



CITY COUNCIL WORK SESSION
Monday, March 2, 2026 - 10:00 AM
City Council Chambers, Elks Civic Building - 107 S. Cascade Ave.

Public participation for this meeting will be in person in the City Council Chambers. The meeting can be [viewed online via livestream](#) and video recordings of the meetings can be viewed on our [YouTube page](#).

Hearing assistance devices are available for public use. Please let us know if you need accommodation. The City also offers interpretation for Spanish speakers. Schedule time to book this resource, by [emailing the City](#) at least 3 days before the meeting.

1) DISCUSSION ITEMS

- A) City Hall Roof Contract Award Recommendation (15 minutes)
Staff: Public Works Director Jim Scheid
- B) Unhoused Roundtable Update & Discussion (20 Minutes)
Staff: Community Development Director Jace Hochwalt and Community Initiatives Manager Michelle Wingfield

2) GENERAL CITY COUNCIL DISCUSSION

3) STAFF COMMENTS

CONTRACT AWARD RECOMMENDATION



TO: Honorable Mayor and Montrose City Council Members
FROM: Brayden Reeder, Facilities Manager
DATE: February 12, 2026
RE: City Hall Roof Recondition
CC: William Bell, Ann Morgenthaler, Jim Scheid

Action

Consider the authorization of \$347,267.19 for the roof recondition at City Hall. This total includes the contract amount of \$310,059.99 with Garland DBS Incorporated.

Background

The existing roof for the Montrose City Hall located at 400 E. Main St. is experiencing areas of failing roofing membrane and substrate material failures which have begun to affect the roofs integrity and ability to remain watertight. This information has been provided by a roof scan that was performed in April of 2025 by Roof Consulting Services. The City contracted Garland Roofing to perform the design, procurement of installation and to provide the materials. The materials proposal provided by Omni-Partners includes repairs of substrates, application of new flashing, repair of membrane, and application of new coatings that will extend the life of the roof sections. Omni-Partners is a cooperative purchasing entity that allows for competitive government pricing. The City has utilized the Omni-Partners and Garland DBS Inc. purchasing program on past City Hall roofing projects such as the 2022 east side lower roof recoating with great success.

This work can be completed without the interruption of city hall operations. The roof sections included are the upper section and the main middle section.

Net Financial Result of Contract

This repair project has been anticipated over the last few years and there is \$400,000 included in the 2026 budget for this project. Awarding to Garland and including an owner's contingency will leave this project approximately \$52,732.81 under budget.

400 East Main Street: Upper and Main Roof Recondition		
Garland DBS Inc	Materials, Installation, Disposal	\$310,059.99
Owner's Contingency	12%	\$37,207.20
Total		\$347,267.19



CITY OF MONTROSE
Community Development

MEMO

TO: City Council
FROM: Jace Hochwalt, Community Development Director
Michelle Wingfield, Community Initiatives Manager
DATE: March 2, 2026
RE: Unhoused Roundtable Update and Discussion

ATTACHMENTS

- Exhibit A – Housing Continuum Flyer

Introduction

In February 2025, City staff initiated the Unhoused Roundtable in response to ongoing discussions with local service providers, community partners, and stakeholders regarding the need for more coordinated dialogue on homelessness and sheltering options within the City of Montrose.

These discussions highlighted a shared recognition that housing instability is a complex and evolving issue requiring collaboration across agencies and sectors. In response, the City assumed a facilitative role to bring partners together in a structured forum designed to improve communication, strengthen coordination, and explore practical, locally informed solutions. The Roundtable was established not as a policy-making body, but as a collaborative working group focused on shared understanding, resource alignment, and identification of strategic next steps.

Background & Overview

Throughout 2025, the City of Montrose Community Development Department convened seven Unhoused Roundtable meetings using a structured, three-phase framework designed to move the group from foundational understanding to actionable strategies. The City served as coordinator and facilitator, providing meeting structure, logistical support, and documentation to ensure continuity, accountability, and productive dialogue.

Participants included local service providers, nonprofit organizations, community partners, public safety representatives, and individuals with lived experience. Participation remained consistent throughout the process, reflecting sustained commitment to collaborative problem-solving.

The work of the Roundtable progressed through three defined phases:

Phase 1: Assess — Foundation and Data Collection

The initial phase focused on building a shared factual foundation and establishing a clear understanding of the current system.

Key efforts included:

- Creation of a consolidated community resource guide to document available services and points of contact.
- Distribution and analysis of a comprehensive survey designed to collect quantitative and qualitative data.
- Review of local demographic indicators and contributing factors to housing instability.
- Identification of existing programs, service capacity, and populations currently being served.

This phase ensured that discussions were grounded in verified data rather than anecdotal perceptions. It also promoted consistent messaging among stakeholders and strengthened connections between service providers, as clearer identification of system gaps fostered greater collaboration and shared understanding.

Phase 2: Analyze — System Gaps and Opportunities

Building on the data collected in Phase 1, the second phase focused on evaluating system effectiveness and identifying areas for improvement.

Discussion during this phase centered on:

- Identifying opportunities for improved coordination.
- Recognizing gaps in the continuum of care, including emergency, transitional, and permanent housing options.
- Examining system breakdowns, referral challenges, and barriers to access.
- Evaluating capacity constraints and operational limitations.

This analytical phase allowed participants to move beyond general concerns and instead pinpoint specific structural and operational issues contributing to housing instability within the community.

Phase 3: Action Steps — Strategy Development and Implementation Planning (Ongoing)

The third phase shifted the focus from assessment and analysis to action-oriented planning and remains ongoing. Current discussions are centered on translating identified needs and system gaps into realistic, locally informed strategies that can be implemented in a phased and sustainable manner.

Progress to date in this phase includes:

- Discussions of prioritized strategies to strengthen the local continuum of housing solutions through subcommittees.

- Clarification of roles and partnership opportunities among participating organizations.
- Consideration of funding alignment and long-term operational sustainability.
- Identification of policy or zoning considerations.

As this phase continues, the emphasis remains on defining practical next steps that reflect community capacity, available resources, and operational realities. Participants recognize that sustainable progress will require incremental implementation, ongoing coordination, measurable benchmarks, and continued partnership among stakeholders.

Through this structured three-phase process (Assess, Analyze, and Action Steps), the Unhoused Roundtable has evolved from an information-sharing forum into a collaborative body actively working toward coordinated, data-informed strategies to address housing instability in Montrose.

Key Takeaways

The following themes emerged consistently across Roundtable discussions:

- **Housing stability requires a continuum of solutions.**
 - No single program or facility will address the full spectrum of housing instability. A coordinated system that includes prevention, emergency shelter, transitional support, and permanent housing pathways is necessary to effectively respond to varying levels of need.
- **Coordination significantly improved through structured dialogue.**
 - Regular meetings fostered stronger communication among service providers, reduced duplication of effort, and improved understanding of each organization's role within the broader response system.
- **Immediate stabilization and long-term housing must be addressed concurrently.**
 - Participants emphasized the importance of balancing short-term needs such as safe shelter and case management with long-term solutions that promote permanent housing placement and self-sufficiency.
- **Policy and zoning flexibility may be required.**
 - Implementation of certain strategies may necessitate review of local land use regulations, permitting processes, or other policy considerations to ensure alignment with identified community needs.
- **Sustainable progress requires aligned funding and phased implementation.**
 - Participants recognized that meaningful progress will depend on diversified funding sources, partnership development, and realistic, phased implementation to ensure operational sustainability.
- **Collaboration with key partners strengthened potential next steps.**

- The process improved coordination with providers, including The Shepherd's Hand. Partner experience and data informed discussions on capacity, demand, and program improvements.

Collectively, these themes reinforce that addressing housing instability in Montrose requires a coordinated and data informed approach grounded in partnership. The Roundtable clarified existing capacity, identified system gaps, and strengthened collaboration among providers, creating a clear path forward. Exhibit A reflects a preliminary housing continuum model that illustrates a broader housing spectrum to support long term stability.

Next Steps

As the Roundtable continues in the Action Steps phase, the next stage of work will focus on refining a broader housing spectrum model tailored to Montrose's needs and capacity. To support this effort, staff proposes establishing smaller working groups within the broader Roundtable structure to allow for more focused analysis, subject matter expertise, and implementation planning. These working groups would report back to the full Roundtable and help develop specific, actionable recommendations for Council consideration.

Proposed subcommittees may include:

- Employment and Economic Stability Subcommittee
 - Focused on strategies that strengthen income stability as a pathway to housing stability, including workforce partnerships, job readiness coordination, employer engagement, and alignment with regional workforce development initiatives.
- Capital, Finance, and Construction Subcommittee
 - Tasked with evaluating facility needs, development models, capital funding strategies, public private partnership opportunities, site considerations, and phased construction or reuse options to support sheltering or housing solutions.
- Services and Case Management Coordination Subcommittee
 - Focused on strengthening coordinated entry, case management alignment, referral systems, and service integration across providers to reduce duplication and improve client outcomes.

These smaller groups would allow deeper technical work while maintaining the collaborative structure and shared accountability of the full Roundtable. Their findings would inform development of a locally appropriate housing spectrum framework that reflects Montrose's scale, resources, and long-term sustainability goals.

Through this next phase of focused collaboration, the Roundtable can transition from conceptual strategy to defined implementation pathways, supported by clear roles, funding alignment, and measurable benchmarks.

The Housing Continuum

One of the most important outcomes of the roundtable was solidifying a shared understanding that the solution is a full housing continuum - not a single program.



Crisis Response & Emergency Sheltering

A warm, pet-friendly place to stay during a crisis. This includes immediate safety, basic needs, and connections to local resources and support services.



Employment Opportunities & Support Services

Help finding and keeping employment through job placement, skills training, case management, and supportive services such as transportation and childcare. These supports increase income and make stable housing possible.



Transitional Housing

Short-term housing with structured support for individuals and families rebuilding stability and safety.



Supportive Housing

Long-term housing with ongoing services for individuals who need a higher level of support to remain stable. This includes those experiencing chronic mental health conditions or dual diagnosis (the presence of both a mental health disorder and a substance use disorder).



Income-Aligned Housing Options

Permanent housing that is affordable for low and moderate-income individuals and households, creating long-term stability and sustainability.