

**Ouray City Council Regular Meeting
Summarized Minutes
Monday, May 21, 2018 at 7:00pm
Massard Auditorium – Ouray Community Center**

1. CALL TO ORDER

Mayor Larson called the meeting to order at 7:01 p.m.

2. ROLL CALL

Mayor Pam Larson - Present
Mayor Pro Tem Glenn Boyd - Excused
Council member Dawn Glanc – Present
Council member Dee Hilton - Present
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, Finance and Administration Director Melissa Drake, and City Attorney Carol Viner

3. THE PLEDGE OF ALLEGIANCE WAS RECITED

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

Council member Glanc made a motion to approve the agenda with the addition of an Action Item (Special Event Liquor License for Elks Club Wisconsin Fish Fry & Shrimp Boil – June 2). Council member Hilton seconded the motion and it was approved on unanimous vote.

5. CITIZENS' COMMUNICATION

- a. **Unscheduled** – none
- b. **Council's Response from Citizens' Communication** - none

6. PUBLIC HEARINGS

- a. **Ordinance 4 Series 2018 – OHV at County Road 361 - 2nd Reading**

Administrator Sickles noted that Eric Jacobson requested permission to ride his 4 wheeler to check the hydro lines. Police Chief Perry stated that the law prohibits all OHVs from driving on City streets.

Mayor Larson opened the Public Hearing. There were no comments so she closed the Public Hearing.

b. Ordinance 6 Series 2018 – Municipal Code Chapter 2 City Council Regular Meetings at 6:00pm – 2nd Reading

Mayor Larson opened the Public Hearing. There were no comments so she closed the Public Hearing.

7. CITY COUNCIL REPORTS/INFORMATION

- Council member Glanc: signed expenditures and everything was in order
- Council member Maurer: attended the Housing Authority meeting and they are working on strategic plan
- Council member Hilton: PARC Committee is gearing up for softball season
- Mayor Larson:
 - Attended the JVA & Pangea meeting
 - Attended a Forest Service Meeting

8. FINANCE DIRECTOR

a. Financial Statements

i. 2017

Finance and Administration Director Melissa Drake gave an overview of the final 2017 City financials which were in the packet. She stated that, in most cases, we are better than budget. Ms. Drake explained the reasons for some of the variances such as a lower than budgeted "Other Revenue" category in the General Fund. She stated that we had budgeted to transfer over \$284,000 from the Capital Improvement Fund to cover capital expenses in the General Fund. Since there was so much turnover in administrative staff, department heads were very conservative and only spent about \$90,000 of that money. The remaining \$194,000 is still sitting in the Capital Improvement Fund.

ii. April 2018

Ms. Drake gave an overview of the financial status of the City, year-to-date, through April. She briefly explained variances in actual vs. budget, mostly related to the seasonal nature of revenues and expenditures.

Council member Hilton made a motion to accept both financial statements. Council member Glanc seconded the motion and it passed on unanimous vote.

b. Disbursements for month of April

Council member Hilton made a motion to accept the disbursements for April. Council member Maurer seconded the motion and it passed on unanimous vote.

c. Sales Tax Report

Ms. Drake gave a brief overview of the March 2018 Sales Tax Report (funds received in May) stating that collections were higher than in 2017.

d. Lodging Occupancy Tax (LOT) Report

Ms. Drake gave an overview of the March 2018 LOT Report (funds received in April) stating that collections were 34% higher than the same month in 2017. She noted that represented approximately 1,000 additional room nights and \$3,000.

9. CONSENT AGENDA

- a. **Liquor License Renewal, For the Love of Food LLC dba Bon Ton**
- b. **Liquor License Renewal, Outlaw Tradition dba Outlaw Restaurant**
- c. **Liquor License Renewal, Backstreet Bistro LLC dba Backstreet Bistro**
- d. **Terminate Building Inspector Agreement with Town of Ridgway**
- e. **Mountain Rescue Facility Agreement Amendment**
- f. **Eric Jacobson License Agreement Extension**

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

10. ACTION ITEMS

Mayor Larson moved to Item f.

f. Special Event Liquor License for Elks Club Wisconsin Fish Fry & Shrimp Boil – June 2

This item was added to the agenda at the beginning of the meeting. Council member Maurer recused herself since she is listed as the applicant for the Elks Club.

Council member Glanc made a motion to approve the Special Event Liquor License. Council member Hilton seconded the motion and it passed on unanimous vote, 3-0.

a. Ouray Beautification Committee (OBC)

i. Mike Kern Resignation

Council member Hilton made a motion to accept Mr. Kern's resignation. Council member Glanc seconded the motion and it passed on unanimous vote.

ii. Heidi Arriza Application – 2nd application came in,

Administrator Sickles stated that a second application had been received for the open committee position. Council member Glanc made motion to advertise the position and ask for recommendation from OBC. Council member Maurer seconded the motion and it passed on unanimous vote.

b. IGA Ouray County Courthouse renovation (waive permit and inspection fees)

Administrator Sickles gave an overview of the agreement. Chris Hawkins stated that the Planning Commission has already approved many of the items in the IGA.

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

c. Southwest Conservation Corps week of June 11, 320 crew hours

Administrator Sickles gave an overview of the Corps and the work that will be completed by the group for \$6,500 for 320 hours of work. She stated that this partnership will strengthen our relationship with GoCO and possible grants.

Council member Maurer made a motion to approve the agreement. Council member Hilton seconded the motion. Council member Maurer asked where the funding will come from. Administrator Sickles stated that it will be contract labor out of the Parks Fund. The motion passed on unanimous vote.

d. Rotary Park Restroom proposal

Administrator Sickles stated that this is a conceptual plan to replace the restrooms at Rotary Park instead of trying to remodel the existing ones. It also changes the planned location.

Council member Hilton made a motion to approve the proposal and the change in location of the restroom from the Master Plan. Council member Glanc seconded the motion. Council member Maurer stated that this plan is "overkill," too much for Rotary Park, but has no issue with the change in location. The Council discussed options. The motion passed on unanimous vote.

e. Hot Spring Pool 2018 Budget Modifications

i. Pool Renovation – request to budget expenditure of existing reserves

Administrator Sickles listed the modifications which are needed and noted that funds are available in the Pool Renovation Fund.

- (a) Item A. Temporary Deck heating, which was already purchased out of the Parks Fund - Council member Maurer made a motion to move the expense to the Pool Renovation Fund. Council member Glanc seconded the motion and it passed on unanimous vote.
- (b) Item B. Badger Potholing to engineer a process to change the pool discharge and Item E. Backwash Pipe Option #3 – Council member Glanc made a motion to pay for these items out of Pool Renovation Fund. Council member Maurer seconded the motion and it passed on unanimous vote.
- (c) Item C. Filtration spare parts (have the parts on-hand in case there is a failure, contractor will reimburse since under warranty) – Council member Glanc made a motion to approve, there was no second. Council member Maurer made a motion to purchase spare parts with a maximum of \$25,000 for critical parts with a reasonable shelf life. Council member Hilton seconded the motion. City Resource Director Rick Noll stated that the spare parts will not just sit on the shelf and will be rotated into service when the 1st part is rebuilt. This should occur on an annual basis. Council member Maurer amended her motion to \$30,000. Council member Hilton agreed to the motion amendment and it passed on unanimous vote. Council member Maurer made a motion to use funds out of the Pool Renovation Fund. Council member Hilton seconded the motion and it passed on unanimous vote.
- (d) Item D. Timber Line Electric pool discharge and testing equipment. Council member Maurer made a motion to spend a maximum of \$20,000 out of the Pool Renovation Fund. Council member Glanc seconded the motion which passed on unanimous vote.
- (e) Item F. Deck Heating – Council member Hilton made a motion to spend a maximum of \$180,000 out of Pool Renovation Fund. Council member Maurer seconded the motion and it passed on unanimous vote.
- (f) Item G. Turning Climbing Wall into Photo Observation Deck – Council member Maurer made a motion to table this item until other alternatives can be explored. Council member Hilton seconded the motion which passed on unanimous vote.
- (g) Item H. Fence Enclosure (southeast vault area) – Council member Hilton made a motion to approve this expenditure. Council member Glanc seconded the motion and it was passed on unanimous vote. The Council requested additional information about the type of fence before it is installed.

Council member Maurer made a motion that all expenditures just approved come out of the Pool Renovation Fund. Council member Hilton seconded the motion and it was approved on unanimous vote.

ii. Pool Capital Improvements

Covered above

iii. Pool Operations (Customer Service Associate \$12,000 and reclassify Fitness Instructor as Wages vs Contract)

Council member Glanc made a motion to reclassify the contract labor funds for a Fitness Instructor to wages as an employee. Council member Hilton seconded the motion and it passed on unanimous vote.

Council member Glanc made a motion to increase the budget for Customer Service Associates (CSA) by \$12,000. Council member Hilton seconded the motion and it was approved unanimously.

Mr. Noll stated that this will allow both counters to be staffed for a longer period of time each day through the summer.

f. Special Event Liquor License for Elks Club Wisconsin Fish Fry & Shrimp Boil – June 2

Covered above

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

a. Ordinance 4 Series 2018 – OHV at County Road 361 – 2nd Reading

Council member Maurer made a motion to approve Ordinance 4. Council member Glanc seconded the motion and it passed on unanimous vote.

b. Ordinance 6 Series 2018 – Municipal Code Chapter 2, City Council Regular Meetings at 6:00pm – 2nd Reading

Council member Hilton made a motion to approve Ordinance 6. Council member Maurer seconded the motion and it passed on unanimous vote.

c. Resolution No. 8, 2018 – New Member intent to join WestCo Dispatch services January 1, 2019

Ms. Sickles gave a brief overview of this change in dispatch services and related costs from Montrose Regional Dispatch.

Council member Hilton made a motion to approve Resolution 8. Council member Glanc seconded the motion and it passed on unanimous vote.

The OIPI 2017-2018 Ice Park Report is in the packet and any questions should be sent to Administrator Sickles.

12. CITY ADMINISTRATOR

a. Personnel (Building Inspector)

Ms. Sickles stated that she is working on issues with seasonal nature of the part time position. She will also be discussing it with the City Attorney.

b. Idarado Natural Resource Damage Fund correspondence

Ms. Sickles will be submitting possible projects in the City to utilize this Fund. Possibilities include restrooms on Perimeter Trail, at Cascade Falls, or at the Ice Park.

c. Upcoming schedule of all known meetings for next month

The schedule in the packet. There will be a Special Meeting on May 30th at 5pm on the Twin Peaks PUD. Mayor Larson will recuse herself since her business did some surveying for the project. Council member Maurer requested a discussion in the future on the policy on free pool pass distribution.

13. DISCUSSION - None

14. EXECUTIVE SESSION


At 8:38pm, Council member Maurer made a motion to go into executive session. Council member Hilton seconded the motion and it passed on unanimous vote.

Executive Session pursuant to C.R.S. 24-6-402(4)(e) and (b) for determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators and for a conference with the City attorney for the purposes of receiving legal advice on specific legal questions concerning: a complaint pursuant to 33 U.S.C. §1367(a).

At 9:02pm the executive session ended.

15. ADJOURNMENT

At 9:02pm, Council member Maurer made a motion to adjourn the meeting. Council member Hilton seconded the motion and it was approved on unanimous vote.




Pamela J. Larson, Mayor
GLENN BOYD, MAYOR PRO TEM

6-4-18

Date

ATTEST:



Melissa M. Drake, City Clerk