

**AGENDA
OURAY CITY COUNCIL**

Monday, September 16, 2024 - 6:00 PM

**Ouray Community Center
320 6th Ave
Ouray, CO 81427**

VIRTUAL OPTION - <https://zoom.us/j/9349389230>

Meeting ID: 934 938 9230 Passcode: 491878 Or dial: 408 638 0968 or 669 900 6833

Ouray City Council Regular Meeting

- Changes to this agenda can be found on the bulletin board at City Hall
- Electronic copies of the Council Packet are available on the City website at www.cityofouray.com. A hard copy of the Packet is also available at the Administrative Office for interested citizens.
- Notice is hereby given that a majority or quorum of the Planning Commission, Ouray Economic Development Committee, Beautification Committee, Tourism Advisory Committee, Main Streets 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
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. CEREMONIAL/INFORMATIONAL - Ouray County Support and Advocacy Project (OCSAP) Presentation
5. APPROVAL OF MINUTES - September 3, 2024 Special and Regular Meetings
6. CITIZENS' COMMUNICATION
7. CITY COUNCIL REPORTS/INFORMATION - Tamara Gulde, Peggy Lindsey, Michael Underwood, Josh Smith, and Ethan Funk
8. DEPARTMENT REPORTS
 - a. Acting City Administrator
 - b. Director of Finance and Administration
 - c. Community Development Director
 - d. Information Technology Director
 - e. Communications and Community Engagement Coordinator
9. CONSENT AGENDA - 2-Year Liquor License Renewal - JTP Inc. dba Ouray Riverside Resort
10. ACTION ITEMS
 - a. Addendum 2 to Ouray Library District Agreement
 - b. Addendum 3 to Fellin Park Stage Design Agreement
 - c. Resolution 14, Series 2024 - Authorizing the Community Development Director to Submit a Grant Application to the Department of Local Affairs' (DOLA) "Local Planning Capacity Grant Program" and Acknowledging that the City is Prepared to Match 20% of the Grant in the Proposed 2025 Budget with a Maximum of \$40,000
 - d. Letter of Support for West Region Wildfire Council's Ouray Community Forest Resilience Project
 - e. Request for Funding from Home Trust of Ouray County for \$100,000 for Affordable Rental Project in Ouray
11. DISCUSSION ITEMS
 - a. Direction for Future Tangram Design Agreement for Three Signs (Visitor Center, Hot Springs Pool, & Rotary Park) - Design for Local Fabricator or Full Design and Bid Process
 - b. Possible Main Street Banner Mounts Inclusion in Tangram Design Agreement

- c. City Admin Building: Department Planning Study
 - d. Future Agenda Items
12. ADJOURNMENT



Ouray City Council Special Meeting

Tuesday, September 3, 2024 3:00 PM
Ouray Community Center, 320 6th Ave, Ouray, CO 81427

Ethan Funk: Present
Tamara Gulde: Present
Peggy Lindsey: Present
Josh Smith: Present
Michael Underwood: Present

Also present were: City Administrator Silas Clarke, City Attorney Carol Viner, and City Water Attorney Steve Bushong.

1. CALL TO ORDER

Mayor Funk called the meeting to order at 3:00 pm

2. ROLL CALL

3. EXECUTIVE SESSION

- For a conference with the City Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) concerning City water storage rights at Crystal Reservoir and notice of a pending lawsuit by the former Police Chief.
- For discussion of a personnel matter under C.R.S. 24-6-402(2)(f) regarding Silas Clarke who has not requested this discussion be held in an open session.

Motion to move into executive session at 3:01 pm. This motion, made by Peggy Lindsey and seconded by Tamara Gulde, Carried.

Ethan Funk: Yea, Tamara Gulde: Yea, Peggy Lindsey: Yea, Josh Smith: Yea, Michael Underwood: Yea

4. ADJOURNMENT

Executive session concluded at 5:18 pm

Motion to adjourn at 5:18 pm. This motion, made by Peggy Lindsey and seconded by Michael Underwood, Carried.

Ethan Funk: Yea, Tamara Gulde: Yea, Peggy Lindsey: Yea, Josh Smith: Yea, Michael Underwood: Yea

Ethan Funk, Mayor

ATTEST:

Melissa M. Drake, City Clerk

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 Tuesday, September 3, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this Tuesday, September 3, 2024.

Melissa M. Drake, City Clerk



Ouray City Council Regular Meeting

Tuesday, September 3, 2024 6:00 PM
Ouray Community Center, 320 6th Ave, Ouray, CO 81427

Ethan Funk: Present
Tamara Gulde: Present
Peggy Lindsey: Present
Josh Smith: Present
Michael Underwood: Present

Also present were: City Administrator Silas Clarke, Finance and Administration Director Melissa Drake, Parks and Recreation Director Joe Brown, Interim Police Chief Gary Ray, Community Development Director Kristen Clothier, Tourism and Destination Marketing Director Kailey Rhoten, IT Director Rich Willis and City Attorney Carol Viner.

1. CALL TO ORDER

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

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

Mayor Funk announced some order changes, so Administrator Clarke can leave the meeting early to show City Water Attorney Bushong Crystal Reservoir.

4. CEREMONIAL/INFORMATIONAL - Proclamation No. 4, 2024 - Suicide Prevention Awareness Month

Mayor Funk read the Proclamation.

5. APPROVAL OF MINUTES - August 19, 2024 Meeting

Councilor Gulde said the Ice Park basic membership level shouldn't be phrased as "just access to the park" because access is free, but should say "just supporting the park", and that they did not discuss the 10-year plan as mentioned in the minutes, merely announced that it would be discussed in the October meeting.

Motion to approve minutes with noted changes. This motion, made by Tamara Gulde and seconded by Peggy Lindsey, Carried.

Ethan Funk: Yea, Tamara Gulde: Yea, Peggy Lindsey: Yea, Josh Smith: Yea, Michael Underwood: Yea

6. CITIZENS' COMMUNICATION

Mayor Funk opened the floor for public comment. Since there were no comments, Mayor Funk closed the floor.

7. CITY COUNCIL REPORTS/INFORMATION - Tamara Gulde, Peggy Lindsey, Michael Underwood, Josh Smith, and Ethan Funk

Councilor Gulde - TAC met, John Wood gave a presentation about the 150th celebration plans, and the application and rubric for grant applications were approved. Attended Friends of Ouray Hot Springs meeting and got an update about the Pool from Mr. Brown. Attended the August 20th BOCC meeting as a citizen to support water engineering and consulting services for the county. Attended the CAST meeting in Durango on August 22nd and 23rd.

Councilor Lindsey - OBC is meeting tomorrow to discuss the budget for 2025.

Councilor Underwood - Attended the CAST meeting.

Mayor Pro Tem Smith - Attended the Gunnison Valley Transportation Region Meeting. CDOT reported that the MMOF grant funding is much smaller than in past years, so it is good that the City got the grant when they did for the shuttle service.

Mayor Funk - Attended Sgt. Crandall's promotion celebration and the CAST meeting. Interested in the on-demand shuttle ride idea and the Police Mental Health Collaboration that were presented at the CAST meeting.

9. ACTION ITEMS

a. Liquor License - Change of Ownership - The Gray, LLC

Motion to approve the ownership transfer for The Gray LLC. This motion, made by Michael Underwood and seconded by Josh Smith, Carried.

Ethan Funk: Yea, Tamara Gulde: Yea, Peggy Lindsey: Yea, Josh Smith: Yea, Michael Underwood: Yea

b. PSA with Ideal Municipal Services, LLC, for Consulting on City Matters

Councilor Gulde asked why there was not a requirement in the contract for liability insurance, since it is typically required for our PSAs. City Attorney Viner said it was not required in this case.

Motion to approve the PSA with Ideal Municipal Services LLC. This motion, made by Josh Smith and seconded by Peggy Lindsey, Carried.

Ethan Funk: Yea, Tamara Gulde: Yea, Peggy Lindsey: Yea, Josh Smith: Yea, Michael Underwood: Yea

8. DEPARTMENT REPORTS

a. City Administrator

Mr. Clarke thanked the City Directors and the community for how his tenure with the City of Ouray has gone, stating that he will look back fondly on his time here. Staff are working on the Police Chief recruiting flier to be posted soon. All the capital budget items have been received, staff are now working on operating costs. Ms. Drake is working with Mr. Clarke to use the water/wastewater funds raised by the Excise Tax to lower the loan and bond costs for the community.

Mr. Clarke left the meeting.

b. Interim Police Chief

Interim Chief Ray gave an overview of his report. He reported that parking at the pool was very bad during Labor Day weekend, there were cars parked 3 deep and suggested more chains be added to prevent people from doing that in the future while a long-term plan for the parking lot is created.

c. Fire Chief

Report in Packet

d. Public Works Director

Report in Packet

e. Parks and Recreation Director

Mr. Brown gave an overview of his report.

f. Tourism and Destination Marketing Director

Ms. Rhoten gave an overview of her report.

g. Finance & Administration Director

Ms. Drake presented the financial reports for May 2024, stating the following months' reports will be available soon.

10. DISCUSSION ITEMS

a. Police Department and Visitor Center Location Options

Councilor Underwood felt the police department should be removed from the City Hall building, and relocated to the building the Visitor Center currently occupies, moving the Visitor Center to a location downtown that is closer to the businesses. Councilor Gulde did not believe that the downtown space was ideal for the Visitor Center, partly because she didn't think the City should rent space and should own whatever space they use. Councilor Lindsey felt the City should own anything they use, and felt the empty lot across the street from City Hall was ideal to develop on. Mayor Pro Tem Smith and Mayor Funk felt that renting for a short period of time was fine if there was a larger goal in progress during that rental period, and renting this space now would not meet that, since there was no larger plan in place currently.

b. Direction from Council Regarding Utility Rates for Vacant Accessory Dwelling Units

Councilor Underwood discussed the specifics that require an ADU to have a separate utility EQR, and thus, how to "undo" the ADU status of that space to make that space part of the original living space. It was determined that he should work with City Staff.

c. Future Agenda Items

11. ADJOURNMENT

Motion to adjourn at 7:27 pm. This motion, made by Peggy Lindsey and seconded by Tamara Gulde, Carried.
Ethan Funk: Yea, Tamara Gulde: Yea, Peggy Lindsey: Yea, Josh Smith: Yea, Michael Underwood: Yea

Ethan Funk, Mayor

ATTEST:

Melissa M. Drake, City Clerk

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 Tuesday, September 3, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this Tuesday, September 3, 2024.

Melissa M. Drake, City Clerk

Year to Date Sales Tax Comparison

		Percentage Change from 2023
June 2023 Activity	\$ 508,282.26	
June 2024 Activity	\$ 505,406.14	-0.57%
Jan-Jun 2023 Activity	\$ 1,664,191.78	
Jan-Jun 2024 Activity	\$ 1,670,063.18	0.35%

Ouray Lodging Occ. Tax Collection Summary

ROOMS	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	24 vs 23
Month											
January	5712	5826	5113	5782	6196	6245	5936	7718	7609	6942	-8.77%
February	4816	5226	4509	5085	5593	4641	7189	7776	5906	6328	7.15%
March	3394	3638	3499	4763	4152	1952	6993	6782	7341	5953	-18.91%
April	2236	2660	2411	3080	2857	32	4941	4172	3836	4038	5.27%
May	5047	5850	5939	7396	7894	3111	11093	10002	9560	8442	-11.69%
June	12015	13521	14494	14578	15026	12736	17520	16180	17231	16029	-6.98%
July	19171	19960	20248	19802	19482	20444	20509	16551	19482	19421	-0.31%
August	16477	16949	17344	17613	18629	16919	20798	17825	18657		
September	15478	16149	16526	17743	18498	17564	13517	18930	18234		
October	7937	7691	7762	7462	9407	12877	12038	12080	12388		
November	2141	2113	2674	2856	3237	3864	3199	3196	3691		
December	3656	3382	4226	5038	4268	5153	5237	3998	4776		
Total Rooms	98080	102965	104745	111198	115239	105538	128970	125210	128711		-11.13%

DOLLARS											
January	\$15,867	\$15,819	\$13,795	\$16,294	\$22,444	\$25,204	\$27,107	\$29,038	\$36,828	\$33,896	-7.96%
February	\$12,468	\$13,908	\$12,648	\$14,021	\$19,580	\$18,464	\$28,191	\$36,284	\$30,377	\$31,294	3.02%
March	\$9,240	\$9,505	\$9,529	\$12,884	\$14,526	\$6,834	\$27,858	\$30,334	\$30,554	\$27,551	-9.83%
April	\$5,701	\$6,633	\$6,294	\$8,090	\$8,312	\$107	\$18,324	\$18,466	\$17,063	\$16,861	-1.19%
May	\$13,876	\$15,372	\$15,734	\$19,031	\$22,068	\$7,922	\$41,033	\$43,131	\$39,992	\$45,341	13.38%
June	\$31,431	\$34,498	\$36,654	\$36,236	\$62,392	\$51,634	\$100,852	\$98,839	\$107,693	\$107,575	-0.11%
July	\$47,884	\$49,767	\$50,344	\$49,371	\$110,244	\$114,230	\$138,864	\$131,139	\$142,596	\$156,660	9.86%
August	\$41,643	\$41,801	\$42,090	\$43,236	\$90,952	\$92,809	\$127,157	\$122,778	\$127,552		
September	\$40,336	\$41,704	\$41,965	\$44,480	\$79,505	\$93,050	\$98,575	\$119,099	\$123,174		
October	\$21,385	\$20,717	\$20,355	\$19,711	\$37,511	\$60,690	\$54,480	\$74,824	\$74,823		
November	\$5,136	\$5,802	\$7,079	\$7,000	\$10,367	\$15,399	\$14,134	\$14,566	\$15,480		
December	\$9,571	\$9,590	\$11,882	\$13,622	\$17,593	\$24,892	\$29,038	\$23,554	\$27,242		
Total Dollars	\$254,538	\$265,116	\$268,369	\$283,976	\$495,494	\$511,234	\$705,613	\$742,052	\$773,373		9.09%

Data represents rooms and dollars for month in which lodging activity occurred.
 LOT report and payment are due by 20th of following month.
 "ROOMS" data includes exempt rooms.

OURAY LODGING OCCUPANCY TRENDS

Based on Lodging Occupation Tax Collections

	2022				2023				2024			
	Avail.	Rooms		Exempt	Avail.	Rooms		Exempt	Avail.	Rooms		Exempt
	Rooms	Rented	Occ. %	Rooms	Rooms	Rented	Occ. %	Rooms	Rooms	Rented	Occ. %	Rooms
	+ RVs, Unfurnished Cabins				+ RVs, Unfurnished Cabins				+ RVs, Unfurnished Cabins			
January	17411	5237	30.1%	0	20375	7609	37.3%	469	19064	6942	36.4%	331
February	16580	7776	46.9%	0	17183	6062.36	35.3%	386	17656	6328	35.8%	357
March	17657	6782	38.4%	7	19519	7341	37.6%	341	18223	5953	32.7%	92
April	16620	4172	25.1%	31	18168	3836	21.1%	0	16389	4038	24.6%	47
May	21206	10002	47.2%	57	21360	9560	44.8%	110	20956	8442	40.3%	212
June	20577	16180	78.6%	13	21111	17231	81.6%	122	20599	16029	77.8%	212
July	20677	16551	80.0%	432	21195	19482	91.9%	499	21327	19421	91.1%	205
August	21613	17825	82.5%	53	21504	18657	86.8%	481				
September	21327	18930	88.8%	47	21086	18234	86.5%	413				
October	20398	12080	59.2%	10	20094	12388	61.7%	261				
November	15776	3196	20.3%	260	16283	3691	22.7%	254				
December	17828	5050	28.3%	4	17320	4776	27.6%	215				
Total	227670	123781	52.1%	914	235198	128867.36	52.9%	3551	134214	67153	48.4%	1456

Data represents rooms for month in which lodging activity occurred.

LOT report and payment are due by 20th of following month.

"Rooms Rented" columns includes exempt rooms.

"Exempt Rooms" columns are for memo purposes only.

2024 Lodging Occupation Tax, By Business Category

AVAILABLE ROOMS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Hotel, Motel	12,450	11,445	12,239	10,177	12,351	12,020	12,412						83,094
Bed and Breakfast	755	353	341	609	763	749	565						4,135
House, Townhouse, Condo (1)	3,286	3,451	3,070	3,030	3,254	3,390	3,762						23,243
RV Space, Unfurnished Cabin	2,573	2,407	2,573	2,573	4,588	4,440	4,588						23,742
Total Rooms	19,064	17,656	18,223	16,389	20,956	20,599	21,327	-	-	-	-	-	134,214
													Prior YTD 138,819

ROOMS RENTED	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Hotel, Motel	4,921	4,582	4,506	3,106	5,677	9,823	11,815						44,430
Bed and Breakfast	252	149	69	75	310	482	523						1,860
House, Townhouse, Condo (1)	1,041	1,043	775	254	855	1,943	2,603						8,514
RV Space, Unfurnished Cabin	728	554	603	603	1,600	3,781	4,480						12,349
Total Rooms	6,942	6,328	5,953	4,038	8,442	16,029	19,421	-	-	-	-	-	67,153
													Prior YTD 71,050

DOLLARS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Hotel, Motel	\$ 22,930.38	\$ 21,580.31	\$ 21,376.32	\$ 13,707.42	\$ 32,411.97	\$ 73,600.66	\$ 104,674.75						290,282
Bed and Breakfast	\$ 1,270.42	\$ 777.13	\$ 408.19	\$ 578.27	\$ 1,698.66	\$ 3,835.61	\$ 5,008.54						13,577
House, Townhouse, Condo (1)	\$ 8,629.94	\$ 8,135.58	\$ 4,772.01	\$ 1,765.22	\$ 7,494.00	\$ 20,539.32	\$ 36,823.34						88,159
RV Space, Unfurnished Cabin	\$ 1,065.09	\$ 800.57	\$ 994.32	\$ 810.22	\$ 3,736.65	\$ 9,599.10	\$ 10,153.07						27,159
Total Dollars	\$ 33,895.83	\$ 31,293.59	\$ 27,550.84	\$ 16,861.13	\$ 45,341.28	\$ 107,574.69	\$ 156,659.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 419,177.06
													Prior YTD 404,165.82

(1) For a property that is marketed as a stand-alone short-term rental, for which there are no hotel/motel amenities offered.
 Data represents rooms for month in which lodging activity occurred.
 LOT report and payment are due by 20th of following month.
 "Rooms Rented" columns includes exempt rooms.

Activity Month	2022	2023	2024	% Change from 2023	YTD % Change
January	\$ 27,661.19	\$ 37,085.48	\$ 35,047.88	-5.5%	-5.5%
February	\$ 32,883.88	\$ 27,662.57	\$ 28,192.46	1.9%	-2.3%
March	\$ 28,220.99	\$ 23,074.54	\$ 21,027.21	-8.9%	-4.0%
April	\$ 7,217.41	\$ 6,674.51	\$ 7,558.36	13.2%	-2.8%
May	\$ 23,933.67	\$ 21,653.38	\$ 27,989.28	29.3%	3.2%
June	\$ 72,625.26	\$ 84,017.25	\$ 89,007.15	5.9%	4.3%
July	\$ 109,220.30	\$ 128,885.01	\$ 140,047.14	8.7%	6.0%
August	\$ 90,863.82	\$ 99,257.44			
September	\$ 83,065.86	\$ 92,170.25			
October	\$ 41,028.93	\$ 55,796.90			
November	\$ 9,274.82	\$ 13,210.01			
December	\$ 29,333.34	\$ 29,200.58			
Grand Total	\$ 555,329.47	\$ 618,687.92	\$ 348,869.49		

Revenue by Fund	2022	2023	YTD 2024	Cumulative
Affordable/Attainable Housing	\$ 277,664.74	\$ 309,343.96	\$ 174,434.75	\$ 761,443.44
Water Capital Improvements	\$ 138,832.37	\$ 154,671.98	\$ 87,217.37	\$ 380,721.72
Sewer Capital Improvements	\$ 138,832.37	\$ 154,671.98	\$ 87,217.37	\$ 380,721.72
Cumulative Total Raised				\$ 1,522,886.88

Affordable Housing Revenue and Expenses	2022	2023	YTD 2024	Cumulative
Total Raised	\$ 277,664.74	\$ 309,343.96	\$ 174,434.75	\$ 761,443.44
Total Spent	\$ (110,000.00)	\$ (67,849.69)	\$ (32,882.16)	\$ (210,731.85)
Total Remaining	\$ 167,664.74	\$ 241,494.27	\$ 141,552.59	\$ 550,711.59

Average 2024 YTD Income Reported Per Property	\$ 21,337.58
Average 2024 YTD Excise Tax Paid Per Property	\$ 3,200.64

Check Date	Payee	Amount	Description
4/20/2022	Home Trust of Ouray County	\$ 10,000.00	2022 Operating funds
1/4/2023	Home Trust of Ouray County	\$ 100,000.00	734 4th St
2/1/2023	Home Trust of Ouray County	\$ 20,000.00	2023 Operating funds
4/26/2023	Economic & Planning Systems Inc	\$ 3,847.50	Housing needs analysis
5/24/2023	Economic & Planning Systems Inc	\$ 3,505.00	Housing needs analysis
6/7/2023	Buckhorn Engineering	\$ 3,426.25	Cascade Park Geohazard Assessment
7/5/2023	Economic & Planning Systems Inc	\$ 1,557.50	Housing needs analysis
8/2/2023	Economic & Planning Systems Inc	\$ 7,692.50	Housing needs analysis
9/6/2023	Buckhorn Engineering	\$ 6,293.75	Cascade Park Geohazard Assessment
9/27/2023	Economic & Planning Systems Inc	\$ 4,237.50	Housing needs analysis
11/1/2023	Economic & Planning Systems Inc	\$ 1,930.00	Housing needs analysis
11/29/2023	Economic & Planning Systems Inc	\$ 9,257.19	Housing needs analysis
1/23/2024	Economic & Planning Systems Inc	\$ 6,102.50	Housing needs analysis
1/23/2024	Home Trust of Ouray County	\$ 30,000.00	2024 Operating funds
4/17/2024	Ouray County Clerk & Recorder	\$ 382.16	Recording fee
8/28/2024	Economic & Planning Systems Inc	\$ 2,500.00	Housing needs analysis

City of Ouray Hot Springs Pool and Fitness Center - Visitor and Revenue Trends

(Source: Point of Sale Software)

VISITORS	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	% change from 2023
January	9,160	9,287	36	9,392	8,553	8,149	4,961	5,258	6,871	7,152	4.09%
February	7,158	9,095	13	7,342	5,970	7,836	4,824	6,660	5,599	5,592	-0.13%
March	10,045	10,087	58	10,468	9,118	3,638	7,697	8,621	7,148	8,426	17.88%
April	5,691	6,195	16	7,048	5,481	-	7,104	5,249	4,693	6,578	40.17%
May	11,798	12,065	2,984	13,346	11,397	-	11,580	9,549	10,602	11,201	5.65%
June	20,970	22,404	18,175	24,764	24,525	1,540	25,977	20,156	23,206	22,419	-3.39%
July	32,485	36,116	37,483	35,943	36,986	6,416	30,994	26,286	32,117	32,654	1.67%
August	22,377	22,353	25,486	23,936	23,274	12,622	22,179	19,101	21,170	20,874	-1.40%
September	14,334	9,258	16,065	16,397	14,833	11,946	13,612	14,652	15,634		
October	7,360	62	9,834	8,771	9,596	10,699	9,368	10,135	11,035		
November	6,878	49	7,077	7,043	6,920	4,644	6,782	5,354	6,326		
December	7,646	47	10,753	9,046	8,174	4,439	6,317	6,510	8,152		
TOTAL YEAR	155,902	137,018	127,980	173,496	164,827	71,929	151,395	137,531	152,553	114,896	

REVENUE	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	% change from 2023
January	\$ 84,848.13	\$ 85,983.09	\$ 2,189.00	\$ 89,885.46	\$ 95,701.53	\$ 99,306.81	\$ 66,989.85	\$ 63,150.43	\$ 96,783.56	\$ 121,260.10	25.29%
February	\$ 62,350.28	\$ 78,569.69	\$ 724.00	\$ 70,970.13	\$ 65,918.59	\$ 97,215.12	\$ 61,086.55	\$ 85,924.20	\$ 112,926.04	\$ 105,565.18	-6.52%
March	\$ 92,289.88	\$ 84,745.80	\$ 1,012.00	\$ 102,232.15	\$ 108,526.39	\$ 47,810.30	\$ 106,419.45	\$ 126,759.01	\$ 120,467.93	\$ 145,888.18	21.10%
April	\$ 50,940.75	\$ 52,112.54	\$ 2,234.00	\$ 72,957.12	\$ 62,025.47	\$ -	\$ 98,819.49	\$ 152,003.71	\$ 133,097.92	\$ 119,178.58	-10.46%
May	\$ 109,383.77	\$ 108,047.29	\$ 123,474.60	\$ 155,881.40	\$ 138,237.34	\$ -	\$ 162,720.12	\$ 143,279.82	\$ 208,335.74	\$ 275,871.30	32.42%
June	\$ 186,061.57	\$ 211,853.56	\$ 166,974.02	\$ 317,542.31	\$ 311,093.17	\$ 19,273.04	\$ 352,538.72	\$ 321,377.13	\$ 469,321.85	\$ 469,363.01	0.01%
July	\$ 300,620.51	\$ 332,026.16	\$ 479,802.39	\$ 455,519.84	\$ 474,330.32	\$ 74,169.01	\$ 428,489.09	\$ 452,460.99	\$ 646,348.28	\$ 660,284.72	2.16%
August	\$ 194,321.61	\$ 198,465.34	\$ 326,151.96	\$ 308,882.04	\$ 295,953.46	\$ 165,977.58	\$ 312,872.14	\$ 316,183.52	\$ 419,353.80	\$ 423,754.26	1.05%
September	\$ 127,909.15	\$ 80,149.87	\$ 184,807.92	\$ 200,777.07	\$ 188,131.33	\$ 158,666.78	\$ 186,412.51	\$ 238,796.90	\$ 283,459.93	\$ -	
October	\$ 63,216.05	\$ 2,737.00	\$ 82,537.92	\$ 99,235.68	\$ 120,843.43	\$ 145,302.53	\$ 131,806.01	\$ 170,555.12	\$ 211,284.83	\$ -	
November	\$ 54,218.80	\$ 1,796.25	\$ 62,435.74	\$ 84,885.49	\$ 83,976.37	\$ 58,403.16	\$ 88,639.21	\$ 84,930.60	\$ 107,867.28	\$ -	
December	\$ 74,421.59	\$ 1,957.00	\$ 112,212.40	\$ 111,645.98	\$ 105,050.32	\$ 60,304.81	\$ 79,891.78	\$ 94,844.99	\$ 156,882.10	\$ -	
TOTAL YEAR	\$ 1,400,582.09	\$ 1,238,443.59	\$ 1,544,555.95	\$ 2,070,414.67	\$ 2,049,787.72	\$ 926,429.14	\$ 2,076,684.92	\$ 2,250,266.42	\$ 2,966,129.26	\$ 2,321,165.33	

CITY OF OURAY BOX CAÑON FALLS VISITOR CENTER - VISITOR AND REVENUE TRENDS

VISITORS

	2018	2019	2020	2021	2022	2023	2024	Incr./Decr. Visitors	23 vs. 22 %
MAY	6048	4065		8454	7619	6044	8269	2,225	36.81%
JUNE	11793	13729	9252	20138	17165	18154	21202	3,048	16.79%
JULY	17819	20914	21473	23929	20702	25595	27765	2,170	8.48%
AUGUST	11737	13872	17086	15821	14428	16211	17802	1,591	9.81%
SEPTEMBER	8914	9903	14033	12245	13207	14331			
OCTOBER	3963	5721	10540	8022	9416	9727			
TOTAL VISITORS	60,274	68,204	72,494	88,696	82,827	90,062	75,038	9,237	

REVENUES

	2018		2019		2020		2021		2022		2023		2024		Incr./Decr.	23 vs. 22
	Adm.	Conc.	Adm.	Conc.	Adm.	Conc.	Adm.	Conc.	Adm.	Conc.	Adm.	Conc.	Adm.	Conc.	\$	%
MAY	\$ 25,699.50	\$ 2,682.41	\$ 21,118.11	\$ 2,427.75			\$ 37,554.63	\$ 4,489.23	\$ 33,477.00	\$ 4,754.40	\$ 37,736.00	\$ 3,803.27	\$ 51,247.50	\$ 5,375.13	\$ 15,083.36	36.31%
JUNE	\$ 50,013.95	\$ 5,058.44	\$ 62,137.51	\$ 6,338.97	\$ 41,263.44	\$ 2,884.13	\$ 86,023.51	\$ 11,273.73	\$ 72,989.00	\$ 8,865.86	\$ 111,214.00	\$ 13,288.56	\$ 130,034.00	\$ 12,849.07	\$ 18,380.51	14.76%
JULY	\$ 75,561.60	\$ 7,576.29	\$ 89,005.01	\$ 8,540.88	\$ 92,936.75	\$ 5,933.87	\$ 102,023.52	\$ 12,507.75	\$ 87,714.00	\$ 10,907.87	\$ 157,280.91	\$ 16,153.30	\$ 169,685.00	\$ 10,291.93	\$ 6,542.72	3.77%
AUGUST	\$ 50,370.69	\$ 5,159.73	\$ 59,804.50	\$ 5,944.70	\$ 75,438.78	\$ 5,170.58	\$ 68,804.43	\$ 8,937.53	\$ 61,701.00	\$ 8,385.38	\$ 100,420.32	\$ 11,353.36	\$ 110,588.50	\$ 7,754.67	\$ 6,569.49	5.88%
SEPTEMBER	\$ 39,016.59	\$ 3,853.74	\$ 43,140.50	\$ 4,469.76	\$ 62,818.85	\$ 4,760.34	\$ 54,165.46	\$ 7,832.49	\$ 56,163.00	\$ 7,721.29	\$ 89,131.98	\$ 9,911.90				
OCTOBER	\$ 17,605.00	\$ 2,358.41	\$ 24,735.00	\$ 2,398.45	\$ 46,641.76	\$ 3,253.98	\$ 35,177.89	\$ 4,531.50	\$ 41,064.00	\$ 5,773.08	\$ 60,297.50	\$ 5,516.12				
TOTAL \$	\$ 258,267.33	\$ 26,689.02	\$ 299,940.63	\$ 30,120.51	\$ 319,099.58	\$ 22,002.90	\$ 384,124.45	\$ 49,614.46	\$ 354,402.00	\$ 46,439.77	\$ 556,080.71	\$ 60,026.51	\$ 481,555.00	\$ 36,270.80	\$ 47,484.73	

Admission rate increased by \$1.00 in 2018

opened May 12, 2023
Admission rate increased by \$2.00 in 2023

CITY OF OURAY VISITOR CENTER - REVENUE TRENDS

REVENUES

	2022		2023			2024			Incr./Decr.	24 vs. 23
	Concessions	Non-Profit	Concessions	Non-Profit	OHV	Concessions	Non-Profit	OHV		
January			\$ 228.95	\$ 53.00		\$ 284.11	\$ 25.00		\$ 27.16	10%
February			\$ 150.89	\$ 85.95		\$ 438.62	\$ 36.00		\$ 237.78	100%
March			\$ 395.38	\$ 4.00		\$ 773.27	\$ 111.00		\$ 484.89	121%
April			\$ 403.25	\$ 2.00	\$ 50.50	\$ 713.73	\$ 25.00		\$ 282.98	62%
May			\$ 1,098.28	\$ 611.60	\$ 126.25	\$ 2,281.10	\$ 88.00	\$ 126.25	\$ 659.22	36%
June			\$ 1,627.77	\$ 690.75	\$ 202.00	\$ 3,035.75	\$ 498.00	\$ 325.25	\$ 1,338.48	53%
July	\$ 910.80	\$ 215.00	\$ 2,517.75	\$ 664.60	\$ 782.75	\$ 3,369.09	\$ 277.00	\$ 252.50	\$ (66.51)	-2%
August	\$ 1,281.05	\$ 684.85	\$ 2,669.69	\$ 648.85	\$ 378.75	\$ 2,360.70	\$ 387.00	\$ 378.75	\$ (570.84)	-15%
September	\$ 1,814.71	\$ 676.95	\$ 2,834.91	\$ 698.00	\$ 75.75					
October	\$ 1,383.05	\$ 275.00	\$ 1,096.11	\$ 253.00	\$ 227.25					
November	\$ 380.36	\$ 121.00	\$ 354.94	\$ 40.00	\$ -					
December	\$ 516.45	\$ 79.00	\$ 233.25	\$ -	\$ -					
TOTAL \$	\$ 6,286.42	\$ 2,051.80	\$ 13,611.17	\$ 3,751.75	\$ 1,843.25	\$ 13,256.37	\$ 1,447.00	\$ 1,082.75	\$ 2,393.16	
		\$ 8,338.22			\$ 19,206.17			\$ 15,786.12		

percent of sales earning profit

75%

71%

84%



COMMUNITY DEVELOPMENT DEPARTMENT REPORT
Ouray City Council Meeting – September 16, 2024

Prepared by:
Kristen Clothier
Community Development Director

GRANTS/FUNDING

- Public infrastructure projects associated with Phase 1 of the Waterview Affordable Homes development are beginning to move forward in partnership with Rural Homes, with funding provided by the \$584,142 DOLA EIAF More Housing Now grant (MHN grant) received.
- The grant provides funding for a number of project elements, including: the establishment of landscaped vegetated buffers between the Waterview project site and a) the River Walk Trail and b) Highway 550; the creation of two pocket parks along the River Walk Trail contiguous to the Waterview project site; new trail connections; a sidewalk spanning Phase 1; landscaping of the new trailhead entrance to the River Walk Trail from Uncompahgre Road; and irrigation systems and backflow preventers. A transit stop is also being incorporated into the landscape design along Uncompahgre Road.
- The Community Development Director (CD Director) participated in a DOLA MNH grant administrator training.
- The CD Director is working to apply for grant funding to expand the Community Development Department's capacity to further support priority land use planning programs and initiatives, with a specific focus on capacity-building to support projects that will result in housing opportunities for Ouray's workforce and working families.
- Through digital outreach and in-person engagement, the CD Director is encouraging Main Street businesses to take advantage of the 25% sidewalk repairs/replacement reimbursement program funded by the City of Ouray in FY24.

AFFORDABLE & ATTAINABLE HOUSING FOR OURAY'S WORKFORCE

- Construction will begin this fall for the recently approved Riverwalk Affordable Rentals PUD; Home Trust of Ouray County is the project developer.
- Rural Homes confirmed that they will be dedicating additional land to the City of Ouray to expand the pocket park sited nearest to what will become a City-owned trailhead parking area at the termination of Uncompahgre Road, to allow for access by the City's landscape maintenance equipment and to provide an expanded publically-accessible park area contiguous to the Waterview Affordable Homes development.
- Phase 1 of Waterview is nearing completion. All the modular units have been set on their foundations and the roofs, porches, etc., are nearly finished being constructed. Landscaping of private properties will begin soon. The CD Director and Interim Building Inspector have been engaging often with Rural Homes staff and their team of contractors at each step of the process, including frequent on-site inspections and regular status check-ins.
- At this point in time, ten of the Waterview homes are under contract. Two additional homes are reserved for Family Childcare Home (FCCH) providers (Lots 1 and 21). There are nine homes currently available for sale on a first-come/first-serve basis to qualified applicants. One application is currently in process.
- The CD Director served on the review committee for the Rural Homes Early Childhood Initiative provider selection process, including reviewing applications/business plans and meeting with the review committee to discuss next steps for the two people selected to fill the two home-based childcare units at Waterview. The review committee included representatives from Rural Homes, Bright Futures, Ouray County, Mission Driven Finance, and DK Foundation.

ECONOMIC DEVELOPMENT & BUSINESS SUSTAINABILITY

- The Ouray Economic Development Committee (OEDC) met on September 12th. All OEDC members were in attendance. During the meeting, Committee projects, priorities, and plans for the remainder of FY24 were reviewed.

- The OEDC Micro-Grant Recipient & Donor Soiree will take place on September 18th from 5 p.m.-7 p.m. Citizens State Bank has generously offered to host this gathering on their rooftop (or, in case of inclement weather, in their indoor meeting space). The event will celebrate the local businesses that were awarded 2024 OEDC Micro-Grants and recognize the generosity of the Ouray community in supporting this impactful grant program.
- The next OEDC Business Roundtable will be held in November. The topic will be small business financing, grant-writing, and resources.
- The OEDC will be reviewing all current City of Ouray planning documents and compiling the many elements related to economic development into one spreadsheet that will assist the OEDC in then identifying additional data/resource/planning needs, areas of OEDC focus, priority initiatives for FY25, and next steps in implementation.
- The OEDC will also develop a community survey focused on economic sustainability for distribution in January 2025.
- The OEDC is seeking two new Committee members to ensure that all facets of the City's economy are reflected in Committee composition. The OEDC would like to identify new Committee members representing: the construction/building trades sector and the lodging/hospitality sector.

LAND USE CODE REVIEW

- The CD Director facilitated a joint City Council/Planning Commission Work Session on 8/19. Topics covered during the Work Session included: Land Use Code Inconsistencies for Revision Consideration; Affordable Housing Land Use Code Incentives. A follow-up Work Session will be scheduled later this fall/winter to review recommended Land Use Code revisions crafted based on input provided by the City Council/Planning Commission during the 8/19 Work Session.

SITE DEVELOPMENT AND BUILDING REVIEWS, LICENSING, AND PERMITTING

In August, the Community Development Department issued the following licenses/permits:

- 1 Site Development & Foundation-only Permit – Single Family Dwelling and Attached Accessory Dwelling Unit
- 1 Building Permit – Detached Accessory Dwelling Unit
- 1 Building Permit – Rooftop Solar Installation
- 1 Building Permit – Repairs to Commercial Building
- 1 Building Permit – Remodel of City Building
- 1 ROW Construction/Excavation/Work Permit – Residential Sidewalk Construction
- 1 RV Workforce Housing Permit
- 1 Temporary Sidewalk Encroachment Permit – Chairs/Tables (No Food/Alcohol Service)
- 1 Mounted Sign Permit – Main Street Business

Additional application submittals were received in September and are currently being reviewed, including for two Single Family Dwellings and a Detached Accessory Dwelling Unit. It continues to be a busy building season for the City of Ouray.

CODE INQUIRIES & CODE ENFORCEMENT

- The Community Development Department responded to numerous inquiries pertaining to land use code, building code, zoning, STR licensing, and permitting and followed up on identified code enforcement issues in recent weeks.

COMMUNITY DEVELOPMENT DEPARTMENT STAFFING

- Dan Reardon continues to serve as Interim Building Inspector on a part-time basis, 2-3 days/week.
- Applications for a full-time Building Inspector position are being accepted/reviewed as they are received.

August - September 2024 IT Highlights

- IT budget completed 2024 year-end and 2025.
- Debugging server update procedure issues with use of backup server using it as a testbed.
- Computers updated at the Ouray Hot Springs to allow staff to use dual monitors.
- Work is started for audio / video enhancements in the Massard and San Juan rooms before year end. The project will include new ceiling tiles in the Massard room and sound baffles to reduce echo in both areas. Walk through with the project manager will occur on September 17th.
- In the process of scheduling quarterly test / maintenance of the City Hall generator.
- All wireless Point to Point network devices were tested and updated in the City network as a backup plan to new fiber connections across the city.
- The cellular Internet capabilities that were at the WasteWater Treatment Plant are now moved to the Rotary Park Ice Rink for potential use next year.
- Assistance was provided to Visit Ouray accessibility issues to install script remedies to issues found.
- A cellular network extender was provided to the Human Resources area to enhance cellular communication capabilities in that area.
- Previous Time clock systems have been brought back into the IT storage as a potential stop gap for issues seen in the new time tracking system.
- Network and server security updates completed.



CCEC Report

Friday, 9.13.2024

Ouray Main Street Committee Updates

1. The regular monthly meeting was held on September 11, 2024. The [agenda can be viewed here](#), along with the [August Minutes viewable here](#). These are also available on our [website](#).
2. There will be a September 16 Workshop with Ayres for a Downtown Master Plan. City Council has been invited to this work session, along with other key stakeholders.
 - a. Tracking toward an EIAF grant that would support the project
 - b. This is setting up “the plan for the plan” - creating the framework of the plan which can then be used in the grant applicaiton
 - c. Will develop a plan of outreach to the community
3. Worked with Kailey Rhoten to update and complete the Main Street logo. We are moving forward with plans to recognize the Year Rounders that will incorporate this logo.
4. Working on updating the [Ouray Main Street committee webpage](#).



OURAY
MAIN STREET

YEAR-R**UNDER**

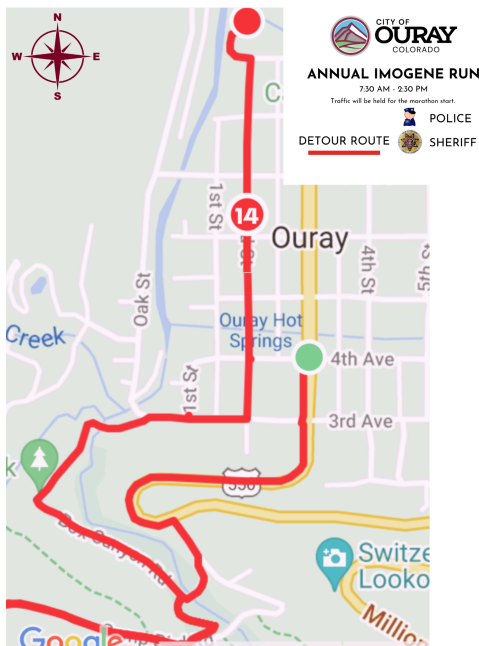
City Updates

Ouray County Hazard Mitigation Plan meeting

1. Attended the Ouray County Hazard Mitigation Plan & Community Wildfire Protection Plan Meeting on August 19th. Completed and submitted the [City of Ouray Profile Hazard Mitigation Plan 2025 2024.09.12](#) and the [City of Ouray Plan Integration Worksheet 09.12.2024](#) to provide information that will be used for the second session of this planning process.

Imogene Pass Run

1. Worked closely with event coordinators for the changes to the Imogene Pass Run resulting from the Telluride side being closed. A new detour map and plan were created and communicated to the affected first responders and City staff. A Ouray County alert was sent ahead of time to inform the community. Reports after the event were positive and businesses have stated they had quite a busy weekend.
2. EMS reported that their annual pasta dinner for this event had the highest attendance yet.



Website Updates

1. See Creations & Collaborations below as Press Releases and other updates/events were also included on the website.
2. The pop-up alert is continuously updated.
3. September 10, 2024 - [Scheduled Controlled Burn at Rotary Park on 09.10.2024](#)
4. September 09, 2024 - [SURVEY: Parks Activities and Programs](#)
5. August 29, 2024 - [Press Release: Officer Crandall Receives a Promotion](#)
6. August 20, 2024 - [Applications for City Administrator Due September 27](#)
7. August 20, 2024 - [RFP - Schematic Design for the Ouray Hot Springs Bathhouse](#)
8. August 15, 2024 - [City of Ouray Rescinds Stage 1 Fire Restrictions - effective 12:01 am Friday, August 16, 2024](#)
9. August 14, 2024 - [City of Ouray Declares Local Emergency Disaster - effective 3:15 pm Wednesday, August 14, 2024](#)
10. Calendar events are updated daily and are viewable on the [homepage](#).
11. Regular updates are done to pages for agendas, minutes, reports, etc.

Communications Creations & Collaborations



PRESS RELEASE

Wednesday, August 14, 2024

FOR IMMEDIATE RELEASE: City of Ouray Declares Local Emergency Disaster - effective 3:15 pm Wednesday, August 14, 2024

OURAY, CO | NOTICED at 4:30 PM

The City of Ouray received monsoonal flooding August 9-12, 2024 causing damages within the City of Ouray and elsewhere in Ouray County. <https://www.flood.gov> provides for declaring a local disaster emergency to assist local governments in responding to and recovering from emergency events.

This declaration of local disaster emergency is to activate the response and recovery aspects of all applicable local disaster and emergency plans and to authorize the furnishing of aid and assistance under such plans, [G.L.B.C. 20-3-310-2024](https://www.flood.gov)

The City of Ouray Council, Colorado has determined and declared that the flooding in the City of Ouray and Ouray County constitutes a local disaster emergency that warrants the mobilizing of emergency response and the furnishing of aid and assistance. The City of Ouray has experienced damage at Bridal Veil Bridge, Hotel Court, Skyrocket, and Oak Creek.

An online portal to report private property damage has been set up to allow residents to provide damage reports that may potentially make it possible to obtain funding assistance. Ouray County residents can access this portal at: <https://ouraytrack.sawyer.com/OurayCentral/index.html?City=ourayCO>. Information requested may include washed-out driveways, structural damage, fallen trees, etc.

Questions regarding the online portal should be directed to Ouray County Emergency Management, Glenn Boyd, at gboyd@ourayco.gov. Questions regarding the Emergency Disaster Declaration should be directed to City Manager, Silas Clarke, at sclarke@cityofouray.com.

This Declaration is necessary for the public health, safety, and welfare of the citizens of the City of Ouray. This Declaration shall remain in effect until further notice.

###

970.325.7211
info@cityofouray.com
cityofouray.com

Autumn Bailey
Public Information Officer
320 6th Avenue, Ouray, Colorado 81427



PRESS RELEASE

Thursday, August 15, 2024

FOR IMMEDIATE RELEASE: City of Ouray Rescinds Stage 1 Fire Restrictions - effective 12:01 am Friday, August 16, 2024

OURAY, CO | NOTICED at 6:00 PM

The City of Ouray received recent heavy rains which have increased moisture levels in our surrounding forests, thereby decreasing the threat of wildfire danger. This makes it possible for the City of Ouray to rescind Stage 1 Fire Restrictions, at this time. Stage 1 Fire Restrictions will be rescinded effective at 12:01 a.m., Friday, August 16, 2024.

Fire restrictions are often put into place and rescinded throughout the season. It is important for community members and visitors to always double-check if restrictions are in place, and when in doubt, don't burn. Please continue to do your part to help prevent a wildfire:

- Keep current on local and regional fire restrictions at www.westslopefireinfo.com
- Obey all fire bans
- Dispose of cigarettes properly
- Never leave a fire unattended
- Be sure your campfire is Dead Out (cold to the touch)
- Avoid driving on tall grass
- Keep trailer chains from dragging on the ground, this can create sparks

###

970.325.7211
info@cityofouray.com
cityofouray.com

Autumn Bailey
Public Information Officer
320 6th Avenue, Ouray, Colorado 81427



OURAY

SEPTEMBER 2, 2024

REMINDER

LABOR DAY

CITY OFFICES WILL BE CLOSED IN OBSERVANCE.



PRESS RELEASE

RESCINDING STAGE 1 FIRE RESTRICTIONS



PRESS RELEASE

OFFICER CRANDALL RECEIVES PROMOTION



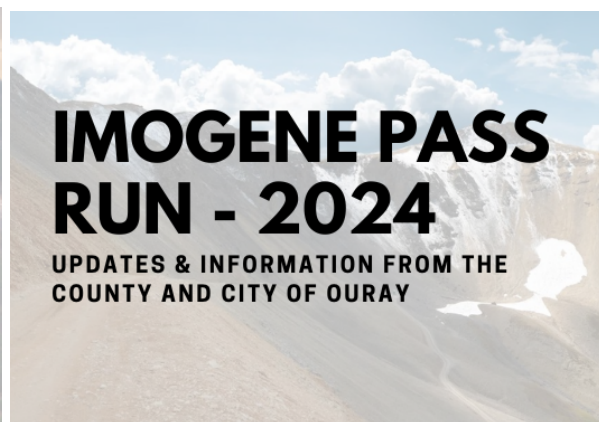
WANTED: YOUR IDEAS

SHARE YOUR IDEAS FOR FREE PARK ACTIVITIES AND PROGRAMS IN OURAY!



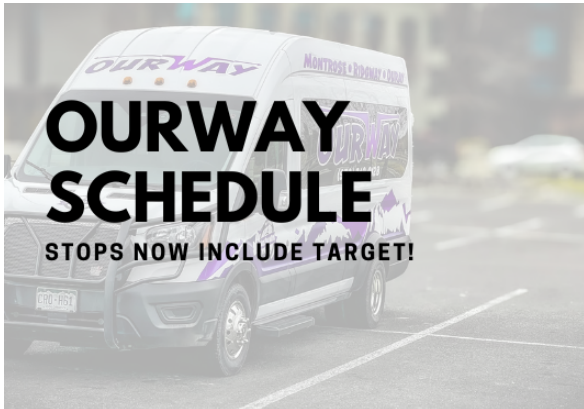
CITY ADMINISTRATOR

APPLICATION DEADLINE SEPTEMBER 27 TO KRW ASSOCIATES, LLC



IMOGENE PASS RUN - 2024

UPDATES & INFORMATION FROM THE COUNTY AND CITY OF OURAY





**OURAY COUNTY EMS
ANNUAL IMOGENE RUN
SPAGHETTI DINNER**

WHERE: CITY OF OURAY COMMUNITY CENTER
WHEN: SEPTEMBER 6, 2024
5:00 - 7:00 PM

**ADULTS \$17
4-12 YEARS OLD \$7
UNDER 4 EAT FOR FREE**

OURAY COUNTY EMS WOULD LIKE TO
THANK OURAY GROCERY AND
RIDGWAY MOUNTAIN MARKET FOR
THEIR GENEROUS DONATIONS!
ALSO, THANK YOU TO THE
OURAY/RIDGWAY CROSS COUNTRY
TEAM FOR THEIR HELP!




**SHARE IDEAS
FOR ACTIVITIES!**

The City of Ouray is working to expand recreational opportunities in and around the City of Ouray. The new Parks Activities Coordinator, Sean Hart, would like to hear about your interests and ideas for recreational programs sponsored by the City of Ouray. Please fill out this form to let us know!

**SCAN
HERE** 

**Voice your ideas by
October 11.
THANK YOU!**


970.318.1003
seanhart@cityofouray.com
cityofouray.com

 **CITY OF
OURAY**
PARKS AND RECREATION

tinyurl.com/Ouray-Rec-Programs



CITY OF OURAY POLICE DEPARTMENT




PRESS RELEASE

Thursday, August 29, 2024

FOR RELEASE RE: OFFICER CRANDALL RECEIVES PROMOTION

OURAY, CO | NOTICED at 3:00 PM

At 10:30 am on Wednesday, August 28, 2024, the City of Ouray Police Department presented Officer Justin Crandall with a promotion from Senior Officer to Sergeant. Sergeant Crandall has been with the City of Ouray Police Department for sixteen years and has been in law enforcement since 1998. On behalf of the City of Ouray, we would like to extend our most sincere congratulations! Thank you, Sergeant Crandall, for your dedication and continued service to our community.



970.325.7211
info@cityofouray.com
cityofouray.com

Autumn Bailey
Public Information Officer
320 6th Avenue, Ouray, Colorado 81427



Notable Upcoming Events

1. Sundays · 2:00 – 4:00pm | Ultimate Frisbee @ Fellin park
2. Mondays · 10:00 – 11:00am | SJ - Senior Chair Yoga • Activity by Ouray Parks & Rec
3. Mondays · 12:00 – 1:00pm | Senior Luncheon by Neighbor to Neighbor @ St John's Episcopal Church
4. Wednesdays · 5:30 – 6:30pm | Zumba Class @ Ouray Community Center
5. September 26 – 28, 2024 | Ouray Jeep Jamboree

Submit to Local Licensing Authority

Fees Due	
Annual Renewal Application Fee	\$ 250
Renewal Fee	96.25
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	346.25

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

Paid by check
 Paid online

Uploaded to Movelt on Date

Licensee Name

JTP INCORPORATED

Doing Business As Name (DBA)

OURAY RIVERSIDE RESORT - INN & CABINS

Liquor License Number

04-01622

License Type

Fermented Malt Bev & Wine (city)

Sales Tax License Number

30569103

Expiration Date

9/8/24

Due Date

9/8/24

Business Address

Street Address

1804 MAIN ST

Phone Number

704-604-3721

City

OURAY

State

CO

ZIP Code

81427

Mailing Address

Street Address

PO BOX 526 / 1804 MAIN ST

City

OURAY

State

CO

ZIP Code

81427

Email

amber@park.wstlv.com

**SECOND ADDENDUM TO AGREEMENT
CITY OF OURAY AND THE OURAY LIBRARY DISTRICT**

This **SECOND ADDENDUM TO AGREEMENT** is made this 16th day of September 2024 by and between the City of Ouray, a Colorado home rule municipality (City); and the Ouray Library District, a Colorado library district and Ouray Library District Board (Library).

WHEREAS, The City and Library entered into an agreement on December 21, 1981 (Agreement), a copy of which is attached hereto and incorporated herein as Exhibit A; and an Addendum on January 21, 1985 (Addendum).

WHEREAS, the City has agreed to allow the Library to expand the lease premises to include the space immediately to the north of the existing leased space, and

WHEREAS, the Library intends to expend substantial funds to improve and expand the new space as well as its existing facility, and

WHEREAS, due to the Library expansion and the anticipated leasehold improvements, the City desires to extend the lease term for an additional ninety (99) years and grant permission to the Library to make improvements to the leased premises.

IT IS THEREFORE AGREED AS FOLLOWS:

1. The Addendum is hereby repealed.
2. Paragraph 3 of the Agreement concerning the lease premises is repealed and replaced as follows:

The space presently occupied by the Ouray Library District consisting of approximately the north one-half of the ground floor of City Hall, the space on the floor immediately below said space, and future expansion to be located on the north side of the City Hall building measuring approximately 16ft by 43ft (Leased Premises), are hereby leased to the Ouray Library District for \$1.00 (One dollar and no/100) per year, payable upon demand.

The City of Ouray shall provide maintenance for the exterior of the City Hall Building leading to the Leased Premises; and shall provide, at no charge to the Library, all utilities necessary to maintain the library. The Library District shall provide all interior maintenance necessary for the Lease Premises.

3. A new Paragraph 5 of the Agreement is added as follows:

The term of this Agreement shall be for a period of ninety-nine (99) years unless the City desires to terminate this Agreement because of its legitimate expansion or relocation needs by providing one year's written notice to Library and locating alternative leased premises which are substantially similar to the existing Leased Premises, including similar square footage, capacity, quality, style, and arrangement of the existing improvements, at the same rental rate, and for the remaining lease term.

4. A new Paragraph 6 of the Agreement is added as follows:

City hereby grants to Library permission to make leasehold improvements as set forth in the Ouray Public Library Conceptual Phase design, attached and incorporated herein as Exhibit B under the following conditions:

Such improvements shall be constructed by a contractor who maintains a general liability policy coverage with a minimum limit of two million dollars (\$2,000,000), naming the Library as an additional insured and provide the Library with a certificate of insurance prior to beginning work on any improvements.

Any contractor shall indemnify and hold harmless the Library, its officers, employees, and insurers, from and against liability for damage, including attorney fees and costs, arising out of death or bodily injury to persons or damage to property, caused by the negligence or fault of any contractor or any third party under the control or supervision of the contractor, but not for any amounts that are greater than that represented by the degree or percentage of negligence or fault attributable to the Library.

Any contractor shall provide the services in a workmanlike manner, and in compliance with all applicable federal, state and local laws and regulations, including, but not limited to all provisions of the Fair Labor Standards Act, the Americans with Disabilities Act, and the Federal Family and Medical Leave Act, the laws in the State of Colorado and the City of Ouray, and the U.S. Department of Labor Occupational Safety and Health Administration (OSHA).

Any contractor shall obtain all necessary building permits. General Contractor shall apply for and obtain any other necessary permits and licenses required by the local municipal/county government to do the work; the cost thereof shall be included as part of the Payment to General Contractor under this Contract.

Any contractor shall make reasonable efforts to keep the hallway leading to the Lease Premises free from construction materials and obstruction.

Any contractor or subcontractor invoices shall be accompanied by a fully executed lien waiver prior to any payment made by Library.

IN WITNESS WHEREOF, this agreement is made this 16th day of September 2024.

CITY OF OURAY

By: _____
Ethan Funk, Mayor

Attest:

Melissa M. Drake, Clerk

OURAY LIBRARY DISTRICT:

By: _____
Aimee Vann, Library Director

OURAY LIBRARY DISTRICT BOARD:

By: _____
Robert Stoufer, Board President

Councilman Hopkins	<u>Yes</u>
Councilman Massard	<u>Yes</u>
Councilman Thompson	<u>Yes</u>

AGREEMENT BETWEEN THE CITY OF OURAY
AND
THE OURAY DISTRICT LIBRARY BOARD

THIS AGREEMENT is made this 21st day of December, 1981, by and between THE CITY OF OURAY, a Municipal Corporation of the State of Colorado, and the OURAY LIBRARY DISTRICT, a duly organized library district within the State of Colorado.

PREMISES:

1. The CITY OF OURAY has, since at least 1900, maintained a library in the building known as the Ouray City Hall, located on the west 50 feet of Lots 22,23 and 24 in said City. The Library was originally constructed in accordance with the terms of a grant from Thomas F. Walsh, which terms are set forth in the Code of the City of Ouray, in Section 13-16.
2. By resolutuion dated October 5, 1981, enacted under the provisions of Colorado Revised Statutes, 1973, Section 24-90-110, et seq., the City Council of the City of Ouray joined in the formation of a Library District known as the Ouray Library District.
3. The City of Ouray, with the advice of the City of Ouray Library Board, wishes to transfer the books and assets of the Ouray City Library to the Ouray Library District on the terms and conditions set forth below and, further, wishes to make space available in the Ouray City Hall for the continued maintenance of a library, on the terms and conditions set forth below. The Ouray Library District is willing to accept said terms and conditions.

IT IS THEREFORE AGREED AS FOLLOWS:

1. The books, furniture, fixtures and records of the Ouray City Library are hereby transferred to the Ouray Library District, on the condition that, if the Ouray Library District ever ceases to function, all of said assets shall, without further act of the City Council or the Board of Directors of the Library District, be deemed to have been retransferred to the City of Ouray, without further consideration. The assets hereby transferred are enumerated in an inventory attached to this agreement, as Attachment "A".
2. The Ouray Library District agrees that it shall not, without the specific consent of the City Council of the City of Ouray, by ordinance or resolution, relocate any of the assets hereby transferred to any location other than the building located on the west 50 feet of Lots 22, 23 and 24, Block 18 in said City, known as the Ouray City Hall.
3. The space presently occupied by the Ouray City Library, consisting of approximately the north one-half of the ground floor of the City Hall, is hereby leased to the Ouray Library District for one Dollar (\$1.00) per year, payable upon demand. This space shall be used for no purpose other than maintaining a public library, under the terms of this Agreement and under the terms of the Walsh Grant, as set forth in Section 13-16 of the Code of the City of Ouray and incorporated herein by this reference.
The City of Ouray shall provide maintenance for the exterior of the City Hall Building and shall provide, at no charge to the District, all utilities necessary to maintain the library. The Library District shall provide all interior maintenance necessary for the space occupied by the library.
The initial term of this lease shall be for a period of five (5) year, commencing on the first day of January, 1982, and expiring on the last day of December, 1986. The term shall be automatically extended bor successive periods of five (5) years, each, unless either party gives written notice of cancellation to the other party at least one (1) year prior to the expiration of the then-current period of the lease.
4. The City hereby agrees to transfer to the Library District, to be used for Library purposes, all unexpended by appropriated funds carried on the City books as of December 31, 1981.
5. This Agreement and the Resolution approving it, shall constitute authority to the City Clerk and the City Treasurer to effect the transfer of funds described in Section 4, above.

This Agreement is made this 21stday of December, 1981.

THE CITY OF OURAY, COLORADO:

By Margaret L. Petty
Margaret L. Petty, Mayor

ATTEST:

LaVaughn E. Merling
LaVaughn E. Merling, City Clerk

THE OURAY LIBRARY DISTRICT:

By _____
George N. Swift, President

ATTEST:

Charlotte L. Duckett, Secretary

THE CITY OF OURAY LIBRARY BOARD:

By _____
Elizabeth Kuehling, President

ATTEST:

Virginia M. Marsh, Secretary

LIBRARY INVENTORY - December, 1981

- Desks - 1
- Talbes - 4
- Card Catalogs - 2
- Step stool - 1
- Small Chairs - 8
- Large chairs - 12
- Wooden magazine rack - 1
- Book bins - 3
- Paperback book rack (metal) - 1
- Dictionary stand - 1
- Typewriter and stand - 1
- Duchesne filmstrip player - 1
- Microfilm reader - 1
- JVC color monitor receiver - 1
- Panasonic video recorder - 1
- Panasonic video camera - 1
- Books - 14,815

January 11, 1982 continued

The Ouray City Council Meeting of Monday, January 11, 1982, was reconvened by Mayor Jack Clark.

NEW BUSINESS:

Motion by Councilman Barry seconded by Councilman Minnick to accept the following resolution:

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF OURAY, COLORADO

BE IT RESOLVED BY THE CITY COUNCIL OF OURAY, COLORADO, THAT:

Appreciation is hereby expressed to Mr. Marvin Gregory for his generous donation of a public address system to the City of Ouray.

This Resolution is passed this 11th day of January, 1982, by the City Council of the City of Ouray at an organizational meeting held at the Ouray City Council Chambers, the members of the Council voting as follows:

Robert C. Minnick	<u>Yes</u>
Edward B. Thompson	<u>Yes</u>
L. D. Barry	<u>Yes</u>
Jack E. Clark, Sr.	<u>Yes</u>
Walter J. Gorrod	<u>Yes</u>

THE CITY OF OURAY, COLORADO:

ATTEST:

Lucile H. Zellar
Lucile H. Zellar, City Clerk

By Jack E. Clark Sr.
Jack E. Clark, Sr., Mayor



OURAY PUBLIC LIBRARY

CONCEPTUAL PHASE

08.14.2024

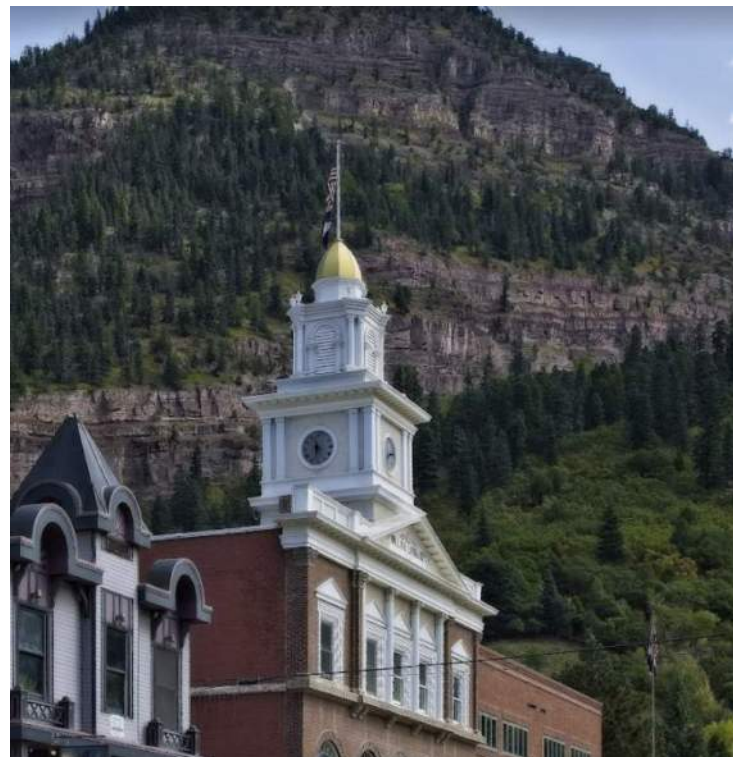


Exhibit B to Second Addendum to 1981 Library Lease Adopted September 16, 2024





1



2



3



4

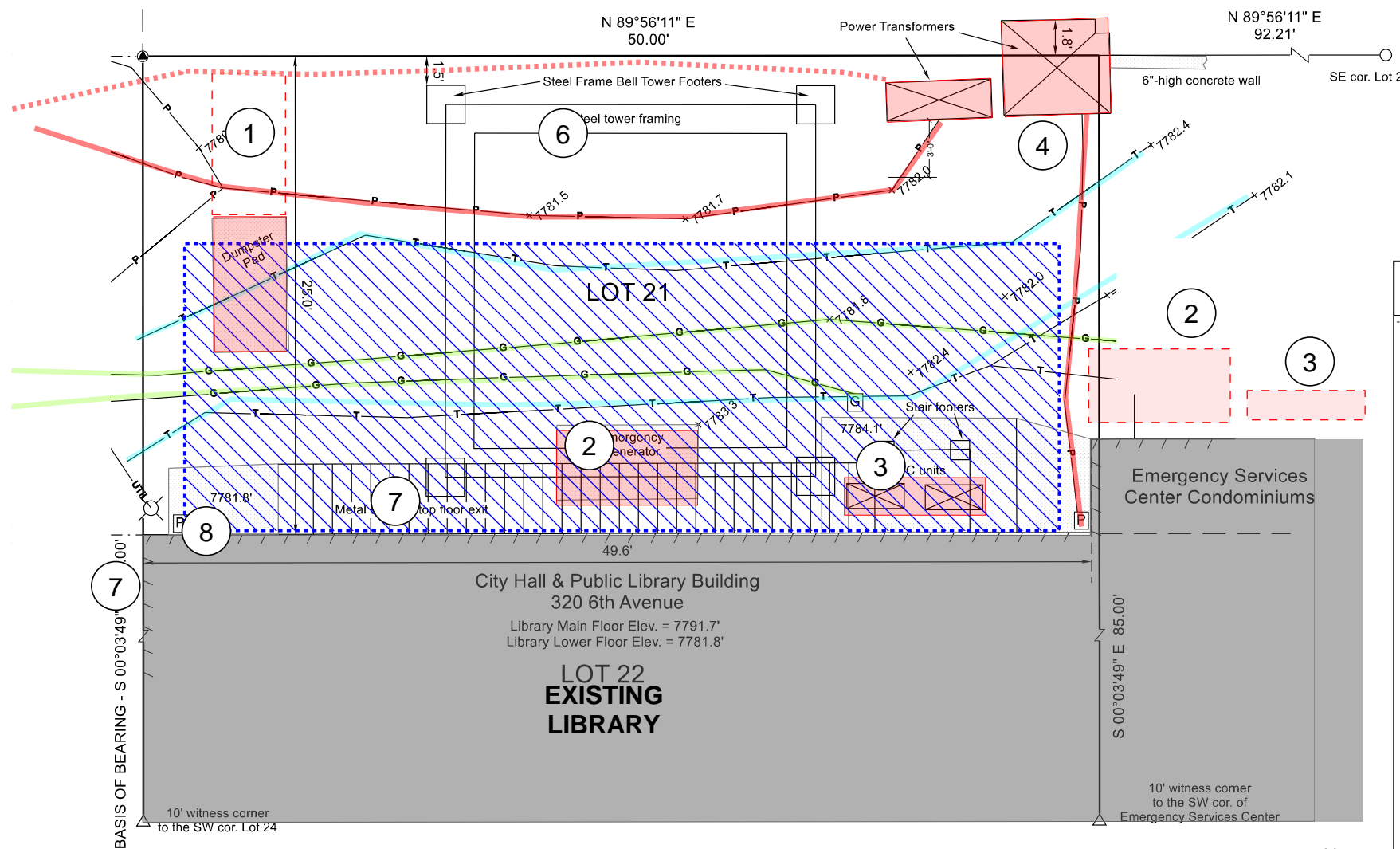


6

7



8



SITE DIAGRAM
1/8" = 1'-0"

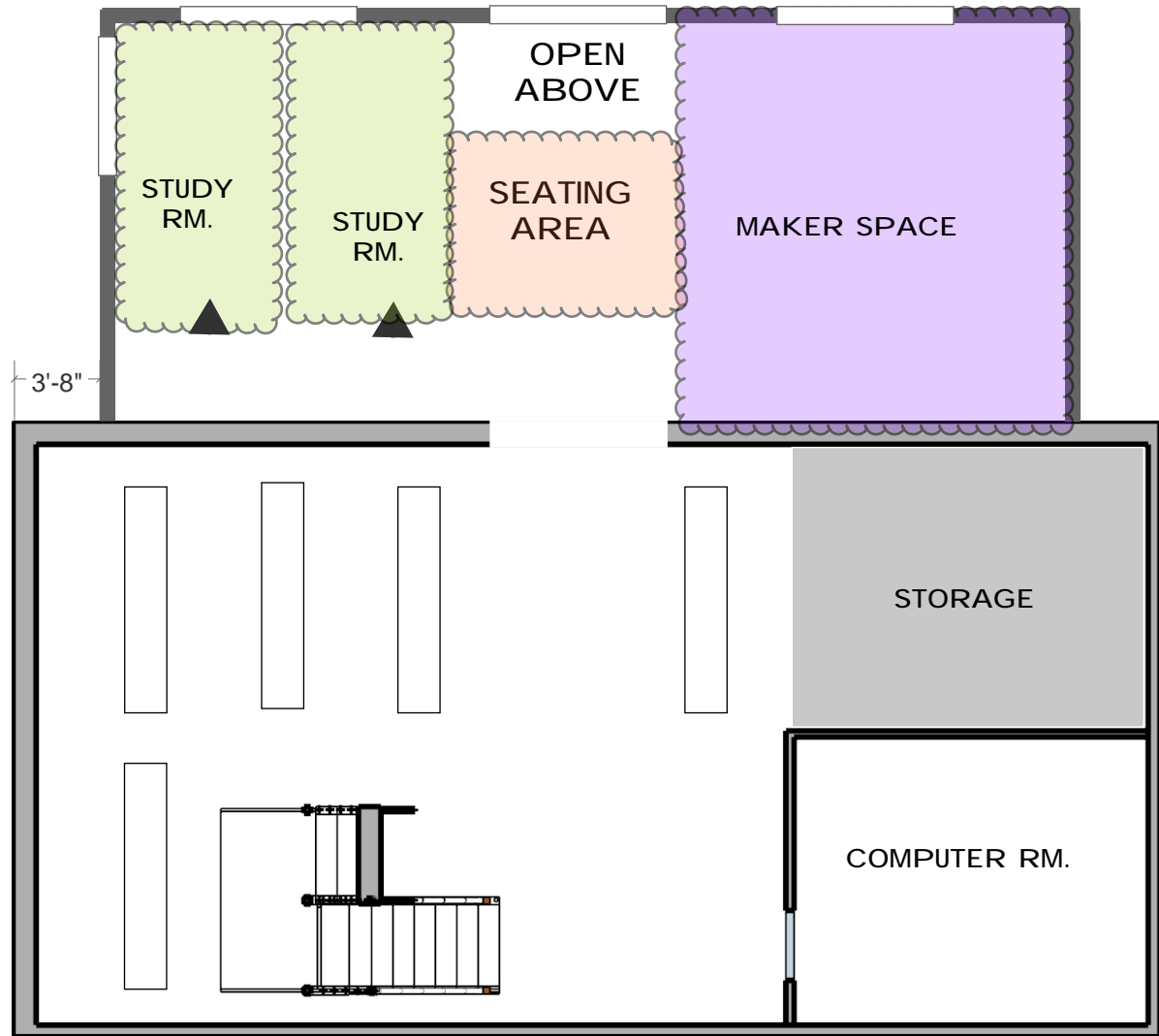


SITE ELEMENTS REQUIRED RELOCATION AND COORDINATION

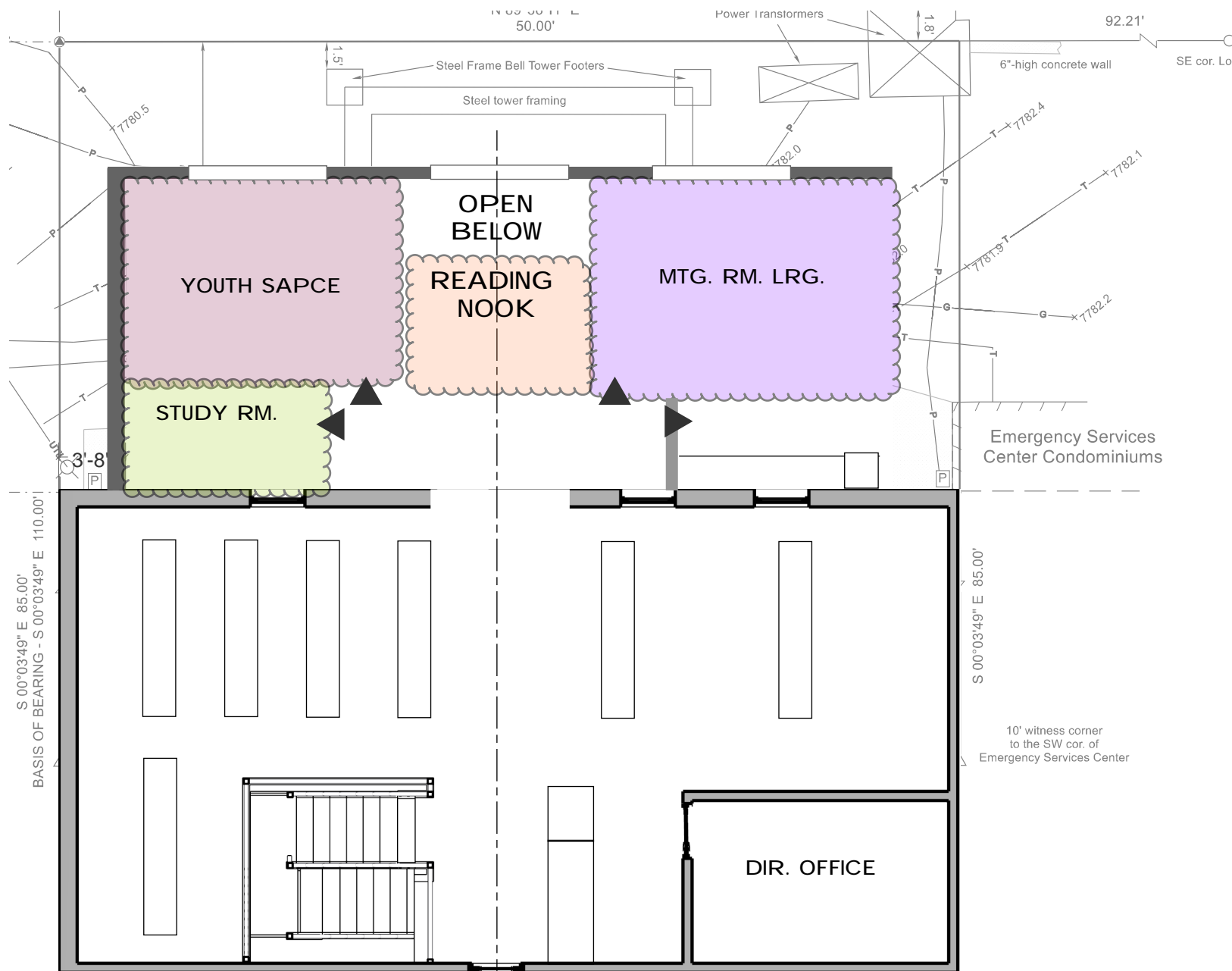
- 1 RELOCATE DUMPSTER PAD.
- 2 RELOCATE EMERGENCY GENERATOR.
- 3 RELOCATE TWO CONDENSER UNITS TO THE EAST.
- 4 TRANSFORMERS/ POWER LINEMAIN AND COORDINATE NECESSARY CLEARANCES- TO BE COORD. & CONFIRMED WITH UTILITY CO..
- 5 RE-LOCATE DATA, GAS, LINES
- 6 REMOVE COMMUNICATIONS TOWER & COORD. RELOCATION OF EMERGENCY SIREN.
- 7 COORDINATE AND CONFIRM EGRESS STAIR REQUIREMENTS FROM SECOND FLOOR WITH BUILDING DEPARTMENT- POTENTIAL ALTERNATE. CONFIRM EXISING LOWER LEVEL EGRESS DOOR WORK FOR SECONDARY REQ'D EGRESS FROM LIBRARY AND ADDITION
- 8 COORD. AND RELOCATE ELEC. SERVICE FEED AND METERS

PROGRAM EXCERPT

- Youth programming space:** The current space in the lower level is tucked away, unconnected, and not utilized. A space within the expansion should be considered and designed to attract teens and provide appropriate qualities to grow teen programming to current needs.
- Meeting Space:** The current enclosed meeting area in the library does not adequately accommodate the scheduling needs of the community and users. The addition will consider the incorporation of **easily accessed meeting rooms** or rooms that may have the ability to operate in an open and closed scenario for flexibility. A meeting room may have the ability for a sink and banquet counter to accommodate luncheons, etc.. Consider of meeting room to have access after-hours with key pad.
- Individual Study Rooms:** The current demand for study rooms is not being met. A variety of private study areas with appropriate acoustical separations from the open areas is needed and will be analyzed for both the addition and potential areas with underutilized existing spaces.
- Break Area:** A break room for the staff is a need and may be **developed to share the sink counter space noted in the Meeting Space paragraph above.**
- Additional considerations:** **Adult seating area;** craft area, maker space; acoustic isolation upgrade at lower level Professional Center; an addition to possibly incorporate deck or outdoor connectivity.



LOWER LEVEL
1/8" = 1'-0"



MAIN LEVEL
1/8" = 1'-0"





ORGANIZING FURNITURE/ SHELVING



MEETING ROOMS



MEETING ROOMS

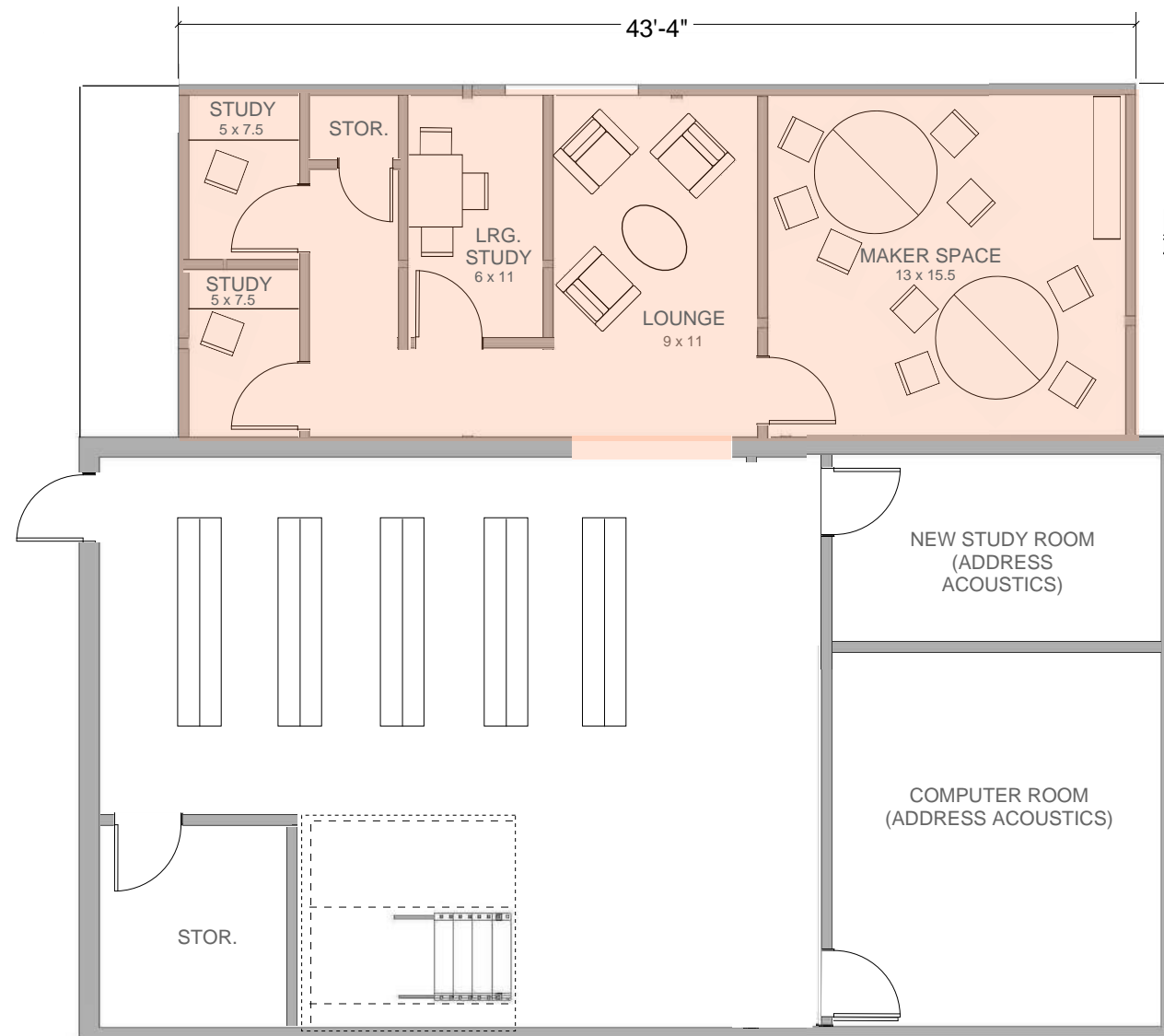


STUDY ROOMS

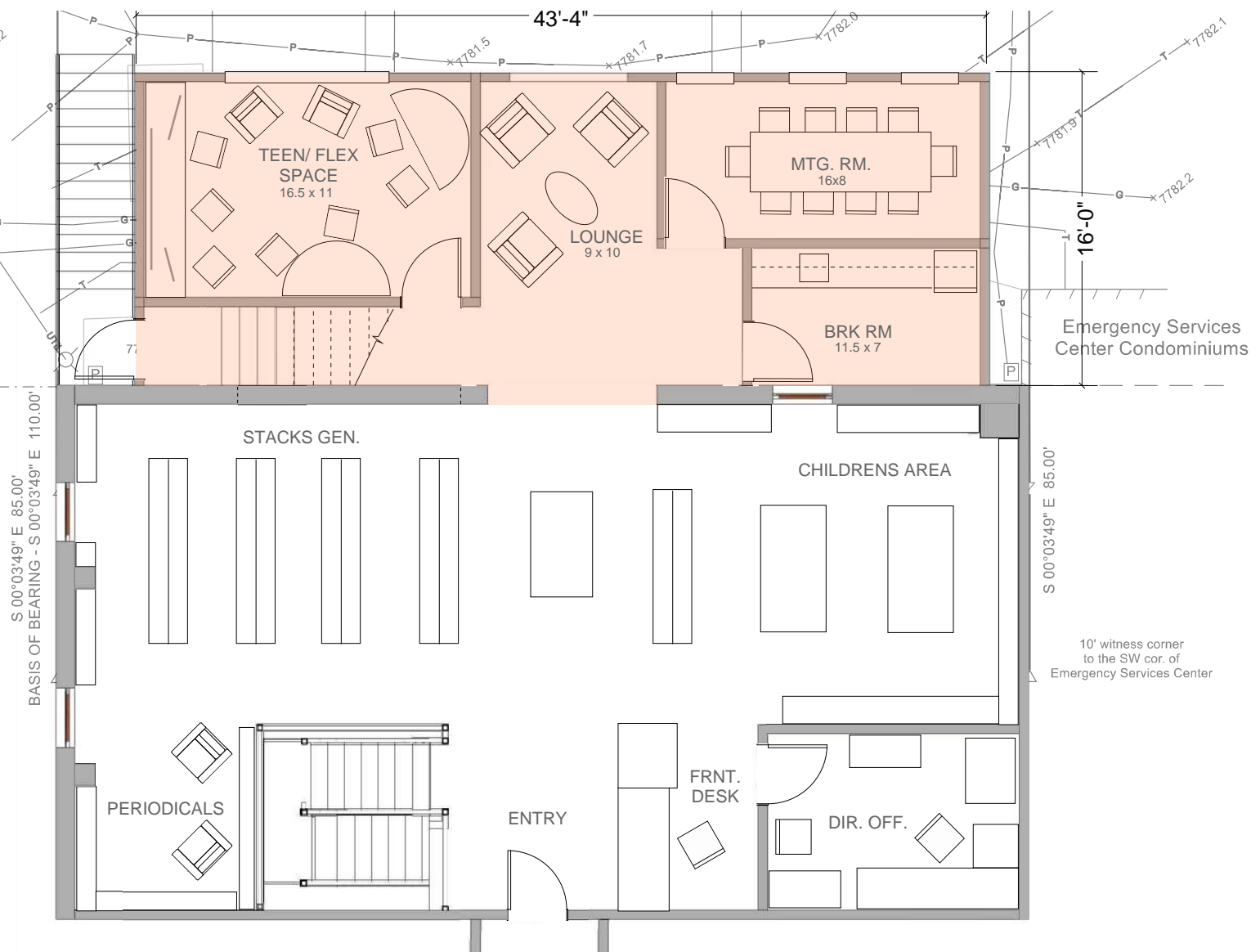


LOUNGE

INSPIRATION IMAGES



LOWER LEVEL
1/8" = 1'-0"



MAIN LEVEL
1/8" = 1'-0"

FLOOR PLANS





ADDENDUM 3- LETTER OF AGREEMENT

TO: Fellin Park Restroom Structure
sclarke@cityofouray.com
320 6th Ave, Ouray, CO 81427
970-325-7211

DATE: August 26, 2024

PROJECT NAME: Fellin Park Stage

PROJECT LOCATION: Fellin Park, Ouray Colorado

PROJECT TYPE: Public

DESCRIPTION: Add service for developing an Alternate Civil and Architectural Site location and developing and coordinating SD pricing RFP to selected contractors

SECTION 1 SCOPE OF WORK

Additional Project Scope for Schematic Design will include:

- A. Civil Alternate site location
- B. Architectural Alt site and RFP to contractors

SECTION 2 COMPENSATION

All additional work is based off the attached proposals

A. Goff Eng.:	\$1,500.00
B. KEO studioworks:	\$2,500.00
TOTAL:	\$4,000.00

- C. Reimbursable expenses as per original agreement.

James Kehoe _____ Date _____

Approved and accepted this ____ day of _____

Signed by Owner _____ (Print)

Signature _____ Date _____

RESOLUTION NO. 14, (SERIES 2024)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OURAY, COLORADO APPROVING THE SUBMISSION OF A DEPARTMENT OF LOCAL AFFAIRS (DOLA) LOCAL PLANNING CAPACITY GRANT APPLICATION FOR FUNDING TO SUPPORT AFFORDABLE HOUSING/LAND USE PLANNING CAPACITY-BUILDING WITHIN OURAY'S COMMUNITY DEVELOPMENT DEPARTMENT

WHEREAS, the Colorado Department of Local Affairs (DOLA) has available grant monies through the Local Planning Capacity Grant Program.

WHEREAS, the City of Ouray is eligible for up to \$200,000 in grant funding with a required 20% match through DOLA's Local Planning Capacity Grant Program for affordable housing/land using planning capacity-building.

WHEREAS, the City of Ouray's Community Development Director has identified capacity-building needs related to the City-identified priority of providing affordable and attainable housing for Ouray's workforce, including a need for software/technology and staffing/consultants to streamline processes and implement priority initiatives.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OURAY, COLORADO that:

- the Community Development Director is hereby authorized to submit a grant application to DOLA's Local Planning Capacity Grant Program; and
- the City Council acknowledges that, if awarded, the City of Ouray is prepared to contribute the required 20% matching portion of the proposed budget, up to and not exceeding a maximum match amount of \$40,000.

ADOPTED this 16th day of September, 2024, by the Ouray City Council.

CITY OF OURAY, COLORADO

Ethan Funk, Mayor

ATTEST:

Melissa M. Drake, City Clerk



P.O. Box 468
320 6th Avenue
Ouray, CO 81427
(970) 325-7211

September 16, 2024

To: The Wildfire Risk Mitigation (FRWRM) Review Committee, Colorado State Forest Service Forest

Letter of Support for West Region Wildfire Council's Ouray Community Forest Resilience Project

The City of Ouray wholeheartedly supports the Ouray Community Forest Resilience Project and West Region Wildfire Council's (WRWC) FRWRM application.

For over a decade, the citizens of Ouray have been concerned about the many dying and dead trees around our city. We have been calling governmental agencies to request support for improving forest health and reducing wildfire risk. The City of Ouray decided we must address this issue on lands owned and managed by the City. We felt that it wasn't fair for us to ask residents to mitigate their properties if we haven't done vegetation management on our lands.

County Commissioner Jake Niece, an ex-wildland firefighter, was also concerned about fire danger to county residents and infrastructure, so we decided to work together. In 2023 the City and County of Ouray contracted with a private forestry consulting firm—Spring Branch Forestry (SBF). The firm's owners, Austin Shelby and Courtney Haynes, delineated the City and County lands into forest stands; cruised the forest to collect information on the trees, grasses & forbs, soils and slopes; developed a proposal; painted trees to be removed; hosted a contractor showcase; and developed a detailed scope of work and request for proposals. The draft scope of work, which included several treatment options, was shared with representatives from the City of Ouray, Ouray County, Colorado State Forest Service (CSFS), West Region Wildfire Council and the U.S. Forest Service (USFS) who all provided comments and a decision on the ideal treatment option. Three contractors provided quotes for this shovel-ready project.

The City of Ouray has been a member of the Ouray Forest Collaborative for years. Work by CSFS and the USFS was completed in this area around 2016, and this project will complement that work. In 2023, we started discussing and planning this project within the collaborative group. The Ouray Community Forest Resilience Project would treat along the Ouray Potential Operational Delineations (POD) line, which is a priority for the USFS.

In 2023 Dr. Hussam Mahmoud, a professor and researcher at Colorado State University, completed a Vulnerability Analysis of Ouray, CO. It showed that homes and buildings in Ouray are very vulnerable to ignition from a wildfire. This project is one of the pieces that can help protect homes, businesses and infrastructure in and around Ouray.

This project is also significant because it will:

- Help protect the lives of the citizens of Ouray and visitors from the effects of wildfire.
- Reduce the risk of high-severity wildfire, which will help protect a City water facility and pipeline near the project area. By conducting helicopter logging and adding 'sediment traps' on steep slopes, the project will lessen the risk of flooding.
- Protecting hikers from hazard trees along trails in the project area.
- Improving the health of the forest, as dead trees represented 38% of the trees in the areas to be treated.
- Protecting our outdoor-tourism-dependent economy from the immediate and long-term effects of wildland fire. For example, the City of Ouray had 1,805,493 visitor days in 2023.
- Provide a high benefit/cost ratio: the 2023 total value of all property within the City of Ouray was \$529,622,520.

The City is prepared to include \$200,000 in the FY25 proposed city budget as matching funds for this proposal.

The City strongly supports this project, and we encourage CSFS to approve this proposal. As a team, we can improve forest and watershed health, reduce wildfire risk, and protect people and infrastructure in Ouray, which includes a 114-acre Historic District with 270 remarkable buildings.

Sincerely,

The City of Ouray, Colorado

Ethan Funk, Mayor





Home Trust of Ouray County

The Community's Affordable Housing Resource

95 Meadows Circle
Ridgway, CO 81432
(970)309-9314

www.hometrusted.org

September 13, 2024

Dear City of Ouray Council Members,

As you know, the Home Trust of Ouray County is a 501(c)(3) nonprofit which is committed to growing inclusive, economically diverse communities by providing permanently affordable housing and housing-related services to modest income households.

The Home Trust of Ouray County is moving forward with building a 13-unit affordable rental project at 1507 Oak Street in Ouray, CO. This project will provide affordable rentals to households making 80-120% of the area median income. These units will be affordable in perpetuity due to the Home Trust's mission to ensure affordability for 99 years and the restrictions built into the funding for the project. The Home Trust will own the land and buildings as well as manage the rentals with a local property management company.

The Home Trust has already completed a substantial amount of the pre-development work required for this project. To-date, we have:

- Acquired the property, after conducting an appraisal, using a \$675,000 loan from the Colorado Department of Local Affairs' Division of Housing
- Applied for and received a \$20,000 technical assistance grant from the Colorado Housing and Finance Authority (CHFA) which included:
 - Conducting multiple stakeholder outreach meetings to inform the project.
 - Conducting a county-wide rental survey to assess demand.
 - Created conceptual renderings based on feedback from stakeholders.
 - Obtained additional grant funding for:
 - A Geotech survey - \$2725
 - An Environmental Phase 1 Assessment - \$2300
 - A lot line/topo survey - \$2102.23
- Completed schematic design.
- Obtained a \$297,450 DOLA More Housing Now grant to cover water/sewer tap fees, building permit fees, and a percentage of the design fees for the project.
- Completed the PUD process and received final approval from city council.

This project has received meaningful support. In addition to the \$675,000 acquisition grant from the Division of Housing and \$27,127.23 in funding from the CHFA for technical

assistance, San Miguel Power Association and Basin Electric Power Cooperative have contributed \$15,000, and Ouray County has authorized \$100,000 of American Rescue Plan Act (ARPA) funds for the design phase of the project.

We are now at a pivotal point in this project: submission of our CHFA Equity application for their second round of funding at the end of 2024. In order to be ready for application submission, we need to be as shovel ready as possible and have our construction documents completed. The base fee for the architectural and engineering design services is \$208,135. We have already utilized the county's \$100,000 for the design costs that got us through the PUD process. To complete the design phase and begin construction, the project needs an additional \$100,000 so that we can break ground on this project in the spring of 2025.

So, we are asking the city of Ouray for a **\$100,000 match with the county**. This will help us move this project forward and provide the city of Ouray with permanently affordable rentals for our local workforce. This would be a 1.5% contribution to a \$6.5M project. If the contribution came from the proceeds of the city's short-term rental tax, which is intended to support affordable housing efforts, this would directly support an affordable housing project that is in process. As the city councilors know, affordable workforce rental housing is crucial for our local businesses and community to survive and thrive.

Please help the Home Trust of Ouray County build 13 affordable rentals by contributing \$100,000 towards this project.

Thank you for your time and consideration,

Andrea Sokolowski
Executive Director
Home Trust of Ouray County
www.hometrusted.org



LETTER OF AGREEMENT

TO: **City of Ouray**
sclarke@cityofouray.com
 320 6th Ave, Ouray, CO 81427
 970-325-7211

DATE: August 26, 2024

PROJECT NAME: City Admin Building: Department Planning Study

PROJECT LOCATION: 320 6th Ave, Ouray, CO 81427

PROJECT TYPE: Public

SECTION 1: SCOPE OF WORK

City Department Programming and Space Needs Assessment.

- A. Meet with all City departments within the City Administration Building to perform a Program and Space Needs Assessment. Develop findings in a consolidated Program and Space Needs document to include overall building and department dimensional diagrams.
- B. Perform as-built measurements and plan documentation of building and all existing departments in conjunction with task 'A'.
- C. Provide final Program Document depicting current and future space needs, plan studies of current and future programming alternatives, with potential expansion options and comparative analysis.

Meetings and milestones:

1. The architect to coordinate kick-off with 2 days of department interviews and space assessments; current and future needs. Building As-built measurements to be performed at this time.
2. Department Programming and Space Needs Assessments to be reviewed by departments before finalizing.
3. Final draft document of Program and Space Needs with potential Planning and Expansion alternatives depicted.

SECTION 2: COMPENSATION

- A. Part A: \$14,800.00 Fixed Fee
 Part B: Hourly with Top-Set Estimate of \$4,500.00
 Part C: \$ 4,800.00 Fixed Fee
- B. Hourly Rates (Public and Non-profit hourly rates):
 - i. Architects Principal: \$195.00/ hr.
 - ii. Project Architect/ Manager: \$175.00/ hr.
 - iii. Intern project draftsman: \$130.00/ hr.



- C. Upon execution of this agreement a \$3,500 initial payment shall be due and credited at last billing. Work on the project shall commence upon the execution of this agreement and receipt of initial payment. A project schedule will be provided and a Project Kick-off date coordinated.
- D. Architect shall submit to Owner monthly an invoice reflecting the services performed during the preceding period. All progress payments shall be due and payable by Owner upon Architect's issuance of the invoice and any balance remaining unpaid thirty (30) days after Owner's receipt thereof shall bear interest from said date until paid at the rate of Five Percent (5%) per annum.
- E. As compensation for the services outlined in the Scope of Work, Owner shall pay Architect (the "Architect's Fee"), payable as provided in this Section. Compensation for Architects services in this Section does not include reimbursement for consultants' services required for this Project.
- F. Reimbursable expenses:
 - 1. Printing and plotting of documentation: As required and requested at cost.
 - 2. Travel as may be required for Site Visits and Owner and Contractor coordination will be billed at a rate of .625 cents per mile. Travel time is billed hourly at ½ hourly rate.
 - 3. Lodging will be billed per Per Diem Rates Per GSA based on Fiscal Year and Location.

SECTION 3: ARCHITECTS RESPONSIBILITY

- A. Professional services set forth herewith will be consistent with the professional skill and care customarily provided by Architects practicing in the state of Colorado within similar conditions. The Architect shall perform services with reasonable promptness consistent with such professional service and care and a well-ordered development of the Project.
- B. Architect shall conform to all state and local standards and regulations.

SECTION 4: OWNER RESPONSIBILITY

- C. Owner information to Architect shall be provided in a timely manner.
- D. **Owner provided documentation:** Project location topographic surveys and plats which describe legal limitations, written legal descriptions, utility locations, geotechnical engineer's services, and other consultants' services as may be required by the scope of the Project.
- E. **Engineering consultants required for the Project will be contracted directly with the Owner.** Architect will prepare and coordinate proposal requests on behalf of the owner. Consultants may include without limitation, Civil, Geotechnical, Structural, Mechanical/ Electrical/ Plumbing, Energy and Sustainability consulting, HERS rating, Lighting Design, and Interiors.

SECTION 5: ADDITIONAL TERMS

A. TERM AND TERMINATION

- 1. This Agreement will commence upon the last date of signature below. The Agreement will then remain effective until either the services under this Agreement are completed and delivered, or the project is terminated by either party as set forth herewith: This Agreement may be terminated at any time by either party, effective immediately upon notice, or by the



mutual agreement of the parties, or if any party breaches any of its material responsibilities or obligations under this Agreement, which is not remedied within ten (10) days from receipt of written notice by the other party of such breach.

B. LIMITS OF LIABILITY

1. The services and the work product of KEO studioworks are sold “as is.” In all circumstances, the maximum liability of KEO studioworks, its partners, employees, design agents, and affiliates to the client for damages for any and all causes whatsoever, and the client’s maximum remedy, regardless of the form of action, whether in contract or otherwise, shall be limited to the net profit of architect’s fee.
2. Any claim, dispute, or other matter in question arising out of or relating to this Agreement shall be subject to Mediation as a condition precedent to binding dispute resolution by way of Litigation. All claims for damages shall be commenced within the time period specified by applicable law at the locality of the Project.
3. The Architect and Owner waive consequential damages for claims disputes or other matters in question arising out of or relating to this Agreement.

C. MISCELLANEOUS PROVISIONS

1. Under no circumstances will the Owner have any right to use or duplicate the Architect's Instruments of Service, including the Architect’s design, without payment being satisfied.
2. Project schedule will be developed upon execution and will incorporate the land use process, its understandings, and future phases of work.
3. Documents prepared under this agreement by KEO studioworks for this project are the Architect's Instruments of Service and are for use solely with respect to this project. The Architect shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright.
4. This agreement may be extended for full Schematic Design Services upon completion of Phase I and II with an addendum to Section 1 and Section 2 prior to an AIA contract.

James Kehoe _____ Date _____

Approved and accepted this ____ day of _____

Signed by Owner _____(Print)

Signature _____ Date _____

Future Agenda Items/Work Sessions

- Dark Sky Ordinance Moon Phase – (Late September)
- Huckstering Permit Re-examine Permit and Fees (City Staff owe Council recommendations)
- Utility Rates
- Additional Fee & Fine Schedules
- Waterview PUD Fines as Outlined in Guidelines
- Workforce & Attainable Housing
- Via Ferrata Agreement (Expires April 30, 2025)
- STR Cap Review
- Drainage Plan for the City
- Sidewalk replacements
- Bicycle usage on municipal trails (regulations for ebikes)
- Brand Trademark and Use of Brand Agreement