

May 17, 2016

The City Council of the City of Fort Morgan, Colorado, met this day in the Council Chambers of City Hall after completing a tour of the Burlington Training Facility and the Fire Department. The Honorable Mayor Ron Shaver called the regular meeting to order at 6:03 p.m.

The Pledge of Allegiance was given.

Roll Call: Present: Honorable Mayor Ron Shaver
Councilmember Christine Castoe
Councilmember Kevin Lindell
Councilmember Dan Marler
Councilmember Lisa Northrup

Absent: Councilmember Joe Segura Jr. (excused)
Councilmember Clint Anderson (excused)

The meeting was also attended by City Manager Jeff Wells, Police Chief Darin Sagel, City Treasurer Jean Kinney, Water Resources/Utilities Director Brent Nation, Community Services/Economic Development Director Josh Miller, City Attorney Jason Meyers, Management Intern/Economic Development Specialist Chelsea Gondeck, Engineering/Public Works Director Brad Curtis, Human Resources/Risk Management Director Michael Boyer, Customer Account Manager Connie Musgrave, Utility Billing Specialist Tina Walker, Golf Course Maintenance Superintendent Matt Givens, Golf Professional/General Manager Ty Hamer and City Clerk/PIO John Brennan.

RECOGNITION OF TINA WALKER AS EMPLOYEE OF THE QUARTER

City Manager Jeff Wells reviewed the nominations for Tina Walker of the Utility Billing Department for the Employee of the Quarter honor for the second quarter of 2016, noting her long years of service and saying that her positive attitude and adherence to the citywide goals stood out. Wells presented Walker with framed photo portrait like the one that would hang in City Hall for the quarter, a certificate of appreciation and a gift card.

City Treasurer Jean Kinney extended congratulations to Walker and said she had worked for the city for more than 25 years. Kinney praised her positive attitude and leadership by example. Customer Account Manager Connie Musgrave spoke about Walker's work and positive attitude as well as her innovative ideas for providing exceptional customer service. Musgrave said Walker represents the city well in all her extensive dealings with the public, and presented Walker with a card and personal gift.

Walker thanked the council and said she loves the privilege of working for the city and being a part of the community she loves.

BIDS FOR A FAIRWAY MOWER FOR THE QUAIL DUNES GOLF COURSE

Golf Course Maintenance Superintendent Matt Givens reviewed the bid process for this purchase, for which three bids were received, and staff was recommending the lowest bid. Givens said the old mower would be transferred to the parks department. Councilmember Christine Castoe offered a resolution to accept the bid from Potestio Brothers of Parker, Colo., in the amount of \$50,461.75, which was seconded by Councilmember Kevin Lindell and approved on a unanimous vote of 5-0, with Councilmembers Joe Segura Jr. and Clint Anderson absent.

AUTHORIZATION FOR STAFF TO SUBMIT AN APPLICATION FOR A RURAL ECONOMIC DEVELOPMENT GRANT

Economic Development Specialist Chelsea Gondeck said the staff was requesting authorization to apply for this REDI grant through the Colorado Department of Local Affairs, with the funding to be used to help with the cost of retaining a market analytics firm to review and assess the local market and trade area for economic development purposes.

Northrup offered a resolution to authorize the mayor to sign an application for a REDI grant from DOLA requesting \$45,000 with a \$15,000 match from the city. That resolution was seconded by Castoe and approved unanimously (5-0, Segura and Anderson absent).

HANGAR LEASE AGREEMENT WITH CROP PRODUCTION SERVICES

Engineering/Public Works Director Brad Curtis said this agreement would be slightly modified from the city's usual hangar lease template, and the owners were proposing to make some storm drainage improvements around the road that would access their proposed hangar.

Castoe offered a resolution to authorize the mayor to sign the hangar lease with Crop Production Services, which was seconded by Northrup and approved unanimously (5-0, Segura and Anderson absent).

AUTHORIZATION FOR A BUDGETED EXPENDITURE FOR AN UPDATE TO THE CITY'S WEBSITE

City Clerk/PIO John Brennan explained that the city's website was last redesigned in 2009 and a new update was overdue, and \$50,000 had been budgeted in 2016 for this purpose. The city had been with CivicPlus since the site was designed by that firm in 2009, he said, and staff would like to stay with CivicPlus for a variety of reasons including familiarity with the administrative interface, reduced cost compared to starting over with a new company, and the security and other technical services provided by CivicPlus.

Brennan said the city's procurement policy allowed the city manager the discretion to authorize a purchase without a request for bids for several reasons, one of which was the avoidance of unnecessary costs by failing to stay consistent with products used by the city. He said staff considered this to be such an instance, and quotes for the redesign from CivicPlus ranged from about \$14,000 to about \$23,000. Because staff wanted to explore several other optional services, Brennan said, staff was asking for approval to retain the services of CivicPlus for the redesign of the city website for a total expenditure not to exceed \$35,000.

Northrup offered a resolution approving the retention of the services of CivicPlus for the redesign of the city website with authorization for a total expenditure not to exceed \$35,000. That resolution was seconded by Castoe and approved unanimously (5-0, Segura and Anderson absent).

PROPOSAL FOR DEVELOPMENT OF A FORMAL BUSINESS LICENSING PROGRAM FOR THE CITY

Brennan reminded the council that this idea was discussed with the council during a budget priorities retreat in March, and staff was looking for more formal direction to move forward with this initiative. Brennan explained the city's current process of issuing sales tax licenses and described the shortcomings of the process in terms of information. A primary benefit of the business license program proposed would be the creation of a database of local businesses and a profile of the local economy, which would benefit the city, staff, residents and council on

many levels, and especially the city's new Economic Development & Marketing Department, he said.

Brennan said most Colorado municipalities do require business licensing and charge licensing fees, but his proposal would not include any fee for obtaining or renewing a license initially, although that could eventually follow once the costs of administering the licensing program became clear. The main goal at the outset would be to get all commercial enterprises, including retailers as well as service businesses and nonprofit organizations, registered under the program.

A staff committee would work out details of the program and bring those back for council feedback, Brennan said, and then an enacting ordinance would be brought for council approval and the task of outreach to businesses about the new requirements would begin.

Several council members said the idea was a good one that would benefit the city and the business community. Northrup made a motion to direct staff to move forward with the business licensing project, which was seconded by Lindell and approved unanimously (5-0, Segura and Anderson absent).

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH THE SCHOOL DISTRICT REGARDING OPERATION OF LEGION FIELD

Wells reviewed the background on this matter and the issues regarding the use of the field, including the need to keep it open for public use under the terms of a Great Outdoors Colorado grant and the costs of maintenance and utilities for the field. The city and the Morgan County Re-3 School District had reached this interim agreement for use of the fields that would be in place until a long-term solution regarding ownership and responsibility for the field was determined.

City Attorney Jason Meyers said the city had received a favorable court decision the previous week regarding dissolution of the 1920 trust agreement that had governed the ownership and maintenance of the field, so negotiations could now proceed on the long-term plan for those issues. Some discussion followed about responsibilities for maintenance and scheduling of use for the field with all parties involved, and it was noted that this agreement was only between the city and the school district.

Northrup offered a resolution to approve the Resolution authorizing the mayor to execute an intergovernmental agreement with Morgan County School District Re-3 for the temporary use of property located at Legion Park. That resolution was seconded by Castoe and approved unanimously (5-0, Segura and Anderson absent).

UPDATE ON THE NORTHERN INTEGRATED SUPPLY PROJECT

Water Resources/Utilities Director Brent Nation provided a PowerPoint presentation on NISP, explaining the history of the project and the current status of permitting, and explained a new conveyance system that would provide more water in the Cache La Poudre River through Fort Collins. No action was taken.

2017 BUDGET CALENDAR – REVIEW AND DISCUSSION OF REVENUES

Wells reviewed a PowerPoint presentation on the city's revenue forecasts for 2017, noting that the city staff projected revenues first and then matched its needed expenditures to those figures. This review covered mainly the General Fund revenues, and Wells said forecasts for enterprise funds like utilities would be presented when those departments began their budget presentation to the council in July.

No action was taken.

CONSENT AGENDA BY RESOLUTION

Brennan presented the Consent Agenda for Council consideration as follows:

CONSENT AGENDA

- A. Approval of the disbursements and payroll for April
- B. Approval of the minutes of the May 3, 2016 City Council regular meeting

All matters listed under the Consent Agenda are considered to be routine business by the Council and will be enacted with a single motion and a single vote by roll call. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Agenda and considered separately.

Castoe offered a resolution to approve the Consent Agenda as presented, which was seconded by Councilmember Dan Marler and approved unanimously.

PUBLIC COMMENT / AUDIENCE PARTICIPATION

None.

REPORTS BY OFFICIALS AND STAFF

Wells noted that a number of capital projects were under way around the city. He also said the city had opened the new Acoma Avenue the preceding week, and a lot of people in the area had expressed concern about traffic around the new middle school and the lack of a traffic signal there. He said the city had been very much in favor of a traffic light but that matter was the responsibility of the developer and the school district's traffic study had shown a light was not needed. Some council and staff discussion of this issue and other problem traffic spots in the area followed.

Community Services/Economic Development Director Josh Miller announced that the swimming pool would open May 28 and the city's first Party in the Park for 2016 would be June 2.

Nation said the waterline looping project around the Cargill plant was wrapping up, and the project had been difficult but the city appreciated the cooperation and partnership of Cargill in accomplishing the job.

Curtis said the South Main Street Improvement Project would be starting soon, and with this and other construction work in the city he reminded residents to obey all traffic control measures and avoid the work areas.

BIDS, MEETINGS AND ANNOUNCEMENTS

Brennan announced current bids and upcoming meetings.

EXECUTIVE SESSION

The regular portion of the meeting ended at 7:53 p.m., and Mayor Shaver announced that the next item on the agenda was a scheduled executive session. Castoe made a motion to convene this executive session, which was seconded by Lindell and approved unanimously (5-0, Segura and Anderson absent). The executive session had been published as follows:

EXECUTIVE SESSION for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e); AND THE FOLLOWING ADDITIONAL DETAILS ARE PROVIDED FOR IDENTIFICATION PURPOSES: Water purchases.

The executive session began at 8:14 p.m. and concluded at 8:29 p.m., and was attended by the mayor and four council members (Segura and Anderson absent) along with City Manager Jeff Wells, Water Resources/Utilities Director Brent Nation and City Attorney Jason Meyers. At the conclusion of the executive session the council returned to the regular open meeting, where Castoe reported that the council had met in executive session for the purpose stated on the agenda. Castoe then made a motion to direct staff to proceed with negotiations according to the parameters discussed in executive session. That motion was seconded by Northrup and approved unanimously (5-0, Segura and Anderson absent).

Mayor Shaver adjourned the May 17, 2016 regular meeting at 8:30 p.m.

/s/ Ronald Shaver
Mayor

/s/ John Brennan
City Clerk