

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
NOVEMBER 11, 2020

SITE VISIT

Some members of the Council attended a site visit of Heritage Park and the Visitor Center prior to the meeting.

CALL TO ORDER

The Town Council convened via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy, due to the COVID-19 pandemic.

The Mayor called the meeting to order at 5:35 p.m. via Zoom Meeting. The Council was present in its entirety with Councilors Cheek, Grambley, Lakin, Meyer, Schuyler, Mayor Pro Tem Johnson and Mayor Clark in attendance.

CONSENT AGENDA

1. Minutes of the Regular Meeting of September 9, 2020.
2. Minutes of the Regular Meeting of October 14, 2020.
3. Minutes of the Joint Workshop Meeting of October 15, 2020.
4. Minutes of the Budget Workshop Meeting on October 17, 2020.
5. Minutes of the Joint Workshop Meeting of October 29, 2020.
6. Register of Demands for November 2020.
7. Water and sewer leak adjustment for the Old Firehouse, Account#3300.1.
8. Renew restaurant liquor license for Thai Paradise.
9. Renewal of tavern liquor license for the Ouray County Fairgrounds.

ACTION:

It was moved by Councilor Meyer, seconded by Councilmember Grambley and unanimously carried by a roll call vote to approve the consent calendar.

PUBLIC COMMENTS

Tammee Tuttle encouraged the appointment of Robert Collins to fill the pending vacancy on the Council.

PUBLIC REQUESTS AND PRESENTATIONS

10. Presentation of the 2019 Fiscal Year Audit

CPA Peter Blair, with Blair and Associates, presented the Council with the 2019 Fiscal Year Audit and management report. He stated the Town's financial situation "looks good" with an

“increase in all the funds” and the “accounting records are in good shape”. He reported the balance sheet from 2018 to 2019 shows the Town’s total net position in all funds increased by \$650,000 in 2019, the largest increase in sales tax receipts. The ending fund balances for all funds had increased, the general fund “now has seven months of reserves”. The enterprise funds cash balances “total 1.6 million”. He stated “all reserve funds are secure” in “triple A rated” accounts. Total debt is “less than 2 million”, “which is average for a Town your size”. Mr. Blair suggested the Town “look at refinancing the general obligation bond since interest rates are lower”. He noted the Town “has done a really good job as far as budgeting”.

11. Presentation from Ridgway Chautauqua Society regarding annual funding request

The Mayor stepped down due to a conflict of interest and turned the gavel over to Mayor Pro Tem Johnson.

Ridgway Chautauqua Society Board Members Robb Austin, Sheelagh Williams and Sue Husch addressed the Council and requested funding in the Town’s 2021 budget for the Sherbino Community Theater. They explained “during COVID” the non-profit organization was able to hold ninety one outside events; and also noted due to “issues with fund raising” and the lose of “our major fund raiser for the year” they are requesting a financial donation from the Town.

The Mayor resumed his place with the Council.

12. Proposal to construct a honeybee apiary in a public space

Letter from Vicki Hawse, Fred Boyle, Judy Hazen and Angela Hawse with the newly formed Ridgway Community Apiary presenting a proposal to construct a public honeybee apiary.

Vicki Hawse addressed the Council and presented a proposal to “create a cooperative communal apiary” for residents to “learn experientially” and “create more advocates for honey bees”. She explained that educating people “on the importance of pollinators” one of the groups goals, noting “80% of the fruits on the planet are pollinated by honeybees”. She explained the committee is proposing to construct a “contained area”, “with a minimum of six hives”. There have been meetings with representatives from the Community Garden to suggest placement in the southwest corner of the garden, located in the Green Street Park.

There was discussion by Council, questions from Council to staff, and questions from the audience. Consensus of the Council was if the committee receives consent from the Ridgway Community Garden, staff will review the agreement which leases space to the garden, and amend the document to sub-lease a portion of land to the Ridgway Community Apiary.

PUBLIC HEARINGS

13. Adoption of Ordinance enacting a new chapter of the Ridgway Municipal Code establishing Small Cell Regulations

Staff Report from the Town Manager dated 11-3-20 presenting an ordinance adopting small cell regulations.

Manager Neill noted the ordinance was introduced two months ago, and reintroduced at the previous meeting after substantial changes were made after review by HR Green. He summarized some of the changes which included safety tests; an ionizing electromagnetic report; application and safe harbor right of way fees.

ACTION:

Councilor Schuyler moved to adopt Ordinance No. 04-2020 enacting a New Chapter 14-7 of Title 14 of the Ridgway Municipal Code Establishing Small Cell Regulations. Councilor Meyer seconded the motion, which carried unanimously on a roll call vote.

14. Adoption of Ordinance amending Section 7-1 of the Ridgway Municipal Code regarding Planning Commission term expirations

Staff Report from the Town Planner dated 11-11-20 presenting an ordinance establishing term expirations for the Planning Commission.

Planner Coburn noted the ordinance will establish expiration of terms at one year intervals, instead of the current two.

ACTION:

Moved by Councilor Meyer, seconded by Councilmember Grambley and unanimously carried on a roll call vote to adopt Ordinance 06-2020 Amending Section 7-1 of the Municipal Code Regarding Planning Commission Term Expirations.

POLICY MATTERS

15. Discussion regarding the Ridgway Visitor Center and Heritage Park

Staff Report from the Town Manager dated 11-6-20 presenting a Strategic Master Plan for the Ridgway Visitor Center and Heritage Park.

The Mayor explained prior to the meeting some members of Council met with representatives from the Chamber of Commerce to view the Visitor Center and Heritage Park. The Visitor Center lease is currently held by the Railroad Museum and subleased to the Chamber. The lease is expiring soon and the Chamber is planning to assume the facility lease again.

Chamber representatives Tim Patterson and Hilary Lewkowitz stated the Chamber Board is requesting a longer term lease agreement, and in conjunction a longer term agreement for receipt of lodging tax funds for marketing services. They suggested creation of a sub-committee to address facility upgrades and construction of restrooms, and obligations of the Town as lessor of the building.

There were questions from the Council and discussion. It was agreed to direct staff to meet with Chamber representatives to prepare a longer term lease and marketing agreement; extend the current marketing contract which will expire at the end of December; and form a sub-committee of Chamber Board representatives and Councilors Grambley, Lakin and Schuyler to prepare a five year plan which will be submitted to the Council in 2021.

16. Request to waive building permit fees for Ridgway Space to Create Project

Staff Report from the Town Manager dated 11-3-20 presenting a letter dated 10-28-20 from Andrew Michaelson, Director of Property Development with Artspace.

The Town Manager explained the non-profit Artspace organization will be constructing the Ridgway Space to Create project, which will provide low cost housing to the community, and are requesting building permit and plan review fees be waived.

Mr. Michaelson address the Council and explained the organization is “still fund raising” and hope to close in January and “start construction immediately after” using Stricker Construction Company out of Montrose. He stated “every dollar we don’t have to raise goes into the actual project”.

There were questions from the Council to staff. There were questions from audience Tammee Tuttle to Mr. Michaelson regarding rental rates.

ACTION:

Councilor Lakin moved to waive the building permit and plan review fees associated with the Ridgway Space to Create Project, Mayor Pro Tem Johnson seconded, and the motion carried unanimously on a roll call vote.

17. Encroachment permit for use of Town property relative to Ridgway Space to Create Project

Staff Report from the Planner dated 11-11-20 presenting a revocable encroachment permit to Artspace for the Space to Create project.

The Planner explained the standard encroachment permit also includes allowing excavation under the sidewalk adjacent to the property, and permits a second floor, seven foot by twenty five foot balcony to overhang and encroach over the sidewalk at the entry into the community space at the front of the building.

ACTION:

Moved by Councilmember Schuyler to approve the revocable encroachment permit for use of Town right-of-way for Artspace and the Space to Create project, and waive the \$75 fee, seconded by Councilor Lakin, and carried unanimously on a roll call vote.

18. Subdivision Improvements and Lien Agreement for Replat of Blocks 2, 8 and Alley “A” of the River Park Ridgway Business Park Filing 1

Staff Report dated 11-11-20 from the Town Planner presenting a subdivision improvement agreement for replat of Blocks 2, 8 and Alley “A” of the River Park Ridgway Business Park Filing 1.

Planner Coburn reported the replat was approved by the Council in 2018. Before the plat can be recorded a subdivision improvements agreement must be entered into to ensure all work is performed.

ACTION:

Councilor Meyer moved, with Councilmember Grambley seconding to approve the Subdivision Improvements Agreement for the Replat of Blocks 2, 8 and Alley “A” of the River Park Ridgway Business Park Filing 1 as presented. On a call for the vote the motion carried unanimously on a roll call vote with Mayor Pro Tem Johnson abstaining.

19. Relocation of the historic jail behind the Old Ridgway Firehouse

Town Manager Staff Report dated 11-5-20 presenting a request from Patrick O’Leary, Managing Member of Firehouse Investment Real Estate LLC to discuss moving the historic Ridgway jail to public property.

Manager Neill explained Mr. O'Leary offered the historic structure to the Town during discussions with the Planning Commission, and the Ranch History Museum has also expressed interest in acquiring the building.

Mr. O' Leary explained the historic jail, built by the Town in 1909, will need to be relocated next year, and he is willing to donate and relocate the structure to a public park if the Town desires to receive the donation. Recently the Ranch History Museum approached him stating if the Town does not wish to receive the donation, the museum will.

There was discussion by the Council and it was suggested to relocate the jail to Heritage Park. There were questions from the Council. It was agreed to direct staff to evaluate the Master Plan for Heritage Park and review options to place the jail in the park, and present options back to Council.

20. Presentation of the Draft 2021 Fiscal Year Budget

Report from the Town Clerk/Treasurer containing the 2021 Fiscal Year Budget; Five and Ten Year Capital Improvement Plans and lists of proposed expenditures and revenues contained in the budget.

The Town Clerk/Treasurer presented changes to the draft documents since Council's last review at the budget retreat meeting. She explained the capital improvement plans contain highlighted entries of proposed expenditures in 2021, and suggested the Council review three items that were discussed at the budget retreat, highlighted in a different manner. The Council agreed to add to the draft budget engineering and survey of the North Lena Street paving project, and to establish an account and set aside funds to assist in the cost to complete the paving.

Speaking from the audience Tammee Tuttle asked the Council to considering applying funds received from the increase in water service fees to capital projects. There was discussion between the Council and Ms. Tuttle.

21. Introduction of ordinance relative to medical and retail marijuana licensing

Town Manager Staff Report dated 11-6-20 presenting an ordinance which would enact an expiration date for use of medical and retail marijuana licenses.

Manager Neill explained the proposed ordinance would add a supplemental regulation to the Municipal Code which would require medical and retail marijuana license holders to place licenses to use within 90 days of the issuance date, or the license would be forfeited or revert back to the Town.

There were questions from Council and discussion with staff. It was noted by staff the regulations would relate to existing, new or renewed licenses.

ACTION:

Councilor Meyer moved to introduce Ordinance No. 07-2020 amending Section 8-4-2 of the Ridgway Municipal Code to enact an expiration date for use of Medical and Retail Marijuana licenses. Councilmember Schuyler seconded, and the motion was approved unanimously on a roll call vote.

22. Letter of resignation from Councilor Tessa Cheek

Letter of resignation from Councilmember Cheek effective November 30, 2020.

The Mayor expressed the Council's gratitude for Councilor Cheek's service, and suggested Council discuss possible processes to file the position. There was discussion by the Council and it was agreed to direct the Town Clerk to advertise the opening on the Council and solicit letters of interest with a deadline of December 1st, and review at the next regular meeting.

23. Business support letter from Ouray County Unified Command

The Town Manager reported during meetings with the Ouray County Unified Command and business owners regarding the upcoming winter season and COVID-19 regulations, a number of suggestions were made. He presented a letter from the Command summarizing what was presented by the business community at those meetings.

The Council discussed each of the requests from local business owners contained on the list.

There were questions from the audience.

Consensus of the Council was to direct staff to look at designating parking spaces by restaurants to be signed with curbside pick up only; speak to the Department of Transportation pertaining to regulations for directional signage on Highway 62; review with public works staff the need for business owners to shovel snow into the street to allow clearing by snow removal equipment.

24. Appointment to the Ouray County Emergency Telephone Service Authority/ 911 Board

Staff Report dated 11-3-20 from the Town Manager presenting a recommendation for appointment to the Ouray County 911 Board.

The Town Manager requested the Council formally appoint Marshal Schmalz to the Ouray County Emergency Telephone Service Authority, also known as the 911 Board, and designate Deputy Hanson as the alternate.

ACTION:

Moved by Councilor Meyer to appoint Marshal Shane Schmalz as the Town's primary representative on the Ouray County Emergency Telephone Service Authority, also known as the 911 Board, and Deputy Ryan Hanson as the alternate representative. Councilmember Grambley seconded the motion which carried on a roll call vote with Mayor Pro Tem Johnson abstaining.

STAFF REPORTS

The Town Manager presented a written monthly report and reviewed some of the items.

COUNCIL REPORTS

It was noted with the resignation of Councilor Cheek there would be a vacancy in the Council representation on the Planning Commission. Councilor Meyer agreed to serve on the Commission.

ADJOURNMENT

The meeting adjourned at 9:15 p.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk