

CITY OF GUNNISON COUNCIL AGENDA
MEETING IS HELD AT CITY HALL, 201 W. VIRGINIA AVENUE
GUNNISON, CO, IN THE 2ND FLOOR COUNCIL CHAMBERS

JANUARY 10, 2017

REGULAR SESSION

5:30 P.M.

I. Presiding Officer Call Regular Session to Order: (silent roll call by City Clerk):

II. Citizen Input: (estimated time 3 mins.)

At this agenda time, non-agenda scheduled citizens may present issues of City concern to Council on topics that are not to be considered later in the meeting. Per Colorado Open Meetings Laws, NO Council discussion or action will take place until a later date; unless an emergency situation is deemed to exist by the City Attorney. Each speaker has a time limit of 3 minutes to facilitate efficiency in the conduct of the meeting and to allow an equal opportunity for everyone wishing to speak.

III. Council Action Items:

- Consent Agenda: (estimated time for the one motion 5 mins.)

This agenda item allows City Council to approve, by a single motion, second and vote, matters that have already been discussed by the entire Council or matters that are considered routine or non-controversial. A Consent Agenda allows for the meeting to proceed in a more efficient and timely manner. The agenda items will not be separately discussed unless a Councilor, City staff, or a citizen requests an item be removed be discussed separately. Items removed from the Consent Agenda will then be considered under New Business. Items to be considered:

- Consideration of December 13, 2016 Regular Session Meeting Minutes
Staff contact: City Clerk Gail Davidson
- Designation of official posting places
Background: Each January, City Council designates the official posting places for city notice documents, including but not limited to, City Council meeting agendas, minutes, and public hearing legal notices. Those designated posting locations are the bulletin boards inside the north and the east entrances to City Hall and on the City website.
Staff contact: City Clerk Gail Davidson
- Designation of Deputy Finance Director
Background: Section 3.12 of the Gunnison Municipal Home Rule Charter states the city manager may appoint, with Council approval, a deputy finance director, to act in the absence of the director of finance. This action would appoint City Accountant Shannon Singer, in that capacity.
Staff Contact: Finance Director Ben Cowan
- Set Public Hearing on Retail Marijuana Store License Application from Frozen Smoke LLC, dba Frozen Smoke; 500 W. Hwy 50, Unit 103; Gunnison, CO for Tuesday, January 24, 2017, at 5:30P.M. in the City Council Chambers of City Hall, 201 W. Virginia Avenue.
Staff Contact: City Clerk Gail Davidson
- Authorize City Manager's Signature on Peak Performance Document Management System Sales Order
Background: Per the City's purchasing policy, City staff solicited bids for the 2016-budgeted document management system. Several bids

were received and after staff review and interviews, Peak Performance was selected to provide the system.

Staff contact: IT Director Matt Lee

- Excuse Mayor Hagan from meeting.

Background: Section 4.4 of the Gunnison municipal charter allows for absences of city councilors to be excused by council. Mayor Hagan will be absent for personal business.

Staff contact: City Manager Russell Forrest

Action requested of Council on each item below: Introduction of ordinance or resolution, reading by title, motion/second and vote to approve on first, or only reading, the following ordinance and resolution:

- Ordinance No. 1, Series 2017; Re: Amending Section 2.20 A of the Gunnison Municipal Code; Re: City Purchasing Policy (estimated time 5 mins.)

Background: the existing purchasing policy found in the *Gunnison Municipal Code* contains purchasing amount thresholds that have not been modified in ten years. In order to provide for more efficient operations, new thresholds are being proposed in the ordinance. In addition, the local preference requirements sometimes jeopardize the city's receipt of some types of grant funding. The local preference component is not being removed but it is being modified regarding these types of grant funds and agreement requirements.

Staff contacts: Finance Director Ben Cowan

- Resolution No. 1, Series 2017; Setting fees charged for city goods and services. (estimated time 5 mins.)

Background: the resolution sets the fees to be charged for most City services. Some fees, like utility fees, are set by ordinance. The city, as a not a for-profit enterprise, charges fees that reflect the cost of providing those services to our citizens. The recently implemented minimum wage increase has necessitated an increase in some fees. In addition, increases in utility fees require higher fees to offset rising costs.

Staff contacts: Finance Director Ben Cowan

IV. RECESS Regular Meeting and Convene Discussion Session:

V. Council Discussion Items:

- Discussion with Youth City Council members regarding Youth Tobacco Ordinance Amendments (estimated time 15 mins.)

Background: the original Youth Tobacco Ordinance was passed in 2011 and amended in 2013. The current ordinance sunsets 12.31.16. The YCC students would like to re-enact the ordinance with minor modifications.

Staff contact: City Clerk Gail Davidson

- Discussion on Teen Programming (estimated time 20 mins.)

Background: discussions have been taking place about teen programming options in the community. City Manager Russ Forrest has had several conversations with community members and entities about possible options for a youth center/programming to give young people a safe and viable meeting place - that youth will actually use. Kari Commerford and several GCSAPP students will participate in this discussion.

Staff Contact: City Manager Russ Forrest

- Discussion on City-sponsored events policy (estimated time 30 mins.)
Background: Throughout the year, the city sponsors a wide-variety of community events. Questions have been raised in the past regarding which events should be city-sponsored or be left to private or non-profit sponsorships. Discussion will take place on determining a policy for city event sponsorship.
Staff contact: Events Coordinator Andy Eflin
- Discussion on return on investment for consultant-conducted sales tax audits (estimated time 10 mins.)
Background: Finance Director Ben Cowan has discussed the possibility of conducting sales tax audits on some of the larger sales tax generating businesses in the City in order to confirm compliance with City sales tax requirements and to educate those businesses if compliance is questioned. This discussion will include the return on investment for a consultant to conduct the audits.
Staff Contact: Finance Director Ben Cowan
- Discussion on City Sign Code Update and Discussion on Updating City Building Codes (estimated time 10 mins.)
Background: the city sign code regulations are contained in the City-adopted *Land Development Code*. Amendments to the regulations are sometimes need in response to judicial or legislative decisions, or changes in signage “trends” in the community. The City periodically adopts, by reference, updated building codes to keep current with new technologies and building trends.
Staff contact: Community Development Director Steve Westbay
- Discussion on Trust for Public Lands Grant Application (estimated time 5 mins.)
Background: The City has been made aware of an opportunity regarding a new pilot program from the Trust for Public Lands, called the Intermountain West Pilot Program. Staff will discuss this opportunity with Council.
Staff Contact: City Manager Russ Forrest

Reports: (total estimated time 20 mins.)

City Attorney Report:

City Manager Strategic Projects Update and Report:

City Staff and WSCU Liaison Reports:

City Councilors with City-related meeting reports; discussion Items for future Council meetings

VI. Reconvene Council Regular Session for:

Executive Session: Pursuant to C.R.S. §24-6-402(4)(b) for the purpose of receiving confidential legal advice from the City Attorney or City-contracted Attorney on specific legal questions. (estimated time 15 mins.)

Conduct of an Executive Session falls under the cited Colorado Open Meetings Laws in Colorado Revised Statutes. There are specific obligations to conduct these sessions and the reason for the executive session must be noticed in the agenda for the meeting. The public is not allowed to attend an executive session.

VII. Meeting Adjournment

The City Council Meeting agenda is subject to change. The City Manager and City Attorney reports may include administrative items not listed. Regular Meetings and Special Meetings are recorded and action can be taken. Minutes are posted at City Hall and on the City website at www.gunnisonco.gov. Discussion Sessions are recorded, however minutes are not produced. For further information, contact the City Clerk's office at 970-641-8140. **TO COMPLY WITH ADA REGULATIONS, PEOPLE WITH SPECIAL NEEDS ARE REQUESTED TO CONTACT THE CITY CLERK 24 HOURS BEFORE ALL MEETINGS AT 970-641-8140.**