

April 24, 2018

**CITY OF GUNNISON COUNCIL
REGULAR SESSION MEETING MINUTES**

5:30 P.M.

The City Council Regular Session was called to order at 5:31 P.M., by Mayor James Gelwicks with Councilors Mallory Logan, Jim Miles, Robert Drexel, Western State Colorado University Lozen Miller present along with City Manager Russ Forrest, City Attorney Kathy Fogo, and City Clerk Erica Boucher. Public Works Director David Gardner, Electric Superintendent Will Dowis, were present along with Community Development Director Steve Westbay, Parks and Recreation Director Dan Ampietro, and Police Chief Keith Robinson. The press and a handful of citizens were present. Councilor Leia Morrison was absent. A Council quorum was present.

Citizen Input:

Mayor Gelwicks called for any citizens to give input on any items not being considered on the agenda. None came forward.

Consent Agenda: Prior to approval of the Consent Agenda, two items were removed from the Consent Agenda.

Approval of the April 10, 2018, Regular Session Minutes as submitted and give direction to the City Manager to sign an Intergovernmental Agreement regarding Undesirable Plant Management.

Roll call, yes: Logan, Miles, Gelwicks, and Drexel. So carried

Roll call, no: None.

Mayor Gelwicks removed setting a Public Hearing date for Cosmic Foods Holdings LLC dba Cosmic Kitchen from the Consent Agenda to amended the May 8, 2018 Public Hearing date for correction. The corrected Public Hearing date for Cosmic Foods Holdings LLC dba Cosmic Kitchen is May 22, 2018 in order for the City to publically post and published the Public Hearing notification for at least 10 days as required by C.R.S. 12-43.4-302.

Councilor Drexel moved and Councilor Logan seconded the motion to amend the Public Hearing date for Cosmic Foods Holdings LLC dba Cosmic Kitchen from May 8, to May 22, 2018.

Roll call, yes: Miles, Gelwicks, Drexel, and Logan. So carried.

Roll call, no: None.

The second item removed from the Consent Agenda was the Travel Policy Amendment in order for Council to receive clarification. Council requested clarification as to why Staff is requesting approval of administrative changes to the Travel Policy of the *City Employee Handbook*. It was clarified that, even though, Council approves the budget annually, which includes funds allocated for professional development travel, at times it is necessary for Staff to travel out-of-state to receive specialized training that wasn't originally included in the budget. In those occasional cases, the City Manager will approve the out-of-state travel and participation in those out-of-state trainings will be communicated to Council for transparency to the public. Councilor Drexel moved and Councilor Miles seconded the change in the Employee Handbook to allow the

City Manager to approve out-of-state travel requests.

Roll call, yes: Gelwicks, Drexel, Logan, and Miles. So carried.

Roll call, no: None.

Ordinance No. 3, Series 2018 RE: Utilities. Councilor Drexel introduced and asked the City Attorney to read the Ordinance by title only. Councilor Drexel moved and Councilor Miles seconded a motion to adopt on second and final reading Ordinance No. 3, Series 2018 Re: Amending the rates to be charged by the City of Gunnison Electric Department for electricity consumed.

Roll call, yes: Gelwicks, Drexel, Logan, and Miles. So carried.

Roll call, no: None.

Ordinance No. 4, Series 2018 RE: Planning and Zoning Commission Councilor Logan introduced and asked the City Attorney to read the Ordinance by title only. Councilor Logan moved and Councilor Miles seconded a motion to adopt on second and final reading Ordinance No. 4, Series, 2018 Re: An Ordinance of the City Council of the City of Gunnison Amending Title 2, Chapter 2.70 Planning Commission Section 2.70.010 Commission Established - Member of the Gunnison Municipal Code.

Roll call, yes: Drexel, Logan, Miles, and Gelwicks. So carried.

Roll call, no: None.

Ordinance No. 5, Series 2018 Re: Snow Removal Councilor Drexel introduced and asked the City Attorney to read the Ordinance by title only. Councilor Drexel moved to approve Ordinance No. 5, Series. City of Gunnison Police Chief Keith Robinson came before Council and summarized the origin of Ordinance No. 16, Series 2017, which Ordinance No. 5, Series 2018 is amending. He reviewed the small changes to the original ordinance in an effort to clarify and to streamline the snow removal process for property owners, especially for those who live and/or work on Tomichi as well as Main Street. The amended ordinance allows property owners to push the snow into an established City windrow until the roads become unsafe for travelers. At that point, residents would need to put the snow somewhere other than the street windrow until another windrow is established by the City. This past winter, the Police Chief and Public Works Director met with affected property owners to discuss the snow removal situation and worked with them to develop solutions that were reasonable to those involved. After these discussions, consensus emerged and the amended Ordinance was drafted. However, since this was a light snow year, all parties involved acknowledged that more work and adjustments to this plan may need to occur in the future when the snow fall is heavier and more resources are impacted. Council Logan seconded the motion to approve and order to be published Ordinance No. 5, Series 2018 on first reading.

Roll call, yes: Logan, Miles, Gelwicks, and Drexel. So carried.

Roll call, no: None.

Minor Subdivision: Final Plat 18-2: Forsythe Subdivision. Community Development Director Steve Westbay approached Council along with property owners Erik Forsythe and Shelley Read with a request to subdivide their 26,250 square foot lot into two lots, a west lot proposed to be 18,750 square feet and an east proposed to be 7,500 square feet. The applicants agreed to

established a 10-foot walkway on the easement. The Planning and Zoning Commission has reviewed the application and support the subdivision of the property. Council asked a few follow up questions about the neighboring lots sizes, the buildings existing on the property, and the sidewalk easement. Councilor Logan moved and Councilor Miles seconded approval of minor subdivision Final Plat 18-2.

Roll call, yes: Miles, Gelwicks, Drexel, and Logan. So carried.

Roll call, no: None.

Lazy K RFP Discussion and Decision. The City Manager summarized the RFP that Staff developed and requested proposals to continue the work that the University of Colorado – Center for Community Development completed by drafting the *West Gunnison Regional Park Master Plan*. The City received seven proposals and narrowed them down to three prospective companies. After reviewing the proposals, interviewing the firms and checking references, Staff recommended proceeding with Design Workshop out of Aspen, CO. Design Workshop rose to the top because they provided creative and insightful suggestions about the property, including the area's water features. After a site visit to the property with Staff, it was clear that they had spent time reviewing the previous plan completed by the University of Colorado. This firm also had equal experience in playground/park design and site planning. Discussion ensued. This scope of work also includes \$1,000 for ID Sculpture to build playground equipment for the site. The City Manager outlined the tentative timeframe for the execution of this scope of work. Councilor Logan moved and Councilor Drexel seconded the motion to direct the City Manager to execute a contract with Design Workshop to complete a scope of work in an amount not to exceed \$39,360.

Roll call, yes: Gelwicks, Drexel, Miles, and Logan. So carried.

Roll call, no: None.

Discussion and Allocation of Strategic Funds. The City Manager and Finance Director asked Council to provide Staff with direction to more specifically allocate the \$261,956 for strategic projects into an amended budget. The City Manager summarized the specific projects that address Council's four strategic initiatives (infrastructure, community engagement, affordable housing, economy vibrancy), which now have or will soon have actual expenses connected to them which will need to be paid for out of the \$261,956.

The City Manager and the Finance Director also mentioned to Council that a couple of the strategic projects listed have the option to be funded out of the Recreation Improvements Fund, rather than out of Council's strategic budget of \$261,956. They would be the IOOF Park and the park aspects of the Lazy K project for \$77,350. No decision was made as to whether or not to use the Recreation Improvements Fund to finance either one of these projects. There was concern expressed by Council for using the Recreation Improvements Fund for strategic projects when that money is intended for necessary maintenance and improvements to the Community Center. Staff presented it as an option and ensured Council that there was already money budgeted to cover Community Center maintenance and improvements. Discussion ensued regarding possible future spending and financially planning for Phase 3 of the Parks and Rec Master Plan and other strategic projects.

Community Development Director Westbay and Public Works Director Gardner spoke with Council to explain the allocation of \$47,000 for the TAP Grant and to give an update on the pedestrian crosswalks at 11th Street and Legion Park (Tomichi). The City recently received final comments from CDOT and will be able to continue to move forward and put out a RFP by July. Staff suggested using \$35,000 of the \$47,000 to hire a SGM project manager to oversee and manage the numerous requirements of CDOT, the vast quantity of administrative work and testing involved on these projects. \$5,500 of the \$47,000 would be used to pay for material testing and the remaining \$6,500 would go to pay for the additional and unforeseen work needed to complete to modify/relocate the City's ditch irrigation at 11th Street and implement a new storm drainage to better it for the City and to meet CDOT requirements.

Additional discussion ensued about community surveys for clarification and for Council to emphasize that the City should efficiently utilize its resources and finances regarding surveys. Council directed the Finance Director to draft an amended budget based on the suggested allocations for further review and discussion at the May 8th meeting.

Adjourn Regular Session Meeting and move into Discussion Session.

With no further business for the Regular Session Mayor Gelwicks adjourned the Regular Session Meeting and Council went into the discussion/work session at 6:50 P.M.

Mayor

City Clerk