



Part Time Residents Advisory Board
Regular Part Time Residents Advisory Board Minutes
Tuesday, October 24, 2023
3:30 PM
130 Kearns Road
Town Hall
1st floor; Small Conference Room

1. CALL TO ORDER AND ROLL CALL

3:35 pm Chairperson Mayer called meeting to order. All members present except John Orton.

2. APPROVAL OF THE MINUTES

Charles H. motioned to approve minutes. Mike B. seconded. All in favor.

2.a Approval of 8/22/23 PTRAB Minutes

3. Public Comment

This section is set aside for the PTRAB to LISTEN to comments by the public regarding items that do not otherwise appear on this agenda. Generally, the Town Council will not discuss the issue and will not take an official action under this section of the agenda.

(Five Minute Time Limit)

No members of the public were present to comment. No written comment was sent to Board or Staff.

4. Administrative Updates & Discussion Items

4.a Update to Town Council Recap

Discussion on recent update provided to the Town Council by PTRAB on October 16. Charlie H. summarized the update for those members of PTRAB who were not present at the meeting on the 16th. This included a list of which members of PTRAB attended, who spoke, and how the update was received by the Town Council.

John O. and Charlie H. were present on the 16th, and Jeff S. and Mike B. attended virtually. John O. read a prepared statement largely centered around the recent resolution adopted by PTRAB concerning property tax rebates. Charlie H. shared a list of areas of interest to PTRAB for Council's consideration.

4.b Dog Leash Law Updates

Staff provided a brief update on community messaging of new leash laws. Mike B. requested that specific language be included in further messaging explaining how HOAs can be more restrictive with leash requirements than Town Code.

4.c Part-time Resident Survey

Staff brought this question to the board as a follow-up discussion from a previous meeting. Staff asked if the board would still like to survey part-time residents and what kind of information they would like to capture from the population.

Staff was directed to bring a draft survey instrument to a future meeting including questions regarding 1) knowledge resources that are able to be provided to the Town, 2) topics of interest, and 3) issues that should be relayed to PTRAB and the Town Council.

Discussion also occurred around the need to use a survey as an opportunity to update a part-time resident directory for the town and distribution lists.

4.d Fall PTRAB Newsletter

Members of the board discussed the timing, effectiveness and reach of a part-time resident-focused newsletter. Staff shared that past newsletters have enjoyed 50% open-rates, which is acceptable given the audience.

Jeff S. asked staff how distribution will work for the newsletter and staff explained the methodology.

Mike M. and staff will collaborate on a draft to be shared with the board at a future meeting.

4.c Administrative Updates

Staff provided updates about the Brush Creek culvert project, the Lower Kearns Road culvert project, Town Park/Rodeo redevelopment, and housing projects.

Members of the board asked if development would slow down and staff confirmed that there are only a few large-scale development projects left in the near future.

5. NON-AGENDA ITEMS & MEMBERS CONCERNS OR IDEAS

No non-agenda items were discussed at this meeting.

6. ADJOURNMENT

Jeff S. moved to adjourn. Charlie H. second. All in favor.

Meeting adjourned at 4:16 p.m.