

DECEMBER 14, 2021

CITY OF GUNNISON COUNCIL

5:30 P.M.

REGULAR SESSION

The Gunnison City Council Regular Session meeting was called to order at 5:30 p.m. by Mayor Pro Tem Mallory Logan with Councilor Jim Miles and Councilor Jim Gelwicks present in Council Chambers, located at 201 W. Virginia Avenue. Attending the meeting remotely were Councilor Boe Freeburn and Mayor Diego Plata. Present in Chambers were City Manager Russ Forrest, City Attorney Kathy Fogo, City Clerk Erica Boucher, Finance Director Ben Cowan, Public Works Director David Gardner, City Engineer Cody Tusing and GIS Technician Lisa Starkebaum. Erik Snyder from JUB Engineers was there to present to Council. A few interested residents attended the meeting in Chambers and online. A Council quorum was present. The press was present.

Citizen Input. Steve Schechter came before Council and thanked them for their previous work and stated that he looks forward to working with the new mayor and mayor pro tem. He suggested that Council work with the local lodging industry to get level 2 electric vehicle (EV) chargers installed at the hotels and motels to provide EV drivers with the ability to recharge their vehicle during a stay in Gunnison. He also encouraged Council to consider hiring a sustainability coordinator to keep the City moving forward with the updated Sustainability Plan and to collaborate with City department and outside agencies to address climate change.

Council Action Items.

Consent Agenda. Approval of the December 7, 2021, Regular Session meeting minutes and authorization to purchase SNOGO Snow Blower. Councilor Gelwicks moved and Councilor Miles seconded the motion to approve the Consent Agenda with the following items: approval of the December 7, 2021, Regular Session meeting minutes and authorization to purchase SNOGO MP Snow Blower in an amount not to exceed \$218,063.

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

Roll call, no: None.

Ohio Avenue Safe Routes to School Project Update. City Engineer Cody Tusing, City GIS Technician Lisa Starkebaum, and Erik Snyder of JUB Engineers presented an update on the Ohio Avenue Safe Routes to School project. Staff reviewed the background of the project and mentioned that they have leveraged over \$1M in grants to move this project forward. With recent collaboration from JUB Engineers, the project is proceeding with a modified design that staff will be receiving public feedback on December 15, 2021. This design is a new model for the City. Technician Starkebaum reviewed the initial community outreach process, which included input from Western students, community members, and stakeholders. The proposed Ohio Avenue Safe Route would go from Colorado Street to Ohio Avenue and connect with the Safe Routes to School route on Spruce Street.

Technician Starkebaum presented the original proposed Ohio Avenue from 2018 and the current proposed Ohio Avenue profile. She highlighted the differences between the two designs. For example, CDOT is requiring the pedestrian lanes to be wide enough for two-way pedestrian travel. It was determined that an existing lane of asphalt will need to be replaced to address a drainage issue. There will be one lane of parking. A few different landscaping options were presented. The lighting for this project will be bollard style that faces downward. The light will project toward the street and not toward the properties. One of the initial purposes for this project was to create a safe, lighted pathway from the university to downtown. An amenity pad consisting of a bench, a trash can, and a doggie station will be on each block. Engineer Tusing shared the funding breakdown, which totaled \$1,521,000 from grants and City funds. For the timeline, the next step will be to get CDOT's final review in early January, followed by Federal Highway approval at the end of February. The project will be advertised in March and notice of award will be issued in April 2022. Construction will occur May through September 2022. Bulb-outs will be added to the four corners at Main Street and Ohio Avenue to calm traffic.

It was announced that staff will be holding an informational meeting on this project for the public on Wednesday, December 15, at 5:30 p.m. in Council Chambers. Council thanked staff and Mr. Snyder for the presentation. No additional direction on this project was given to staff.

Resolution No. 26, Series 2021: *A Resolution of the City Council of the City of Gunnison, Colorado, Adopting Fees.* Councilor Gelwicks introduced Resolution No. 26, Series 2021, and read it aloud by title only. Councilor Gelwicks moved and Councilor Miles seconded the motion to adopt Resolution No. 26, 2021.

Finance Director Cowan came before Council and stated that Resolution No. 26, Series 2021, contained all the updated fees that were discussed at the previous meeting, except for the changes to the capital investment fees. This resolution keeps those fees as they currently are until further discussion occurs and decisions are made. The City sent out a letter to the construction community informing them of the proposed changes, and staff is close to having an acceptable definition for “deed-restricted” and its connection to affordable housing. More discussion will occur on what could be grandfathered in based on submission time of permits and applications. Discussion on the new capital investment fees will take place with Council on January 11, 2022. It was noted that the contact list for communication was based on local developers and those who have actively reached out to the City regarding development projects.

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

Roll call, no: None.

Enterprise Resource Planning System Award of Contract. Finance Director Cowan informed Council that a solicitation for an enterprise resource planning system went out in November. The City received three acceptable proposals. The selection committee worked through the proposals and decided upon Caselle, Inc. The selection committee selected Caselle for the following reasons. Caselle was within budget and they had very strong references from many peer communities. Also, Caselle has the majority of the market share in Colorado which will allow the City to more efficiently tackle issues that are specific to state regulations and implement legislative changes. This enterprise resource planning system contains the enhancements that will allow the finance department to serve departments and customers better as the City grows. Implementation of this new product will take over a year because of the number of records within the department. The budgeted amount includes the cost of the software and expenses for staff to travel to receive training on the product.

Councilor Miles moved and Councilor Gelwicks seconded the motion to award Caselle, Inc. for the City of Gunnison accounting information system in an amount not to exceed \$113,385 with subsequent negotiations not to exceed the budgeted amount of \$129,700 and authorize the City Manager to sign any software agreements.

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

Roll call, no: None.

City Clerk Semi-Annual Report. City Clerk Erica Boucher presented the department’s semi-annual report. Highlights of the report were that the Clerk’s Office continues to provide administrative and logistical support to Council and all City departments as needed. Deputy City Clerk Cassie Mason successfully leads the department with grant writing and supports other departments with their grants efforts. The City Clerk and Communications Assistant continue to enhance the City’s external communication via social media, print ads, and monthly articles in the *Times*. The department initiated a podcast with the *Times*, called City Talk. The Clerk also provided administrative and communication support for the ballot questions from the City and the Gunnison County Fire Protection District. The hiring of Court Clerk/Communication Assistant Annie Chavre and Community Outreach Liaison Ricardo Esqueda has been very positive and they have enabled the Clerk’s Department to make progress on redesigning the City’s official website and two-way engagement with the Hispanic/LatinX community. The Clerk’s Office continues to process liquor and marijuana licenses or renewals and event permits. The department wrote a holistic events code and wrote code to allow public consumption of liquor in a limited number of City parks with a permit from the Clerk’s Office. Both drafted codes were approved by Council in December. The Clerks continue to engage in the work of record management/destruction and Municipal Court requirements and needs. Council thanked the City Clerk for her and her team’s on-going support and work.

Staff and Council reports. City Manager Russ Forrest informed Council of a few grants, one from DOLA and one from REDI, that staff is researching and/or pursuing. The DOLA grant focuses on deed-restricted housing units and the REDI grant aims to support existing businesses. Staff will also be reaching out to RRC Associates to discuss the process, cost, and timeline for

conducting a follow-up survey on the ballot questions the City and Fire District put forth in November to help understand what we could have done differently to be more effective. Renovation on the game room at the Rec Center to create a fitness room will begin soon.

Council gave brief reports.

With no further business before Council, the Mayor Pro-Tem adjourned the Regular Session at 6:49 p.m.

Mayor Pro Tem

Attest:

City Clerk

DRAFT