



Official Minutes

Town Council Regular Meeting | 5:30 PM

Wednesday, July 15, 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/81288063047>

Zoom Call-In Information: 1 6513728299 or 1 3017158592 **Webinar ID:** 812 8806 3047

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 5:29pm.

2. Roll Call and Pledge of Allegiance

Council present: Mayor Eric Gotthelf, and Town Council Members Gusty Kanakis, Spence Neubauer, MacKenzie Hanna, Tom Priest, and Kate Schifani. Note: Lynn Feiger was excused absent.

Staff Members Present: Town Manager Rob Gutierrez, Town Clerk Jay Brunvand (zoom), Town

Attorney Gregory Cowan, and Planner II Madison Harris.

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. 07-01-2026 Minutes

B. Liquor License Renewal - Meatuna LLC, dba The Crazy Chicken

Motion by Spence N., second by Kate S., to approve the July 15, 2026 Consent Agenda as presented. Motion passed 6-0.

4. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Gusty K., second by Tom P., to approve the July 15, 2026 Agenda as presented. Motion passed 6-0.

5. Declaration of Conflicts of Interest

Spence N. declared a conflict of interest with regard to the Midtown Village agenda items, as they have a business relationship and with Res 40-2026. He will recuse himself from the dais during these portions of the meeting.

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.

Lynn F. arrived at 5:34pm

Mr. Mark Sifers, 355 Pine, asked about bear attacking the trash can if that is a trash violation? If the can remains unrepaired yes, it is a violation. On 671B and C asked about the increase from construction shutoff and asked about the increased rate.

7. Council and Committee Reports

Lynn F. updated that she was late due to an extended fire district meeting today.

Gusty K. noted the bears are out and to keep trash in the cans and locked.

8. Staff Reports

A. Manager's Report

USFS bridge repairs are continuing. \$225k grant award for the shooting range that work we will be doing next year. Updated on Bolts Lake, met with the new ECSD Superintendent. Rob noted we will be having onsite tours of the water plant.

Lynn F. and Rob G. discussed the Affordable Art Sale this summer. This Friday from 3-8pm on Nelson and Williams St. and will have artist activities.

Lynn F. asked about Bolts Lake work, Rob outlined the work that will be done. This is just to see what the ground work will require.

Gusty K. noted the revised Manger's Report and liked it and the Shooting Range grant.

Rob, discussed the work at Little Beach Park and how work is progressing and a re-look at the park safety.

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 - Siphon Project Update (Jeff Schneider)

Jeff Schneider, ERWSD Engineer, presented.

The Minturn Siphon consists of dual 8-inch cast iron pipes that carry nearly all of the Town of Minturn's wastewater flow beneath the Eagle River. After multiple years of planning and analysis, Eagle River Water and Sanitation District (ERWSD) is preparing to mobilize for construction of improvements that will extend the infrastructure's service life and improve operations and maintenance.

Background

Originally constructed in 1968, the Siphon presents numerous operational challenges, is in deteriorated condition, and has a known safety concern related to accessing its upstream manhole. The Siphon was contemplated in multiple master planning efforts, including:

- 2009 Collection System Study
- 2017 Battle Mountain Capacity Study
- 2022 Collection System Master Plan

Preliminary engineering and alternatives analysis for the Siphon began in 2023 with a comprehensive bypass pumping and CCTV investigation to dewater the siphon and assess its interior condition. In 2024, Kimley Horn was retained to provide design engineering services, including an alternatives analysis of improvement options such as replacement of the Siphon, re-routing the interceptor pipe on the nearby Bellm Bridge, and rehabilitation of the Siphon. The rehabilitation option was selected as the best value, lowest cost, and least disruptive option.

The selected scope of the project includes replacement of the upstream splitter manhole to include flow control gates, installation of 12 linear feet of new PVC sewer main, and in situ CIPP lining of both barrels of the siphon pipe.

Heyl Construction originally intended to begin the work in late June, but the schedule was pushed approximately one month to accommodate the Town of Minturn project on the north end of town at the County Road bridge to reduce public impact. Next Steps Heyl Construction is planning to mobilize on July 20 to begin the construction of the improvements. The work will start with guardrail removal and shoring installation along US Highway 24, requiring one-way traffic with flagging between 8:30 a.m. and 4:30 p.m., Monday through Friday. Once the shoring is complete, bypass pumping equipment will be located near U.S. Highway 24 to provide 24/7 bypass pumping for approximately four weeks. This will enable the cleaning and lining of the two pipes, as well as the installation of the new manhole structure and pipe segment. The pumping on the suction side will require a small lane shift, and the discharge side will involve a shallow trench on the north side of Bellm Bridge with direct discharge into the sanitary manhole.

MacKenzie H. asked about the lane shift, it is only movable cones, not Jersey Barriers or heavy walls and traffic will only be shifted between 8:30am and 4:30pm when crews are working.

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.

At this time, Spence N. recused himself from the meeting due to a conflict of interest and stepped from the dais.

A. Ordinance No. 07 - Series 2026 (Second Reading) An Ordinance Approving the Final Development Plan for Midtown Village Planned Unit Development

Introduction:

The Town Council reviewed on first reading Ordinances 7, 8, and 9 - Series 2026 as well as Resolution 36 - Series 2026 at their July 1, 2026 meeting. There were some outstanding items that staff and the Applicant were trying to work through between first and second reading.

Update:

There were three conditions of approval attached to Ordinance No. 07 - Series 2026, two of which we were hoping to remove prior to second reading. Unfortunately, there was not enough time to properly address Condition 3 below, so staff is proposing this condition to remain. Also, upon further discussion with the Town Attorney, Condition 1 has been moved from Ordinance No. 07 to Ordinance No. 08 and Resolution 36, and Condition 3 has been moved from Ordinance No. 07-2026 to Resolution 36.

1. The Applicant shall address the Town Engineer's comments in the letter dated June 26, 2026 prior to or concurrent with grading permit application. This condition is proposed to remain but, upon discussion with the Town Attorney, been removed from Ordinance No. 07 and been attached to Ordinance No. 08 and Resolution 36.

2. The Applicant shall work with Town staff and representatives from the Valley Housing Store to finalize the Housing Plan and the associated covenants and deed restrictions prior to the issuance of site plan approval of any of the development tracts. This condition has been removed as Town Staff, the Applicant and representatives from the Valley Home Store have updated and finalized the Housing Plan and the deed restriction documents covering 1) Resident Occupied For Rent Units, 2) Resident Occupied For Sale Units, and 3) Price Capped Units.
3. The Applicant shall work with the Town Attorney to resolve any outstanding comments on the Homeowner's Association Declarations prior to the recording of the Final Plat. This condition is proposed to remain but, upon discussion with the Town Attorney, been removed from Ordinance No. 07 and been attached to Resolution 36. There were edits between the Applicant and the Town Attorney happening in the interim between First and Second Reading, but the final review by the Town Attorney could not be accomplished in time for this packet. Although staff was hoping that this condition of approval could be removed prior to second reading, staff does not believe that approving Midtown Village PUD with this condition attached will be detrimental to the project.

Recommendation:

Staff is recommending approval of the updated Ordinances No. 07, 08, and 09 - Series 2026 and Resolution 36 - Series 2026.

Public Hearing Opened
No Public Comment
Public Hearing Closed.

Motion by Gusty K., Second by Lynn F., to approve Ordinance 07 - Series 2026 on second reading the Midtown Village Final Development Plan for PUD, because the Final Development Plan conforms to the applicable criteria and standards of the Minturn Municipal Code and the Minturn Community Plan as presented. Motion passed 6-0. Note: Spence N. stood recused.

B. Ordinance No. 08 - Series 2026 (Second Reading) An Ordinance Approving the Final Plat for Subdivision for Midtown Village PUD

Public Hearing Opened
No Public Comment
Public Hearing Closed.

Motion by Kate S., Second by Gusty K., to approve Ordinance 08 - Series 2026 second reading Midtown Village PUD Subdivision Final Plat because the Final Subdivision Plat conforms to the Preliminary Plat, as well as applicable criteria and standards of the Minturn Municipal Code as presented. Motion passed 6-0. Note Spence N. stood Recused.

C. Ordinance No. 09 - Series 2026 (Second Reading) An Ordinance Approving the Rezoning of the Midtown Village PUD Property from South Town Commercial Zone District to Midtown Village PUD Overlay Zone District

Public Hearing Opened
No Public Comment
Public Hearing Closed.

Motion by Tom P., Second by Lynn F., to approve Ordinance 09 - Series 2026, Midtown Village PUD Overlay Zoning because the zoning complies with the applicable criteria and standards of the Minturn Municipal Code as presented. Motion passed 6-0. Note Spence N. stood Recused.

D. Resolution No. 36 - Series 2026 A Resolution Approving the Midtown Village PUD Agreement

Resolution No. 36 authorizes the Mayor to sign a PUD development agreement for the Midtown Village subdivision. The PUD Agreement is a lengthy document containing several commitments associated with the implementation and long-term maintenance of the Midtown Village PUD. There are several exhibits attached to the PUD Agreement that are substantive in nature. This memo outlines the key provisions of the PUD Agreement and the relevant exhibits.

Motion by Gusty K., second by MacKenzie., to approve a resolution authorizing the mayor of the town of Minturn to sign the planned unit development agreement for midtown village planned unit development as presented with two conditions. Motion passed 6-0. Note Spence N. stood Recused.

At this time Spence N. resumed his seat at the dais.

E. Ordinance No. 10 - Series 2026 (Second Reading), An Ordinance Amending Chapter 1, Article 4, Section 20 and Chapter 8, Article 1, Section 70 (Subsection 3) of the Town of Minturn Municipal Code General Penalty Provision to Conform with State Law

Gregory C. presented and noted there are no changes from first reading.

Late last year, the Colorado Supreme Court held that municipal general penalty provisions authorizing harsher punishments than comparable state offenses are unlawful. In response, municipalities across the state are updating and amending their general penalty provisions to more clearly align with state statutory penalty limits for like offenses. Attorney Gregory Cowan reiterated what the general penalty code provision is, and further explained the intent of cleaning up our code to align with state law.

Recommended Changes

The proposed ordinance establishes four categories of municipal offenses for organizational and sentencing purposes. These categories align with the requirements set forth in Colorado Senate Bill 21-271 (Misdemeanor Reform), which the Colorado Supreme Court has directed municipal jurisdictions to follow. The Town's compliance with these requirements is reflected in the proposed amendment to Section 1-4-20 of the Town Code. In the proposed code amendment, the portion of Section 1-4-20(a) that speaks to the treatment of ongoing violations as separate offenses

is preserved under its own subsection, subsection (c). Subsection (d), which allowed for an inflationary adjustment is recommended for removal.

Public Hearing Opened

No Public Comment

Public Hearing Closed.

Motion by Tom P., second by Lynn F., to approve Ordinance No. 10 – Series 2026 on second reading, An Ordinance Amending Chapter 1, Article 4, Section 20 and Chapter 8, Article 1, Section 70 (Subsection 3) of the Town of Minturn Municipal Code General Penalty Provision to Conform with State Law as presented. Motion passed 7-0.

F. Resolution No. 39 - Series 2026, A Resolution Amending the Eagle Valley Transportation Authority Intergovernmental Agreement

A Resolution approving an amendment requested by EVTA to clarify confusing language contained in Section 12.01 Amendments Generally.

Discussion ensued as to the intent, what the changes would result, and it was found agreeable.

Motion by Lynn F., second by Spence N., Resolution No. 39 - Series 2026, approving an amendment of section 12.01 of the Eagle Valley Transportation Authority intergovernmental agreement as presented. Motion passed 7-0.

G. Resolution No. 40 - Series 2026, Temporary License Agreement Shade Structure

At this time, Spence N. recused himself from the meeting due to a conflict of interest and stepped from the dais.

Rob G. outlined the issues and the need for this agreement. A Resolution allowing the town to temporarily use designated portions of 161 Main St to provide temporary shade structures for the public during certain town events.

Motion by Kate S., second by MacKenzie H., Approving a revocable temporary shade structure license agreement with Eagle River Holdings as presented. Motion passed 6-0.

At this time Spence N. resumed his seat at the dais.

H. Resolution No. 34 - Series 2026, Tennessee Pass Rail Corridor Preservation - Requesting Continuance to the next meeting

Motion by Gusty K., second by Kate S., to move this item to the August 5 Council Meeting. Motion passed 7-0

11. Discussion / Direction Items

A. Speed Data Presentation / Discussion

Purpose of Memorandum

The purpose of this memorandum is to inform Town Council of preliminary vehicle speed data collected by Town staff at key locations throughout Minturn. The primary objective of this effort was to better understand vehicle speeds on streets where speeding and traffic safety concerns have been identified by the public, Council, and staff, and to help determine whether additional actions should be considered to improve safety.

The data collection included Main Street (US 24), Minturn Road, Pine Street, Taylor Street, and other locations identified through public input and staff observations. Because these roadways serve different functions and are under different jurisdictions, the data was collected to support different potential future actions depending on the location.

Future Engineering Evaluation

The vehicle speed data presented in this memorandum is intended to serve as a preliminary screening tool rather than a formal engineering speed study. Town staff collected data at multiple locations to identify where speeding appears to be most prevalent and to help determine where additional professional analysis may provide the greatest benefit. Because Main Street (US 24) is under CDOT jurisdiction, future consideration of engineering-based traffic safety improvements or participation in CDOT's Automated Vehicle Identification System (AVIS) Program would require additional analysis by a qualified transportation engineering consultant. A formal engineering study would evaluate traffic speeds, roadway characteristics, traffic volumes, safety conditions, and other engineering factors beyond the preliminary information collected by Town staff. Rather than attempting to satisfy the requirements of a formal engineering study, the purpose of this preliminary data collection was to identify one or two locations where a consultant's efforts could be focused most effectively should Council decide to pursue additional evaluation.

On locally owned streets such as Pine Street and Taylor Street, the preliminary data was collected for a different purpose. Because traffic volumes are substantially lower than on Main Street, the information is intended to help evaluate neighborhood speeding concerns and determine whether local operational or traffic-calming measures should be considered, rather than to identify locations for a potential AVIS application.

Methodology & Definitions

Following concerns raised by the public and direction from Town Council, Town staff collected vehicle speed data at ten locations throughout Minturn between December 2025 and May 2026. Speed data at each location was collected over approximately one week. A summary of the data and a map of the monitoring locations are included at the end of this memorandum.

This was a preliminary staff-level data collection effort intended to identify general patterns and potential locations for further study. The data and calculations have not been independently reviewed or validated by a traffic engineer and should not be treated as a formal engineering analysis. Any findings used to support a CDOT application, enforcement program, roadway improvement, or other significant policy decision would require additional data collection and verification by a qualified transportation professional.

The 85th-percentile speed is the speed at or below which 85 percent of observed vehicles travel under typical free-flow traffic conditions. Traffic engineers commonly use the 85th percentile speed as one indicator of prevailing traffic speeds when evaluating roadway operations and potential safety concerns.

Speed variance describes the degree to which vehicle speeds differ from one another at a given location. Greater variation in speeds may indicate a less uniform traffic flow and, when considered alongside other factors, can contribute to increased crash risk. For this analysis, speed variance is expressed using the standard deviation of observed vehicle speeds.

Preliminary Findings and Candidate Locations

Based on the preliminary speed data collected by Town staff, several locations exhibited higher observed vehicle speeds than others. Staff believes the following locations may warrant additional evaluation if Council wishes to pursue further traffic safety analysis.

Highway 24 / Main Street (US 24)

Potential Higher Priority for Additional Evaluation

- Approximately 98.1% of observed vehicles exceeded the posted 25 mph speed limit. The average observed speed was 35.1 mph.
- Approximately 15% of observed vehicles traveled faster than 39 mph (the preliminary 85th-percentile speed). The highest recorded speed was 61 mph.
- Preliminary speed variation was calculated at 0.95 mph. Because this analysis was completed by Town staff, this value should be considered preliminary and verified as part of any formal engineering evaluation.

South Main Street @ Boneyard

Potential Higher Priority for Additional Evaluation

- Approximately 89.2% of observed vehicles exceeded the posted 35 mph speed limit. The average observed speed was 41.6 mph.
- Approximately 15% of observed vehicles traveled faster than 47 mph (the preliminary 85th-percentile speed). The highest recorded speed was 96 mph.
- Preliminary speed variation was calculated at 5.6 mph and should be verified through any future engineering study.

Minturn Rd North of 4th Avenue

Potential Higher Priority for Additional Evaluation

- Approximately 90.9% of observed vehicles exceeded the posted 25 mph speed limit. The average observed speed was 32.4 mph.
- Approximately 15% of observed vehicles traveled faster than 38 mph (the preliminary 85th-percentile speed). The highest recorded speed was 69 mph.
- Preliminary speed variation was calculated at 5.4 mph and should be verified through any future engineering study.

Minturn Rd South of 4th Avenue

Potential Lower Priority for Additional Evaluation

- Approximately 53.9% of observed vehicles exceeded the posted 25 mph speed

limit. The average observed speed was 26.5 mph.

- Approximately 15% of observed vehicles traveled faster than 32 mph (the preliminary 85th-percentile speed). The highest recorded speed was 49 mph.
- Preliminary speed variation was calculated at 6.3 mph and should be verified through any future engineering study.

Main Street (400 Block)

Potential Lower Priority for Additional Evaluation

- 62.80% of drivers exceed the posted limit of 25 mph with the average speed being 26.57 mph.
- Approximately 15% of drivers traveled at speeds higher than 31 mph; the maximum speed recorded was 65 mph.
- The variance is mildly high at 4.57 mph, suggesting that there is speed dispersion at this location.

Direction was to continue monitoring and applying other tactics that will reduce the rate of both the actual and perceived speed, and to continue to keep Council informed.

Pine Street 400 Block (in front of day care)

Neighborhood Safety Concern

- 34.4% of drivers exceed the posted limit of 15 mph with the average speed being 14.7 mph.
- Approximately 15% of drivers traveled at speeds higher than 18 mph; the maximum speed recorded was 32 mph.
- Given the relatively low traffic volumes on Pine Street, these observations are intended to help evaluate neighborhood speeding concerns rather than identify locations for formal engineering study or potential AVIS consideration.

Taylor Street (300 Block)

Neighborhood Safety Concern

- 35.1% of drivers exceed the posted limit of 15 mph with the average speed being 14.8 mph.
- Approximately 15% of drivers traveled at speeds higher than 18 mph; the maximum speed recorded was 28 mph.
- As with Pine Street, these observations are intended to inform local traffic safety discussions rather than identify locations for formal engineering evaluation.

It was noted that although we don't have a significant speeding issue on Pine, Boulder, and Taylor, citizens do have a safety concern where one might feel less safe riding or walking on the streets. Direction was to continue with traffic speed study and pursue other speed reduction concepts.

Overall, the preliminary data suggests that the most significant speeding concerns are concentrated along the Main Street (US 24) corridor and portions of Minturn Road. While speeding was also observed on Pine Street and Taylor Street, the lower traffic volumes and roadway context suggest these locations are more appropriately considered through neighborhood traffic management strategies rather than formal engineering evaluation for potential CDOT-related actions. Based on

these preliminary findings, staff believes any future consultant-led engineering study should focus on the higher-priority locations identified above.

Staff Discussion

The preliminary speed data indicates that speeding concerns are not uniform throughout Town. The highest observed speeds and greatest frequency of speeding were generally concentrated along the Main Street (US 24) corridor and portions of Minturn Road, while neighborhood streets such as Pine Street and Taylor Street exhibited lower overall speeds despite isolated instances of speeding.

Based on these preliminary findings, staff believes that, should Council wish to pursue additional traffic safety analysis, the most effective use of consultant resources would be to focus a formal engineering speed study on one or two of the higher-priority locations identified in this memorandum. Such a study would provide the engineering analysis necessary to better understand roadway conditions, evaluate potential mitigation strategies, and determine whether additional actions, including participation in CDOT's Automated Vehicle Identification System (AVIS) Program or other traffic safety improvements, are appropriate.

For locally owned neighborhood streets, the preliminary data may instead be useful in evaluating lower-cost operational measures, public education, enforcement efforts, or traffic-calming strategies, as appropriate.

Questions and Considerations for Council

Staff is requesting Council direction regarding the following:

1. Whether Council wishes to pursue a consultant-led engineering speed study for one or more of the higher-priority locations identified in this memorandum.
2. If so, which location(s) should be prioritized for additional evaluation.
3. Whether Council wishes staff to explore additional neighborhood traffic calming strategies for Pine Street, Taylor Street, or other locally owned streets.

Council would like to see more police coverage. It was noted south bound seems to be faster.

Ms. Lynn Teach, 253 Main St. recommended kid friendly signs encouraging cars to slow down.

12. Future Agenda Items

A. Future Meeting Topics

- 8/5 exec session re Battle Mtn
- Kate and eric will be absent

13. Adjourn

Motion by Spence N., second by Kate S., to adjourn the meeting at 7:07pm.



Eric Gotthelf, Mayor

ATTEST:



Jay Brunvand, Town Clerk



Information Only Items

- Upcoming Council Meetings: 8/5, 8/19, 9/2.
- Special Events: Aug 1st Friday at Sweeney Co.