

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
FEBRUARY 8, 2017

WORKSHOP

The Council met with staff at 4:30 p.m. to review the draft of a proposed Performance Review Policy and Performance Evaluation Form. The Council and staff reviewed and discussed the documents and there was consensus to proceed as presented.

OATH OF OFFICE

The Town Clerk administered the oath of office to recently appointed Councilor Erica Young.

CALL TO ORDER

The Mayor called the meeting to order at 5:35 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado. In attendance Councilors Austin, Gold, Hunter, Williams, Young and Mayor Clark. Mayor Pro Tem Johnson was not present for the roll call.

INTRODUCTIONS

The Mayor introduced the new Town Planner, Shay Coburn, previously employed by the Colorado Department of Local Affairs, working with the Main Street Program.

CONSENT AGENDA

1. Minutes of the Regular Meeting of December 14, 2016.
2. Minutes of the Regular Meeting of January 11, 2017.
3. Minutes of Joint Workshop on January 18, 2017.
4. Minutes of Joint Workshop on February 1, 2017.
5. Register of Demands for February 2017.
6. Renewal of restaurant liquor license for True Grit Cafe.
7. Water and sewer leak adjustment for Chipeta Sun Lodge, Account # 3912.0.
8. MOU for participation in the Alpenglow Arts Alliance.

ACTION:

It was moved by Councilor Hunter and seconded by Councilmember Gold to approve the consent agenda. The motion carried unanimously.

PUBLIC REQUESTS AND PRESENTATIONS

9. Request for letter of support for a Colorado Department of Public Health and Environment Rural Recycling Resources Economic Opportunity Grant for composting facility improvements

The Town Manager noted the Regional Energy Board has been exploring for the last year opportunities for a regional composting facility. The entities involved in the Board have been contacted by an existing company in Olathe which would like to expand current operations to encompass regional composting.

Kurt Mautz, co-owner of 3XM Grinding and Composting, addressed the Council and explained the Colorado Department of Public Health has grants available for composting facilities, which the company would like to obtain to expand operations to provide regional composting. The company has been operating for 15 years assisting the Delta and Mesa County landfills, and is located on property large enough to expand, and currently owns most of the equipment necessary. The license type will be a Class 2 for food, green waste, animal mortalities and will not be able to accept bio-solids. The intention to expand to include Ouray and San Miguel Counties will be assisted by Bruin Waste Management.

ACTION:

Councilmember Hunter moved to approve the request for a letter of support for a Colorado Department of Public Health and Environment Rural Recycling Resources Economic Opportunity Grant for composting facility improvements. Councilor Gold seconded and the motion carried unanimously.

10. Request to enter into an agreement for receipt of lodging tax revenues for marketing purposes

Ridgway Area Chamber of Commerce Board Chair, Colin Lacy, presented a re-submission of the report for proposed uses of lodging taxes in 2017. He explained the document contains the carry over of lodging tax revenue surplus from 2016 into the 2017 marketing plan. He noted "at the top of list" for the year is website and visitor center improvements. The plan includes integrating social media and highlighting members in news articles; and reaching the 6000 annual visitors at the visitors center, to encourage spending a day within the Town. He noted the Board is committed to having an "open dialogue" with the Council, and will ensure quarterly and year end reports reflect a "mutually agreed upon reporting structure".

Mayor Pro Tem Johnson entered the meeting at 5:55 p.m.

ACTION:

Councilmember Hunter moved to enter into an agreement with the Ridgway Area Chamber of Commerce for receipt of lodging tax revenues in 2017 for marketing purposes. It was seconded by Councilor Gold and the motion carried unanimously.

11. Request for Town partnership and assistance for Ride the Rockies event

The Council received a submittal from the Ouray Chamber Resort Association, as a 2017 Ride the Rockies Community Coordinator in partnership with the Ridgway Area Chamber of Commerce, and attachment outlining requests of the Town.

Kat Papenbrock, with the Ouray County Resort Association (OCRA) explained the City of Ouray was chosen to host a stopping point on June 14th for Ride the Rockies, a statewide large scale event. She explained the City will not be able to host the event due to continuation of the swimming pool construction in the park, and invited the Town to partner in the event. OCRA will serve as the Community Coordinator, the City will hire an events coordinator and cover expenses, and also work with emergency services. She noted the Ridgway Chamber of Commerce will also be contributing funds and offering assistance.

Ms. Papenbrock reported OCRA is working with the Ridgway Secondary School to secure the site as a headquarters, and if additional space is needed approach the County Fairgrounds. She requested in-kind services from the Town, and waiver of fees for use of rights of ways.

There was discussion by the Council.

ACTION:

It was moved by Councilor Hunter, seconded by Mayor Pro Tem Johnson and unanimously carried to approve Town partnership and assistance for the Ride the Rockies event as presented in the agenda packet, as well as approve fee waivers and use of the public right of ways.

12. Request to amend Trail Town Subdivision Improvements Agreements

Manager Coates explained there is a request to amend the extension of time for two subdivision improvement agreements for Trail Town Subdivision, Lot 26#B, to move the completion date to June 15, 2017; and Lot 26#A for miscellaneous improvements.

ACTION:

It was moved by Councilmember Hunter and seconded by Councilor Gold to approve amending the SIA for Trail Town #26B and move the completion date to June 15, 2017. The motion carried unanimously.

ACTION:

Mayor Pro Tem Johnson moved to amend the Subdivision Improvements Agreement for Lot 26#A Trail Town Subdivision. Councilor Gold seconded and the motion carried unanimously

POLICY MATTERS

13. Presentation of the Ridgway Brand Book

The Town Manager presented the final Brand Book, which she noted was budgeted in 2016, and prepared in partnership with the Chamber of Commerce. The document addresses purposes, perimeters, use and brand identify for logo usage; including color schemes, use of illustrations, brand architecture, differentiation between Town and Chamber logos, sub logos for Town committees, and also use by other entities.

Staff answered questions from the Council.

ACTION:

It was moved by Mayor Pro Tem Johnson, and seconded by Councilmember Young to accept the Town's Brand Book. The motion unanimously carried.

14. Local business reimbursement grant incentive program for addressing the Americans with Disabilities Act

Manager Coates presented a draft dated 2-3-17 for an American with Disabilities Act (ADA) Access Incentive Program, Reimbursement Grant. She explained the directive of the Town is to encourage business and commercial property owners to comply and provide access in accordance with the ADA. She noted the document had been reviewed by the Council at two previous workshops with the Planning Commission, and staff has prepared the current draft based on these conversations. The pilot program allows qualified business or commercial property owners to apply for a written assessment detailing necessary improvements through a \$500 reimbursement grant, along with another \$500 for improvements. The current policy provides an opportunity for persons receiving a grant, to apply for any remaining unawarded funds in early November.

ACTION:

Moved by Mayor Pro Tem Johnson to approve the ADA Access Incentive Program Reimbursement Grant for fiscal year 2017, seconded by Councilor Austin, the motion carried unanimously.

15. Adoption of a Social Media Policy

The Town Manager presented a Social Media Policy, outlining appropriate types of information to post on Town digital communications, public social media posts and comments, and administration.

ACTION:

Councilmember Hunter moved to adopt the Social Media Policy as presented. Councilor Gold seconded the motion, and on a call for the vote, the motion unanimously carried.

16. Application for the Charge Ahead Colorado Grant for the purpose of installing an electric vehicle charging station

Manager Coates noted funds were budgeted in the current fiscal year to match a possible grant for installation of an electric vehicle charging station.

Dave Jones addressed the Council on behalf of the Ridgway Ouray Community Council Energy Committee, and explained the committee will be applying for a state grant to install a Level 2 electric vehicle charging station in Town. The grant will cover 80% of the cost, and San Miguel Power Association has pledged to match the remaining 20%. He noted there are two grant cycles, and if the application is not awarded in the first cycle, it will be submitted for the second. The grant requires maintaining the station for five years, and monitoring use and sharing the date every six months. He proposed the use of the station be free for the first year, and then re-evaluated to ascertain if instituting a fee to recover electrical usage would be appropriate.

There was discussion and consensus was budgeted funds for the project could be used to pay for electricity usage, allowing the program to be free of charge the first year, and the station should be located in the Town parking lot behind the Ridgway Library.

ACTION:

It was moved by Mayor Pro Tem Johnson, seconded by Councilor Hunter, and unanimously carried to apply for the Charge Ahead Colorado grant for the purpose of installing a electric vehicle charging station.

17. Request to extend option to purchase property for the Space to Create Project

Manager Coates explained at the beginning of the year the Council approved entering into an agreement for an option to purchase property at the corner of Clinton and Laura Streets for the Space to Create Project. She noted the first option of the agreement will expire March 15th, and the second option extends into September. The projects feasibility study should be completed in mid-July, and will assess suitability of the site, and determine if the property purchase should be made. A grant application has been submitted to the Department of Local Affairs for half of the \$250,000 purchase price, she noted.

ACTION:

Councilor Hunter moved to extend the option to purchase property from Peter Decker for the Space to Create Project. Mayor Pro Tem Johnson seconded the motion which carried unanimously.

18. Discussion regarding outreach and regulation pertaining to idling vehicles

The Town Manager presented a paper prepared at Council direction from an earlier meeting, outlining communities within the state which have regulations enforcing idling of vehicles. She noted staff preference is to begin with an outreach and education campaign, before beginning regulation and enforcement.

There was discussion by the Council and it was agreed to begin the process with the an education campaign. Staff was directed to prepare a plan and educational materials.

19. Bids for Town Hall and Hartwell Park Gazebo roofing projects

Public Works Director Joanne Fagan reported one bid was received for roofing Town Hall and the Hartwell Park Gazebo, and it was not within the amount budgeted.

20. Request to award bid for CDOT Phase 5 Enhancement Project

Director Fagan reported four bids were received for Phase 5 of the CDOT Enhancement Funds, the lowest bidder coming in under budget. She recommended Council award the bid to Vostatek Construction in the amount of \$436,072.

ACTION:

Moved by Councilmember Hunter to award the bid to Vostatek Construction for CDOT Phase 5, conditional on CDOT approval. The motion was seconded by Mayor Pro Tem Johnson, and carried unanimously.

MANAGER'S REPORT

The Town Manager reported there will be a joint workshop on affordable housing, February 15th from 5:30 - 7:30 p.m. and Ouray County is offering Emergency Management Incident Command Training, February 22nd from 9:00 a.m. to 2:00 p.m.

She suggested the Council schedule another joint workshop with the Planning Commission, to discuss short term rentals. It was agreed to hold the meeting after the regular Planning Commission meeting on February 28th.

Manager Coates noted during the discussion pertaining to Ride the Rockies it was mentioned the regular Council meeting will fall on the event date, and the meeting should be rescheduled. There was discussion and it was agreed to move the regular Council meeting in June, to June 7th.

COUNCIL REPORTS

Mayor Clark suggested due to the resignation of Councilor Barnes, and appointment of Councilmember Young, the Council should review current representation on committees and boards. There was discussion and it was agreed Councilor Young will be the Council liaison to the Chamber of Commerce, serve on the Sister Communities Initiative Committee and the Scholarship Committee.

EXECUTIVE SESSION

The Town Attorney requested an executive session pursuant to CRS 24-6-402 (4) (b) and (e) for the purpose of receiving legal advice and to discuss matters subject to negotiations.

ACTION:

Moved by Mayor Pro Tem Johnson, seconded by Councilor Gold and unanimously carried to enter into closed session.

Councilor Austin left the meeting at 7:55 p.m.

The Council entered into closed session at 8:00 p.m. with the Town Attorney and Town Manager.

The Council reconvened back into open session at 8:20 p.m.

ADJOURNMENT

The meeting adjourned at 8:20 p.m. to a Workshop Meeting on February 15, 2017 at 5:30 p.m. Ridgway Community Center, 201 N Railroad Street.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk