



Official Minutes

Town Council Regular Meeting | 5:30 PM

Wednesday, June 17, 2026

Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

Meeting Access Information and Public Participation:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/87545730494>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 875 4573 0494

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1. Call to Order

Mayor Eric Gotthelf called the meeting to order at 5:32pm.

2. Roll Call and Pledge of Allegiance

Council present: Mayor Eric Gotthelf, and Town Council Members Gusty Kanakis, Spence Neubauer, and Tom Priest. Lynn Feiger arrived at 5:35pm. MacKenzie Hanna and Kate Schifani were excused absent.

Staff Members Present: Town Manager Rob Gutierrez, Town Clerk Jay Brunvand, Town Attorney Mike Sawyer (Zoom), Deputy Clerk Cindy Krieg (Zoom), Planning Director Scot Hunn & Planning Intern Jessica Copeland.

3. Approval of Consent Agenda

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

- A.** 06-03-2026 Minutes
- B.** 491 Main Street - Changes to Approved Plans
- C.** Liquor License - Modification of Premises - Rocky Mountain Taco LLC, 291 Main St. (Chris McGinnis, Owner/Manager)
- D.** Liquor License - Annual Renewal of a Hotel / Restaurant License - The Daily Grind dba Vail Mountain Coffee & Tea, 23698 US Hwy 24 (Craig Arseneau, Owner/Manager)
- E.** Resolution No. 32 - Series 2026, A Resolution Reappointing DDA Board Members

Motion by Gusty K., second by Spence N., to approve the June 17, 2026 Consent Agenda as presented. Motion passed 4-0. Lynn F. joined the meeting shortly after at 5:35pm.

4. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Staff is requesting to remove item 9B Ordinance 06 – Series 2026 (That item was withdrawn by the applicant).

An additional brief presentation by ERWSD will take place regarding an upcoming, imminent sewer line replacement project.

The order of discussion items A & B will be swapped.

Motion by Tom P., second by Gusty K., to approve the June 17, 2026 Regular Agenda as amended. Motion passed 4-0. Lynn F. joined the meeting shortly after at 5:35pm.

5. Declaration of Conflicts of Interest – N/A

6. Public Comment

Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

A. Chris Reeder, 332 Taylor Ave.

Mr. Reeder expressed several concerns with regard to some Minturn North fencing, which sits on the common area open space parcel. He expressed concern with regard to snow storage, snow removal, and wildlife. Town staff will follow up.

- B.** David Murray (Did not note address, he just moved back to Minturn last week after living in various areas throughout the valley). Mr. Murray spoke about river health.

- C.** Lynn Teach, 253 Pine St.

Ms. Teach noted that she attended an event at the Avon Library in which Malcolm Osborne was recognized by the Eagle County Historical Society. Mr. Osborne is a local author and recent graduate of Vail Christian High School. During his time in high school, Mr. Osborne researched the Belden Mine and wrote a book about the history of it. The Town of Minturn was also recognized during the event as a financial contributor to the publication of the book.

- D.** Mark Tamberino, Owner of Kirby Cosmo's BBQ Bar at 474 Main St.

Mr. Tamberino addressed the Council in person (and via email prior to the meeting), regarding the recent Xcel power outages. Mr. Tamberino would like the Town Council to put pressure on Xcel and/or the Energy Commission to address this. He noted frequent outages, and the damages that businesses (specifically restaurants) suffer due to lost product (hot and refrigerated food), staffing, etc.

Mr. Tamberino has spoken with Xcel staff who have stated that the wires / lines are old and brittle and don't support consistent connectivity. It seems that significant infrastructure improvements are needed.

Lynn F. acknowledged Mr. Tamberino's concerns, and stated that she would like to explore options for improvements, and would also like to see some data / analysis of the frequency and length of outages.

This will be added to an upcoming agenda for discussion / direction. Mike S. will send over provisions from the franchise agreement and some recommendations about how to begin this process.

- E.** Public Comments Received Regarding Recent Xcel Power Outages – included at the end of these minutes

The Town has received several complaints regarding recent power outages. The Town has reached out to Xcel Energy and has received no comments as of the time of this meeting.

7. Council and Committee Reports

Spence N. – Acknowledged the new Mobile Business Pilot Program. He recently got some bread from Little Blue Bakery and it was great. He has not yet visited the mobile sauna, but noted that it's great to see both mobile businesses now operating.

Gusty K. recapped the recent High Five Media board meeting.

Eric G. – Attended the ribbon cutting ceremony at the CMC building for the Eagle County Housing and Authority Board.

8. Staff Reports

A. Manager's Report

Council Meeting Follow Up

Minturn Road Bridge Emergency Repairs Status: Staff have signed a contract with Hallmark Inc. to conduct emergency repairs to remove the crumbling arch underneath the Minturn Road Bridge.

- Preconstruction call was held on June 15 with town staff, Hallmark Inc., and Intermountain Engineering.
- Contractor mobilization will begin on Wednesday June 17, with work starting on Thursday June 18.
- Minturn Road will be closed from US 24 to the east of the railroad tracks from 7am to 7pm beginning Wednesday June 17.
- Hallmark Inc. will examine whether a portion of the arch can be removed without full demolition to reduce costs to the town.

Speeding Concerns on Pine/Boulder

- Staff are evaluating several options to reduce vehicle speeds on Pine Street and Boulder Street, including both short-term and longer-term measures.
- Staff completed an initial speed study on the 500 block of Pine Street from April 2 through April 8. That study recorded 175 total vehicles, an average daily traffic volume of approximately 25 to 28 vehicles, an average speed of 14.76 mph, and an 85th percentile speed of 18 mph. The highest recorded speed of 30 mph occurred during the study period.
- Staff continue to collect and track speed data in the Pine/Boulder area to better understand traffic patterns and determine whether additional traffic-calming measures are warranted.
- Staff are planning to bring this issue to Town Council for further discussion at a July meeting.

Community Concerns about ECSO ALPRs on Main Street

- Concerns have been raised by several residents about the two ALPRs (automatic license plate readers) installed along utility poles within town limits by the ECSO (Eagle County Sheriff's Office).
- Staff will reach out to ECSO for information regarding the ALPRs including how they are operated and return to Council for discussion on this and the renewal of the ECSO police services contract this summer.

Current Capital Projects

New Water Treatment Plant (WTP)

- Design/Review Status: Design review by CDPHE has been completed and approved. Local design review is still underway with final design approval expected by the Town Council at the June 17 meeting.
- Construction Status: JHL Constructors started on-site mobilization on June 15. Two weekly project meetings have been held by JHL/HDR/SWS and attended by the Town Manager.
- Builder's Risk Insurance: A contract for builder's risk insurance between the Town and Hannover Insurance has been executed with coverage starting June 15, 2026.

- Construction Administration Contract: Staff have worked through the remaining areas of needed clarification on the proposed contract with HDR and Swiftwater Solutions. The contract will go before Town Council on June 15 for review and approval.
- Special Inspections and Testing: The Town is working to obtain quotes with firms to conduct special inspections and testing on the project. Staff will have proposals for Town Council review for the July 1 meeting.

Town Hall 2-Bedroom Apartment Reconstruction

- Status: The project is currently underway. Initial demolition and rough plumbing have been completed. Project is currently on track for completion by the end of summer.

Taylor Avenue Repaving Project Status:

- Construction on the project is underway. We expect the project will be complete by the end of summer. There have been some modifications made by the Town Engineer's team during construction to accommodate existing driveway/ROW conflicts.

US 24 Pedestrian Improvement Project Phase II Status:

- Required relocation of the natural gas line running along the east side of Main Street has been completed by Xcel's contractor Miers Group. The Town's contractor Phoenix Industries has now begun construction on the sidewalk and associated storm water system improvements. The project is on track for completion by Fall of 2026.

Main Street Streetlighting Project

- Status: Staff continue to pursue Holophane as the preferred streetlight manufacturer, and preliminary fixture and pole concepts have been informally reviewed by CDOT. Staff are currently working with the Town Engineer on electrical layout and design of the project.
- Next Steps: Once electrical engineering is complete, staff will phase out the project based on cost estimations. It's anticipated that this project will be pushed to FY 2027 to reduce capital spending in the 2026 budget.

Bellm Bridge Replacement

- Status: The Town has secured \$4,000,000 through CDOT's Off-System Bridge Grant Program. Contracts with SEH and Kumar & Associates have been finalized, and bridge design is underway. Staff also submitted the project to Congressman Neguse's office for consideration for Congressionally Directed Spending.
- Next Steps: Staff will continue advancing design, coordinating grant programming and contracting with CDOT, and pursuing the remaining funding needed for the project.

Little Beach Park Playground

- Status: Staff are continuing to work with the playground design team on potential layouts and concepts. Staff will be taking Council and public feedback over the next two weeks.

Long-Range Capital Projects & Grant Work

First–Williams–Nelson Infrastructure Improvements Project

- Status: Staff discussed this project with Town Council at the April 1 meeting and are continuing to evaluate potential scope and feasibility.
- Primary Driver: The project is being explored because there is a non-compliant water service line beneath First Street that currently serves multiple properties and will require extensive excavation to replace.
- Potential Improvements: In addition to water line replacement, staff are evaluating related improvements including street repairs and repaving, creation of a public plaza/flex space on First Street, new power infrastructure to support events, and installation of conduit for future telecommunications and fiber infrastructure.
- Coordination: Staff are also in discussion with Xcel Energy regarding the potential to underground electric lines in this area.
- Timing: At this time, staff expect this would be a summer 2027 project at the earliest.

Cemetery Road & Bridge FLAP Grant

- Status: Staff are preparing an application to the Federal Lands Access Program Grant for a future Cemetery Road and Bridge improvement project. The grant helps states and local governments improve and maintain public access roads and infrastructure that serve Federal lands. Staff believe the program could be used to fund a reconstruction of Cemetery Road, potentially including a sidewalk/trail, and complete deferred maintenance on Cemetery Bridge.
- Next Steps: Staff will seek Council approval and provide additional details of the grant program at the July 1st meeting.

Other Projects

Eagle Park Restrooms

- Status: Staff are evaluating options for replacing the decorative exterior wood on the Eagle Park restrooms, which has experienced significant deterioration and rot.
- Replacement Options: Staff are working with the original restroom manufacturer to identify potential replacement materials that are more durable and better suited for long-term exterior use.
- Year-Round Use: Staff are also evaluating the feasibility of heating the restroom structures during cold weather so the facilities can potentially remain operational year-round.

Highlands Parcels

- Background: The Town acquired approximately 55 acres west of U.S. Highway 24 through a settlement with the former Battle Mountain developer.

- Status: The parcels are now listed on the MLS as part of the Town's strategy to help offset water treatment plant costs.

Minturn USFS Shooting Range

- Background: At the November 19, 2025, Town Council meeting, Council directed staff to explore options for Town management of the Minturn Shooting Range to address long-standing concerns related to safety, noise, and environmental impacts. The shooting range is located on federal land south of the Minturn Bike Park.
- Status: Staff have continued coordinating with the U.S. Forest Service (USFS) regarding the process for Town management and operation of the range. The Town has submitted a Colorado Parks and Wildlife grant application for Phase 1 improvements focused on access, safety, site organization, and basic range management infrastructure.
- Next Steps: Staff are working with the USFS to develop a Special Use Permit application that would allow the Town to formally operate and manage the range. Additional federal review and permitting will likely be required before certain physical improvements can move forward.

Policy & Planning Initiatives

Minturn Forward Land Use Code Update

- Status: Town staff and our consultant, along with the Planning Commission, have reviewed a large chunk of Article 1: General Provisions. This is the last article that needs to be finished before the definitions article. The definitions article will be the last section of the code update to be addressed.

Minturn Impact Fee Study

- Background: Staff issued an RFP in November 2025 for a comprehensive impact fee study.
- Status: Staff are putting the impact fee study on pause to conduct a limited asset inventory and capital improvement planning process. This step is necessary to gather additional data on Town assets and capital needs before proceeding with the study.
- Next Steps: Staff will coordinate with BBC Research & Consulting on the revised project timeline and will return to Council with additional information as the inventory and CIP work progresses.

Housing Affordability and Neighborhood Stability

- Status: Staff met with Avon and Eagle County on February 18 regarding the Regional Housing Authority formation study and provided a follow-up memo to Town Council on March 4. Staff have developed a Minturn-specific framework for potential participation in a future regional housing authority. This framework was presented to the Planning Commission at their May 27 meeting. Staff will present this work to Town Council at the

June 17 meeting.

Temporary & Mobile Business Pilot Program

- Status: Town Council approved the Temporary & Mobile Business Pilot Program on February 4, authorizing mobile and modular business licensing on Town-owned property through October 31, 2026. Staff have issued two licenses under the program, and both businesses are now operating. No complaints have been received by staff.

Downtown Redevelopment Code Evaluation – First/Williams/Nelson Area

- Status: Staff are identifying a follow-on planning effort related to the First–Williams–Nelson Infrastructure Improvements Project.
- Purpose: The goal will be to evaluate whether current development regulations are creating barriers to redevelopment in the west side of the 100 block as the Town considers major infrastructure investment in the area.
- Potential Focus: Building height, parking requirements, and other standards affecting redevelopment on small, constrained lots.
- Next Steps: After the current land use code update is complete, staff will develop a process for review with the DDA, Planning Commission, and Town Council, and evaluate whether outside consultant support would be beneficial.

Public Works Weekly Report (June 8 to June 14)

- Operations: Public Works completed routine utility locates, daily Water Treatment Plant operations, seasonal water meter work, trash and dog waste station servicing, restroom preparation at Eagle River Park, and general cleanup of Little Beach, Eagle River Park, the 100 Block, Market sheds, and the Public Works maintenance shop.

Town Cleanup and Seasonal Maintenance: Staff prepared for Town Cleanup Day by staging traffic control, equipment, and collection areas at the Snow Storage Area; assisted senior and disabled residents with waste disposal; transported debris from municipal project sites; cleaned and organized equipment; and disposed of old event materials, unusable market tables, chairs, and accumulated debris.

Repairs and Improvements: Staff removed Boulder Street speed bumps in advance of crack seal and seal coat work, repaired wind-damaged wooden post bases at the Town Hall awning and a parking sign, prepared Eagle River Park restrooms for summer operations, excavated and poured the concrete pad for a memorial bench, completed compaction work at Little Beach Playground, and imported and compacted road base at Meyer's Barn to improve drainage and raise the proposed building pad.

Project Coordination: Public Works supported coordination on the Taylor Street Improvement Project, Boulder Street and Meek Avenue crack seal/seal coat phases, the Meyer's Barn project, Water Treatment Plant utility locations and temporary power needs, the Minturn Siphon Project,

and upcoming fire hydrant repairs at the south end of the water distribution system. Staff also coordinated with Intermountain Engineering, JHL Construction, Mears Group, Vail Lock and Key, JSS Excavation, Ferguson Waterworks, Sun-Up Seal Coats, Schofield Excavation, and project surveyors.

Equipment and Fleet: Staff completed routine preventative maintenance on loaders, the mini excavator, and skid steer equipment, power washed Public Works equipment for Town Cleanup Day, and scheduled 500-hour preventative maintenance service for the Town's front-end loaders with Wagner Equipment.

Safety: A weekly safety meeting was held on workplace flu prevention, employee wellness, hydration, sanitation, illness prevention, and proper handwashing. No injuries, accidents, or safety incidents were reported during the reporting period.

Gusty K. inquired about special inspections required for the Water Treatment Plant project. Rob G. confirmed that soil compaction and concrete testing / inspections will be required. Mobilization has begun.

9. Special Presentations

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

- A. ERWSD – Jeff Schneider from ERWSD addressed the Council regarding a siphon rehabilitation project that needs to be completed. There is a sewer collection system in Minturn that needs to be replaced.**

The sewer collection system in Minturn runs down the river and crosses Highway 24 by Magustos, in front of the fly shop. It then goes to a siphon right next to the highway embankment. The siphon is where you have a gravity system and it goes into two smaller pipes, where the upstream side is lower than the downstream side. This pressurizes the pipe underneath the river and it's one way to move gravity systems up and downhill without pumping. This current siphon system was installed they believe in the late 60s. It's been in need of maintenance for a long time, and the upstream manhole structure is located in a very difficult and unsafe access point between the highway and the river. It goes from one pipe into 2 and there should be a gate to control flow and use only one pipe, while having one as a backup. The gate is corroded and has been for awhile.

ERWSD did an investigation in fall of 2023, which required them to mobilize bypass pumping around the thing from in front of the fly shop, to the manhole by the ceiling. They de-watered it, cleaned it, video inspected it and discovered it was in surprisingly good condition. So then they did an alternatives analysis, one option which would involve replacement of the pipeline, another which would involve rerouting. After further study, they landed on a rehabilitation solution.

Kimley Horn has been selected as the civil engineer (with coordination alongside Town Engineers Inter-Mountain Engineering). Heyl Construction has been selected as the

contractor. The project budget is \$1.48M. It will be funded through debt service. The CDOT permit has already been issued.

The project budget is 1.48 million. They will be installing 12 linear feet of new pipes, but are also doing rehabilitation work on a large segment of pipe. The only way to get to these manholes, however is from the highway. There is no other way to do it. So the project will require one-lane closures on Highway 24.

Now that there is a contractor on board, and subcontractors lined up, work is ready to begin. Originally, the plan was to deploy on June 22nd. However, due to the timing of the Minturn Rd. bridge repair / road closure, this project is being postponed slightly so that there are not two major road closures simultaneously. A new project timeline will be shared as soon as possible.

B. 2026 Community Survey Results (Magellan Strategies)

Courtney Sievers from Magellan Strategies addressed Council and provided key findings from this year's survey. Magellan Strategies conducted the Minturn Community Survey in both 2024 and 2026.

Key Findings:

Residents highly value Minturn's quality of life and sense of community but are concerned about growth and preserving the town's character: Residents overwhelmingly rated Minturn as a good place to live (98%), with strong ratings for quality of life (90%), safety (95%), and community inclusiveness (83–97%). However, only 39% agreed that growth and development are being managed appropriately, and preserving Minturn's small-town character emerged as one of the most important future priorities.

Growth, development, and housing are the central policy tensions facing the Town:

Residents consistently identified concerns about overdevelopment, density, traffic, infrastructure strain, and water supply as top issues. At the same time, there was strong support for additional housing for local workers (78%), mixed-use development (80%), redevelopment of underused properties (80%), and expanded local business space (82%). However, residents strongly opposed increased building height and density in certain areas (62% opposed), showing that residents support “managed” growth but not large-scale or character-changing development.

Water, infrastructure, and transportation concerns dominate resident priorities: Water-related concerns were by far the most frequently mentioned issue in the survey, including concerns about the new water treatment plant, rising water costs, long-term water reliability, and who pays for future infrastructure upgrades. Residents also repeatedly cited speeding, traffic safety, sidewalks, pedestrian connectivity, and infrastructure maintenance as major priorities for the Town over the next several years. Reliable infrastructure was selected as one of the Town's top future priorities by 37% of respondents.

When Asked: In your own words, what are the top two or three issues or priorities you think the Town of Minturn should focus on over the next few years?

Water Supply, Water Treatment Plant, and High-Water Costs: Water was by far the most

frequently mentioned issue. Residents repeatedly referenced concerns about the new water treatment plant, long-term water supply reliability, rising utility bills, water infrastructure, and who will ultimately pay for upgrades. Many respondents expressed frustration with high water costs and concerns about future growth placing additional strain on water resources.

Growth, Overdevelopment, and Preserving Small-Town Character: Many residents voiced concerns about rapid growth, large new housing developments, density, and losing Minturn's "small-town" identity and charm. Respondents frequently mentioned Minturn North, Belden, and other proposed developments as examples of growth that they felt was too fast or not aligned with the community's character.

Affordable Housing and Keeping Locals in Town: Affordable housing was a major priority, especially among renters and younger residents. Many respondents said local workers and families are being priced out of Minturn and expressed concern about second homes, vacation rentals, and luxury developments replacing workforce housing opportunities.

Traffic, Speeding, and Road Safety: Residents frequently cited speeding on Highway 24 and Main Street, pedestrian safety, unsafe intersections, and the need for traffic calming measures. Many suggested speed cameras, additional sidewalks, bike lanes, crosswalks, or other safety improvements.

The full Community Survey Results are posted on the Town website.

10. Business Items

Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

A. 1931 Highway 24 - New Structure Housing Water Treatment Plant

The Planning Commission approved the Town request for Final Plan review of the new, 7,187.5 (gross) square foot structure housing the new Water Treatment Plant located at 1931 Highway 24 in the Maloit Park Character Area Public Facilities Zone.

Proposed Plans

The plans show a one-story metal structure with a stone veneer. The parcel is 18.156 acres. The structure is 20 feet to the mid-point, and a footprint of 7,187.5 square feet.

Background

The subject property was annexed into the Town as part of the school district annexation and was transferred to town ownership so that the Town's water treatment plant would be on Town owned land.

In 2020 the Town enacted a water moratorium and started looking at options for developing a new water treatment plant including type, design, and funding. Last year Town staff and consultants received clear direction in all three of these matters and have since been working diligently final design. We have received approval from the state as well as adequate funding and are ready to move forward.

Development Regulations and Dimensional Limitations

Based on Ord. 04-2011 which regulates the Maloit Park Character Area and its associated zone

districts there are few dimensional limitations that encumber the Public Facilities zone district. There are setbacks (front: 20ft., rear: 10ft., side: 10ft., and river: 50ft.) which this project conforms to, but there are no limitations on building coverage, impervious coverage, or building height.

There is plenty of room on site for parking although no specific spaces are called out.

Planning Commission Recommendation and Request

The project is approvable under the general provisions of Chapter 16 of the Minturn Municipal Code. The Planning Commission is recommending approval, with the following color recommendations. Staff asks that the Town Council make decisions on the following three points.

1. HDR put together a proposed color board (attached at the end of the plans with the HDR signature in the bottom corner). There are two different stone veneers to choose from. Please pick one. Planning Commission recommended #1 Shot Blasted Boulder by Block-Lite.
2. Also attached is a color sheet from BRUCHA which the exterior metal wall panels could be colored. If you would like to choose something else for the exterior wall panels than what was on HDR's proposed color board, then please pick a color from the BRUCHA sheet. The Planning Commission recommended keeping the Cool Gray Stone color suggested by HDR for the exterior wall panels.
3. Also attached is a color sheet from Varco Pruden which the roof, gutters, and downspouts could be colored. If you would like to choose something else for the roof, gutters, and downspouts than what was on HDR's proposed color board, then please pick a color from the Varco Pruden sheet. The Planning Commission recommended either Cool Sierra Tan or Cool Granite Gray for the roof to hopefully help avoid the heat that could be generated by a darker roof.

Colors were discussed and direction was given to proceed with the options selected.

Motion by Gusty K., second by Tom P., to approve the colors discussed and selected by Council. Motion passed 5-0.

B. Ordinance No. 06 - Series 2026 (First Reading), An Ordinance Authorizing a Revocable Encroachment License Agreement for 93 Nelson Avenue

This item was removed from the agenda. The applicant withdrew the application.

C. Resolution No. 23-2026 - A Resolution Authorizing a Construction Administration Contract with HDR

At the May 6th meeting, Town Council reviewed Resolution No. 23-26, which would approve Amendment 05 to the Town's existing agreement with HDR Engineering, Inc. for construction administration services related to the Minturn Water Treatment Plant project. Council continued the item and directed staff to continue discussions with HDR regarding the proposed scope, cost, assumptions, and clarification items identified in the staff memo.

HDR Engineering, Inc., the Town's design engineer for the project, originally submitted a proposal totaling **\$1,114,161** for construction-phase services. Following staff review and follow-up with HDR, the proposal was revised to **\$923,274**, a reduction of **\$190,887**. The primary change was a reduction in Swiftwater Solutions' construction observation from full-time on-site coverage to part-time coverage, assumed at three days per week. The revised proposal also reduced Swiftwater's progress meeting support from two additional virtual staff members to one additional virtual staff member for continuity coverage.

Since the May 6th meeting, staff has continued discussions with HDR regarding the scope, assumptions, and clarification items. The current proposal before Council is **\$964,234**. This is an increase of **\$40,960** from the \$923,274 proposal previously reviewed by Council, but remains **\$149,927 less** than HDR's original \$1,114,161 proposal.

The increase from the prior revised proposal is primarily related to the updated lodging/travel assumption. The prior version assumed temporary lodging was not included in HDR's fee and that the Town would provide suitable accommodations for overnight stays as needed. The current Amendment 05 now includes a temporary lodging allowance, with HDR to track the allowance and notify the Town when the **\$26,000 allowance** is 75% spent.

Item	Initial Proposal	Prior Revised Proposal	Current Proposal
Total Fee	\$1,114,161	\$923,274	\$964,234
Reduction from Initial Proposal	—	\$190,887	\$149,927
Change from Prior Revised Proposal	—	—	+\$40,960
Field Observation	Full-time on-site coverage	Part-time, 3 days/week	Part-time, 3 days/week
Swiftwater Meeting Continuity	Two additional virtual staff	One additional virtual staff	One additional virtual staff
Temporary Lodging	To be clarified / not included in prior revised proposal	Excluded / Town-provided lodging assumed	Included as allowance; HDR to notify Town when 75% of \$26,000 allowance is spent

The updated Amendment 05 continues to provide construction-phase engineering support, construction observation through HDR's subconsultant Swiftwater Solutions,

startup and commissioning support, PLC/HMI/SCADA programming, testing, operator training, and project closeout services.

Since the item was continued, staff has worked with HDR to clarify the scope of services, identify which items are included in Amendment 05, and determine which items will be addressed separately by the Town outside of HDR's contract.

Response to Prior Clarification Items

The following table summarizes the clarification items previously identified for Council and how each item has been addressed through the updated amendment or through a separate Town action.

Issue	Status	Staff Question / Needed Clarification
Lodging Assumption	Addressed	Staff requested that HDR include lodging in the proposal rather than rely on uncertain Town housing availability. The current Amendment 05 includes a \$26,000 lodging allowance, with HDR required to notify the Town when 75% of the allowance has been spent. This contributes to the increase from \$923,274 to \$964,234.
Fee Structure / Not-to-Exceed	Addressed	Amendment 05 will be approved as a not-to-exceed amount of \$964,234. HDR may bill for services performed within the approved scope and fee schedule, but may not exceed the authorized amount without prior Town approval through a written amendment or other authorized change.
What assumed quantities are included for RFIs, field orders, change orders, and claims?	Addressed / Subject to Attorney Review	HDR clarified that the fee was estimated based on recent comparable projects, not a fixed number of RFIs, field orders, change orders, or claims. Staff understands the not-to-exceed amount to cover the required construction

		administration work described in Amendment 05, subject to final Town Attorney review confirming that any work exceeding the authorized amount requires prior Town approval.
Assumed number of submittals and O&M manual reviews	Addressed / Subject to Attorney Review	HDR clarified that the submittal and O&M review fee was estimated based on recent comparable projects, not a fixed number of submittals, resubmittals, or review cycles. Staff understands the not-to-exceed amount to cover the required submittal and O&M review services described in Amendment 05, subject to final Town Attorney review confirming that any material scope change or work exceeding the authorized amount requires prior Town approval.
Operator Training	Addressed	Staff has confirmed that the four hours of PLC/HMI operator training included in Amendment 05 is sufficient for the current scope. Any additional training, troubleshooting, or on-call support can be addressed separately if needed after startup.
CDPHE Final closeout documentation is included?	Addressed	HDR will handle CDPHE final closeout documentation. Staff reviewed the process and determined the closeout work is minimal, generally consisting of the final Construction Complete Notice/final submittal

		included in Amendment 05
Who leads weekly construction meetings?	Addressed	JHL will lead contractor-side coordination, while HDR/SWS will host the formal weekly construction progress meetings under Amendment 05, including agenda and meeting notes.
What record drawings/documents are included beyond PLC/HMI and network documents?	Partially Addressed	Partially addressed. Amendment 05 includes development of record drawings and monthly as-built coordination with the contractor, and it specifically identifies PLC/HMI/SCADA closeout documents. However, the amendment does not include a detailed matrix of all non-controls record documents. Staff/Town Attorney may wish to confirm whether the general record drawing language is sufficient or whether a closeout document matrix should be added before execution.

Items to Be Addressed Separately by the Town

Some of the prior concerns are not appropriate to resolve through HDR's Amendment 05 and will instead be addressed independently by the Town. These include:

1. **Third-party materials testing and special inspections.**
The Town will procure or retain a separate qualified contractor for materials testing, compaction testing, and required special inspections.
2. **Cybersecurity review.**
Any independent cybersecurity review, remote-access validation, vulnerability review, or post-startup cybersecurity support will be handled separately by the Town if determined necessary.
3. **Internet service / Starlink configuration.**
The Town will determine whether Starlink or another service will be used as the primary, backup, or interim internet connection for the facility.

Staff Recommendation

Staff recommends approval of Resolution No. 23-26, approving Amendment 05 with HDR Engineering, Inc. for construction administration services for the Minturn Water

Treatment Plant project, in an amount not to exceed \$964,234, subject to final review and approval by the Town Attorney.

Motion by Spence N., second by Gusty K., to reapprove Resolution 23-2026 to include the Construction Administration Contract with HDR as presented. Motion passed 5-0.

- D.** Ordinance No. 05 - Series 2026 (Second Reading), an Ordinance to Allow for the Collection of a Convenience Fee on Payments Subject to Processing Fees & the Collection of Dishonored Payment Fees & Penalties.

Mike S: A couple of recent events, including some legislature recently passed, led the town to review the Town's code provisions related to charges that the town imposes on service users. The legislature recently passed some amendments related to recovery of what are called convenience fees. This will now establish a unified provision establishment fee schedule, and will match state legislature. It also addresses non-payment, late fees, and returned / insufficient funds, as well as collection fees. These recovery fees were already in the code, but had a sort of shotgun approach. This update will streamline the fees and the way they are structured.

The proposed ordinance authorizes the Town of Minturn to (1) assess a convenience fee for non-cash payments to offset transaction fees charged to the Town, and (2) recover fees and associated costs related to returned (i.e. dishonored) checks, bank drafts, and orders for payment. The ordinance is intended to allow the Town to recoup expenses imposed by third-party payment processors and financial institutions, while ensuring that returned check and dishonored payment fees and associated costs may be recovered as permitted by law.

Rob G. noted there are no changes from First Reading.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Tom P., Second by Spence N., to approve Ordinance No. 05 - Series 2026 (Second Reading), an Ordinance to Allow for the Collection of a Convenience Fee on Payments Subject to Processing Fees & the Collection of Dishonored Payment Fees & Penalties as presented. Motion passed 5-0.

A 5 minute recess was taken at 7:20pm. The meeting was resumed at 7:25pm.

11. Discussion / Direction Items

A. LBP Playground - Design Proposals

Note: this item was taken up first.

Cindy K. shared the final equipment design options for the proposed playground, and also talked through the color options. There were 2 equipment design options and it was decided to go with the first option, which seemed to provide more variety of play features. Regarding aesthetics, the

feedback from Council was that they'd like to see more color pops / more bright colors. Staff will revise the colors with the contractor and will proceed with equipment ordering to keep the project moving along.

B. Minturn Housing Strategy

Note: this item was taken up second. Planning Intern Jessica Copeland presented.

Background

Conversations about a Regional Housing Authority (RHA) were reinvigorated by the Town of Avon approximately nine months ago to address the lack of attainable housing for Eagle County residents. Following a conversation on March 4, 2026, Town Council indicated a preference for exploring a hybrid pass-through model of the RHA. This presentation is a deeper dive into the tools potentially available to support locally defined priorities with this model. It is important to note that the exact functions of the RHA have yet to be decided— functions will be determined once individual jurisdictions provide feedback on how we would like to be supported in furthering our housing goals.

Summary

This session seeks to:

- A. Educate Minturn public servants about the current state of housing in Minturn and Eagle County according to the 2025 Regional Housing Needs Assessment;
- B. Dive deeper into the possible programs, partnerships, funding mechanisms, and increased staffing capacity accessible through participation in the RHA;
- C. Analyze which tools could bring us closer to goals established in the 2019 Housing Action Plan and objectives set out in the 2023 Community Plan;
- D. Brainstorm how to do so in alignment with Minturn's historic character & identity.

Participation Expectations

Staff and Council are expected to participate with adherence to the following; heeding these guidelines allows for productive discussion with respect for one another and the topic at hand:

- 1. Assume all participants have the best intentions-- speak your truth *and* remember we are all on the same team.
- 2. Critique ideas, not people, with humility and respect-- this goes for giving and receiving critique.
- 3. Ask open-ended questions and listen to understand—the goal is to learn, share, and create collaborative solutions, not prove anyone wrong.
- 4. Agree to disagree—instead of getting angry, try to pinpoint conflict within mutual understanding.

Regional Housing Authority Overview

A Regional Housing Authority establishes a dedicated stream of funding to address housing needs on a scale that individual jurisdictions cannot do alone. Council previously expressed favor

for a hybrid model in which Minturn retains local control over 90% of funds, and the remaining 10% funds the RHA entity. Funding scenarios are available in the Town Manager's February 27 memo (see attachments) titled, "Regional Housing Authority- Update and Policy Direction Discussion."

Opportunities in the RHA could include access to a variety of tools, including *partnerships*, increased *staffing capacity*, an array of *funding mechanisms*, and connection to a *resource hub*. Utilizing a combination of these tools could allow the Town to bolster housing *programs* in alignment with the goals and objectives set out in the 2019 Housing Action Plan and 2023 Community Plan. Further explanation of the bolded items are as follows:

- Partnership
 - Participation in existing housing programs;
 - Collaboration with public and private sectors to combine resources such as land, available units, and funding. Partners could include employers, developers, non-profits, state and federal agencies, etc.
- Staffing Capacity
 - Support for program administration, monitoring, and compliance.
- Funding Mechanisms
 - Ability to leverage local dollars regionally for more competitive state and federal grants;
 - Coordinate layered funding sources with partners;
 - Establish local revolving loans, grants, etc.
- Resource Hub
 - Central entity for sharing housing data and best practices;
 - Facilitated communication between participating jurisdictions;
 - Education, technical assistance, and policy guidance from housing specialists.
- Programs
 - Deliverable service utilizing a combination of partnerships, increased staffing capacity, funding mechanisms, and information on best practices.

Program Spotlight: Market-Rate Buydown Deed Restrictions

Following discussion with Planning Commission on May 27, 2026, market-rate buydown deed restrictions were identified as one of the most potentially promising programs for the Town. Below is a deeper dive on what this program entails:

- "Buying down" a home is providing upfront funds at the time of closing to lower a home's effective cost and total amount that must be financed. In exchange, the home becomes deed restricted in perpetuity. Deed restrictions are a set of regulations intended to sustain a spectrum of housing stock for people who live and work in Eagle County.
 - Deed-restriction regulations differ among programs and jurisdictions, but in general speak to a primary residency requirement, resale and renting rules,

whether a household can own other property, and whether a household must meet certain income limits.

- There are two primary types of deed restrictions: price-capped and resident-occupied. The chart below outlines the main differences between the two:

Feature	Price-Capped	Resident-Occupied
Main purpose	Keep homes within reach for locals	Keep homes lived in by locals
Resale price	Limited by a formula	Market-based
Primary residence	Yes, required	Yes, required
Income limits	Sometimes	Not usually
Owning other property	Not usually	Sometimes, depends on program

- Several deed restriction programs currently exist in Eagle County. Joining the Regional Housing Authority provides the Town with an opportunity to partner with these existing programs, and/or initiate a deed restriction program of its own using retained housing funds and increased staffing capacity through a RHA. *It is important to note that while Minturn may be a smaller financial contributor in partnership with another jurisdiction's existing program, that does not preclude the Town and Eagle County residents from leveraging the program within Minturn's jurisdiction.*
 - Eagle County Good Deeds
 - Eagle County Housing and Development Authority contributes 5% of purchase price for a resident-occupied deed restriction OR 15% of purchase price for a price-capped deed-restriction.
 - To qualify for a resident-occupied unit, buyers must work in Eagle County, live in the home as their primary residence, and cannot own other real estate.
 - Price-capped deed restrictions limit resale price of the property to either 3% annually or Eagle County average wage growth, whichever is lower.
 - As of June 2024, Good Deeds has placed 51 price-capped deed restrictions and 19 resident-occupied deed restrictions on homes in Eagle County.
 - Mi Casa Avon
 - The Town of Avon contributes 8-12% of purchase price (up to \$100,000) in return for a resident-occupied deed restriction. Only eligible within Town of Avon boundaries.
 - Qualified applicants must be an Eagle County employee (work 32 hours/week OR earn 75% of their income in Eagle County) for at least

- three years following purchase, use the property as their primary residence, and resell the property to a qualified Eagle County employee.
 - There is no price appreciation cap, and renting is permitted to an Eagle County employee after three years of ownership.
 - Between 2020 and 2024, Avon has placed deed restrictions on 44 units.
- Vail InDEED
 - The Town of Vail and Vail Local Housing Authority either contribute funds at time of purchase or pay existing homeowners in exchange for a resident-occupied deed restriction. Only eligible within Town of Vail boundaries.
 - Qualified owners or buyers must work in Eagle County for a minimum of 30 hours/week and resell to an Eagle County employee.
 - Owners or buyers can lease to a similarly qualified tenant, there is no appreciation cap, and no income limit for buyers.
 - According to the Housing Needs Analysis published in 2025, Vail InDEED has placed deed restrictions on 176+ units since 2017.

Key Considerations for Council

1. Which potential RHA opportunities could help Minturn further our housing goals & objectives? Are there any in particular that Council would like staff to follow up on for further discussion?
2. What direction does Council have for staff as we continue conversations with preliminary RHA jurisdictions?

This presentation discussed local housing challenges and the potential benefits of participating in a regional housing authority. This presentation reviewed housing trends identified in the Housing Needs Analysis, including items such as declining year-round occupancy, increasing home prices and rents, aging housing stock, and affordability challenges for local workers and families, and prompted council to analyze whether or not opportunities present in a Regional Housing Authority support goals set out in the 2019 Housing Action Plan and objectives outlined in the 2023 Community Plan.

Council discussion focused on preserving Minturn's character and existing housing stock, maintaining opportunities for year-round residents, and exploring tools such as deed restrictions, and employer-supported housing.

Council members expressed a range of perspectives regarding the housing data, the scale of housing needs in Minturn, and the feasibility of various solutions. Several members emphasized the importance of local control, ensuring any future funding would be used for Minturn-specific priorities, and understanding the costs and potential benefits of participation before making decisions. The most prevalent concern was the community's ability to support additional taxes given existing financial burdens and infrastructure needs, specifically given the recent increase in utility bills to fund the new water treatment plant. Overall, Council supported continuing discussions with regional partners and gathering additional information on potential programs,

funding mechanisms, and impacts to the community before considering future action.

12. Future Agenda Items

A. Future Meeting Topics

Gusty K. suggested that with the code review / rewrite we should review landscaping requirements. Drought conditions are expected to continue, and this should be reviewed.

13. Executive Session

- A.** For discussion of a personnel matter under CRS Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. – Town Administrator review.

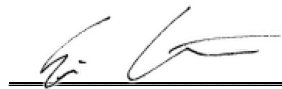
Motion by Gusty K., Second by Spence N., to convene in Executive Session For discussion of a personnel matter under CRS Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. – Town Administrator review as presented.

Motion Passed 5-0. Those to be included were the Council present, Town Manager Rob G., and Town Attorney Michael S. (Zoom). Motion passed 5-0.

Town Council convened into Executive Session at 8:30pm and adjourned at 9:08pm.

14. Adjourn

Motion by Gusty K., Second by Tom P., to adjourn at 9:08pm.



Eric Gotthelf, Mayor

ATTEST:



Jay Brunvand, Town Clerk



From: Mark Tamberino
To: Cindy Krieg; Jay Brunvand
Subject: Xcel power issues!
Date: Wednesday, June 10, 2026 10:52:08 AM

Town Council Members,

I am writing to express my deep dissatisfaction with the ongoing inadequacies of Xcel Energy's infrastructure within the Town of Minturn and the significant impact these failures continue to have on local businesses — particularly restaurants like mine that rely on consistent, reliable power to operate safely and effectively.

Since January, the power has gone out seven separate times, each for an extended period. These outages are not minor inconveniences; they disrupt business operations, compromise food safety, damage equipment, reduce revenue, and erode customer confidence. No small business can reasonably plan or operate under these conditions.

Minturn residents and business owners deserve a level of service that meets the basic expectations of reliability. Xcel Energy's current performance falls far short of that standard.

I respectfully urge the Town Council to take the following actions:

- Renegotiate the Town's power contract with Xcel Energy to ensure stronger reliability requirements, accountability measures, and infrastructure investment commitments.
- Draft and send a formal letter to the Colorado Energy Commission on behalf of Minturn residents and business owners, outlining the repeated outages and requesting immediate review and intervention.

Minturn is a resilient community, but we cannot continue to absorb the operational and financial strain caused by repeated power failures. We need the Town's leadership to advocate on our behalf and ensure that our energy provider meets its obligations.

Thank you for your attention to this matter and for your continued service to our community.
Sincerely,

Mark Tamberino
Kirby Cosmo's BBQ BAR
970-401-3060

From: Connie Mazza <connie@minturnsaloon.com>

Date: June 10, 2026 at 7:59:40 PM MDT

To: Jay Brunvand <treasurer@minturn.org>

Subject: Complaint: multiple power outages

Hi Jay,

I am not sure who to email to voice a complaint to be discussed at next week's town meeting. Kindly forward this on to the appropriate person:

As I'm sure many other residents and businesses in Minturn can relate, The Saloon has experienced ongoing power outages. I have expressed my concerns to the Business division of Xcel Energy and they have been unhelpful in offering any real solutions to this problem.

As you can imagine, these power outages are disruptive to our restaurant in many ways. Of course there's the financial impact when we have to close early or turn away customers, send staff home who are relying on their restaurant income, and discard ready-to-eat food that was prepared for service. There's also food safety issues when our kitchen equipment shuts off and food falls out of proper temperature control.

Doing business in Minturn comes with its many opportunities, but also its disadvantages. We are already up against stark seasonality. With such a concentrated time to earn our income, it is imperative that the days we *are* open, we can do business as normal, without these ongoing interruptions.

If you have any recommendations to us and other businesses affected by these power outages, I would love to know. We are looking into solar generators and/or switching energy companies. Would love the Town of Minturn's thoughts on this.

Sincerely,

Connie Mazza

Minturn Saloon

Owner

914.886.8851

connie@minturnsaloon.com