

**Ouray City Council Regular Meeting  
Summarized Minutes  
Tuesday, February 20, 2018 at 6:00pm  
Massard Auditorium – Ouray Community Center**

**1. CALL TO ORDER**

Mayor Larson called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Mayor Pam Larson - Present  
Mayor Pro Tem Glenn Boyd - Excused  
Council member Dawn Glanc – Present  
Council member Dee Hilton - Excused  
Council member Bette Maurer - Present

Also present were City Administrator Katie Sickles, City Resources Director Rick Noll, Public Works Director Joe Coleman, Police Chief Justin Perry, Community Development Coordinator Chris Hawkins, and Finance and Administration Director Melissa Drake

**3. THE PLEDGE OF ALLEGIANCE WAS RECITED**

**4. CITIZENS' COMMUNICATION**

- Scheduled – Response to Public Notice Mailing requirements  
City Administrator Katie Sickles noted that the applicant for the Twin Peaks Sketch Plan approval went “above and beyond” in sending out notifications. Mailings were not required.
- Unscheduled
  - Kat Papenbrock from OCRA spoke about Lodging Occupancy Tax for 2017 reports which were in the packet for the last meeting. She stated that the year was up slightly even with the Ice Park closing early and the Hot Springs Pool being closed for a large portion of the year.
- Council’s Response to Citizens’ Communication, February 5 – no response needed

**5. APPROVAL OF AGENDA – Move or remove items or address conflict of interest**

Mayor Larson noted that the Council did receive the Citizens State Bank information prior since the public restrooms were included.

Council member Glanc made a motion to approve the agenda. Council member Maurer seconded the motion and it was approved on unanimous vote.

**6. CITY COUNCIL REPORTS/INFORMATION**

- Council member Glanc: Ice Park Sustainability Committee is looking at issues around water and funding sources, bathrooms, parking, and trash. The next meeting will be tomorrow at 6pm.
- Council member Maurer: reported on Ouray County Housing meeting and the Housing Authority Meeting. She also stated that at the Gunnison Valley TPR meeting, topics included the future of transportation and a new gas tax may be on November ballot
- Mayor Larson:
  - Mineral Farms meeting was delayed for additional engineering discussions
  - She met with the Forest Service regarding the Box Canon Sign. This will be an agenda item for a future Council meeting
  - There was also a meeting with CDOT regarding issues at the Ice Park: parking, traffic control, etc.

## 7. PLANNING

- a. **Community Development Coordinator Reports will be in April and October unless otherwise requested**
- b. **Citizens' State Bank (CSB) Planned Unit Development (PUD) Sketch Plan Action**

Mayor Larson opened a quasi-judicial hearing on this PUD.

Community Development Coordinator Chris Hawkins gave an overview of the definition of a PUD, criteria, and options for action. He also discussed the specific CSB proposal which includes requests for a height variance for a rooftop event space and on-street parking. Public Benefits proposed include public restrooms, economic development, dwelling units, and historic rehabilitation.

Mr. Hawkins stated that staff is recommending approval of this PUD on the condition of staff working out the details of the public benefits with the applicant.

Doug McFarlane (architect) and Doug Price (President of the holding company of the bank) spoke describing the rehabilitation and historic restoration of the bank. Two housing units for bank employees and public restrooms are responses to public requests. In response to the request to move the elevator shaft to the rear of the building, there are several technical issues which make that option prohibitive. The bank has 18 full-time employees working in the building. The Council discussed the proposal with Mr. Price and Mr. McFarlane.

Mayor Larson closed the hearing.

Council member Maurer made a motion to approve the sketch PUD as presented with the condition that a PUD agreement will be presented to the Planning Commission and City Council concurrent with the Preliminary PUD hearings to address the details of the PUD, including but not limited to the specific variations, public benefits and details for the historic

rehabilitation, public restroom, rooftop event space, and off-street parking. Council member Glanc seconded the motion and it was approved on unanimous vote.

**c. Community/Master Plan Steering Committee Action**

Mayor Larson suggested that members must live within City limits and that once the current committee members from OBC, CDC, PARC, etc. are approved, that they select members from the Council and citizens at-large to balance the new committee.

Mr. Hawkins stated that very few citizens have applied for the committee and suggested requesting additional applicants. Ms. Sickles stated that students from Ouray School District will participate in the plan, not as committee members, but discussing the future of Ouray.

Council member Glanc made a motion that all committee members live within the city limits, that we advertise again for additional applicants, and that after existing committees assign members to this new committee, those members and Mr. Hawkins review and make recommendations for at-large and council membership. Council member Maurer seconded the motion and it was approved on unanimous vote.

The Council discussed this process with Mr. Hawkins and Ms. Sickles. The new deadline for applicants will be March 6, 2018 and Council clarified that current applicants should not feel excluded. The intent is to attempt to attain a more diverse group for the committee.

**8. FINANCE**

**a. Disbursements**

Council member Glanc made a motion to accept the January 2018 disbursements. Council member Maurer seconded the motion and it was approved on unanimous vote.

**b. Financial Statements**

Finance and Administration Director Melissa Drake noted the preliminary financial statements for December 2017 and January 2018. She stated that additional revenues and expenses will be entered in month-end processes which will take place at a later date.

Council member Maurer requested information regarding the large deficit in the "Other Revenues" category in the General Fund in the December 2017 statement. Ms. Drake stated that she would research the issue and report back to Council.

**c. Sales Tax Report**

Ms. Drake presented the Sales Tax Report for revenues received by the City in February regarding sales mostly in December of 2017. Council requested figures for out-of-period revenue. They also requested a relabeling of the report to show more clearly to which month of sales the revenue relates.

**d. Ouray Housing Authority Letter – 2018 Budget Item**

Ms. Sickles stated that the letter requesting budgeted funds was not received by staff prior to or during budgeting season. Council discussed that this money is not actually slated to be spent within 2018 anyway.

Money will not be budget for 2018 but additional money will be budgeted for 2019.

**e. Pool Discharge Operator of Responsible Charge – approve charging Pool Fund 50-50-7000**

Ms. Sickles noted that a contractor is needed currently and that a City employee is planning to take the test in June to attempt C certification. If that employee passes the test, a contractor would no longer be needed but additional pay may be appropriate for the employee.

Council member Maurer made a motion to approve up to \$1,400 per month in an appropriate GL Code to cover the cost of a contractor for this work. Council member Glanc seconded the motion and it was approved on unanimous vote.

**9. CONSENT AGENDA – Approval of:**

- **Liquor License Renewal Application, TAJ Company dba The Silver Eagle Saloon**

Council member Maurer made a motion to approve the Consent Agenda. Council member Glanc seconded the motion and it passed on unanimous vote.

**10. ACTION ITEMS**

**a. JVA Professional Service Agreement for Wastewater Treatment Master Planning**

Mayor Larson stated that the City Attorney has reviewed this agreement. Council member Glanc made a motion to approve the PSA. Council member Maurer seconded the motion and it passed on unanimous vote.

**b. Request for Proposal (RFP) for Initial base GIS mapping for Master Planning, Trails and Utilities**

Council member Maurer made a motion to approve the RFP. Council member Glanc seconded the motion and it passed on unanimous vote.

**c. Request for Proposal (RFP) for Bear Proof Trash Containers**

Council member Glanc made a motion to approve the RFP. Council member Maurer seconded the motion and it passed on unanimous vote.

**11. RESOLUTIONS, ORDINANCES, IGAS, OR OTHER OFFICIAL LOCAL GOVERNMENT APPROVALS**

**a. Ordinance No. 1 (Series 2018), 2nd Reading – Back Flow and Cross Connection Prevention**

Council member Maurer made a motion to approve the Ordinance. Council member Glanc seconded the motion and it passed on unanimous vote.

**12. CITY ADMINISTRATOR**

**a. Street grading, snow routes and ice problem response to Citizens' Communication**

Ms. Sickles noted issues with snow melting on Sixth Avenue and re-freezing near the intersection with Main Street.

Erin Eddy, of Ouray Brewery, spoke about making changes with grading, better snow removal, and creating a snow route. The Council and Ms. Sickles discussed options. Staff will have recommendations in the near future.

**b. Public Works Foreman**

Ms. Sickles stated that 3 applicants were interviewed from the previous candidate list. One has been selected and we will report when the hire is confirmed.

**c. Items considered for next month's meetings**

- The Forest Service requested the City to hold a public hearing regarding lighting of the Box Canon sign
- There will be an executive session on Mineral Farms
- Retreat
- Pool report beyond construction

**d. Upcoming schedule of all known meetings for next month**

Ms. Sickles asked for additional input for the list

**13. DISCUSSION**

Ryan Hein stated that he had received complaints about pool. He said complaints included issues with temperature, cleanliness, and lockers not working. He stated that the City should buy boilers.

**14. ADJOURNMENT**

At 7:38pm, Council member Glanc made a motion to adjourn the meeting. Council member Maurer seconded the motion and it was approved on unanimous vote.

Pamela J. Larson 3-5-18  
Pamela J. Larson, Mayor Date

ATTEST:

Melissa M. Drake  
Melissa M. Drake, City Clerk