

April 23, 2019

**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 Jim Gelwicks with Councilors Mallory Logan, Jim Miles, and Bob Drexel present along with in-coming Western Liaison Liz Currie, City Attorney Kathy Fogo, City Manager Russ Forrest, Finance Director Ben Cowan, and City Clerk Erica Boucher. Additional City staff present were Public Works Director David Gardner, Community Development Director Anton Sinkewich, and Police Chief Keith Robinson. Representatives from Habitat for Humanity and a handful of interested citizens were present along with the press. Councilor Morrison was absent. A quorum was present.

**Citizen Input:**

Western Master of Environmental Management students Sam Liebl and Cassidy Cichowicz approached Council to discuss the up-coming community Cheatgrass Pull event they have planned for May 18, 2019 at Legion Park on Public Lands Day. Ms. Cichowicz invited Council to the event and encouraged Council to pass along information about the invasive and damaging nature of Cheatgrass. Mr. Liebl shared that the Gunnison Conservation District received a \$5,000 grant to finance the event. He made two requests of Council. First, he requested that Council participate in the Cheatgrass event and second, he suggested that Council send a representative to participate in the Gunnison Watershed Weed Commission. They distributed a flyer for the event and an information sheet about Cheatgrass.

Steve Schechter, who resides at 912 N. Blvd, expressed deep concern that climate change was not included in the City's strategic projects. He highly encouraged Council and staff to include strategies to address climate change in the comprehensive plan and in the City's strategic projects.

**Council Action Items:**

**April 9, 2019 Regular Session Minutes:** Councilor Logan moved to approve the April 9, 2019 Regular Session meeting minutes. Councilor Miles seconded the motion. Councilor Drexel stated that he had a minor correction for the Clerk to be given after the meeting.

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

Roll call, no: None.

**Building Permit Fee Waiver Request from Habitat for Humanity.** Habitat for Humanity Director, Julie Robinson and construction supervisor Cillian Barrett came before Council. Director Robinson thanked Council for their support in 2016 when Council waived \$3,384.88 in building fee permits. Habitat for Humanity is still working on submitting their complete building permits for the 2019 build. They have paid the TAP fees and foundation permit fee. Mr. Barrett explained to Council that this project will be used as a model for developing more environmentally sustainable housing. This project will also offer opportunities for education and collaboration with non-profits. The goal for this structure is to be net-zero ready and to use local natural building resources. Director Robinson also noted that Crested Butte students helped with a few design features of the house to keep the project moving forward. Encouraged by the potential of this build and partnerships, Habitat for Humanity would be interested in re-subdividing their land to get higher density. This specific project does not have solar worked into the budget, but Habitat for Humanity has been in communication with Western MEM students about potentially installing used solar panels on the house at some point. City Manager Forrest informed Council that the City has been in communication with three different entities on larger solar installations, including Western undergraduate students.

Councilor Logan moved to waive building permit fees for Habitat for Humanity's current project at 205 South 6<sup>th</sup> Street. Councilor Drexel seconded the motion.

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

Roll call, no: None.

**Ordinance No. 5, Series 2019; Second Reading:** *An Ordinance of the City Council of the City of Gunnison, Colorado, acting by and through its Enterprise Fund, Approving Loans from the Colorado Water Resources and Power Development Authority to Finance Improvement to the Sewer Collection System and the Wastewater Treatment Facility; Authorizing the Execution of Loan Agreements and Bonds to Document the Loans; and Providing for Payment of the Bonds from Net Revenue of the Sewer System.* Councilor Drexel introduced Ordinance No. 5, Series 2019 and asked that it be read by title only by the City Attorney. The City Attorney read Ordinance No. 5, Series 2019 by title only. Councilor Drexel moved to approve Ordinance No. 5, Series 2019 on second reading. Councilor Logan seconded the motion.

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

Roll call, no: None.

**Authorization to Execute Two Loan Agreements: 1. Green Reserve Fund through EPA funds and 2. State Revolving Fund.**

City Manager Forrest stated that costs have remained overall consistent with the State Revolving Fund (SRF) around \$9.9 million dollars. Finance Director Cowan noted that the City was able to qualify for a low interest rate of .5% for the \$3 million dollars for 20 years on the Green Reserve Fund loan because of the energy efficiency elements of the project. The intention is that 30% of the upgrades at the WWTP will be energy efficient. Public Works Director Gardner confirmed that the State requires the City to use the SRF loan first and then the Green Reserve Fund loan. Director Cowan noted that the City begins to pay interest once it begins to draw on the loans which is determined by the project's schedule.

Due to the financial commitment of upgrading the Wastewater Treatment Plant, Director Gardner reviewed the budget for the project. He highlighted the necessary updates and work that needs to be completed for the project and the add-ons which would be beneficial if there is funding available after the necessary work has been completed. He also explained the soft costs and construction costs of the project. Directors Gardner and Cowan discussed the contingency budgets for construction and soft costs. The City will receive the "not to exceed" price for the project in May. Once the GMP #2, actual project costs, is received in May then the City and Council will be able to make decisions regarding potential add-ons costs. Director Gardner mentioned a few add-on projects that they would like to have for the WWTP, such as a de-watering building. He confirmed that the presented budget is based on the realistic costs given to the City from the CMAR and the bidding process. Finance Director Cowan reminded Council that the City has already spent a part of the soft costs for design and engineering to get to 90% of the plant drawings completed. These expenses will be reimbursed. Finance Director Cowan emphasized that this is probably the most significant project the City has embarked upon since the original creation of the Wastewater Treatment Plant and that residents will experience rate increases over the next three years. An additional \$17 to \$18/per month/residential customer is likely. All of these improvements are necessary to keep the plant functioning for the next 20 years. Director Gardner noted that if the City had to build a new WWTP the cost would be around \$50 million dollars. The City will be able to install these upgrades and meet regulatory requirements for the plant for no more than \$14 million dollars.

Councilor Logan moved to authorize the execution of the Loan Agreement with the Colorado Water Resources and Power Development Authority for \$3,000,000 for 20 years at 0.5% interest. Councilor Miles seconded the motion.

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

Roll call; no: None.

Councilor Drexel moved to authorize the execution of the Loan Agreement with the Colorado Water Resources and Power Development Authority for \$9,900,000 for 20 years at 2.75% interest. Councilor Miles seconded the motion.

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

Roll call; no: None.

**Ordinance No. 6, Series 2019, Second Reading: *An Ordinance of the City Council of the City of Gunnison, Colorado, Adopting an Additional Appropriation for the Fiscal Year Ending December 31, 2019.***

Councilor Logan introduced Ordinance No. 6, Series 2019, and asked that it be read aloud by the City Attorney by title only. The City Attorney read Ordinance No. 6, Series 2019 aloud by title only. Councilor Logan moved to approve Ordinance No. 6, Series 2019 on second reading. Councilor Miles seconded the motion.

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

Roll call; no: None.

**Emergency Operation Plan Approval by Adoption of Resolution No. 4, Series 2019: *A Resolution of the City Council of the City of Gunnison, Colorado, Adopting the City of Gunnison Emergency Operations Plan.***

Police Chief Keith Robinson began his discussion with Council about the revised Emergency Operation Plan by reviewing the two primary changes he discussed previously with Council. They were removing Appendix B and Appendix D through M from the base plan and reclassify them as auxiliary annexes 1 through 11 in order to make the list of contacts and their contact information more confidential. Also as reference annexes, the Police Chief would not have to return to Council for approval of the Emergency Operations Plan every time a staffing change occurred. This also would allow the list of contacts to remain more current. The second change was replacing the Fire Marshall and the Police Captain as the Emergency Managers with the Police Chief, who with approval from the City Manager, could further delegate responsibilities among other City employees. Police Chief Robinson explained that each City department would receive a hard-copy of the

Emergency Plan and another copy would be kept on the City's secured website along with the supplemental appendixes.

Councilor Drexel asked about the Emergency Operations Plan setting limitations on public communication from the mayor or Council to ensure that all information would be communicated through one person, the PIO (public information officer) to avoid miscommunication and potential legal issues. Police Chief Robinson noted that Section 7 outlines the responsibilities of the Council, which states Council's responsibility is to "Ensure the ability to manage response and recovery support operations using command and management principals as outline in the NIMS." This responsibility, when broadly interpreted does allow for Council to communicate with the public when/if deemed necessary and appropriate. However, any external communication given by Council would be developed and vetted by the Incident Commander and those in the Emergency Operations Center (EOC). Councilor Drexel expressed a high need for Council to receive training on their role regarding communication in an emergency situation. Chief Robinson agreed that training is necessary for all involved in an emergency. It was stressed that in an emergency situation the City must speak with one voice.

Councilor Drexel asked about the timing requirement for the City to make a request to the Governor in case of an emergency. Chief Robinson stated that the City Manager makes the initial request and then a declaration of an emergency needs to be ratified by Council within two days. City Manager Forrest stressed the importance of training regarding emergency situations for all. He said that the next step is for all for departments to complete their Continuing of Operations Plans (COOPs) to identify lines of succession and responsibilities in order to execute the basic functions of the City.

Councilor Drexel introduced Resolution No. 4, Series 2019, and asked that it be read aloud by the City Attorney by title only. The City Attorney read Resolution No. 4, Series 2019 aloud by title only. Councilor Drexel moved to approve Resolution No. 4, Series 2019. Councilor Logan seconded the motion.

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

Roll call; no: None.

#### **City staff and Council gave reports.**

Council took a break and returned at 6:50 p.m.

#### **Strategic Plan Discussion**


City Manager Forrest reviewed and updated Council on the strategic projects. The strategic projects he highlighted for Council were in regards to safety and infrastructure, housing, IOOF Park, Ohio Avenue, Parks and Recreation, which included fiscal planning, review of the user survey results, and a mention of the evolving role of the Parks and Rec Advisory Committee. There was also a brief discussion about large solar projects and clarification on the City's net metering policy. A discussion also occurred about Council's time commitments on a variety of committees and compensation. There was the suggestion to increase Council's financial compensation in order to help maintain diversity on Council.

The work session discussion on strategic priorities and projects concluded with Council directing staff to come back to them with a budget for IOOF park, clarification the net metering policy for May 14<sup>th</sup> Council meeting, schedule a joint meeting with Gunnison County Board of County Commissioners, and prepare documents to have a discussion about Council committee commitments and compensation to encourage diversity on future Councils.

With no further business, Mayor Gelwicks adjourned the Regular Session meeting at 7:47 p.m.

Attest:

  
Erica Boucher, City Clerk

  
Jim Gelwicks, Mayor