

Ridgway Youth Advisory Council Meeting Agenda



Monday, January 22, 2024
201 N. Railroad St. Ridgway, CO 81432

3:30 p.m.

CALL TO ORDER & ROLL CALL Riley Burr, Keira DeLuccio, Lauren Mahlin,
Patrick Megahee and Hannah Freed

NEW BUSINESS

Item 1 – Selection of Officers

Item 2 – Local Government Basics Presentation

Item 3 – Presentation on Youth Tobacco Use in our Region

Item 4 – Review of design for new Hartwell Park Playground

Item 5 – Approval of Minutes from December 21, 2023 Meeting

Item 6 – Next Meeting Date and Time

FUTURE AGENDA ITEMS

Discussion Regarding Future Activities and Community
Service Projects | Various Guest Presentations

ADJOURNMENT

AGENDA ITEM #1



To: Members of the Youth Advisory Council
From: Preston Neill, Town Manager
Date: January 18, 2024
Agenda Topic: **Selection of Officers (Mayor & Mayor Pro-Tem)**

SUMMARY:

According to Section 7: Officers of the *Youth Advisory Council Authority and Procedures*, “The Youth Advisory Council shall select its own Mayor and Mayor Pro-Tem. The Mayor or, in the absence of the Mayor, the Mayor Pro-Tem, shall be the presiding officer of its meetings.”

The numbered list below details the approach to fill the roles of Mayor and Mayor Pro-Tem:

1. Start with the Mayor role, and then follow the same process for the Mayor Pro-Tem role.
2. Open it up to nominations. Any member can nominate another member, or a member can nominate herself/himself.
3. Once all nominations are received, the nominees can take a minute to explain their interest in the role.
4. Members can discuss the merits of each candidate and/or a motion can be made.
5. Once a motion is made, normal meeting conduct would apply, requiring a second and a vote.

PROPOSED MOTIONS:

1. “I move to appoint _____ (Name) _____ to serve as Mayor of the Ridgway Youth Advisory Council.”
2. “I move to appoint _____ (Name) _____ to serve as Mayor Pro-Tem of the Ridgway Youth Advisory Council.”

AGENDA ITEM #2

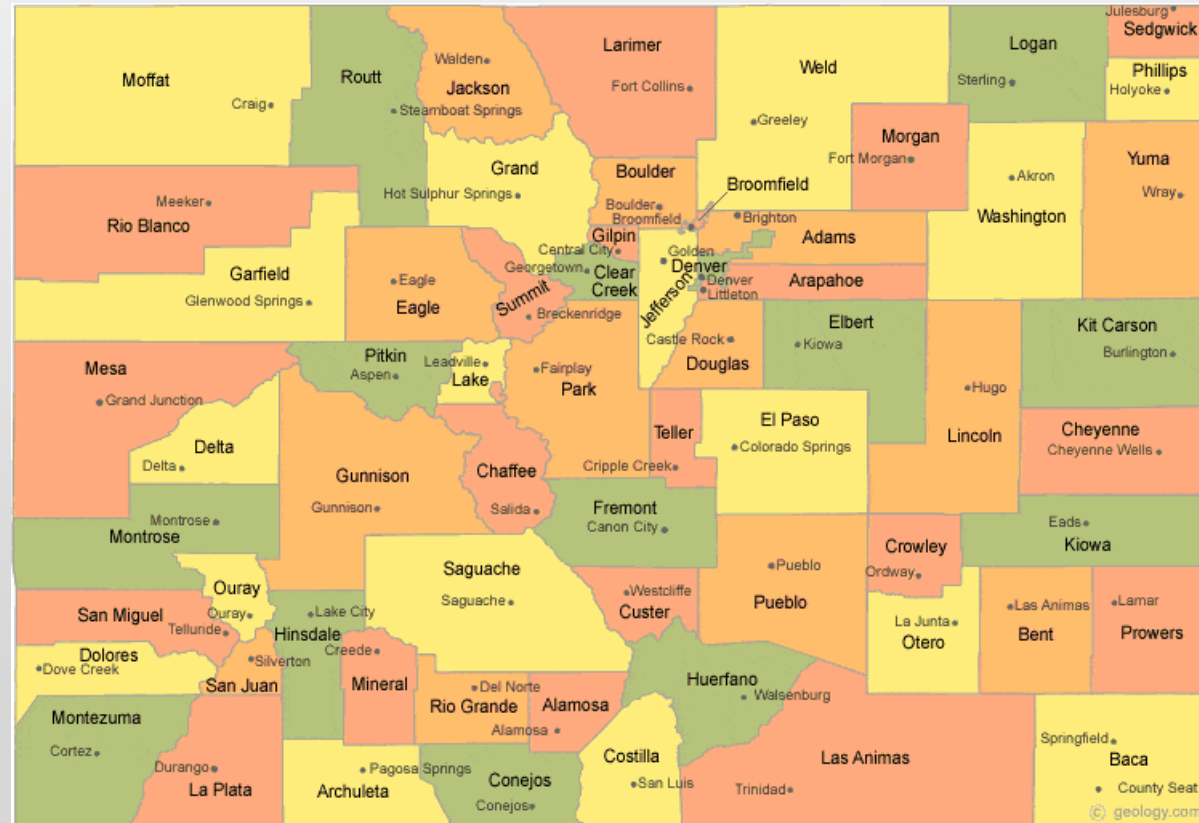
LOCAL GOVERNMENT BASICS

January 22, 2024



TYPES OF LOCAL GOVERNMENTS

- **Counties**
- **Cities**
- **Special Districts**



COUNTIES

- **64 counties in Colorado**
- **Roles**
 - Administer county-wide programs
 - General purpose government for unincorporated areas



CITIES

- **271 cities and towns in Colorado**
- **Roles**
 - Provide services and regulate conduct



SPECIAL DISTRICTS

- **More than 2,800 special districts in Colorado**
- **Roles**
 - Organized for specific purposes/functions (e.g., water, sewer, fire protection)
 - School districts are special districts



LOCAL GOVERNMENT SERVICES

- Build and maintain roads
- Run community centers and parks
- Organize community events
- Operate police and fire departments
- Provide public transit
- Manage public works such as water, sewer and trash pick up
- Provide public health care and human services



It is important to note that not every local government provides all of these services.



LOCAL GOVERNMENT REGULATIONS

- Public Safety: Curfews, anti-gang measures, speed limits
- Land Use: Planning and zoning laws, historic preservation, sign regulations
- Business Regulations: Rent control, parking requirements



RIDGWAY SERVICES

- Public Works
 - Services administration, streets maintenance, water maintenance, parks maintenance, water treatment and engineering
- Marshal's Office
 - General law enforcement to maintain public peace and safety, protect life and property, and prevent crime
 - Conducts investigations, apprehends violators of the law, provides patrol services, and enforces town regulations and state and federal statutes



RIDGWAY SERVICES (CONTINUED)

- Community Development
 - Planning, building and community initiatives
- Town Clerk's Office
 - Administrative support, records management, sales and lodging tax administration, permit administration, election administration, municipal code administration, human resources, and more.



COUNCIL-MANAGER FORM OF GOVERNMENT

- Business model focused on efficiency and effectiveness
- Elected officials (i.e., Town Council) represent the interests of their constituents, establish a vision for the community (i.e., Master Plan), set policy, general oversight of government, adopt annual budget, appoint manager/chief executive
- Manager oversees day-to-day business/operations
- Manager and staff carry out Town Council directives and execute/implement policies that are enacted by the Town Council



MORE ON THE ROLE OF THE MANAGER

- Serve at the pleasure of the Town Council
- Translate policy and visionary ideas into tangible results
- Develop sound approaches to community challenges
- Make policy recommendations to the Town Council for consideration and final decision
- Align the administrative systems with the values, mission and policy goals defined by the community and elected officials
- Develop and oversee the annual budget
- Supervise department heads and procure products and services



RIDGWAY IS A HOME RULE MUNICIPALITY

Municipal “Home Rule” is a form of government under the control of local citizens rather than state government. Towns and cities in Colorado can be Home Rule or Statutory. Home Rule municipalities have all the powers not expressly denied by the Colorado Constitution and state statutes. Statutory municipalities have only the powers expressly given to them by the Colorado Constitution and state statutes. Home Rule municipalities essentially have more power on a local level.



TOWN CHARTER AND MUNICIPAL CODE

The Town Charter is akin to a constitution for the Town, the Charter defines organizational forms and the powers and duties of Town officers. The Ridgway, Colorado Home Rule Charter Commission adopted and established the Home Rule Charter in 1993. The laws, rules and regulations that guide the Town's government are included in the Town Charter and the Ridgway Municipal Code. Unlike the Town Code, which can be amended by the Town Council through the adoption of ordinances, the Town Charter can only be amended by a vote of the electors of the Town.



PLANNING COMMISSION

The Ridgway Planning Commission consists of seven members who must be qualified electors of the Town. The duties of the Planning Commission include the review of land use submittals, including zoning, subdivision, conditional use permits, and variances, with some actions requiring recommendations to be forwarded to the Town Council. The Planning Commission is also vested with the duty of recommending elements and revisions to the Town's Master Plan.



TYPES OF COUNCIL ACTIONS

- Ordinances - Local laws enacted by the Council. Ordinances are required for every act making an appropriation, creating indebtedness, authorizing the borrowing of money, levying a tax, establishing regulations for which a penalty is imposed, or for various other purposes. Ordinances which create regulations are codified and placed into the Municipal Code. Ordinances are also used to amend and repeal sections of the Municipal Code.
- Resolutions and Policies – Acts of a relatively permanent nature that remain in effect until rescinded or amended by the Council. Resolutions may enact legislation or policy that is not subject to penalties for violation. A resolution may also state Council’s opinion or position on an issue.



TYPES OF COUNCIL ACTIONS (CONTINUED)

- Proclamations - Used to express appreciation for an event, organization or individual and are usually requested by a supporting organization.



OPEN MEETINGS LAW

All meetings, whether formal or informal, are open to the public. The Colorado Open Meetings Law allows public access to all meetings, with the exception of executive sessions. Executive sessions (closed door meetings) must meet specific legal criteria and be for the purpose of receiving legal advice on a specific legal matter, negotiation, a personnel matter, or another subject that is protected by law.

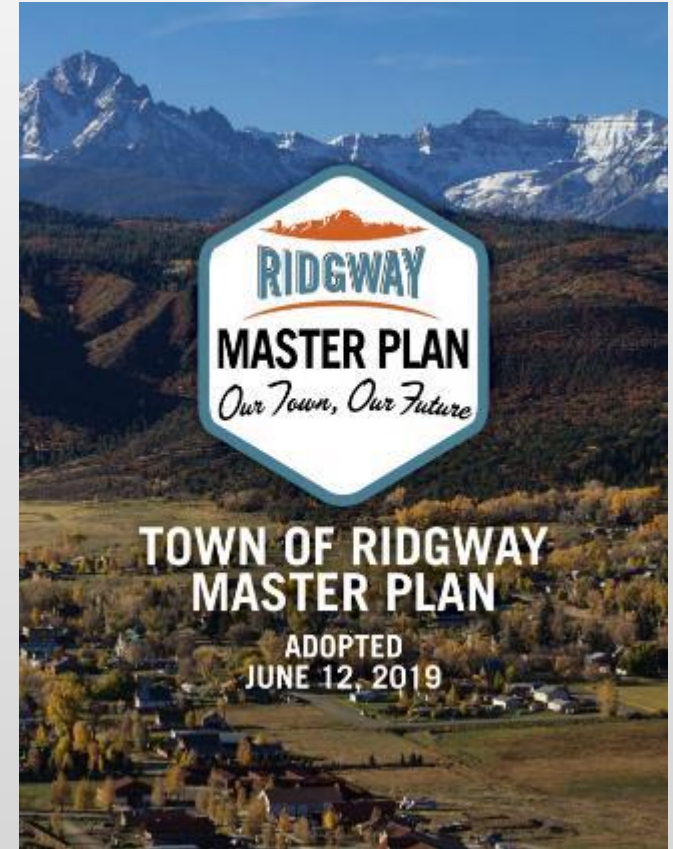
All 50 states have enacted a variation of the so-called “Sunshine Laws” or Open Meeting Laws. Essentially, open meeting laws have been passed to ensure that public business is conducted in public. The Colorado Open Meeting Law imposes requirements for open meetings, public notice of meetings and minutes requirements for “meetings” of local “public bodies.”



MASTER PLAN

The Ridgway Master Plan is an officially adopted advisory document that outlines the community's vision and goals for the next ten to twenty years, and beyond. The Plan is comprehensive in nature - addressing issues related to land use, growth and development, community character, historic preservation, economic development and tourism, parks and open space, and other topics of importance to the community.

The Plan establishes goals, policies, and actions to help achieve the community's vision. It also provides a blueprint for future growth within the Town of Ridgway and its defined boundaries that is implemented through the Town's zoning and subdivision regulations and other regulatory tools.



STRATEGIC PLAN

The Strategic Plan is developed and adopted to guide decision-making and provide the structure for ensuring investments and programs reflect Council priorities in achieving the vision and adopted plans of the Town of Ridgway (i.e., Master Plan). The Strategic Plan is updated each year to reflect dynamic change, as may be needed, and to present to the Ridgway community the important work identified by the Town Council for the next planning period.



BUDGET

The Town's fiscal year begins on the first day of January and ends the last day of December. The Town Manager prepares a budget calendar which guides time frames to develop the Strategic Plan, identify long term capital improvement planning, and prepare a proposed budget for Council review and deliberation. By law, the fiscal year budget, and established property tax mill levy, must be approved no later than December 15th of each year.

The Budget contains detailed revenues, expenditures and balances for each line item and is categorized by audited amounts, and the prior and current fiscal years.



BUDGET (CONTINUED)

The budget operates from three funds, the General Fund, Water Enterprise Fund, and the Sewer Enterprise Fund. The General Fund is used to account for resources traditionally associated with government and includes revenues derived from taxes, fees, licenses and appropriations from other agencies. The two Enterprise Funds are self-supporting funds and are used to account for operations that are financed and operated in a manner similar to private business enterprises, with the primary source of revenue received from monthly user fees. Additionally, the budget tracks revenues and expenditures to complete capital projects, such as infrastructure upgrades and construction of new facilities.



AGENDA ITEM #4

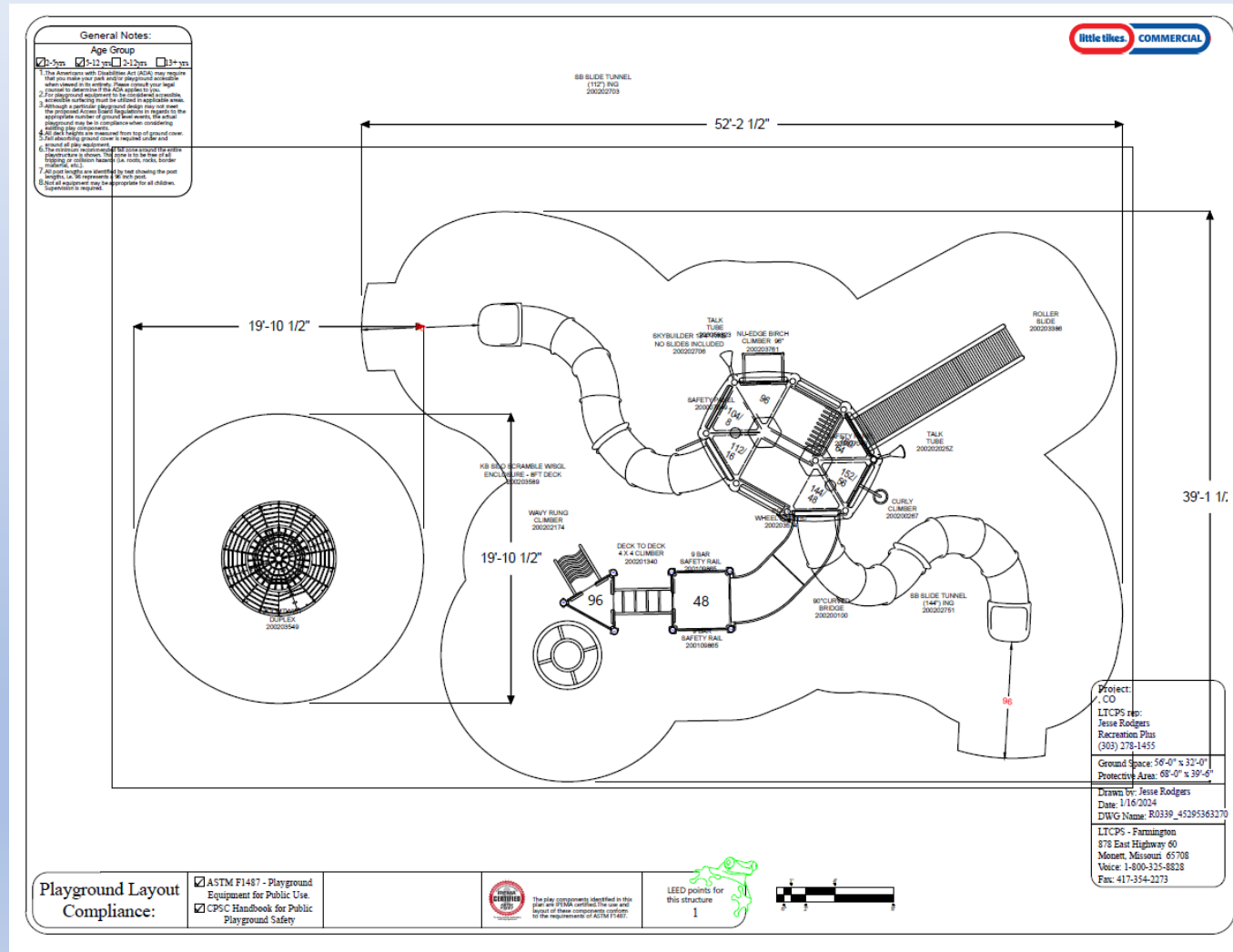
Hartwell Park Playground Project

- The Hartwell Park Playground Project is expected to cost somewhere between \$240,000 and \$300,000. The Town has set aside \$85,000 for this project in the 2024 Fiscal Year Budget.
- The aim of this project is to replace the playground structure that has surpassed its life expectancy.
- The project contains the following elements: 1) enlarge the use zone from approximately 83'x44' to 95'x50', 2) install a new playground structure in the new use zone, and 3) change the surfacing of the use zone from certified wood chips to pour-in-place rubber.

Hartwell Park Playground Project

- GOCO considers grant requests through their Community Impact Program between \$100,000 and \$1,000,000, with consideration for requests outside that range on a case-by-case basis.
- With initial concept papers due by January 25, 2024, staff has already connected with our regional program officer to discuss our project and begin preparing a concept paper.
- Staff has solicited designs and cost estimates from companies that specialize in producing and installing playground equipment.

Hartwell Park Playground Project



Hartwell Park Playground Project



Hartwell Park Playground Project



AGENDA ITEM #5

Ridgway Youth Advisory Council Meeting Minutes

Thursday, December 21, 2023



1. Call to Order and Roll Call

Town Manager Preston Neill called the meeting to order at 3:32 p.m. and Youth Advisory members present were Riley Burr, Keira DeLuccio, Hannah Freed, Lauren Mahlin and Patrick Megahee. Also present was Mayor John Clark.

2. Welcome and Introductions

Preston and John welcomed and congratulated the new members of the Ridgway Youth Advisory Council. Each member took a few minutes to introduce herself/himself, including their grade level, extracurricular activities, and career aspirations.

3. Ice Breaker Activity

The group participated in an ice breaker activity called *Two Truths and a Lie*. Each member took a few minutes to think of and write down three statements about themselves, two of them being true and one of them being false. Each member took a turn sharing their three statements to the group and the group voted on which statement they felt was a lie. At the end of each turn, the member revealed which statement was a lie.

4. Review of Authority and Procedures

Preston reviewed all sections of the *Town of Ridgway Youth Advisory Council Authority and Procedures*. The sections include: Establishment and Goals, Roles and Responsibilities, Membership and Term, Quorum, Removal from Office, Officers, Staff, Meetings, Appropriation Authority, and Council Amendments.

5. Ideas and Expectations

Members were asked to identify some topics of interest that they may want to focus on or learn more about at future meetings. Some of the topics that were mentioned included:

- Climate change/sustainability
- Safe spaces for LGBTQIA+ youth
- Nature conservation
- PeaceJam
- Enhancing youth leadership and participation in activities
- Youth tobacco prevention
- Enhancing volunteer opportunities for youth
- Rising cost of housing
- Mental health awareness

6. Next Meeting Date and Time

After a brief discussion, the group agreed that the best approach to set the next meeting in January would be a Doodle Poll. The meeting will start at 3:30 p.m.

7. Future Agenda Items

Preston briefly reviewed items expected to be on future meeting agendas. The items include:

- Local Government 101 Tutorial
- Selection of Officers
- Discussion regarding future activities and community service projects
- Presentation on youth tobacco use in our region

8. Adjournment

There being no further business to come before the Youth Advisory Council, the meeting was adjourned. The time was 4:22 p.m.