

RECORD OF PROCEEDINGS

TOWN OF KREMMLING REGULAR TOWN BOARD MEETING January 15, 2025

The Board of Trustees for the Town of Kremmling met in the Boardroom located at 203 Park Avenue, Kremmling, Colorado 80459. With Mayor Wes Howell presiding, the meeting was called to order at 6:01 PM. Trustees present: Jim Miller, Wes Howell, Erik Woog, and Leo Pesch. Staff present: Town Clerk & Treasurer Teagan Serres, Public Works Director Dillon Willson, and Chief of Police Jesse Lisenby

Pursuant to Section 2.07.070(B) of the Kremmling Municipal Code, a quorum for conducting business shall consist of four Trustees. Since only three Trustees and the Mayor were present, a quorum was not established. As a result, all action items on the agenda were postponed, and the meeting continued only with Staff Reports and Presentations.

Citizen comments. (Comments are limited to five minutes.):

There were no citizen comments.

Staff Reports:

- Public Works & Town Engineer

Public Works Director Dillon Willson reported that the Streets Master Plan conducted by Element Engineering has been completed and will be available after staff conducts a final review for accuracy. He also mentioned that an employee has been working towards obtaining a Commercial Driver's License (CDL) and will finish shortly, pending the final tests. Additionally, Mr. Willson explained that Mayor Howell had inquired about the purchase of ultra-filtration skids, which had been previously approved by the Board. He noted that the skids have not been ordered yet, but the Town is on the list to receive them in time to align with the new Water Treatment Plant construction project.

- Kremmling Police Department

Chief of Police Jesse Lisenby announced that the newest Patrol Officer is now patrolling independently. He reported that collaborative efforts concerning a derelict property on Range Avenue have led to the removal of a camper parked in the Town's right-of-way and a significant amount of trash. Additionally, he mentioned that he has held several meetings with an Emergency Management group to enhance the Town's emergency planning for road closures. TRUSTEE WOOG inquired about the plans for truck parking at the Kremmling Mercantile during road closures. Chief Lisenby indicated that he is uncertain about the specifics, noting that traffic and parking typically flow in that direction naturally, as it is where road closures usually begin.

- Town Clerk & Treasurer

Town Clerk and Treasurer Teagan Serres reported that the annual business license renewals for 2025 are currently underway and should be completed shortly. The end-of-year payroll and accounts payable processes for both the Town and the Kremmling Sanitation District are also in progress, and staff anticipates finishing on time without requiring extensions for either entity. The utility rate increases have been successfully implemented into the Town's accounting software, and residents should expect to see this increase reflected on their next bill, which will arrive in less than a week. Ms. Serres informed the Board that the Town's contracted Certified Public Accountant (CPA) has passed away. The accounting firm has notified the Town that they will not be able to continue as a client at this time.

Additionally, Ms. Serres reported that the job posting for the Town Manager position has been published at the Town Hall, on the Town's website, and through the Colorado Municipal League. She mentioned that the job will also be advertised on the Town's Facebook page, the International City/County Management Association (ICMA), and the Colorado City & County Management Association (CCCMA). She asked the Board for any further recommendations on where else to post the job. The Board requested that the position be listed on Indeed and/or LinkedIn.

Presentations:**1. Local Planning Capacity (LPC) Grant Community Readiness Assessment (CRA)**

Jennifer Henninger and Shelia Booth from Community Planning Strategies were in attendance to present the Community Readiness Assessment. They explained the Kremmling Community Readiness Assessment is a multi-phase project aimed at addressing the Town's housing needs. Phase 1 involved gathering community input, which highlighted the need for affordable housing, diverse housing options, and job opportunities while preserving Kremmling's small-town character.

Phase 2 evaluated the Town's regulations and policies and found that outdated policies and complex regulations hinder housing development. The assessment recommended updating the Comprehensive Plan, streamlining the Kremmling Municipal Code, and creating a Schedule of Uses.

Phase 3 proposed implementation strategies, including community partnerships, Kremmling Municipal Code and policy modifications, and revenue-generating activities. These recommendations aim to create a more diverse and attainable housing market while preserving Kremmling's unique character. The Assessment concludes that collaboration between the Town, community members, developers, and stakeholders is critical to successfully implementing these recommendations and creating a sustainable housing market.

Discussion included the following topics:

- Concerns were raised about the stakeholder selection process, particularly the absence of private entities in the stakeholder group.
- Concerns regarding the funding necessary to complete the code updates for this project. It was suggested that the Planning Commission review the recommendations alongside the model code examples provided by the Department of Local Affairs.

Board of Trustees Reports & Future Agenda Items for Consideration:

None.

Adjournment:

MAYOR HOWELL adjourned the meeting at 7:21 PM.


Teagan Serres, Town Clerk
Wes Howell, Mayor