

**TOWN OF LAKE CITY BOARD OF TRUSTEES
LAKE CITY, HINSDALE COUNTY, COLORADO**

March 4, 2015

Coursey Meeting Room
311 N. Henson St.
Lake City, Colorado

**WORKSHOP AGENDA
5:30 p.m.**

1. Revenue Workshop. (DOLA Elyse Ackerman and Ken Charles)

**REGULAR MEETING AGENDA
7:00 p.m.**

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES – February 13, 2015**

BILLS PAYABLE**

EMPLOYEE REPORTS – Mayor, Town Manager**, Building Official**, Historic Preservation Officer,
Recreation Director**, Public Works Director**, Town Clerk ** Sheriff

TRUSTEE REPORTS

CORRESPONDENCE RECEIVED

CITIZEN COMMUNICATIONS

ADDITIONS TO AGENDA

ACTION ITEMS

1. Discussion regarding Ordinance 1966-01, Section 10.12, regarding snow removal. (Trustee Brown)**
2. Discussion regarding proposed Town Financial Policies. (Town Treasurer and Town Manager)**

**Information included in Packet

230 N. Bluff Street
PO Box 544 Lake City, CO 81235
970-944-2333
www.townoflakecity.co
leslieklusmire@townoflakecity.co

**TOWN OF
LAKE CITY**

**TOWN OF LAKE CITY BOARD OF TRUSTEES
LAKE CITY, HINSDALE COUNTY, COLORADO**

March 5, 2014

Mocha Moose Coffee House
308 N. Silver St.
Lake City, Colorado

**WORKSHOP AGENDA – MORNING SESSION
8:00 a.m.**

1. 8:00 a.m. to 11:00 a.m. – Team Building. (includes breakfast for BOT/Staff)
2. 11:00 a.m. to 1:00 p.m. – Town Work Program, CIP revisions. (includes lunch for BOT/Staff)

Dirt Office
231 N. Silver St., Ste. 5
Lake City, Colorado

**WORKSHOP AGENDA – AFTERNOON SESSION
1:00 p.m.**

3. 1:00 p.m. to 3:00 p.m. – OHV Pilot Program workshop.

DRAFT

MINUTES

(will be available Monday, 3.2.15)

Employee Reports

To: Mayor Vierheller and Lake City Board of Trustees

From: Leslie Klusmire, Town Manager

RE: February Manager's Report

Date: March 4, 2014

W&S Compliance – As of this writing, our bad news about possible maps is better. We have decided to use the old data and solve the problems with some on the ground surveying that will be loaded into the maps. This will cost \$10 to 12,000 vs \$32,000 for re-flying. There was no need to file a grant amendment so we are good to go and work has already started.

Joanne Fagan, PE is scheduled to present the water line replacement plan to you at your April 1st BOT meeting.

Water line replacement will not start until July or August. We will be convening a June meeting of the folks that depend on auto traffic for their business to discuss staging. Our goal is to make sure we have the least disruption to business as possible. Lines will be replaced one block at a time. Stay tuned.

We have not yet received a letter regarding the final decision on our MHI survey.

As you know, we have some concerns about the status of the wastewater treatment ponds. After assessing the monitoring data, Joanne has recommended we purchase continuous monitoring and sludge meters as well as a software program that will automatically download real time data. I have been discussing this with DOLA and we do have a financial plan to address issues should we need to. I will keep you updated as we have better information.

Water and Sewer rates: All set to bill now! We have engaged a very economical mailing service. I have had surprisingly few complaints about the new rates. Most people are happy we went to bi-monthly billing and that we will soon be able to take credit card payments which many have requested.

Armory – If anyone wants to see the first story of the Armory exposed before it is finished, I'll take them through. Call the Town at 944-2333 to arrange a viewing.

We are planning a mini grand opening for the temporary fitness center around May 13th. It looks spectacular.

Planning Commission – The Planning Commission will be meeting Monday, March 9th 7:00 pm at a TBD location to consider recommendations for ordinances to include transfer station as a conditional use in the General Business District, and a requested zone change to the adjacent property from GBD to Limited Multi-Family Residential.

Budget – Caselle has entered our new budget format into the system so in the future, your information will come to you in a more concise format.

I am working on transforming our current 2015 budget into a GFOA format and will submit hopefully at the end of the month.

2015 Board Retreat and Work Program –

Retreat tomorrow starts at 8 am at the Mocha Moose and there will be breakfast for staff and BOT. At one after lunch, we will move to the DIRT office to discuss a possible OHV pilot project. Most of the calls I've had are for it, several people are against it mostly because they are concerned the rules won't be enforced.

CCCMA –

I was at the Colorado City Manager's conference last week. The theme was communication.

3-4-15

Town of Lake City Board of Town Trustees

Building Officials' Report

Permit Numbers/Activity

- 1 permit issued in February
- One February permit in 2014. Two in 2013.
- 75% plans for Armory submitted. Conducting plan review.
- 5 Inspections completed.

Notable Projects & Meetings

- February Historical Review Meeting; reviewed Armory, preliminary on Weller residence.
- Special Armory Budget Meeting; 2/13/15
- Western Colorado Code Professionals Meeting: 2/17/15 in Montrose.
- Plan review on Armory; ongoing.

2/23/15

Trustees,

I made recommendations to the Town at the beginning of the year; however, in casual conversations with several of you it appears that these recommendations haven't been made clear. Just so we're all on the same page, from the perspective of the Building Department, these are the items I believe we should be working on:

Update Onsite Wastewater Treatment System (OWTS) Ordinance

The present ordinance does not appear to be in compliance with state regulations.

Update Floodplain Development Ordinance

The present ordinance does not appear to be in compliance with state regulations.

Update Building Code Ordinance

The present ordinance specifies dated codes and fee schedules. Present codes are not in agreement with Hinsdale County codes.

Please contact me if you have any questions. Thanks.

Jack Nichols

Building Official

LCAR February 2015 Monthly Report

Parks and Recreation

Ski Hill

The ski hill is still doing fine despite those weeks of warm weather. After this next snowstorm the hill should be good for a few more weeks. It will close for the season no later than Monday March 30th. I'm still not sure when Texas spring break is this year. We will most like be open extra days to accommodate the crowds if they are here this year. If the hill is open it will be Tuesdays and Thursdays and the normal weekend schedule.

We received a \$100 donation from search and rescue for allowing them to use the ski hill and the warming hut for a training session in February. Thanks to BL for opening it up for them.

The Tramway inspector showed up for the yearly unannounced inspection on February 23rd. I haven't received his report yet but I think the only thing he needed to see was the wire rope inspection. I had that in my office and not at the ski hill. Besides that, there shouldn't be any big deficiencies.

Ice Rink

The ice rink never amounted to much this season due to the warm weather and the liner leaking.

Armory

Currently Kissner is installing electrical conduit in the new fitness room. They have finished the drywall and texturing and will then be waiting for the electrical inspector. They will be priming the entire room and then handing it over to me for painting by March 6th at the latest. I hope to have it painted the following week. As soon as the floor is sealed I'll move the equipment in.

Kissner and I are also working on finding someone to build the storage area on the south wall of the armory. Hopefully if the price is in line with the budget this will be completed by the 3rd week in March.

Parks

I'm still working on the plans for a gazebo at Memorial Park and a design for a water park in the Town Park.

Trees

We will need to decide soon who should do the annual tree maintenance. Tyler wrote me a lengthy email expressing his interest. I think his crew does a really good job. The only reason that I was concerned was due to the cost of travel from Telluride. He said that last year was the first year he had charged us for that but he has never charged us for the removal of all of the wood chips. It would be hard to bid tree service. I don't know how you could get a good comparison of what you would be getting in the end. He is a certified arborist and his crew stays very busy when they are in Lake City. I would recommend staying with his company. Tree Tamers is a Gunnison based company. I have sent them an email and I'm waiting for a response. I doubt if too many people like Tyler bring their crew and camp, so I imagine a Gunnison company is going to charge use 2 hours of travel every day. We'll see what happens.

Parks and Recreation Activities for the Month

February 5th was the CIRSA training for the town employees.

February 2nd was a policy and procedure training for the ski hill employees done by Debbie McKinney.

February 9th was a ski team trip to Crested Butte.

February 13th was the annual trip to the Silverton Ski Race.

February 28th will be the Matt Milski Race at our ski hill.

The rest of the month was spent maintaining the regularly scheduled recreation activities or park maintenance activities.

TOWN CLERK MONTHLY REPORT FOR FEBRUARY 2015

WATER & SEWER ACCOUNTS & BILLING

- Worked with Caselle on water and sewer rate changes, billing cycle changes, and end-of-year accounting corrections.
- Uploaded and downloaded for 1st bi-monthly meter reading for water and sewer bills.
- Worked with Caselle and Bill Flash mailing service to set up account, new water/sewer bill template, and mailing services.
- Processed accounts receivable cash and ACH receipting for 4th quarter water and sewer bill payments.
- Deposited 4th quarter water and sewer bill payments.
- Worked with customers on billing questions, utility usages, and contact information changes.
- Set up new Caselle customer property transfer accounts with Title Company, including final bills.
- Continued to work with DOLA on Water and EIG expenses reimbursement procedures, and completed 2014 grant reimbursement requests.

BOARD OF TRUSTEES MEETINGS

- Prepared agendas, packets, logistics, bills payables report, and public notices for BOT regular/special meetings/budget workshops/public hearings. Recorded meeting audio/minutes.

RECORDS MANAGEMENT

- Worked with attorney on planning and creating agendas, budget resolutions, and ordinances.
- Worked with attorney on processing CORA requests.
- Managed municipal code organization, and public notice/hearing and ordinance publications.
- Updated Website with public records, recordings, reports, finances, and Ordinances.

ARMORY

- Continued to work with DOLA on Armory expenses reimbursement procedures, and completed 2014 grant reimbursement requests.

MISC. TOWN CLERK DUTIES

- No municipal court in February.
- Processed liquor licenses for Elkhorn Liquors, and a new transfer from the Depot to Milly's Bar.
- Processed annual reports for various State of Colorado entities.
- Coordinated CIRSA orientation presentation, and worked with CIRSA Attorney on personnel forms.

BOOKKEEPING & ACCOUNTS RECEIVABLE

- Processed accounts receivable money from taxes, donations, fees, licenses, grants, and permits.
- Processed payroll checks, bank deposits, AR and AP reports, and funds transfers.
- Processed accounts payable from vendors, allocating expenses to appropriate accounts.

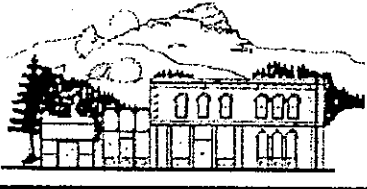
OFFICE MANAGEMENT & MISCELLENOUS DUTIES

- Maintained office supplies, equipment, phones, and Internet, and coordinated repairs.

Respectfully submitted from Deborah Bendinelli, Town Clerk, on February 28, 2015

Correspondence Received

LAKE CITY/HINSDALE COUNTY
CHAMBER OF COMMERCE



800 Gunnison Avenue
Lake City, Colorado 81235

970-944-2527
800-569-1874

chamber@lakecity.com
www.lakecity.com

The Mission of the LC/HC Chamber of Commerce is to promote tourism and economic development by assisting area businesses as well as serving as an information center.

CHAMBER RESPONSIBILITIES

Volunteer Celebration
(April - collaboration with LC DIRT)

Annual Membership Meeting and
Open House
(May)

Lodging Tour (May)

BINGO (June-August)

Fourth of July Parade &
Fourth of July Park Activities
(Organization of booths/Games/
BINGO/Band)

Town Wide Yard Sale (July)

Ducky Derby (July)

OHV Rally (Labor Day Weekend)

Hunters Ball &
Community Dinner (October)

Christmas in Lake City

Visitor Center - Year Round,
visitor requests and questions

International Sportmans Expo
(January)

Chamber Member
Open House Events

Annual LCHC
Official Vacation Planner
(collaboration with LCHC
Marketing Committee)



2015 OHV Rally & Festival hosted by
Lake City/Hinsdale County Chamber of Commerce

We are seeking Business Sponsorships!

OBJECTIVE: The LCHC Chamber of Commerce is trying to host and establish a great annual event over a long holiday weekend that all Lake City businesses can benefit from in an effort to make the most of a historically slow tourism weekend and help boost our economy on the edge of a should season. Many business owners are seeking a way to make Lake City a more OHV friendly town, but do to the 1.5 mile stretch between the connecting ends of the Alpine Loop we are bound by Colorado State law that does not allow unlicensed OHVs on the Hwy. This event is meant to create an OHV friendly atmosphere and hopefully give reason to those OHV riders to come and stay with us for the holiday weekend and potentially other times.

WHEN: Labor Day Weekend, September 4-7, 2015

WHERE: OHV access will be allowed along Hwy 149 (MM 74 at Toy Wash to MM 69 at Woodlake RV Park) as well as into downtown via Bluff St to 2nd, Silver St (between 2nd and 4th) and 3rd St (Silver to Hwy 149).

WHAT: This will be a 4 day OHV access event with additional entertainment including (details are still tentative):

- 3 nights of free live music in Town Park. 6pm -9pm, Friday and Saturday and 6-8pm, Sunday.
- Rally Dinner and Fundraiser, Saturday night at Town Park or Memorial Park, 5pm. BBQ dinner, live and silent auctions and raffles.
- Tricked-Out OHV Competition and Demonstrations (hopefully by an OHV dealer), Stay the Trail and possibly more on Sunday at Memorial Park mid-day.
- Ghost/Mining/Historic Tour of the Alpine Loop Backcountry Byway, Saturday. In progress planning with BLM and LFVC, not confirmed.
- Have something to offer? Please help us stack this weekend with lots of great activities! Contact Angela to express your ideas!

WHO: This benefits the entire business community of Lake City and the other communities on the Alpine Loop, this is why we have decided to discontinue our Hunter's Ball and move the concept over to this weekend while all businesses are still open for the season. The test run event we hosted in 2014 over the Labor Day weekend had over 215 OHVs participate with only three weeks of advertising, this year we hope for double that, if not more!

Does BOT want
to sponsor?

HOW YOU CAN HELP!

You can help by Sponsoring and/or Offering Demonstrations, Volunteering:

\$50.00 – BASIC SPONSORSHIP. Business listing on website; mention on event page on lakecity.com event page & event Facebook page; OHV Rally Sponsor sign for business, announced at Rally and Festival gatherings.

\$100.00 – BRONZE SPONSORSHIP. Business listing on poster; live link on event page on lakecity.com event page & event Facebook page; OHV Rally Sponsor sign for business, announced at Rally and Festival gatherings, business name on the t-shirts.

\$250.00 – SILVER SPONSORSHIP. Business listing on poster; live link on event page on lakecity.com event page & event Facebook page; OHV Rally Sponsor sign for business, announced at Rally and Festival gatherings, business name on the t-shirts, cross-promotional opportunities, two complimentary Rally dinner tickets and one OHV vehicle access pass.

\$500.00 – GOLD SPONSORSHIP - ONLY 8 SPONSORSHIPS AVAILABLE!! Business and logo listing on poster; prominent sponsor on event page on lakecity.com event page & event Facebook page; mention in all press releases; announced at Rally and Festival gatherings, business name and logo on the t-shirts, cross-promotional opportunities, and four complimentary Rally dinner tickets and two OHV vehicle access passes. NOTE: Business sponsorships at the \$500 level are limited to just 8 sponsors!

SPONSORSHIPS ARE DUE BY NO LATER THAN APRIL 17th at 3pm. Business sponsorships can be paid in installments; final payment must be received by May 30, 2015. Contact us to set up a schedule.

ALTERNATIVE SPONSORSHIP OPTIONS

1) Would you like to sponsor and/or would also like to hold an OHV related demonstration or have a vendor booth? We would love to work with you! Please contact Angela (970-944-2527) to discuss the details and we will work out a plan for your business.

2) Bronze-Gold Sponsorships can get 10% off the sponsorship by offering “OHV Specials” to the event participants. This offer will be included in the event and marketing materials distributed during registration, each participant will be given an arm band which will get them the specials at the participating businesses. For example: If a OHV participant goes to the sponsoring Restless Spirits they will receive \$5 off a large pizza by showing their arm band, or maybe Team Murphy Realty is giving away a TMR key chain when the arm band is shown.

VOLUNTEERING

Does your organization want to help by volunteering in exchange for a vendor booth or another opportunity to support your organization? Please contact Angela to discuss the details – 970-944-2527! This offer is limited to Lake City/Hinsdale County non-profits only!

We will need help with:

- Security at the Town Park during the live music Friday, Saturday and Sunday.
- Event set-up, tear-down and clean-up.
- Rally dinner serving, prepping food (side dishes, desserts) and bar service.
- OHV competition helpers – TBD.

We are promoting this event now! Get the best bang for your sponsorship buck by getting your information and payment back to us promptly.

Item 1:

Discussion regarding
Ordinance 1966-01,
Section 10.12,
regarding snow
removal.

ORDINANCE NO. 1
Series 1966

AN ORDINANCE COMPILING, REVISING AND CODIFYING ALL OF THE EXISTING ORDINANCES OF THE TOWN OF LAKE CITY, AS THE MUNICIPAL CODE OF THE TOWN OF LAKE CITY, AND CONCERNING THE ADMINISTRATION OF THE TOWN'S AFFAIRS, THE BOARD OF TRUSTEES, HEALTH AND SANITATION, THE POLICE COURT, FISCAL MATTERS, BUSINESS LICENSES, BUSINESSES AND TRADES, STREETS AND SIDEWALKS, GARBAGE REFUSE AND WEEDS, OFFENSES, ANIMALS AND FOWLS, TRAFFIC AND MOTOR VEHICLES, AND FINES AND PENALTIES.

WHEREAS, the necessity for revising, codifying and reviewing all of the ordinances of the Town of Lake City has become apparent because of the age of some of the ordinances and the changes in the town since their passage, and

WHEREAS, the demand for additional and improved services has caused a need for the review of the town's sources of revenue, and

WHEREAS, in order to establish with more definiteness the location of street and town boundaries in order to increase property values and form a basis for resolving questions concerning location of property, an official City map is needed;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF LAKE CITY, COLORADO:

same manner as provided heretofore for the service of notice, and if the assessment is not paid within thirty days after the service of said demand, the clerk shall certify said assessment to the Treasurer of Hinsdale County, Colorado, for extension of said assessment upon his tax roll for the collection of said assessment in the same manner as other taxes assessed upon said property.

10.12 Removal of Snow and Ice. It shall be unlawful for any owner or occupant of any lot, block or parcel of ground within the Town, or for any agent in charge of such property, to allow any snow or ice to accumulate or remain upon any sidewalk alongside such property longer than twenty-four hours from the time of the last accretion of such snow or ice.