



REGULAR CITY COUNCIL MEETING AGENDA

Tuesday, July 20, 2021 - 6:00 PM

City Council Chambers of the Elks Civic Building - 107 S. Cascade Avenue

The Montrose City Council is pleased to have residents of the community take time to attend City Council Meetings. We encourage your attendance and participation. Individuals wishing to be heard during public hearing proceedings are encouraged to be prepared and will generally be limited to three minutes to allow everyone the opportunity to be heard. Additional written comments are welcome and will be received at any time.

Public Participation for this meeting will be in person in the City Council Chambers and via Zoom at the following link: https://us02web.zoom.us/webinar/register/WN_VJwYwx51QViPjBXmu7XkoQ.

The 11:00 p.m. rule will be enforced. All agenda items scheduled and noticed to be heard today must begin prior to 11:00 p.m. or they will be rescheduled. At 11:00 p.m., if the meeting has not already been adjourned, further proceedings shall be conducted as follows: 1) If the City Council is discussing an agenda item, but has not voted on the item before 11:00 p.m., the City Council may take a vote to decide whether to continue the item to the next meeting. 2) The City Council may also consider additional agenda items that require action in a specified time period due to legal requirements. 3) All other agenda items not previously opened shall be placed first on the next City Council Agenda.

- 1) City Council meeting called to order by Mayor Doug Glaspell
- 2) The Pledge of Allegiance
- 3) Roll call by the City Clerk
- 4) Changes to the agenda including additions and deletions
- 5) CALL FOR PUBLIC COMMENT FOR NON-AGENDA ITEMS

The “Call for Public Comment” agenda item is a time when concerned members of the community may publicly voice their concerns and discuss items of interest. Please note that no formal action will be taken on the matters raised during this time.

Comments made during this time should be addressed to the Council and pertain to matters of at least general importance to the City and its operations. Please be aware that neither City Council nor City staff are expected to respond or engage in discussion or debate.

Personal attacks and disagreements, personnel and employment matters, the use of profanity or ethnic, racial or gender-oriented slurs are prohibited, as is any “disorderly conduct” which violates state or local law and shall not be permitted.

**Please note that the times listed are estimates of approximately how long each item may take. This time is intended to serve as a guide for the Mayor in an effort to help keep the meeting moving.*

**Hearing assistance devices are available for public use. Please let us know if you need accommodation.*



6) APPROVAL OF MINUTES (5 minutes)

City Council consideration of the minutes of the July 6, 2021 special meeting and July 6, 2021 regular City Council meeting. *Staff: Deputy City Clerk Mikayla Unruh* **4-9**

Action: Consider making a motion to approve the minutes of the July 6, 2021 special meeting and July 6, 2021 regular City Council meeting as presented.

7) RESOLUTION 2021-11 (10 Minutes)

City Council consideration of Resolution 2021-11, a resolution of the City Council of the City of Montrose, Colorado approving the filing of a grant application with the History Colorado State Historical Fund in order to fund rehabilitation of the Montrose Potato Growers Association building and directing the City Manager and City staff to perform all steps necessary to execute the grant agreement with History Colorado State Historical Fund and enter into an agreement with High Oasis, LLC upon a grant award. *Staff: Community Program Manager Kendall Cramer* **10-11**

Action: Accept public comment. Consider making a motion to adopt Resolution 2021-11 as presented.

8) YOUTH CITY COUNCIL MANUAL UPDATES (10 Minutes)

City Council consideration of updates to the manual for the City of Montrose Youth City Council. *Staff: Youth Council Coordinators Mikayla Unruh and Kailey Rivenburgh* **12-23**

Action: Accept public comment. Consider making a motion to approve the updates to the City of Montrose Youth City Council Manual as presented.

9) ORDINANCE 2546 - SECOND READING (10 minutes)

City Council consideration of Ordinance 2546 on second reading, an Ordinance of the City of Montrose, Colorado repealing Title 6 Chapter 1 Section 19 (6-1-19) only, regarding false identification. *Staff: Assistant City Attorney Matthew Magliaro* **24-27**

Action: Accept public comment. Consider making a motion to adopt Ordinance 2546 on second reading as presented.

10) ORDINANCE 2547- SECOND READING (10 minutes)

City Council consideration of Ordinance 2547 on second reading, an Ordinance of the City of Montrose, Colorado, designating the Denver and Rio Grande Depot, 21 N Rio Grande Avenue, Montrose, Colorado, as a City of Montrose Historic Property Pursuant to § 4-15 of the Official Code of the City of Montrose. *Staff: Planner I William Reis* **28-30**

Action: Accept public comment. Consider making a motion to adopt Ordinance 2547 on second reading as presented.



11) ORDINANCE 2548 - FIRST READING (15 Minutes)

City Council consideration of Ordinance 2548 on first reading, an Ordinance of the City of Montrose, Colorado, vacating a portion of Orchard Road within the City of Montrose. *Staff: Planner I William Reis 31-35*

Action: Hold a hearing. Consider making a motion to pass Ordinance 2548 on first reading as presented.

12) CERISE PARK WATERLINE BORE CONTRACT AWARD (10 Minutes)

City Council consideration of the award of a contract to Ridgway Valley Enterprises in the amount of \$211,200.00 for construction of the Cerise Park Waterline River Bore Project. *Staff: City Engineer Scott Murphy 36-37*

Action: Accept public comment. Consider making a motion to award a contract to Ridgway Valley Enterprises in the amount of \$211,200.00 as presented.

13) STAFF REPORTS

- A) Sales, Use, and Excise Tax Report
Staff: Finance Director Shani Wittenberg 38-43

14) CITY COUNCIL COMMENTS

15) MOTION TO ADJOURN

Zoom Meeting Details

https://us02web.zoom.us/webinar/register/WN_VJwYwx51QViPjBXmu7XkoQ

Join by phone:

1 253 215 8782

1 346 248 7799

1 669 900 9128

1 301 715 8592

1 312 626 6799

1 646 558 8656

Webinar ID: 839 9851 9062

International numbers available: <https://us02web.zoom.us/j/kcO2KkJX8a>

A special meeting of the Montrose City Council was held on Tuesday, July 6, at 12:00 p.m., or immediately following the City Council work session, in the City Council Chambers of the Elks Civic Building, 107 S. Cascade Avenue. Said meeting was posted in accordance with the Sunshine Law.

PRESENT: Doug Glaspell, Dave Frank, Barbara Bynum, J. David Reed, Anthony Russo, Stephen Alcorn, Ann Morgenthaler, Amy Sharp, Ross Valdez, Lisa DelPiccolo

CALL TO ORDER

Mayor Doug Glaspell called the special meeting to order at 11:36 a.m.

EXECUTIVE SESSION

At 11:36 a.m., a motion was made by Dave Frank, seconded by Barbara Bynum, to enter into an executive session to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. Section 24-6-402(4)(a); and the following additional details are provided for identification purposes: property acquisition related to economic development.

RECONVENEMENT AND ADJOURNMENT

The special meeting reconvened at 12:25 p.m.

At 12:26 p.m. a motion was made by J. David Reed, seconded by Doug Glaspell, to adjourn with no further action taken. All voted yes. Motion passed.

ATTEST:

Doug Glaspell, Mayor

Lisa DelPiccolo, City Clerk

A regular meeting of the Montrose City Council was held on Tuesday, July 6, 2021 at 6:00 p.m. in the City Council Chambers of the Elks Civic Building. Said meeting was posted in accordance with the Sunshine Law. Public participation for this meeting was held in person and via Zoom. The meeting agenda included a Zoom link and phone numbers for public participation.

PRESENT: Doug Glaspell, Dave Frank, Barbara Bynum, J. David Reed, Anthony Russo, Ann Morgenthaler, Stephen Alcorn, Greg Story, Lisa DelPiccolo, Amy Sharp, William Reis, Briceida Ortega, Kendall Cramer, Matthew Magliaro, Blaine Hall, Lisa Kuczmarski, Matt Smith, Jim Scheid, David Bries, Ross Valdez, Teri Wilcox

GUESTS: Caitlin Switzer, Melissa Alcorn, Mari Steinbach, Jeremy Master, J. Frank, Cassie Knust, Lana Kinsey, John Nelson, Anna Lynn Winfrey, Randy White, Gisela White, Debby Zarkis, Josue Perez, Pamela Miller, Ann Furgurson, Jessica Northrup, Paul Miller, Jeanette Ritchey, John Ritchey, Stan Grigg, Ron Sobieck, Cathy Hoffman, Jim Hoffman, Jack Petruccelli, Dallas Augustine, Linda Augustine, Kathy Devor, Phoebe Benziger, Barbara Fein, Hal Tennin

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CHANGES TO THE AGENDA

No changes were made to the agenda.

PARK AND RECREATION MONTH PROCLAMATION

Mayor Doug Glaspell and the Montrose City Council proclaimed July 2021 as Park and Recreation Month in the City of Montrose. Mayor Glaspell presented the proclamation to Montrose Recreation District Programming and Operations Manager Jeremy Master.

CALL FOR PUBLIC COMMENT

Randy White commented on positive interactions with City Councilors and City staff members and encouraged an invitation from the HUB developer to meet with him to discuss the HUB project.

Ron Sobieck spoke in opposition to the HUB project citing examples of changed rules and misrepresentations.

Dallas Augustine expressed concerns about the HUB development including negative effects on the Cobble Creek neighborhood and the safety of pedestrians and motorists.

Cathy Hoffman spoke in opposition to the HUB project citing a lack of amenities for children who would live within the development and increased traffic in the neighborhood.

Hal Tennin spoke in opposition to City funding for the HUB project.

APPROVAL OF MINUTES

City Council considered the minutes of the June 15, 2021 regular City Council meeting.

A motion was made by Dave Frank, seconded by Anthony Russo, to approve the minutes of the June 15, 2021 regular City Council meeting as presented. All voted yes. Motion passed.

RESOLUTION 2021-10

City Council considered Resolution 2021-10, a resolution of the City Council of the City of Montrose, Colorado authorizing the transfer of funds from the Montrose Community Foundation and allocating funds to the Public Art eXperience Program (PAX).

Community Program Specialist Briceida Ortega reported that Resolution 2021-10 authorizes the transfer of the remaining PAX funds from Montrose Community Foundation to the City of Montrose and allocates the funds to the PAX program. Ms. Ortega reviewed the history of the PAX program and stated that the Development and Revitalization Team (DART) seeks to resume a public art program with the \$8,213.23 in remaining funds.

Public comment was accepted. No comments were received.

A motion was made by Dave Frank, seconded by J. David Reed, to adopt Resolution 2021-10 as presented. All voted yes. Motion passed.

ORDINANCE 2546 - FIRST READING

City Council considered Ordinance 2546 on first reading, an Ordinance of the City of Montrose, Colorado repealing Title 6 Chapter 1 Section 19 (6-1-19) only, regarding false identification. A hearing was held.

Assistant City Attorney Matthew Magliaro reported that this change to the Municipal Code is an outright repeal, with no replacement language. Redline and clean versions of the revisions are in the meeting packet, and no changes were made since discussion at the June 14 work session.

Mr. Magliaro presented three rationales that support the repeal. First, the current ordinance is not used in practice. Second, the ordinance sets forth a crime of dishonesty. Because the Montrose Municipal Court is not a court of record, convictions do show up on a criminal history report. Finally, the ordinance covers behavior that the State of Colorado has criminalized as felony level conduct, and police officers in the field elect to file state level charges.

Mr. Magliaro recommended approval of Ordinance 2546.

Mayor Doug Glaspell opened the hearing.

Public comment was accepted. No comments were received.

Mayor Glaspell closed the hearing.

A motion was made by Anthony Russo, seconded by Barbara Bynum, to pass Ordinance 2546 on first reading as presented. All voted yes. Motion passed.

ORDINANCE 2547 - FIRST READING

City Council considered Ordinance 2547 on first reading, an Ordinance of the City of Montrose, Colorado, designating the Denver and Rio Grande Depot, 21 N Rio Grande Avenue, Montrose, Colorado, as a City of Montrose Historic Property Pursuant to § 4-15 of the Official Code of the City of Montrose. A hearing was held.

Planner I William Reis reported that the Denver and Rio Grande Depot is owned by the City of Montrose. Mr. Reis stated that the building is over 50 years old and is eligible for historic designation due to its association with the history of transportation in Montrose and its Mission Revival style which is typical of railroad stations in the southwest.

Mr. Reis reviewed the history of the Depot, which was completed in 1912. Mr. Reis recommended approval of historic designation stating that staff finds the building meets all eligibility and integrity criteria.

Mayor Doug Glaspell opened the hearing.

Public comment was accepted. No comments were received.

Mayor Glaspell closed the hearing.

A motion was made by Dave Frank, seconded by Barbara Bynum, to pass Ordinance 2547 on first reading as presented. All voted yes. Motion passed.

ORDINANCE 2545 - SECOND READING

City Council considered Ordinance 2545 on second reading, an Ordinance of the City of Montrose, Colorado, designating the Montrose County Jail, 217 S. 1st Street, Montrose, Colorado, as a City of Montrose Historic Property Pursuant to § 4-15 of the Official Code of the City of Montrose.

Planner I William Reis reported that the Historic Preservation Commission voted unanimously to recommend historic designation for this property on May 25. Mr. Reis said that no changes have been made to application following first reading of the Ordinance, and he determined that furniture from the jail is no longer stored in the Montrose County building.

Mr. Reis stated that the Montrose County Jail is eligible for designation due to its age, its association with the development of a justice system in Montrose County, and its architectural characteristics which are typical of jails in 19th century western states. Mr. Reis reviewed the

history of the building, which was built in 1885 and acquired by the City of Montrose in May 2016.

Mr. Reis recommended approval of the historic designation stating that staff finds the building meets all eligibility and integrity criteria.

Public comment was accepted. No comments were received.

A motion was made by Barbara Bynum, seconded by J. David Reed, to adopt Ordinance 2545 on second reading as presented. All voted yes. Motion passed.

SUNRISE CREEK III FILING NO. 2 PRELIMINARY PLAT

City Council considered the replacement of the damaged traffic signal at Nevada Avenue and Main Street with a new two-arm style traffic signal, along with upgrading failing infrastructure (cabinet and underground) to bring the existing intersection traffic signals up to current design standards at a cost of \$322,000.00.

Senior Planner Amy Sharp reviewed the location of the 2.67 acres south of Niagara Road and east of Hillcrest Drive. Ms. Sharp stated that the parcel is currently zoned R-3A, Medium-High Density District, and this preliminary plat divides two outlots into 14 single-family residential lots. Ms. Sharp said the surrounding roads are already constructed and dedicated, and this plat includes construction of an alley in each outlot, a sewer line, sidewalks and utilities. Ms. Sharp reviewed subdivision criteria, the Future Land Use Map, and the R-3A zoning designation.

Ms. Sharp recommended conditional approval stating that staff finds the use is compatible with existing zoning and general conditions of the area, and is consistent with the Comprehensive Plan, City Subdivision and Zoning Regulations, and other applicable ordinances and regulations.

The Planning Commission recommended approval on June 23 with the standard condition.

Public comment was accepted.

Developer Jack Petrucci commended City staff for being easy to work with and professional.

A motion was made by J. David Reed, seconded by Anthony Russo, to approve the Sunrise Creek III Filing No. 2 Preliminary Plat expressly conditioned upon City staff ensuring that all policies, regulations, ordinance and municipal code provisions are met and that the Applicant adequately addresses all of staff's concerns prior to execution of the Final Plat. The City staff is not authorized by this approval to execute the Final Plat prior to all conditions being satisfied. All voted yes. Motion passed.

PLANNING COMMISSION BYLAWS

City Council reviewed and considered approval of the Planning Commission Bylaws.

Senior Planner Amy Sharp gave an overview of changes to the Planning Commission Bylaws and stated that redline and final versions are included in the meeting packet. Ms. Sharp said that

the revisions include updates to outdated titles and address quorum requirements, alternate members, digital meeting packets, virtual meeting accommodations, and public comment procedures. The Planning Commission unanimously recommended approval of the Bylaws.

Deputy City Manager Ann Morgenthaler stated that any changes to Planning Commission terms or stipends would require an amendment to the Municipal Code.

Public comment was accepted. No comments were received.

A motion was made by Dave Frank, seconded by Barbara Bynum, to approve the Planning Commission Bylaws as presented. All voted yes. Motion passed.

STAFF REPORTS

No staff reports were given.

COUNCIL COMMENTS

City Councilor J. David Reed and Mayor Doug Glaspell thanked City staff involved organizing the Fourth of July Parade.

City Councilor Barbara Bynum announced that Police Chief Blaine Hall will be presenting at the Community Forum on Wednesday, July 7, at 8 a.m. Chief Hall indicated that the presentation will include crime statistics, threat assessments for schools, and the mental health co-responder program.

Mayor Pro Tem Dave Frank invited the community to an open house for the new Sunset Mesa Water Tank on Monday, July 12, from 6-8 p.m.

MOTION TO ADJOURN

At 7:00 p.m., a motion was made by Dave Frank to adjourn the meeting with no further action taken.

ATTEST:

Douglas Glaspell, Mayor

Mikayla Unruh, Deputy City Clerk

RESOLUTION NO. 2021 - 11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO APPROVING THE FILING OF A GRANT APPLICATION WITH THE HISTORY COLORADO STATE HISTORICAL FUND IN ORDER TO FUND REHABILITATION OF THE MONTROSE POTATO GROWERS ASSOCIATION BUILDING.

WHEREAS, the City of Montrose values the preservation, restoration, and rehabilitation of historically significant buildings in Montrose which have contributed to the development of the city and county; and

WHEREAS, the City of Montrose recognizes the Montrose Potato Growers Association building (39 West Main St., Montrose, CO 81401) was completed in 1908 and served a vital role in establishing Montrose as an agricultural community during the early 20th Century; and

WHEREAS, the current owners of the property, High Oasis, LLC (1414 Hawk Parkway, Unit F, Montrose, CO 81401), have a desire to rehabilitate the building, which has remained underutilized since the 1960's, for new commercial uses; and

WHEREAS, the City of Montrose will enter into an agreement with High Oasis, LLC for the provision of History Colorado State Historical Fund grant dollars to assist with rehabilitation costs for the project; and

WHEREAS, the City of Montrose requests a competitive grant administered by History Colorado State Historical Fund, in an amount up to \$250,000, for the aforementioned historic rehabilitation project; and

WHEREAS, the City of Montrose shall submit a grant application to History Colorado State Historical Fund on or about August 1, 2021 for rehabilitation costs for the aforementioned project.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONTROSE THAT:

Section 1. Council directs the City Manager, and City Staff, to perform all steps necessary to execute the grant agreement with History Colorado State Historical Fund and enter into an agreement with High Oasis, LLC upon a grant award.

ADOPTED THIS 20TH DAY OF JULY, 2021, by the Montrose City Council.

CITY OF MONTROSE, COLORADO

Douglas Glaspell, Mayor

ATTEST:

Mikayla Unruh, Deputy City Clerk

CITY OF MONTROSE
YOUTH CITY COUNCIL
MANUAL

City of Montrose
433 S First St
Montrose, CO 81401
970.240.1421

CityofMontrose.org/Youth-Council

Approved by Youth City Council - May 5, 2021
Approved by City Council - _____

Montrose Youth City Council: The Voice of Montrose Youth

The Montrose Youth City Council (YCC) was established by the Montrose City Council to encourage greater youth participation in the city's government. The YCC is charged with actively advising City Council with thoughtful recommendations on issues concerning youth and assisting city staff in considering youth perspectives in its planning efforts. The specific goals of the Youth City Council program are:



- To help local youth acquire a greater knowledge of and appreciation for the American political system;
- To help the Montrose City Council solve problems and accomplish the community's goals by working directly with youth representatives;
- To serve the youth of this community by:
 - Informing the city government of the needs and wishes of the youth
 - Planning and implementing social, educational, cultural, and recreational activities for the youth
 - Working with the Montrose City Council, Montrose County School District, and other local organizations to provide new opportunities for Montrose youth

Role of the Youth City Council

The Montrose Youth City Council provides a strong link to the community's youth and gives younger citizens a voice in policy and program decisions. It also provides youth with opportunities to give back to their community in the form of community service projects. Actions and statements by members assume special significance to the City Council. In order to achieve the established goals of the program, the Youth City Council:

- Attends regularly scheduled City Council meetings and assists with a variety of city-wide events;
- Provides an annual presentation to City Council, advising them on matters affecting youth, ongoing projects, and continued matters of discussion
- Makes specific recommendations for youth programs, activities, and opportunities to enhance youth engagement with city government
- Serves as a forum for the expansion of ideas, needs, concerns, and goals relating to community issues, particularly as they may affect youth
- Enlists community-wide participation in resolving youth concerns
- Initiates and encourages youth-driven service projects



Membership and Recruiting

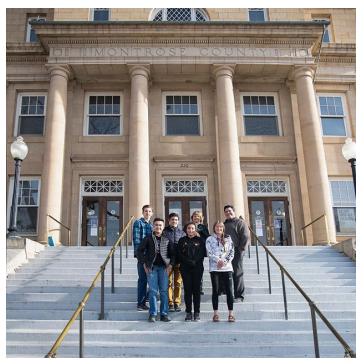
The Youth City Council is comprised of 11 high school youth between the ages of 14-18 years old who represent a cross-section of youth attending school and/or residing in the city's boundaries. Members must have and maintain a grade point average of 3.0 or greater. The Montrose City Council appoints members after the candidate completes an application and interviews with City Council. Members serve one-year terms and may reapply until they graduate from high school. Current members and active alternates who meet expectations will be given preference for reappointment year to year.

Youth City Council openings and requests for application are distributed at local schools, published in a variety of places, and advertised by word of mouth through Youth City Council members, social media, and City staff. Recruiting efforts will begin in April of each school year. Applications are due in early September with appointments occurring soon after.

City Council members meet and interview all potential Youth City Council members at a regularly scheduled meeting of the Council and consider the approval of all members. The Youth City Council Coordinator(s) will inform all applicants of the City Council's decision.

Youth City Council members have an important role in their community and therefore accept responsibility for the following expectations:

- Making a commitment to attend all scheduled Youth City Council meetings; four absences are permitted and members must advise the Youth City Council Coordinator(s) if they are not able to attend a scheduled meeting at least 24 hours in advance (medical absences and extenuating circumstances will be evaluated and approved by the YCC Coordinator(s) on a case-by-case basis
- Maintaining individual conduct that positively reflects the values and mission of the Youth City Council and the City of Montrose
- Representing the Youth City Council at public meetings and events
- Attending Montrose City Council and other community meetings as requested
- Attending and assisting with two or more city-wide events each term
- Being a positive role model for the youth of the community
- Serving as needed on Youth Council projects and actively contributing skills and time as required



A Youth City Council member who is absent more than four times from regular meetings or who does not meet the above expectations may be removed and will forfeit scholarship monies for that term.

Youth Council Alternates: When there are more applicants than open positions on the Youth City Council, those not appointed may become alternates. Based upon their application and interview, a ranking will be determined. In the event a Youth City Council member is removed or voluntarily leaves, an alternate shall be appointed by the Youth Council Coordinator(s) and City Council Liaison at a regular Youth City Council meeting and/or City Council meeting. Alternates may be given voting rights during meetings when appointed members are absent.

Ad Hoc Members: Ad Hoc members can be Montrose residents 14 years of age or older. These members provide an important communication link to area schools and provide a mechanism for including additional youth resources on certain projects as needed. Ad Hoc members are non-voting members and may serve as long as requested. Ad Hoc members must be approved by the Youth City Council prior to participation.

City Council Liaison: Each term, a City Council member will serve as a liaison to the Youth City Council and will provide active communication between the City Council and Youth City Council on matters that affect that community's youth. They also provide community contact and resources, and serve as non-voting members on the council.

Youth Council Coordinator(s): A city staff member or members shall be assigned to serve as an advisor to the Youth City Council. The coordinator(s) will attend all Youth City Council meetings and events and will be involved in an advisory capacity in all council projects. In addition, the coordinator(s) will provide leadership and mentorship in the development of activities, civic education, and professional development. The Youth Council Coordinator(s) are charged with selecting the Mayor for each term in coordination with the group's outgoing Mayor.

Official Roles and Responsibilities

Official roles are voted on by the Youth City Council at their first official meeting each term. Members may serve as an official of the board as well as a project leader if called upon by the council. They are expected to direct their efforts toward fulfilling their designated role for the proper functioning of the Council.

Officers:

Mayor:

- Presides at all meetings of the Youth City Council
- Calls any special meetings in accordance with the Manual
- Assists Youth City Council Coordinator(s) with developing meeting agendas
- Represents the Youth City Council at all ceremonies
- Attends a minimum of four city-wide events throughout term
- Signs all documents of the Council and ensures all actions are taken properly
- Serves as community engagement/peer outreach leader with Mayor Pro-Tem
- Mentors new council members



Mayor Pro Tem:

- Performs all mayoral duties in the event the appointed Mayor is absent
- Keeps Youth City Council apprised of city events and community happenings
- Attends a minimum of four city-wide events throughout term
- Serves as liaison to youth organizations and clubs throughout the community
- Serves as community engagement/peer outreach leader with Mayor

Communications Coordinator:

- Works with City of Montrose P.I.O. to create press releases for all major Youth City Council activities
- Serves as chief photographer and videographer
- Creates and maintains a Youth City Council historical Google Drive with photos, articles, and other important media documenting the council's work

Marketing Coordinator:

- Coordinates all Youth City Council social media, creates and provides members with shareable content to assist community outreach efforts
- Coordinates all Youth City Council advertising with local media and partners for events and community outreach

Secretary:

- Records and transcribes meeting minutes, including all motions and votes taken
- Sends meeting minutes to City Council and Youth City Council Coordinator(s) weekly
- Tracks attendance

Treasurer:

- Maintains the official budget spreadsheet for the Youth City Council
- Provides budget update reports to the Youth City Council prior to all major projects
- Manages receipts and invoices for Youth City Council purchases

Projects and Project Leaders

The Youth City Council will discuss its vision and goals for each term at their annual retreat, held in September of each year. From this vision, the group will determine a list of key projects they would like to focus on throughout the term in coordination with the Montrose City Council. Project leaders will be appointed by the Youth City Council as needed to coordinate said projects.

Project Leader Expectations:

- Meet all deadlines and commitments to see the project through successfully
- Assemble a project team and designate an assistant if necessary
- Obtain assistance from Community members, City Council, Youth City Council Coordinator(s), and City staff as needed
- Report on project progress at Youth City Council meetings or as requested by the Mayor
- Schedule meetings as necessary to plan and complete project work outside of regular Youth City Council meeting times
- Report any issues or support needs to the Youth City Council Coordinator(s)

Meetings

Youth City Council meetings are open to the public, where both youth and adults are welcome. Any change in meeting time or date must be voted on by the Youth City Council and properly posted on the Youth City Council web page, www.cityofmontrose.org/Youth-Council. Attendance is taken at each meeting and the attendance policy is enforced.

Upon application, Youth City Council members demonstrate their intention and ability to attend meetings of the Youth City Council. If an absence from a meeting is necessary, members must contact the Youth City Council Coordinator(s) at least 24 hours prior to a regular scheduled meeting. Exceptions will be made for medical absences or other circumstances on a case by case basis.

Youth City Council members are voting members and may reach decisions by consensus or a majority vote. Council members communicate the group's purpose and goals to other organizations and recruit ad-hoc members to assist in the Youth City Council's charge. Meeting agendas are developed by the Youth City Council Coordinator(s) with assistance from the Youth City Council Mayor and Mayor Pro-Tem to focus on the projects adopted for the year.

Regular Meetings: Youth City Council members are required to attend weekly regular meetings. The meeting day and time will be determined at the youth council's annual retreat. Meetings are held in the Centennial Meeting Room at City Hall, unless otherwise posted. Youth City Council members should conduct themselves in a professional manner at meetings and treat each other with respect. Rules of order shall be observed and the Mayor will preside over meetings.



Project Meetings: Project team members are required to participate in project meetings as called by project leaders. The frequency and duration of these meetings is determined by the timeline and complexity of the issue being addressed. The location for these meetings is determined based on what is convenient to those participating.



Annual Retreat: Members are required to participate in a yearly retreat with the City Council for setting projects and team building. This retreat will take place in October of each term.

City Council Meetings: Members will rotate attendance at each regularly scheduled City Council meeting and are required to attend all presentations by the Youth City Council to City Council.



Other Meetings: Youth City Council members may be required to attend other meetings during their terms. Examples of such meetings may include attendance at a conference, presentations to local groups or organizations, or conducting a survey at local schools.

Procedure

Youth Council Manual: The Youth City Council may develop and adopt a Youth City Council Manual by a four-fifths (80%) vote. The Manual can be modified as needed by a four-fifths vote and must be presented to the Montrose City Council for final approval.

Motions and Resolutions: Motions and resolutions are approved by a majority vote of the Youth City Council. A majority is defined as one vote more than one half of the voting members who are present.



Financing

The Youth City Council is assigned an annual budget as approved by the City Council. Funds are to be used for routine Youth City Council activities as well as special projects and community support and outreach. All expenditures must be submitted to the Treasurer and approved by the Youth Council Coordinator(s).

Youth City Council Scholarship Program

In 2013, City Manager William Bell created a scholarship program for Youth City Council members in good standing. The program allows members of the Youth City Council to receive up to \$500 for each year served for use at an institution of higher education. Scholarship monies will be disbursed directly to the accredited institution of higher education, upon proof of enrollment, that the student chooses to attend. In the event that an institution of higher education cannot be contacted or will not accept the scholarship directly, the Youth City Council Coordinator(s) may obtain approval for disbursement directly to a parent or guardian from the City Manager. The Youth City Council Coordinator will facilitate disbursements with the City of Montrose Finance Department.

To be considered for a scholarship, a Youth City Council member must be in good standing with the criteria outlined in the Youth City Council Manual. The annual scholarship amount awarded to each member will be evaluated at the end of the term using the Youth City Council Evaluation and Scholarship Assessment form on the following page.

The Youth Council Coordinators will meet with Youth City Councilors individually three times per term to discuss the evaluation form, set goals for personal and professional growth, and to review accomplishments and areas of improvement.

If a Youth City Councilor is removed from the council due to absences, scholarship monies will be forfeit for that term only. If a Youth City Council is removed for misconduct, such as unlawful or inappropriate behavior, scholarship monies for all terms served may be forfeit.



City of Montrose Youth City Council Evaluation & Scholarship Assessment



Term:	
Councilor Name:	
Position:	
Initial Review:	
Midterm Review:	
Final Review:	

Essential Functions / General Council Roles & Responsibilities (60%):

	Did not Meet Expectation (0 Points)	Meets Expectation (1 Point)	Exceeded Expectation (2 Points)	Coordinator Comments:	Youth Councilor Comments:
Officer Role?					
Attended City Council Meetings					
Attended City events					
Annual City Council Presentation					
Passion Project (Participation)					
Meeting Attendance					
Engagement					
Positive Role Model Peer Advocate					
Leadership Ability to work with others					
Follow Through Taking initiative					
Communication					

Core Beliefs – R.E.L.A.T.E. (30%):

Scoring Valuation:

- **4 points** (always exceeds standards)
- **3 points** (fully proficient / substantially exceeds standards)
- **2 points** (meets standards / partial proficiency)
- **1 point** (rarely meets standards / needs improvement)

Our Core Beliefs are centered on exceptional service and are based around treating our customers and fellow team members with dignity and respect. We value teamwork and recognize that we must continually strive to improve the customer experience. Every team member, regardless of job title, plays a part in creating a service environment and each are empowered to respond to the needs of our customers and teammates.		
Core Belief		Score:
<u>R</u> - Respect / Courtesy		
• Saying please and thank you with a smile • Listening to others respectfully • Presenting a positive image • Caring about customer's needs • Being engaged while attending meetings	• Cooperating with others • Being loyal and respectful to Mayor, City Council and Management • Taking time to know your customer	
<u>E</u> - Ethics / Integrity		
• Doing what you say you are going to do • Being trustworthy in dealings with others • Delivering on commitments and promises • Being honest, truthful and tactful in communications	• Doing the right thing when no one is watching • Acting in an ethical manner-above question • Acting professional • Respect toward co-workers	
<u>L</u> - Leadership / Innovation		
• Contributing to or engaging in the community / volunteering • Being loyal and respectful on and off duty • Respecting and supporting policy • Leading by example not by exception	• Looking for new ways to produce better results or reduce costs • Being open to new ideas; willing to change • Taking initiative	
<u>A</u> - Accountability/Professionalism		
• Taking responsibility for your decisions and actions • Completing tasks and assignments • Striving to exceed expectations • Knowing and doing your job • Asking for help, helping others	• Completing projects on time, within budget • Giving your job a 100% effort • Holding self and others accountable • Learning from setbacks, doing the job better next time • Using time management appropriately based on organizational needs	
<u>T</u> - Transparency/Openness		
• Proactively sharing information • Fostering partnerships, participation, collaboration, and cooperation • Acting in the City's best interest	• Providing timely responses • Planning a process with the outcome/customer in mind • Communicating openly and directly	
<u>E</u> - Excellence in Service		
• Putting the needs of the community and the organization first • Doing the job right the first time • Supplying complete, accurate information • Completing the job efficiently and effectively	• Striving to exceed customer's expectations • Going the extra mile to serve • Maintaining an optimistic attitude • Making a difference everyday • Being responsive to community needs	

Leadership / Personal Development SMART Goals (10%):

SMART (Specific, Measureable, Attainable, Relevant, and Time-bound) goals can help us to highlight key areas where we'd like to grow, improve, or challenge ourselves during a certain time period. What goals would you like to work on during the current Youth City Council term?

NOTE: YCC Officers must set one goal pertaining directly to their official duties as assigned in the YCC Manual.

Scoring Valuation:

- **2 points** (goal accomplished)
- **1 point** (progressing / actively working towards goal)
- **0 points** (did not attempt)

GOAL 1 - (Youth City Council Related)

Progress / Score

--	--

GOAL 2 (Personal)

Progress / Score

--	--

GOAL 3 (Professional)

Progress / Score

--	--

Acknowledgement of Evaluation and Assessment:

Initial Signature / Print Name (please sign after initial review)	Date
Youth City Councilor:	

Mid Cycle Review: (please sign after mid-cycle review)	Date
Youth City Councilor:	

Performance Evaluation Signatures (please sign after final review)	Date
Youth Council Coordinator:	
Youth Council Coordinator:	
Youth City Councilor:	

Evaluation and Overall Rating for Term: 2021 - 2022	
Essential Functions / General Council Roles & Responsibilities (60% weight):	
Core Beliefs (40% weight):	
Overall Rating:	

Scholarship Assessment:

Overall Rating – Scholarship Valuation:

- **4.00 – 3.50** (\$500.00)
- **3.499 – 3.00** (\$375.00)
- **2.999 – 2.50** (\$250.00)
- **2.499 – 1.00** (\$125.00)
- **Under 1.00** (\$0.00 – did not meet program requirements)

2021 – 2022 Scholarship Amount Earned:	Total YCC Scholarship Amount To-Date:

Comments:

Youth Council Coordinator Comments:

Youth City Councilor Comments:

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MONTROSE, COLORADO, REPEALING TITLE 6 CHAPTER 1 SECTION 19 (6-1-19) ONLY, REGARDING FALSE IDENTIFICATION.

WHEREAS, the City's Police Regulations are updated from time to time; and

WHEREAS, the City Council of the City of Montrose has determined that the changes to the Municipal Code will further the health, safety, and welfare of the people of the City of Montrose.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO that:

The following Section of Title 6 Chapter 1 of the Official Code of the City of Montrose, Colorado is hereby repealed: Title 6 Chapter 1 Section 19 (6-1-19) only is hereby repealed. This version supersedes all previous versions of Montrose Municipal Code § 6-1-19, to read in full as follows:

6-1-19. - ~~False Identification. Reserved.~~

~~It shall be unlawful for any person to offer or use any document, card, license or other evidence of identification or age of such person for the purpose of making sales or purchases, cashing checks, gaining admission to any place or for any other purpose, where such identification is false, fraudulent, incorrect, forged or altered, or misrepresents such person, or his age, or does not belong to such person.~~

You will please take notice that the Montrose City Council will hold a hearing upon the above Ordinance and the question of its passage on first reading on Tuesday, the ____ day of _____, 2021, at the hour of 6:00 p.m. at the Elks' Civic Building in Montrose, Colorado.

INTRODUCED, READ and PASSED on first reading this _____ day of _____, 2021.

Douglas Glaspell, Mayor

ATTEST:

Lisa DelPiccolo, City Clerk

INTRODUCED, READ and ADOPTED on second reading this _____ day of
_____, 2021.

Douglas Glaspell, Mayor

ATTEST:

Lisa DelPiccolo, City Clerk

ORDINANCE NO. 2546

AN ORDINANCE OF THE CITY OF MONTROSE, COLORADO, REPEALING TITLE 6 CHAPTER 1 SECTION 19 (6-1-19) ONLY, REGARDING FALSE IDENTIFICATION.

WHEREAS, the City's Police Regulations are updated from time to time; and

WHEREAS, the City Council of the City of Montrose has determined that the changes to the Municipal Code will further the health, safety, and welfare of the people of the City of Montrose.

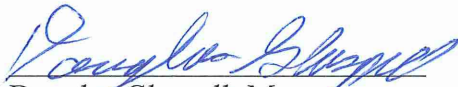
NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO that:

The following Section of Title 6 Chapter 1 of the Official Code of the City of Montrose, Colorado is hereby repealed: Title 6 Chapter 1 Section 19 (6-1-19) only is hereby repealed. This version supersedes all previous versions of Montrose Municipal Code § 6-1-19, to read in full as follows:

6-1-19. - Reserved.

You will please take notice that the Montrose City Council will hold a hearing upon the above Ordinance and the question of its passage on first reading on Tuesday, the 6th day of July, 2021, at the hour of 6:00 p.m. at the Elks' Civic Building in Montrose, Colorado.

INTRODUCED, READ and PASSED on first reading this 6th day of July, 2021.


Douglas Glaspell, Mayor

ATTEST:


Lisa DelPiccolo, City Clerk



INTRODUCED, READ and ADOPTED on second reading this 20th day of July, 2021.

Douglas Glaspell, Mayor

ATTEST:

Lisa DelPiccolo, City Clerk



MEMO

TO: City Council
FROM: William Reis, Planner I
DATE: July 20, 2021
RE: Historic Property Designation Application for the Denver and Rio Grande Depot
ATTACHMENT:
• Ordinance 2547

City Council Consideration:

On June 22, 2021, the City of Montrose Historic Preservation Commission considered an application for historic property designation of the Denver and Rio Grande Depot, located at 21 N Rio Grande Ave, according to Section 4-15 of the Montrose Municipal Code. The commission voted unanimously to recommend to the City Council for approval as a historic property. On July 6, 2021, City Council considered and approved Ordinance 2547 on First Reading.

City Council is considering the second reading of an ordinance to designate the building as a historic property on the City of Montrose Register of Historic Places.

Staff Analysis:

In reviewing the application, staff submits the following findings:

1. The structure meets the eligibility criteria per Montrose Municipal Code 4-15-3 (B) as follows:
 - a. The building is over fifty years old.
 - b. The building is significant for its association with the history of transportation in Montrose, having been erected as the second railroad depot for the Denver and Rio Grande Railroad.
 - c. The design of the building is representative of the Mission Revival style, popular for railroad stations in the southwest, and reflected in the tile roof, overhanging eaves, shaped parapets, and arcaded porches.
2. The structure has been found to also meet the integrity criteria per Montrose Municipal Code 4-15-3 (C).



ORDINANCE NO. 2547

AN ORDINANCE OF THE CITY OF MONTROSE, COLORADO, DESIGNATING THE DENVER AND RIO GRANDE DEPOT, 21 N. RIO GRANDE AVENUE, MONTROSE, COLORADO AS A CITY OF MONTROSE HISTORIC PROPERTY PURSUANT TO § 4-15 OF THE OFFICIAL CODE OF THE CITY OF MONTROSE

WHEREAS, pursuant to Montrose City Code, Chapter 4-15, City Council has established a public policy encouraging the protection, enhancement and perpetuation of historic properties with the City; and

WHEREAS, by motion approved on June 22, 2021, the City of Montrose Historic Preservation Commission (the "Commission") determined the Denver and Rio Grande Depot at 21 N. Rio Grande Avenue in Montrose, as more specifically described in the legal description below (the "Property"), is eligible for the historic property designation pursuant to Montrose City Code § 4-15-3 as follows: the building is over fifty years old; the building is significant for its association with the history of transportation in Montrose, having been erected as the second railroad depot for the Denver and Rio Grande Railroad; the design of the building is representative of the Mission Revival style, popular for railroad stations in the southwest and reflected in the tile roof, overhanging eaves, shaped parapets, and arcaded porches; and

WHEREAS, the property is listed in the Colorado State Register of Historic Properties, the National Register of Historic Places, and has been designated as a Montrose County Historical Landmark; and

WHEREAS, the Commission further determined the Property meets the criteria set forth in City Code § 4-15-3, is eligible for designation as a historic property, and has recommended to the City Council the Property be designated as a historic property; and

WHEREAS, the owner of the Property has consented to such historic property designation and desires to protect the Property; and

WHEREAS, such historic property designation will preserve the Property's significance to the community; and

WHEREAS, the City Council has reviewed the recommendation of the Commission and desires to follow such recommendation and designate the Property as a historic property; and

WHEREAS, designation of the Property as a historic property is necessary for the prosperity, civic pride, and welfare of the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO as follows:

Section 1. The City Council hereby make and adopts the determinations and findings contained in the recitals set forth above.

Section 2. The Property located in the City of Montrose, Montrose County, Colorado, is described as follows, to wit:

M/B DESC BK 600 PG 296 CONTG .503 AMOL BLOCK 81 SELIGS

Section 3. Alteration, additions, and other changes to the building and structures located on the Property will be reviewed for compliance with Montrose City Code § 4-15-5, as currently enacted or hereafter amended.

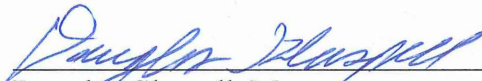
You will please take notice that the Montrose City Council will hold a hearing upon the above Ordinance and the question of its passage on first reading on Tuesday, the 6th day of July, 2021, at the hour of 6:00 p.m. at the Elks' Civic Building in Montrose, Colorado.

INTRODUCED, READ and PASSED on first reading this 6th day of July, 2021.

ATTEST:


Lisa DelPiccolo, City Clerk




Douglas Glaspell, Mayor

INTRODUCED, READ and ADOPTED on second reading this 20th day of July, 2021.

ATTEST:

Lisa DelPiccolo, City Clerk

Douglas Glaspell, Mayor



CITY OF MONTROSE
Planning Services

MEMO

TO: City Council
FROM: Amy Sharp, Senior Planner
DATE: July 20, 2021
RE: Orchard Road Right-of-Way Vacation

City Council Consideration:

City Council is considering the vacation of a portion of Orchard Road by considering approval of the attached ordinance. Council will consider all of the information in this memo in making a decision.

Proposed Schedule:

July 6, 2021	City Council Work Session
July 20, 2021	City Council, 1 st reading of Ordinance
August 3, 2021	City Council, 2 nd reading of Ordinance

Background:

The proposed vacation is located along Orchard Road in Waterfall Canyon Subdivision. It includes approximately 1.70 acres. In 1891 a 30' wide future Orchard Road ROW between Sunset Mesa and Happy Canyon Creek was dedicated as part of the Orchard Plat. The extreme western portion of that dedication continued to be farmed until the Waterfall Canyon Subdivision was approved for construction in 2006. The approved subdivision of the Waterfall Canyon project proposed that this old Orchard Road ROW would become the following:

- The extreme western portion (~1250') will be included in a new Orchard Drive (widened to a 50' ROW) and an open space tract centered on Happy Canyon Creek,
- The center portion (~ 850') will be included in a new 5.16 acre City Park (Tract N),
- The eastern portion (~400') will be included in two small HOA managed open space tracts totaling 0.22 acres.



The original Waterfall Canyon Preliminary Plat was renewed in 2012 and again in 2017, with another planned renewal later this year. This Orchard Road ROW Vacation is necessary to allow Final Platting (creation of new residential lots, dedication of new City streets and parks, and creation of HOA Tracts) for the final plat for Waterfall Canyon Filing #5 planned later this summer.

City Council Action:

Right of Way Vacation Ordinance (No. TBD). This ordinance authorizes the City to vacate portions of right of way along Orchard Road. City staff recommends that Council approve the accompanying ordinance, which would authorize a portion of Orchard Road right of way vacation to the adjacent owner.



ORDINANCE NO. 2548

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO, VACATING A PORTION OF ORCHARD ROAD WITHIN THE CITY OF MONTROSE.

WHEREAS, the City of Montrose maintains a right-of-way along Orchard Road; and

WHEREAS, the property owner of Waterfall Canyon Subdivision has submitted Filing No. 5, showing the project crossing the 1891 Orchard Road right-of-way; and

WHEREAS, the Orchard Road right-of-way falls into the development as a park or future roadway within the project; and

WHEREAS, it is in the best interest of the citizens of Montrose to vacate a portion of Orchard Road for development of the Waterfall Canyon Subdivision currently situated within the City's right-of-way as described in **Exhibit A**, attached hereto.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTROSE, COLORADO, as follows:

SECTION 1: Vacation of a Portion of Orchard Road

A portion of Orchard Road, as more particularly described on **Exhibit A**, attached hereto and incorporated herein, is hereby vacated by the City of Montrose.

SECTION 2: City Council Findings

The City Council hereby finds, determines and declares that this Ordinance is necessary and proper to allow the development of Waterfall Canyon Subdivision.

SECTION 3: Power to Adopt

The City Council hereby finds, determines, and declares that it has the power to adopt this Ordinance pursuant to the authority granted to home rule municipalities by Article XX of the Colorado Constitution and the powers contained in the City of Montrose Charter, and pursuant to Section 1-9-2 of the Official Municipal Code of the City of Montrose. The City Manager or its designee is hereby authorized to execute a quit claim deed conveying any interests the City may have as described in **Exhibit A** to the adjoining property owner.

SECTION 4: Effective as Provided by City of Montrose Charter

This Ordinance shall be published and shall become effective as provided by the City Charter of the City of Montrose.

You will please take notice that the Montrose City Council will hold a hearing upon the above Ordinance and the question of its passage on first reading on Tuesday, July 20, 2021, at the hour of 6:00 p.m. at the Montrose City Council Chambers, Elks' Civic Building, Montrose, Colorado.

INTRODUCED, READ and PASSED on first reading this 20th day of July, 2021.

Douglas Glaspell, Mayor

ATTEST:

Mikayla Unruh, Deputy City Clerk

INTRODUCED, READ and ADOPTED on second reading this 3rd day of August, 2021.

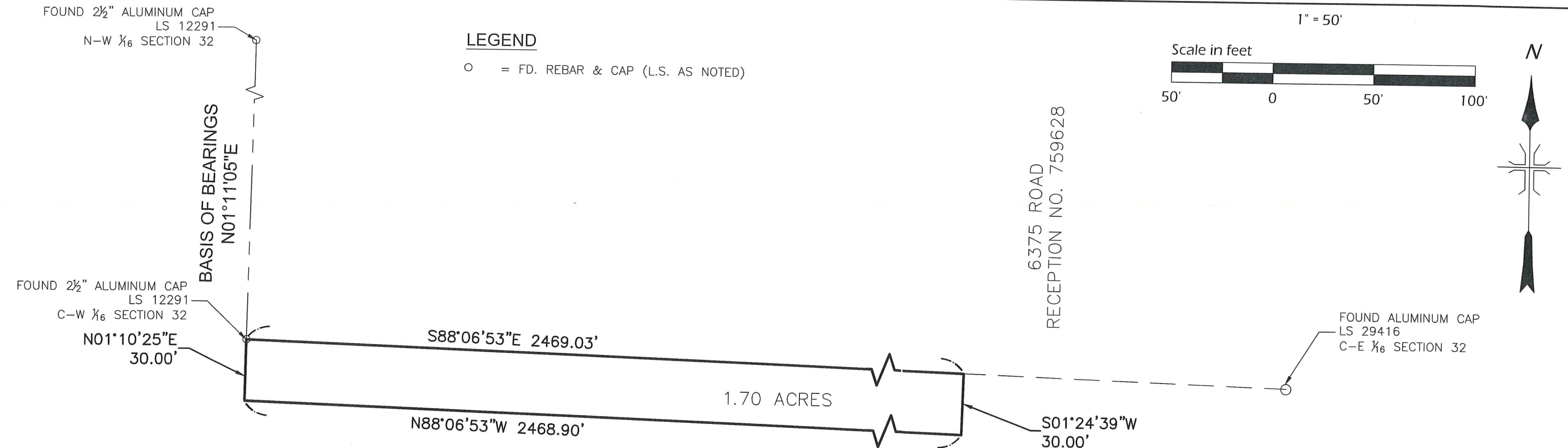
Douglas Glaspell, Mayor

ATTEST:

Lisa DelPiccolo, City Clerk

EXHIBIT A

PLOTTED BY: DCA/PR, FILE PATH & NAME = \\DMS14\PROJECTS\ACTIVE PROJECTS\2021\21015-LEADERSHIP CIRCLE-WATERFALL CANYON FILING #5\3D\21015V_PLAT-ROW-VAC.DWG, PLOT DATE = 6/25/2021 11:32 AM



RIGHT OF WAY VACATION DESCRIPTION:

Being a portion of Orchard Road right of way as shown on the Amended Plat of The Orchard as recorded in the original Plat Book at Page 180 situated in Section 32, Township 49 North, Range 9 West, New Mexico Principal Meridian, County of Montrose, State of Colorado. More particularly described as follows:

Beginning at the C-W 1/16 corner of said Section 32,
Thence along the East West center section line S88°06'53"E 2469.03 feet to a point on the 6375 Road Right of Way;
Thence along said right of way S01°24'39"W 30.00 feet;
Thence N88°06'53"W 2468.90 feet to a point on the West line of the NE1/4 SW1/4 of said Section 32;
Thence N01°10'25"E 30.00 feet along the West line of the NE1/4 SW1/4 of said Section 32 to the Point of Beginning.

Containing 1.70 Acres more or less as described.

County of Montrose, State of Colorado

BASIS OF BEARINGS:

The bearing between the found 2 1/2" Aluminum cap, LS 12291 at the C-W 1/4 Corner of Section 32, Township 49 North, Range 9 West, New Mexico Principal Meridian, and the found 2 1/2" Aluminum cap, LS 12291 at the N-W 1/4 corner of Section 32, Township 49 North, Range 9 West, New Mexico Principal Meridian, bears N01°11'05"E. (Assumed)

LINEAL UNITS STATEMENT:

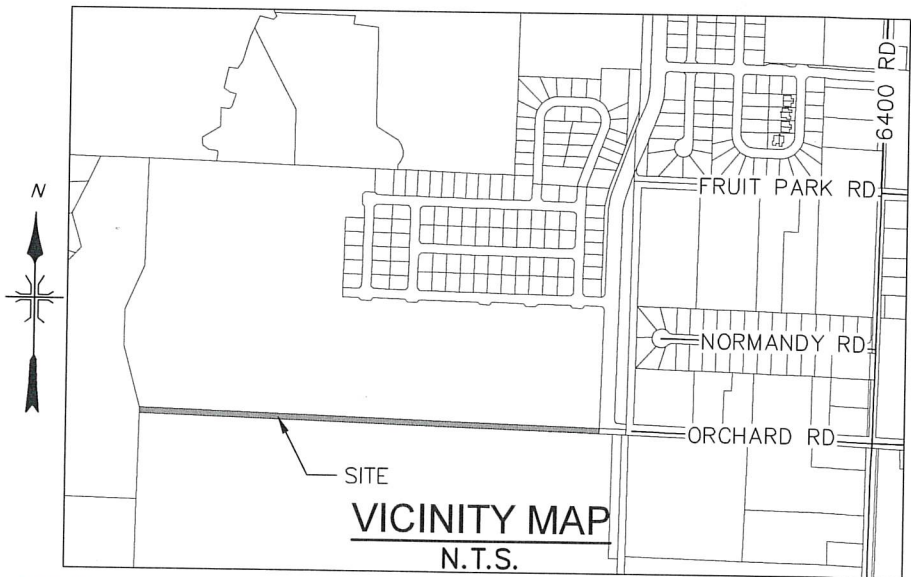
The Lineal Unit used on this plat is U.S. Survey Feet

SURVEYORS CERTIFICATE:

I, Frederick Ballard, hereby certify that I am a Registered Land Surveyor of the State of Colorado, that this map consisting of 1 sheet, correctly represents a survey made under my supervision, that all monuments shown hereon actually exist and their positions are as shown. This survey does not include easements except those specifically shown hereon.



Frederick Ballard L.S. 37690



DMC DEL-MONT CONSULTANTS, INC. ENGINEERING & SURVEYING 125 Colorado Ave. • Montrose, CO 81401 • (970) 248-2251 • (970) 248-2342 FAX www.dms-mont.com • service@dms-mont.com		ORCHARD ROAD RIGHT OF WAY VACATION EXHIBIT		D.M. JOB NO.: 21015
DESIGNED BY: DCC	SCALE: AS NOTED	MONTROSE, CO LEADERSHIP CIRCLE LLC		DATE ISSUED: 2021-06-25
CHECKED BY: FAB	FILE NAME: 21015V_PLAT-ROW-VAC			SHEET: 1 of 1

CONTRACT AWARD CONSIDERATION



TO: Honorable Mayor and Members of the City Council
FROM: Scott Murphy, *City Engineer*
DATE: June 30, 2021
RE: Cerise Park Waterline Bore Contract Award Consideration
CC: William Bell, Shani Wittenberg, David Bries

Action

Consider the award of a contract to Ridgway Valley Enterprises in the amount of \$211,200 for construction of the Cerise Park Waterline River Bore Project.

Background

The City of Montrose utility department has been working over the past two years to construct a waterline connection from the intersection of Shanes Way/Chipeta Drive, through Cerise Park, across the Uncompahgre River, and connecting to existing water mains in Riverbottom Park. This line provides an additional redundant connection point across the Uncompahgre River (currently the City's water system only has three river crossings on the system) and also provides water service to the new amphitheater. The City's in-house utility crews have completed all reaches of the waterline within Cerise Park and up to the Uncompahgre River. All that remains is the final connection across the river which requires the utilization of a directionally-drilled bore using specialty boring contractors.

Project Bidding and Contract Award

Construction of the project was put out for bid on June 15th and bids were publically received on June 30, 2021. Bids were received from four contractors as summarized in Table 1 below. Bid totals presented in this table include a 10% contingency.

TABLE 1		
Summary of Bid Results		
Contractor	Location	Bid Total
Ridgway Valley Enterprises	Montrose, CO	\$211,200.00
Mountain Valley Contracting	Grand Junction, CO	\$485,155.00
Alterra Underground Solutions	Denver, CO	\$486,832.50
Haynes Excavation	Montrose, CO	\$656,149.23

The low bidder, Ridgway Valley Enterprises, is considered qualified to perform the work and the City has recent positive experience working with them on multiple City projects. The City's local preference policy would not change the outcome of bidding in this case.

No additional outside costs are expected for engineering or survey support since this project was designed in-house by the engineering department.

Traffic Control and Schedule

Completion of this project will require the closure of Apollo Drive for several weeks while the bore work is completed. This closure is expected to take place after October 1 in order to limit disturbances within Riverbottom Park during its busy season.

Contract Administration and Project Financials

Contract administration and project management will be performed by the City of Montrose engineering department.

The 2021 budget included \$200k for completion of this year's work on the Cerise Park Waterline within the water fund's capital line. Utility crews have spent approximately \$35k on their portions of the work; leaving \$165k for the bore project. The remainder will be funded with water capital fund balance available from savings on other water capital projects.

CITY OF MONTROSE

MONTHLY SALES, USE & EXCISE TAX REPORT

Date: July 12, 2021

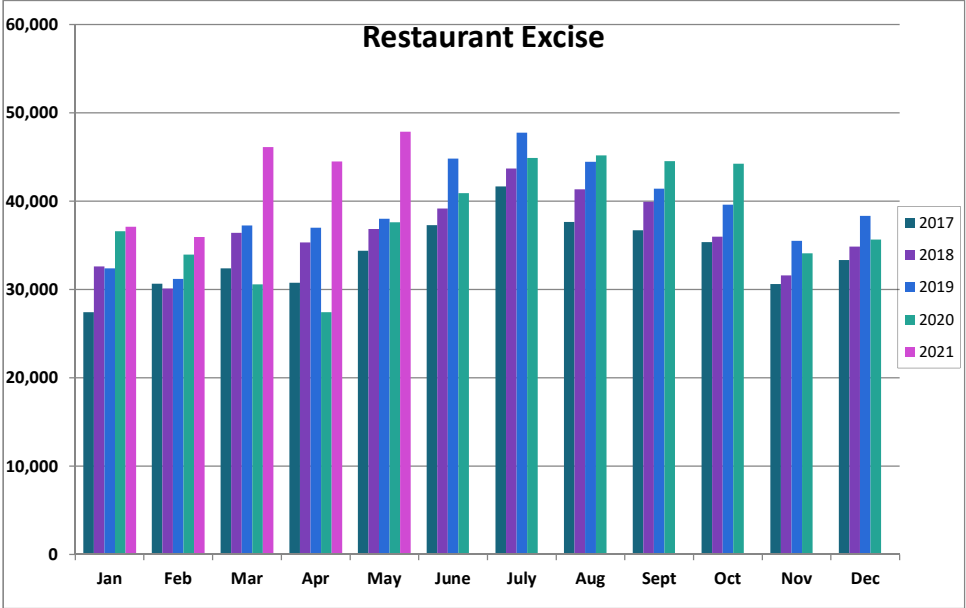
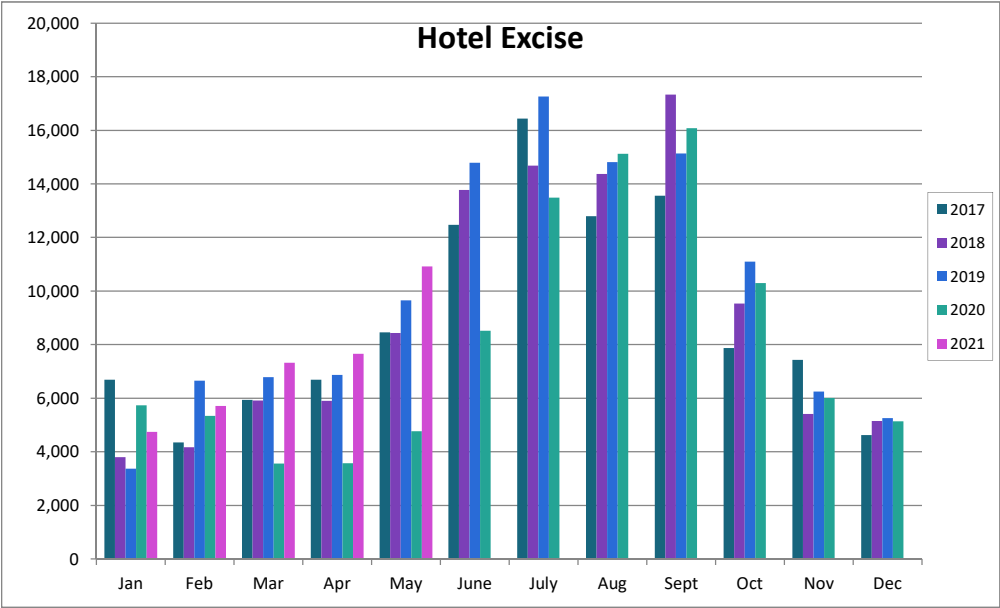
	Retail Sales Tax 3.0%			Construction Use Tax 3.0%			Use & Auto Tax 3.0%			Total Collected Sales and Use Tax			Sales and Use Budget	
Month	Current Year 2021	Prior Year 2020	% of Increase/ Decrease	Current Year 2021	Prior Year 2020	% of Increase/ Decrease	Current Year 2021	Prior Year 2020	% of Increase/ Decrease	Current Year 2021	Prior Year 2020	% of Increase/ Decrease	Budget 2021	Budget Variance 2021
Jan	1,411,880	1,203,514	17.3%	56,829	84,705	-32.9%	106,625	88,502	20.5%	1,575,334	1,376,721	14.4%	1,265,546	24.5%
Feb	1,356,512	1,185,150	14.5%	62,892	22,647	177.7%	111,783	56,034	99.5%	1,531,187	1,263,831	21.2%	1,237,528	23.7%
Mar	1,774,652	1,372,426	29.3%	67,001	77,388	-13.4%	124,961	91,851	36.0%	1,966,614	1,541,665	27.6%	1,429,933	37.5%
Apr	1,648,303	1,207,052	36.6%	76,234	39,830	91.4%	127,030	69,802	82.0%	1,851,567	1,316,683	40.6%	1,265,483	46.3%
May	1,698,414	1,438,087	18.1%	79,135	23,618	235.1%	141,859	78,026	81.8%	1,919,408	1,539,731	24.7%	1,448,498	32.5%
June														
July														
Aug														
Sept														
Oct														
Nov														
Dec														
YTD Total	7,889,761	6,406,229	23.2%	342,091	248,188	37.8%	612,258	384,215	59.4%	8,844,110	7,038,631	25.7%	6,646,988	33.1%

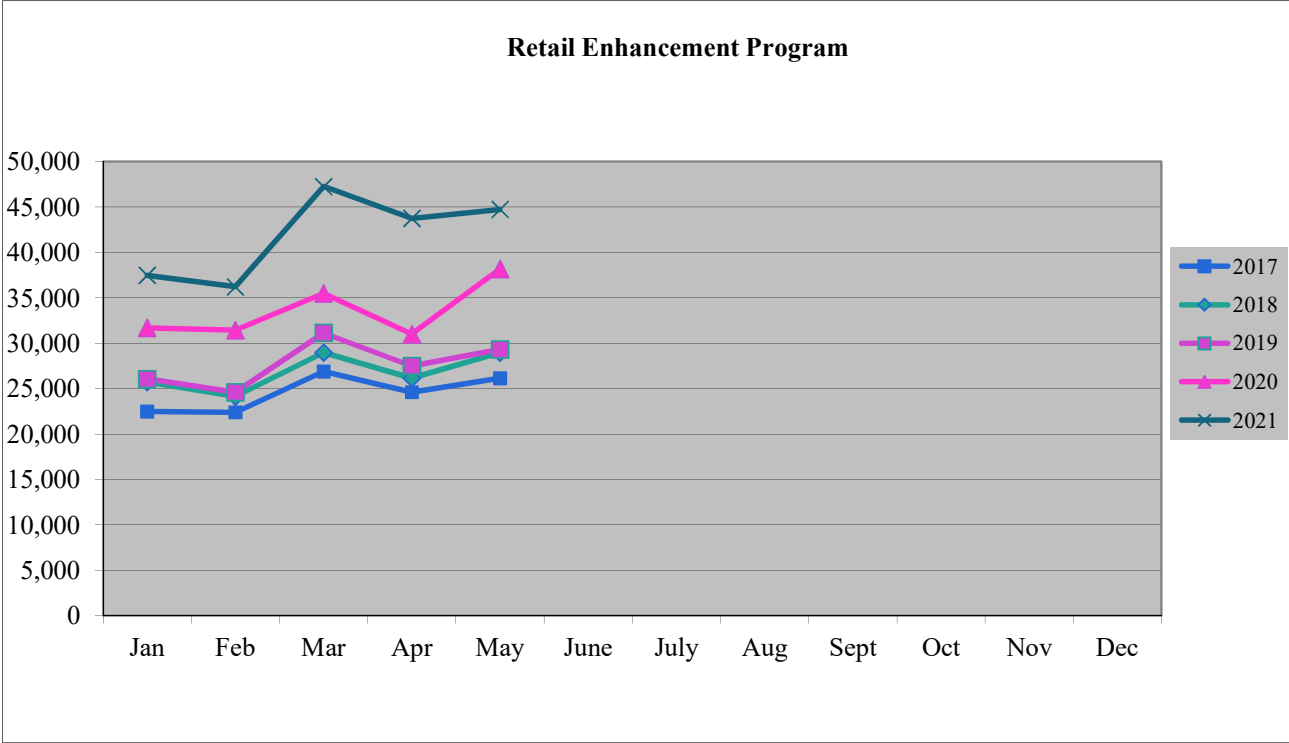
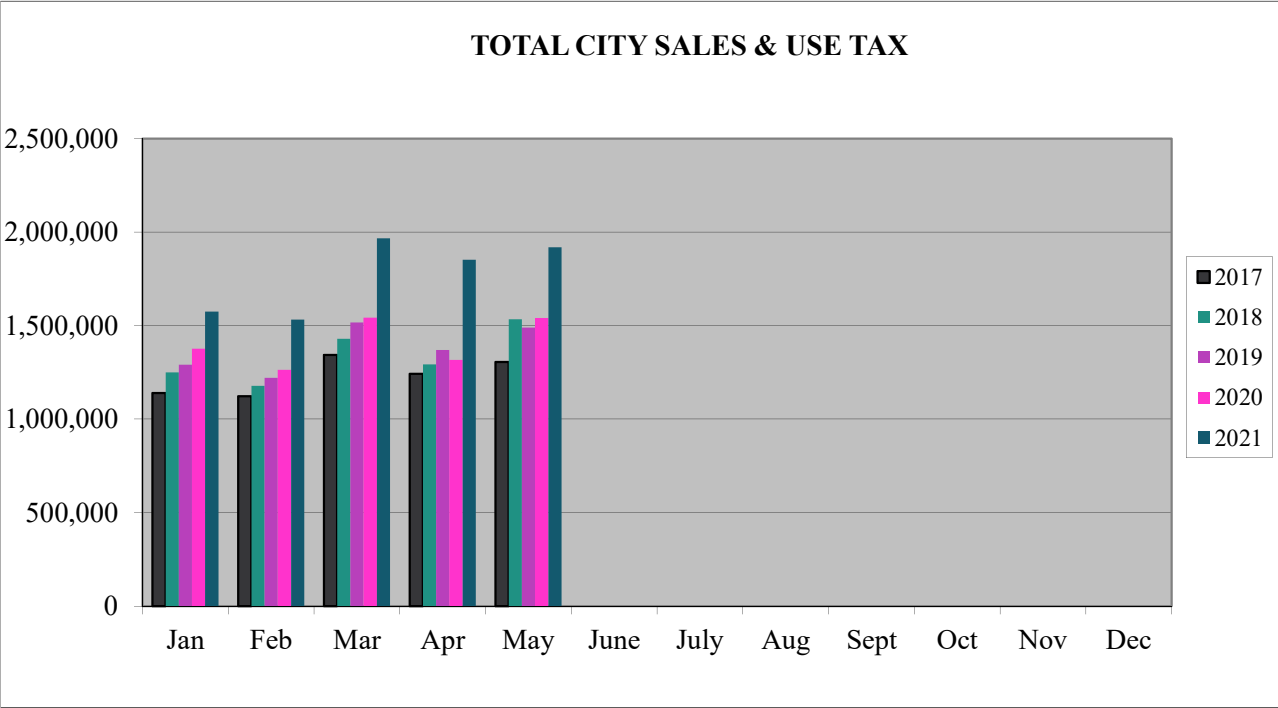
	Montrose Recreation District 0.3%		
Month	Current Year 2021	Prior Year 2020	% of Increase/ Decrease
Jan	158,429	139,852	13.3%
Feb	153,850	127,345	20.8%
Mar	200,342	151,401	32.3%
Apr	185,847	136,016	36.6%
May	202,002	164,739	22.6%
June			
July			
Aug			
Sept			
Oct			
Nov			
Dec*			
YTD Total	900,470	719,353	25.2%

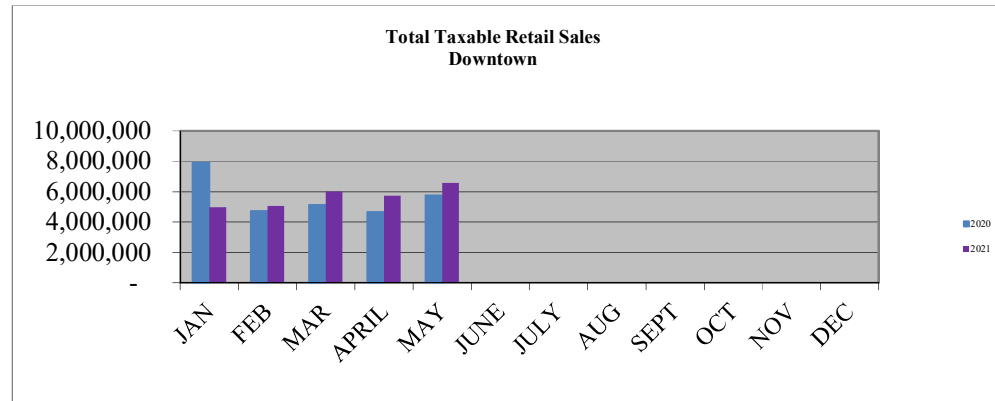
	PSST 0.58%			PSST Budget	
Month	Current Year 2021	Prior Year 2020	% of Increase/ Decrease	Budget 2021	Variance 2021
Jan	306,297	266,270	15.0%	240,667	27.3%
Feb	297,444	245,854	21.0%	223,573	33.0%
Mar	387,339	290,743	33.2%	262,830	47.4%
Apr	420,768	261,461	60.9%	242,255	73.7%
May	390,545	296,593	31.7%	274,045	42.5%
June					
July					
Aug					
Sept					
Oct					
Nov					
Dec*					
YTD Total	1,802,393	1,360,921	32.4%	1,243,370	45.0%

	Retail Enhancement Program		
Month	Current Year 2021	Prior Year 2020	% of Increase/ Decrease
Jan	37,459	31,685	18.2%
Feb	36,231	31,451	15.2%
Mar	47,245	35,475	33.2%
Apr	43,737	30,999	41.1%
May	44,735	38,168	17.2%
June			
July			
Aug			
Sept			
Oct			
Nov			
Dec*			
YTD Total	209,407	167,778	24.8%

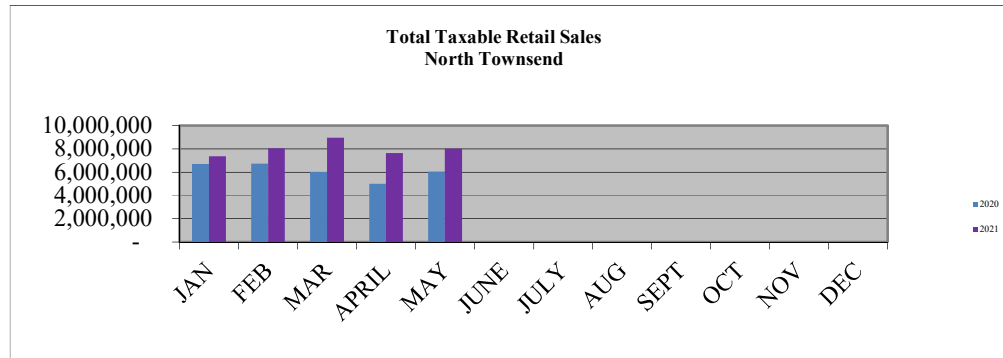
	Hotel Excise Tax 0.90%			Restaurant Excise Tax 0.80%			Total Collected Hotel & Restaurant Tax			Hotel & Restaurant Budget	
	<i>Current</i>	<i>Prior</i>	<i>% of</i>	<i>Current</i>	<i>Prior</i>	<i>% of</i>	<i>Current</i>	<i>Prior</i>	<i>% of</i>	<i>Budget</i>	<i>Budget</i>
Month	<i>Year</i>	<i>Year</i>	<i>Increase/ Decrease</i>	<i>Year</i>	<i>Year</i>	<i>Increase/ Decrease</i>	<i>Year</i>	<i>Year</i>	<i>Increase/ Decrease</i>	<i>Budget</i>	<i>Variance</i>
	2021	2020	Decrease	2021	2020	Decrease	2021	2020	Decrease	2021	2021
Jan	4,738	5,730	-17.3%	37,097	36,572	1.4%	41,835	42,302	-1.1%	42,075	-0.6%
Feb	5,708	5,344	6.8%	35,916	33,931	5.9%	41,624	39,275	6.0%	39,066	6.5%
Mar	7,327	3,556	106.0%	46,125	30,573	50.9%	53,452	34,129	56.6%	32,665	63.6%
Apr	7,655	3,575	114.1%	44,491	27,414	62.3%	52,146	30,989	68.3%	29,708	75.5%
May	10,921	4,766	129.1%	47,843	37,607	27.2%	58,764	42,373	38.7%	38,308	53.4%
June											
July											
Aug											
Sept											
Oct											
Nov											
Dec											
YTD	36,349	22,971	58.2%	211,472	166,097	27.3%	247,821	189,069	31.1%	181,822	36.3%



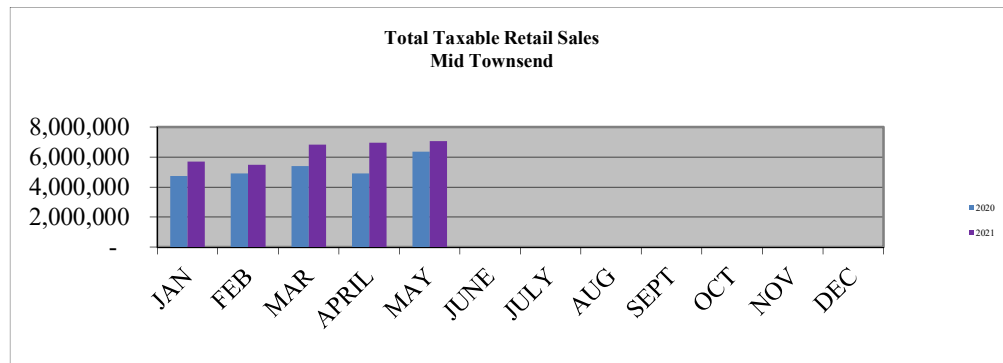




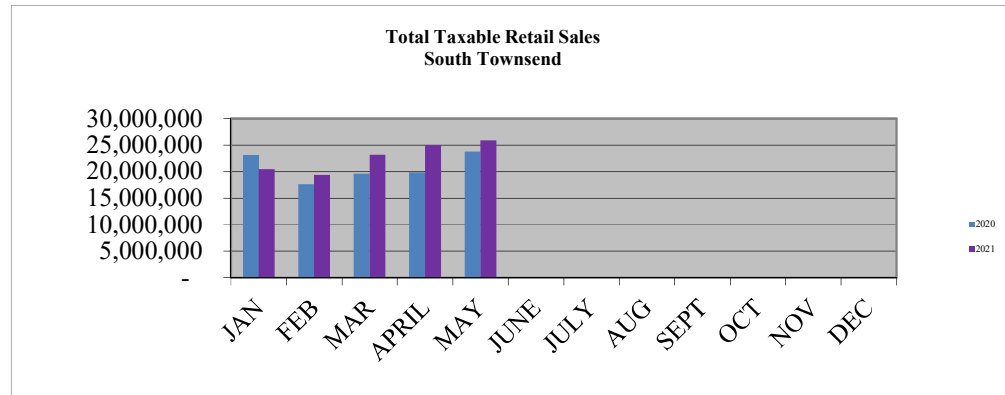
AREA 1: DOWNTOWN BOUNDARY



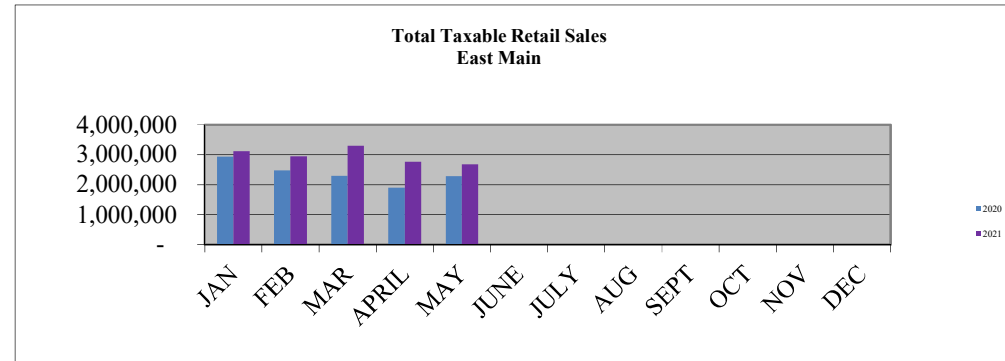
AREA 2: *NORTH CITY LIMIT TO NORTH 2ND STREET



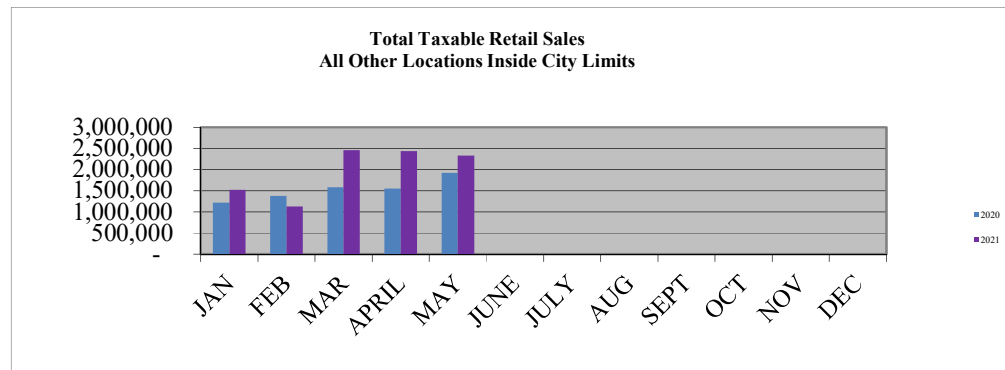
AREA 3: MID TOWNSEND SOUTH 2ND STREET TO E OAK GROVE RD



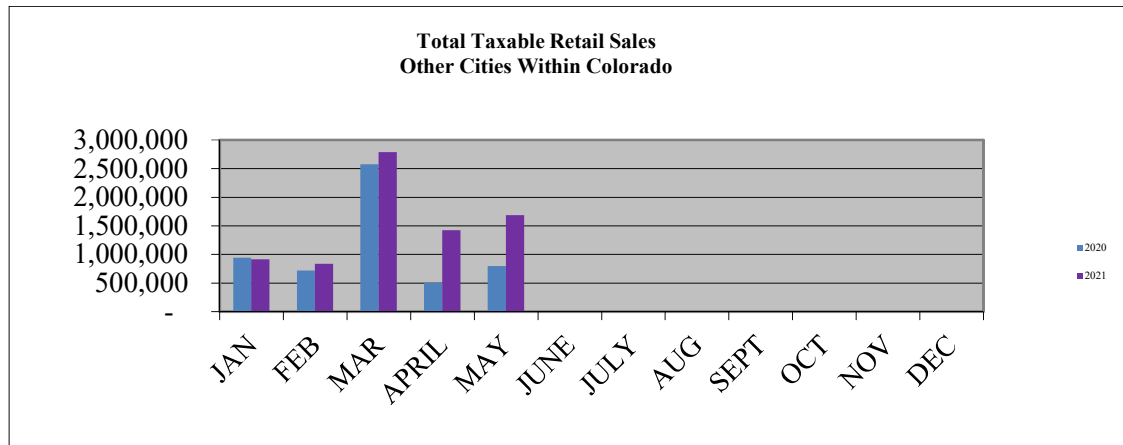
AREA 4: SOUTH TOWNSEND E OAK GROVE RD TO SOUTH CITY LIMIT



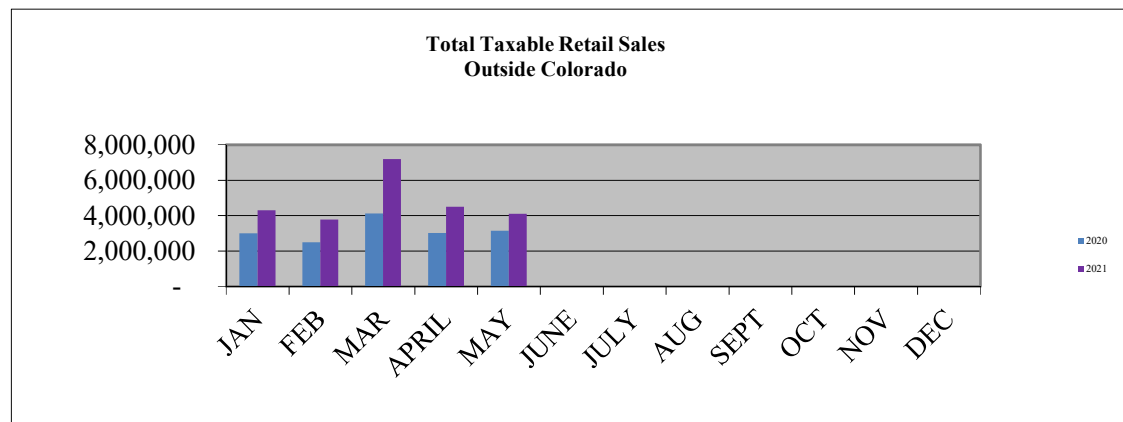
AREA 5: EAST MAIN SAN JUAN AVENUE TO EAST CITY LIMIT



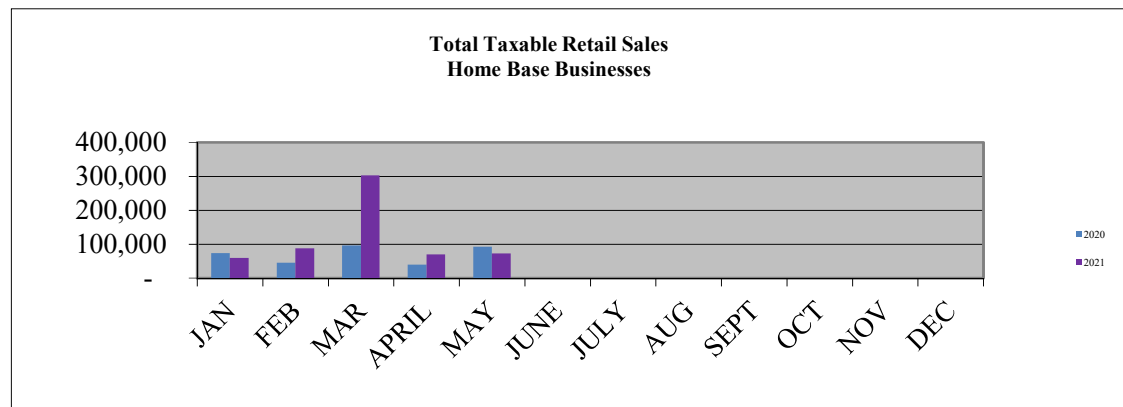
AREA 6: ALL OTHER LOCATIONS INSIDE CITY LIMITS OF MONTROSE



AREA 7: OTHER CITIES WITHIN COLORADO



AREA 8: OUTSIDE COLORADO



AREA 9: HOME BASE BUSINESSES