catt Memorial bust on the curved wall outside of the Rendezvous room by the stage. Mr. Riesberg stated after the dedication is planned, Town will take over maintenance of the memorial. Mr. Riesberg stated his thanks to the Public Works Crew and the Police Department for managing all the snow events, and spring break.

**8. Mayor's Report**

Mayor Lahrman stated Winter Park Development Company's Chip Besse would like to have citizen input as we move forward with the RFP (request for proposal) process for affordable housing.

**9. Town Council Items for Discussion**

Councilor Art Ferrari on behalf of Grand County Blues Society read off the headliners for this year's Blues Festival and thanked the Town and Chamber for all their help. Mayor Lahrman asked for an update on the new Chamber building. Community Development Director James Shockey stated plans came in this morning and will go in front of Planning Commission sometime in May. Councilor Chuck Banks stated there was a Transit Advisory Committee meeting last night and gave his thanks to Transit Director Michael Koch for dealing with all the transit issues that have arose this season. Mr. Banks stated ridership is up over five percent from last year. Mr. Banks stated transit service will run every hour starting April 1<sup>st</sup>. Mr. Banks stated the Granby summer route has been approved.

There being no further business to discuss, upon a motion regularly adopted, the meeting was adjourned at 6:07 p.m.

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The next scheduled meeting of the Town Council will be Tuesday, April 2, 2019 at 5:30 p.m.

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Danielle Jardee, Town Clerk