

**OURAY CITY COUNCIL VIRTUAL REGULAR MEETING  
SUMMARIZED MINUTES  
MONDAY, April 6, 2020**

Join Zoom Meeting

<https://zoom.us/j/514775309?pwd=ZEVVNE5ZTUJ6Yjd3OWFIMXZqSFhiQT09>

Meeting ID: 514 775 309

Or by phone:

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- Electronic copies of the Council Packet are available on the City website at [www.cityofouray.com](http://www.cityofouray.com). A hard copy of the Packet is also available at the Administrative Office for interested citizens.
- Action may be taken on any agenda item
- Notice is hereby given that a majority or quorum of the Planning Commission, Community Development Committee, Beautification Committee, and/or Parks and Recreation Committee may be present at the above noticed City Council meeting to discuss any or all of the matters on the agenda below for Council consideration

**1. CALL TO ORDER**

Mayor Nelson called the meeting to order at 6:00 pm.

**2. ROLL CALL**

Mayor Greg Nelson - present  
Mayor Pro Tem John Wood - present  
Councilor Glenn Boyd - present  
Councilor Ethan Funk - present  
Councilor Peggy Lindsey – present

Also present were Deputy City Administrator Melissa Drake, City Resources Director Rick Noll, Public Works Director Joe Coleman, Community Development Coordinator Aja Tibbs, Police Chief Jeff Wood, Administrative Accounting Clerk Julie Lancaster and City Attorney Carol Viner.

**3. CEREMONIAL/INFORMATIONAL**

**a. Federal Stimulus Package Update – Bond Attorney Paul Wisor**

Mr. Wisor outlined the phases of the Federal Stimulus Package that has been passed so far, noting that things can change still. The CARES Act does not directly provide funding to small municipalities, so any aid Ouray received would be through the State. Employers are now responsible for paying affected employees for 2 weeks of paid leave if employee is affected by Covid-19. Unemployment insurance has been expanded to include self-employed and contract individuals, pay for an additional 13 weeks, and to get an extra \$600 a week until July 31<sup>st</sup>. SBA loans are available for employers with less than 500 employees, and can be forgiven completely if employers meet all qualifications. Employers who are eligible are encouraged to pursue this as soon as possible in order to receive funds before they run out. If a business is shut down because of the virus, they will qualify for an economic injury disaster loan from the SBA. Direct payments to individuals are expected to go out soon, but no final dates have been set.

**b. CEDC Presentation**

Steve Gurzenski from the CEDC presented a list of recommendations:

1. Well organized website for businesses with resource links

2. Collaborate with city staff about FEMA loans
3. Return 40% of budget back to city
4. Bring an SBA consultant to business community to explore resources available to businesses.
5. Weekly roundtable work session with businesses
6. City suspend all late fees and interest for utilities and work with city on repayment plans
7. City support a campaign to pay full utility bill today if able
8. City not enforce encroachment and signage
9. City work with stakeholders on broadband internet
10. City pursue a marketing plan to remain relevant
11. City pursue all grants available to city.

Councilor Boyd reminded council that the county has a unified resource page for all county residents, so creating too many resource pages for the same area would be confusing.

Ms. Drake said the city has received approx. 50% of projected utility revenue already for 2020, and that late fees and interest are not projected in the revenue. City will review the viability of any forbearance ideas that can be implemented.

Jason Perkins asked if businesses could have their EQR's temporarily reduced to match actual usage when the businesses are not functioning.

#### 4. CITIZENS' COMMUNICATION

Jen Donovan wants to understand the leash law in Ouray, and if an electronic collar is acceptable. Chief Wood responded that if the dog responds to the e-collar then it would be acceptable.

Brian Duckles wants to clarify the status of the relationship of the city with OTO, and what are the plans going forward. Mayor Pro Tem Wood said the current lack of contract with OTO doesn't mean there will never be a new contract in place with them. The city will not give up on marketing, but OTO may not be the chosen organization to market the city. With the lack of LOT money coming in currently, the city is not currently putting out an RFP for a new marketing company.

#### 5. APPROVAL OF MINUTES – March 2, 4, 11, 16, and 20

Greg's comments:

3/2/20 Mr. Krazinski, change to Gurzenski

3/4/20 change to special meeting

3/11/20 change special meeting

3/16/20 tense issue

Councilor Boyd made a motion with mentioned changes, Mayor Pro Tem Wood seconded. The motion passed unanimously.

#### 6. CITY COUNCIL REPORTS/INFORMATION

- a. **Glenn Boyd** – working on COVID-19 as emergency manager
- b. **Ethan Funk** – Climbing structure at Ice Park was supposed to be removed, but city has allowed it to stay up if OIPI determined it couldn't be removed without maintaining a 6 foot distance between workers. OIPI will remove the structure when social distancing is over.
- c. **Peggy Lindsey** – none

- d. **John Wood** – CEDC committee working hard, maintenance employees may be seen working in parks
- e. **Greg Nelson** – echoed John’s commendation of CEDC

**7. DEPARTMENT REPORTS**

- a. **City Administrator** – Much of time has been devoted to response to covid-19. Cancelled all capital orders, orders can be redone at any time. Furloughs have been issued to part time lifeguards and cashiers at the pool. City leadership team reevaluated the situation on the 2<sup>nd</sup> and decided that the employees will be better off on unemployment with the stimulus package announced. City staff would like to install a service window from the office into the hallway to help mitigate health and safety concerns now and in the future. Preparation and finishing work would be done by city staff, and a vendor used to install the window, expected to come in under \$1,000. Public Works has the bandwidth to do the labor required. Council was in favor of the idea.
- b. **Public Works Director** – The Box Canon Road Improvement Project is moving ahead, reviewed RFPs, ready to award project in special meeting tomorrow.
- c. **City Resources Director** – Lifeguards and cashiers have been furloughed, leads have been kept to create training materials and orientation programs.
- d. **Chief of Police** – Chief Wood is working on unified command as the representative for the city of Ouray.

**8. CONSENT AGENDA - Bed & Breakfast Liquor Permit – SG B & B Corp. dba Secret Garden Bed & Breakfast**

Councilor Boyd made a motion to approve the Consent Agenda. Councilor Funk seconded the motion and it was approved on unanimous roll call vote.

Council Member	For	Against	Abstain	Absent
Greg Nelson	x			
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			
Peggy Lindsey	x			

**9. ACTION ITEMS**

**a. Second Chance Animal Services Agreement**

No changes from previous contract. Motion included correction in paragraph 7 to refer to paragraph 4, and replace mention of marshals with police.

Mayor Pro Tem Wood made the motion with the noted corrections, Councilor Funk seconded the motion. The motion passed on unanimous roll call vote.

Council Member	For	Against	Abstain	Absent
Greg Nelson	x			
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			

Peggy Lindsey	x			
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**b. Executive Search Firm Review**

List of possible head hunting firms to work with. KRW has plenty of local Colorado experience, SGR is also favorable. Half hour interviews for each.

Councilor Boyd made a motion to move forward with KRW and SGR, Councilor Funk seconded. Passed unanimously on roll call vote.

Council Member	For	Against	Abstain	Absent
Greg Nelson	x			
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			
Peggy Lindsey	x			

**c. PSA – SGM Engineering for Geothermal Line Project**

Mayor Pro Tem Wood made a motion and Councilor Funk seconded, to approve contract with SGM.

John Nixon asked to speak to clarify that geothermal line has been in place since 1920s or 1930s. Ms. Viner would like city staff to meet with Mr. Nixon at a later date. Mayor Nelson had reservations on approving an engineering contract that may be changed.

Council Member	For	Against	Abstain	Absent
Greg Nelson		x		
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			
Peggy Lindsey	x			

Motion passes 4-1 with Mayor Nelson dissenting.

**d. Possible Action on CEDC Recommendations**

Council was previously presented with the idea from staff to cut 80% of CEDC budget instead of their recommended 40%.

Council will take action now on item 8, allowing businesses to put up temporary signs that do not contribute to signage percentage and does not infringe on CDOT right of way until after Labor Day 2020. Councilor Boyd made a motion, and Councilor Funk seconded. Ms. Viner stated that since the city is complaint based code enforcement, if the code enforcers are not writing tickets then there is no issue. Councilor Boyd retracted his motion, and Councilor Funk retracted his second.

1. Work with county to get business info on site
2. FEMA grant, Heather Smith will work with Jennifer Peterson from the city and Glenn Boyd as county emergency manager.
3. Going with staff recommendation
4. Already underway
5. Already underway

- 6. Evaluated by staff
- 7. Evaluated by staff
- 8. Ms. Viner will research
- 9. Fiber meeting underway
- 10. Already underway
- 11. Already underway

**e. Possible Action on COVID-19 Response**

No action needed, but affirm that Melissa Drake is the policy liaison for unified command. Council affirmed. Ouray County currently has 3 cases, one was mis-attributed to Ouray County initially.

**10. DISCUSSION**

**a. Deputy City Administrator Position**

Justin Perry worked with staff to name Melissa Drake as Deputy City Administrator. Council reiterated that this is a strategic title and not a new position. Ms. Viner asked council to determine whether this is a permanent title or a temporary measure. Councilor Funk talked about making the title permanent with a salary survey and updated job description in the future. A permanent city administrator could name a director as the deputy administrator in title only, and a pay increase would not occur unless the city administrator could not perform job functions.

**b. Future Agenda Items**

None

**11. EXECUTIVE SESSION**

Mayor Pro Tem Wood made a motion at 9:03 pm to start executive session, Councilor Funk seconded. Motion passed on unanimous roll call vote.

Council Member	For	Against	Abstain	Absent
Greg Nelson	x			
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			
Peggy Lindsey	x			

**Executive session pursuant to CRS § 24-6-402(4)(b) for a conference with the City Attorney for the purpose of receiving legal advice concerning marketing and visitor center contracts; Second, to provide advice concerning CIRSA matters; and third, pursuant to CRS § 24-6-402(2)(f) to discuss a personnel matter.**

Session concluded at 10:07 pm.

**12. ACTION ITEM**

Councilor Boyd made a motion to make Melissa Drake the Acting City Administrator, hiring a professional services contractor to help, not to exceed her term as Acting City Administrator role. Mayor Pro Tem Wood seconded the motion. The motion passed on unanimous roll call vote

Council Member	For	Against	Abstain	Absent
Greg Nelson	x			
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			
Peggy Lindsey	x			

**13. ADJOURNMENT**

Councilor Boyd made a motion to adjourn at 10:12 pm. Councilor Funk seconded the motion. The motion passed on unanimous roll call vote.

Council Member	For	Against	Abstain	Absent
Greg Nelson	x			
John Wood	x			
Glenn Boyd	x			
Ethan Funk	x			
Peggy Lindsey	x			

ATTEST:

Melissa M. Drake

Melissa M. Drake, City Clerk

Greg Nelson 05/07/2020  
 Greg Nelson, Mayor Date

CERTIFICATION

I, Melissa M. Drake, do hereby certify that I am the City Clerk of the City of Ouray, Ouray County, State of Colorado, and that the above minutes are a true and correct summary of the meeting of the Ouray City Council held on April 6, 2020. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 1st day of May, 2020.

Melissa M. Drake

Melissa M. Drake, City Clerk