

September 25, 2018

CITY OF GUNNISON COUNCIL  
REGULAR SESSION MEETING MINUTES

5:30 P.M.

The City Council Regular Session meeting was called to order at 5:30 P.M., by Mayor James Gelwicks with Councilors Mallory Logan, Jim Miles, Bob Drexel, and Leia Morrison present along with City Attorney Kathy Fogo, Finance Director Ben Cowan, and City Clerk Erica Boucher. Jim Charlier of Charlier Associates, Inc. was present. Also in attendance were members of the Seasons Schoolhouse Building Committee and parents and children from Seasons Schoolhouse. The press was present. A Council quorum was present.

**Citizen Input:**

Three representatives from Seasons Schoolhouse came before Council. David Mcelyea, president of the Seasons Schoolhouse Board, spoke first. He thanked Council for their support of Seasons through the Public Services Grant program for tuition scholarships. Next, he explained that Seasons will need to find a new location before April 2019 and said that they were struggling with finding a new available and affordable location. Taryn Mead spoke about the importance of having diverse child care options available for families in the Valley and how the need for affordable housing and child care are two issues that go hand-in-hand with each other. Katie Hill Renga discussed how Seasons is interested in the Lazy K property and would be interested in partnering with the City and a developer during the RFP process on creating a child care center. Seasons has been in search of a new space for over six years. Council offered a suggestion of a possible temporary space and thanked them for coming to the meeting.

**Council Action Items:**

**Approval of the September 11, 2018 Regular Session Minutes with correction.** Councilor Miles noted a Clerk error in the September 11's Regular Session Minutes. The September 11's minutes asked Council to approve the September 11's Regular Session Minutes, but it should have been the August 28<sup>th</sup> Regular Session Minutes. The Clerk thanked Council for mentioning the error and stated that it would be corrected. Councilor Drexel moved and Councilor Logan seconded a motion to approve the September 11, 2018, Regular Session Minutes with correction.

Roll call vote, yes: Logan, Miles, Gelwicks, Drexel, and Morrison. So carried with correction.

Roll call vote, no: None.

**Parking Analysis and Final Report.** Interim Community Development Director Andie Ruggera approached Council with Jim Charlier of Charlier Associates, Inc. who conducted the City's parking assessment August 2-4, 2018. Mr. Charlier stated that he has completed the project's big deliverable of a parking audit database for the City and Community Development to have as a baseline of parking in Gunnison. Mr. Charlier thanked the City employees and volunteers who assisted in the field as counters between 9:00am-7:30pm. They counted on-street parking and three City lots. Mr. Charlier stated that the results of the study are at block level and that when 85% of the spots are full in an established area, people tend to feel that parking is full. He summarized the results of the four zones studied over the three days. Council asked a few follow up questions. Overall, the primary observations made were that the parking spaces remained available in the core downtown areas throughout the day, the two busiest blocks for parking were Main Street from Tomichi to Virginia and Virginia Ave from Main to Iowa, the surface parking lots had availability during all count periods, and parking turnover was good in all core areas. It was concluded that Gunnison's parking availability is overall good and that the parking spaces are productive. Mr. Charlier also discussed the potential policy issues and areas for improvements. He highlighted that the parking of oversize vehicles throughout downtown is an issue that could be addressed by creating and directing oversize vehicles to a specific parking area. Another issue he highlighted was enforcement. He presented two enforcement models; punitive and service-oriented. He favored service-orientated enforcement for Gunnison and offered examples. He also suggested that Gunnison begin to think about using handheld meters so parking attendants can digitally track and record parking offenses in order to develop an escalating ticketing system. Lastly, Mr. Charlier stated that Gunnison could handle more parking within the downtown area and on nearby streets as Gunnison amends the *Land Development Code*. A brief discussion occurred about signage regarding parking and how technology is becoming an increasingly helpful asset in identifying appropriate parking areas. Lastly, he recommended that this data should get updated and maintained every couple of years. Councilor Logan moved and Councilor Morrison seconded a motion to accept the final report and recommendations presented by Charlier Associates, Inc.

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

Roll call vote, no: None.

**Financial Policies.** Finance Director Ben Cowan summarized the City's need to update its financial policies in writing in order for the City to receive federal grants. He stated that the City is already following the required policies in practice as a part of their accounting and business processes, but federal grants require formal adoption of them. These are administrative policies and would not need to be codified, but would be available on the website. Councilor Morrison moved and Councilor Logan seconded a motion to adopt the City of Gunnison Financial Policies as presented on September 25, 2018. Councilor Drexel noted a few clerical errors in the revised policies. Mr. Cowan confirmed that he would fix them in the final document. A brief discussion occurred about whether or not the City's specific software should be included. Mr. Cowan decided to include it because the software changes so infrequently.

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

Roll call vote, no: None.

**Purchasing Policy Amendment and First Reading of Ordinance No. 9, Series 2018; Re: An Ordinance of the City Council of the City of Gunnison, Colorado, Repealing and Reenacting Chapter 2.20, Purchasing Policy and Procedure, of the City of Gunnison Municipal Code.** Councilor Logan introduced Ordinance No. 9, Series 2018 and ask that it be read by title only by the City Attorney. Councilor Logan moved and Councilor Morrison seconded a motion for adoption of Ordinance No. 9, Series 2018 on first reading. Mr. Cowan confirmed with Council that this ordinance is a rewrite of the current purchasing policy and procedures in order for staff and the policy to be clearer, easier to understand, and have more consistency.

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

Roll call vote, no: None.

**Letters of Support for Gunnison County on grants for Shady Island Park and a Community Planning Assistance for Wildfire program.** Councilor Logan moved and Councilor Morrison seconded a motion for the City Manager to sign both letters of support for Gunnison County. Councilor Drexel asked if the Mayor's signature should also be included on the letters of support. Councilmembers supported adding the Mayor's signature to both letters of support. Councilor Logan added that she is pleased to see actions like these and collaboration between diverse stakeholders emerge from the Sustainability Tourism & Outdoor Recreation (STOR) committee. Councilor Logan made an amended motion and Councilor Morrison seconded the amended motion to have the letters of support for Gunnison County to include the Mayor's signature as well as the City Manager's signature.

Roll call vote, yes: Morrison, Logan, Miles, Gelwicks, and Drexel. So carried as amended.

Roll call vote, no: None.

**Community Development Semi-Annual Report.** Interim Community Development Director Andie Ruggera came forward to present the highlights of the Community Development's semi-annual report. The department has processed and completed 11 applications and one termination of easement in West Gunnison. Community Development is close to finalizing the analysis and recommendations from Cascadia Partners. Alex Joyce, of Cascadia Partners, will be returning to Gunnison to participate in an Open House on the *Land Development Code* recommendations and to discuss phase 2 amendments with Council on October 8 and will present to Council on October 9. Community Development is continuing to follow through and make progress on the *Gunnison Vibrancy Initiative*. The City has reviewed and prepared addresses for the Consensus. 51 permits have been processed since March and September 21. Council thanked Mrs. Ruggera for all of the work she and Community Development have completed over the last six months.

**Executive Session.** The Mayor stated that there is no intention to take formal action during the Executive Session and that its purpose is for gathering information only. Councilor Logan moved and Councilor Drexel seconded a motion for Council to go into an Executive Session to review the current City Manager's contract with the City Attorney pursuant to C.R.S. §24-6-402(4)(f)(I).

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

Roll call vote, no: None.

Council went into Executive Session at 6:39 P.M. and returned to open the Regular Session meeting at 7:12 P.M.

With no further business for Council, Mayor Gelwicks adjourned the Regular Session Meeting at 7:13 P.M.



*Jim Gelwicks*  
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Mayor

Attest:

*E. Boucher*  
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City Clerk