

August 2, 2016

The City Council of the City of Fort Morgan, Colorado, met this day in the Council Chambers of City Hall. The Honorable Mayor Ron Shaver called the regular meeting to order at 6:00 p.m.

The Pledge of Allegiance was given.

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

The meeting was also attended by City Manager Jeff Wells, Interim Police Chief Jared Crone, Engineering/Public Works Director Brad Curtis, Water Resources/Utilities Director Brent Nation, Community Services/Economic Development Director Josh Miller, Economic Development Specialist Chelsea Gondeck, City Attorney Jason Meyers, Water Treatment Plant Superintendent Al O'Canas, Streets Superintendent Jim Willis and City Clerk/PIO John Brennan.

APPROVAL OF MINUTES – JULY 19, 2016 CITY COUNCIL REGULAR MEETING

Councilmember Christine Castoe offered a resolution to approve the minutes of the July 19, 2016 City Council regular meeting as presented, which was seconded by Councilmember Dan Marler and approved unanimously.

PRESENTATION AND ACCEPTANCE OF RATE STUDY FOR THE SANITATION DEPARTMENT

City Manager Jeff Wells introduced John Krajewski of JK Consulting, who performed the rate study for the Sanitation Department. Krajewski said the last rate study was in 2006 and the last sanitation rate increase was in 2009, and the goal of the study was to ensure that revenues in the Sanitation Fund were sufficient to maintain the city's eight-year cycle of truck replacement without having to finance truck purchases.

Krajewski said the Sanitation Fund was healthy and reflected a well-run enterprise, and he was recommending small increases in rates for the next two years to cover the department's costs. The proposal was for 2.5 percent increases for commercial and residential sanitation customers to be effective on Jan. 1, 2017 and on Jan. 1, 2018. He said there should be no further need for rate increases after that for the life of the study, which covered the time frame through 2022.

Some council and staff discussion followed about the quality of the city's sanitation services and the relatively low rates. The council consensus was to accept the findings of the rate study and direct staff to present a resolution for the rate increases at a future meeting. No formal action was taken.

COMPREHENSIVE PLAN UPDATE

Kristina Kachur of consulting firm Logan Simpson reviewed the most recent revisions to the Comprehensive Plan update, which she said was approaching the end of a nearly year-long process that included a lot of staff involvement and extensive outreach and input from the

community. Kachur said the next step would be formal adoption of the plan by the city's Planning Commission the following Monday, Aug. 8.

Engineering/Public Works Director Brad Curtis said the process brought a lot of issues to light and the planning commission was encouraged to have a plan it can use on a regular basis. Mayor Ron Shaver said he was very pleased with the outcome and complimented Logan Simpson and the city staff for their work on the plan. He said the plan would be well utilized by city staff and would serve the community well.

No formal action was taken.

COUNCIL ACTING AS THE ZONING BOARD OF APPEALS – PUBLIC HEARING ON A REQUEST FOR A PARKING VARIANCE FOR 322 E. RAILROAD AVE.

Mayor Shaver outlined the format to be followed during the public hearing, and City Clerk/PIO John Brennan confirmed that proper legal notice of the hearing had been published. Curtis reviewed the variance request and the lack of off-street parking space available in the area of the building. The Municipal Code would require 14 parking spaces, but staff was recommending approval of the variance with conditions that included three off-street parking spaces in the rear of the building as well as an ADA-accessible space.

Councilmember Lisa Northrup asked whether the conditions for approval would include signage directing customers to the off-street parking, and Curtis said that could be added as a condition. Authorized representative George Cromwell, speaking for the property owners, said they wanted to expand their current retail market into this building next door, and that it would be a great addition to the community, a good use for the building and would spruce up the neighborhood.

No public comment was offered during the hearing. Brennan noted that Billy Howell of 213 Lake St. had come to the meeting to object to the postcard notification of the public hearing he received, which he believed to be some sort of ticket or violation notice. Brennan said Curtis had explained the reasons for the public notice postcard to Howell, and Howell had no objection to the parking variance.

Under council comments, Shaver remarked that a number of parking variances were coming to council recently and asked Curtis what was causing that. Curtis said the variances were coming because people were buying up older properties that were built long before parking was an issue, and redeveloping these properties to put in new and better things. He said the planning and zoning department looked at each case individually and worked to ensure that the proposed uses were not detrimental to neighborhoods but tried to accommodate the redevelopment of older properties.

Castoe made a motion to close the public hearing, which was seconded by Councilmember Kevin Lindell and approved unanimously.

City Attorney Jason Meyers said the criteria for granting a variance were outlined in the staff memo, and council should consider these in making its decision and set any conditions or limitations it considered necessary.

Northrup offered a resolution to approve Case No. 16-011 VA, Tienda Emanuel Parking Variance, with the following conditions:

- a) A minimum of three off-street parking stalls shall be incorporated on the property;
- b) The property owner shall be responsible for all applicable construction costs, permits, striping, operations and maintenance of the off-street parking;
- c) An applicable off-street ADA stall and access shall be incorporated into the use of the building;
- d) The variance would be valid only so long as the current building exists and operates as an equal or less intense use of retail business.
- e) Implementation of ADA parking signage as appropriate; and

- f) In addition, per Sec. 20-3-150(a)(3), unless otherwise stated in the Board minutes, all variances must be implemented within six (6) months from the date such variance is granted.

That resolution was seconded by Castoe and approved unanimously.

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH THE COLORADO DEPARTMENT OF LOCAL AFFAIRS FOR ACCEPTANCE OF A REDI GRANT

Economic Development Specialist Chelsea Gondeck said the city's Economic Development and Marketing Department had applied for this Rural Economic Development Initiative grant to help with the cost of hiring a retail analytics firm, and was recently notified that the grant had been awarded to the city. The city had already budgeted funds for this cost but the grant would allow the city to work with the analytics firm over multiple years, she said.

Castoe offered a resolution to approve the Resolution accepting a grant from the Colorado Department of Local Affairs and authorizing the mayor to execute the grant agreement for a retail analytics firm. That resolution was seconded by Northrup and approved unanimously.

RESOLUTION MODIFYING AN INTERGOVERNMENTAL AGREEMENT WITH THE COLORADO DEPARTMENT OF TRANSPORTATION AND AUTHORIZING ADDITIONAL EXPENDITURES FOR THE US 34 / BARLOW ROAD PROJECT

Curtis explained that this project had been in the works for some time in cooperation with CDOT, and after bids for the construction came in higher than expected the state agency asked the city to contribute an additional \$100,000 to help complete the project. The city had already earmarked \$350,000 for the project so this change would make the city's total contribution \$450,000 on a project of more than \$2 million. He said the city had requested major upgrades to this key intersection instead of simply installing new traffic signals, so staff was recommending approval.

Council and staff discussion followed about the costs, traffic impacts and timeline for completion of the project.

Northrup offered a resolution to approve the Resolution authorizing the mayor to modify an intergovernmental agreement with the Colorado Department of Transportation and authorizing additional expenditures for the US 34 / Barlow Road Project. That resolution was seconded by Castoe and approved unanimously.

UPDATE ON INNOVATION INITIATIVE

Wells said the council had set a priority at its visioning retreat to improve innovation in the city, and the initial idea was to hire an innovation specialist or chief innovation officer. After considering the expense of that and doing research on best practices and innovation initiatives in other companies and organizations, a committee of city staff had come up with a proposal for the city that was based on the idea of "start small, think big."

Wells proposed to identify two or three current city staff members who would go through extensive training in innovation and futurist thinking, and who would serve as facilitators to work in employee groups to develop a culture of innovation in the city. After their initial training, the facilitators would put together a strategic plan to promote innovation in the city organization, and bring that plan back to council sometime in the second half of 2017. Wells said this would be a slower start but a much lower initial cost and would build a culture of innovation in the city organization. Innovative ideas would be brought to the council in the budget process and would include the method of measuring results. Several council members commented that this was a

good place to start, and the council consensus was to proceed on this course. No formal action was taken.

PRESENTATION ON NEW STAFF POSITIONS (GIS, STREETS)

Wells first addressed the need for an additional general maintenance worker in the streets department, due to new development and the addition of streets as well as new responsibilities for the department related to the creation of a stormwater utility.

Regarding the GIS position, Wells said staff was still working on the best approach but there was broad consensus that the city needs to move forward as soon as possible with the implementation of a GIS system. Wells, Curtis and Water Resources/Utilities Director Brent Nation spoke about the benefits, efficiencies and cost savings that could be realized with a GIS system, noting that the city had a wealth of data to input into such a system and could build upon it over time, and the possible benefits were essentially limitless.

Wells said staff would continue to explore possibilities including the retention of a firm to build an integrated GIS system followed by the hiring of a GIS technician to maintain and update the system. Staff would return to council with a more specific plan and associated costs later in the budget process, he said.

The council consensus was to move forward with the additional Streets Department position and bring back a proposal and costs for the GIS system at a future meeting. No formal action was taken.

2017 BUDGET CALENDAR – PRESENTATION OF PROPOSED 2017 BUDGETS FOR THE WATER TREATMENT PLANT, CONSERVATION TRUST FUND AND CAPITAL IMPROVEMENT FUND

Water Treatment Plant Superintendent Al O’Canas reviewed the proposed budget for his department, focusing on highlights and changes from preceding years as well as proposed capital projects, and answered council questions. O’Canas also spoke about the value of the city’s water treatment system and the quality of water produced, and thanked the staff at the plant for their hard work on compliance with all regulations, testing and other requirements.

Wells reviewed the proposed budget for the Conservation Trust Fund, which annually receives about \$100,000 in state lottery proceeds which must be used on parks, recreation and outdoor projects. He said this year staff would like to spend half of that revenue on new playground equipment and set the other \$50,000 aside as matching funding in the event the city is able to receive grants from Great Outdoors Colorado for larger projects.

Wells then reviewed the Capital Improvement Fund budget, with the projected revenues for 2017 along with a list of proposed projects, equipment and other capital items to be included and a shorter list of capital projects that staff was proposing to defer to future years. Council and staff discussion followed about specific capital projects and alternatives, as well as long-range versus short-range goals for some needed improvements. Wells said he felt staff had gotten everything needed into the capital budget for 2017 and wanted to be sure the council was comfortable with the capital budget as proposed. The council consensus was to move forward as presented, and no formal action was taken.

PUBLIC COMMENT / AUDIENCE PARTICIPATION

Preston Gibbs of 212 Gateway Ave. told the council about the opening of a new temple of the Church of Jesus Christ of Latter Day Saints in Fort Collins, and extended a special invitation to the council to attend an open house. Gibbs distributed printed invitations to each council member.

Alli Howe of 120 Balsam St. told the council she had lived in Ward 2 for seven years and loved being in this community and being involved. Howe said she wanted to ask the council to consider her name for the City Council vacancy created by the recent resignation of Joe Segura Jr. Mayor Shaver thanked her for her interest, and Wells said the council would be addressing the process for filling that vacancy at the next meeting.

REPORTS BY OFFICIALS AND STAFF

Wells announced that Miller was working on a council directive to create public art in the downtown/City Park area, and was working with the Heritage Foundation to leverage additional money to provide amazing art downtown.

Curtis said South Main Street was expected to open the next Friday, which would be 45 days ahead of schedule for that rebuilding project.

Nation told the council about recent media attention to a change in the proposed Northern Integrated Supply Project.

BIDS, MEETINGS AND ANNOUNCEMENTS

Brennan announced current bids, upcoming meetings and recent news releases.

Mayor Shaver adjourned the Aug. 2, 2016 regular meeting at 8:55 p.m.

/s/ Ronald Shaver
Mayor

/s/ John Brennan
City Clerk