

Ridgway Town Council  
Regular Meeting  
Wednesday, February 9, 2011, 5:30 pm  
Community Center, Ridgway Town Hall  
201 N. Railroad Street, Ridgway, Colorado

**ROLL CALL** Councillors Rich Durnan, Ellen Hunter, Eric Johnson, Tim Patterson, Rick Weaver, Mayor Pro Tem John Clark and Mayor Pat Willits

**ADDITIONS & DELETIONS TO THE AGENDA**

**ADOPTION OF CONSENT CALENDAR** All matters listed under the consent calendar are considered to be routine by the Town Council and enacted by one motion. The Council has received and considered reports and recommendations prior to assigning consent calendar designations. Copies of the reports are on file in the Town Clerk's Office and are available to the public. There will be no separate discussion on these items. If discussion is requested, that item will be removed from the consent calendar and considered separately.

1. Minutes of the Regular Meeting of January 12, 2011.
2. Minutes of Workshop Meeting on January 19, 2011.
3. Register of Demands for February 2011.
4. Resolution for Supplemental Budget and Appropriation to the Fiscal Year 2010 Budget.
5. Water leak adjustment - 256 S. Cora/Account #1900.0.
6. Water leak adjustment - 596 #A. Sabeta/Account #6360.1.
7. Approval for Mayor to sign Multi-jurisdictional Needs Assessment Citizen Participation Plan, a required document for the CDBG Needs Assessment Grant.

**PUBLIC COMMENTS** Established time for the public to address the Council regarding any item not otherwise listed on the agenda. Comments will be limited to 5 minutes per person.

**PUBLIC REQUESTS AND PRESENTATIONS** Comments will be limited to 5 minutes per person; discussion of each item may be limited to 20 minutes - unresolved items may be continued to a future meeting.

8. Presentation of 2011 lodging tax work plan and 2010 marketing and lodging tax funds report from Ridgway Area Chamber of Commerce; and request for renewal of marketing agreement - Kari Wage.
9. Request to use Town Parks May 20, 21, 22 for annual Balloons and Vroom's balloon glow, car show and balloon lift offs - Kari Wage on behalf of the Ridgway Area Chamber of Commerce.
10. Request to use Town parking lot for annual parking lot sale on May 14<sup>th</sup> - Sheelagh Williams on behalf of Ridgway Ouray Community Council.
11. Request for Town support for the expansion of the Sneffels Wilderness Area - Sheelagh Williams on behalf of Ridgway Ouray Community Council.
12. Presentation of draft fairgrounds master plan - Susan Long, Fairgrounds Manager.

**POLICY MATTERS** Public comments will be limited to 5 minutes per person; overall discussion of each item may be limited to 20 minutes - unresolved items may be continued to a future meeting.

13. Proposed amendment to Annexation Policy - Town Manager.

14. Draft agreement with Tri-County Water for emergency inter-connection for treated water source - Public Works Director.

**STAFF REPORTS** Written report is provided for informational purposes prior to the meeting updating Council on various matters that may or may not warrant discussion and action.

**COUNCIL COMMITTEE REPORTS** Informational verbal reports from Councillors pertaining to the following committees, commissions and organizations:

Chamber of Commerce Liaison - Councillor Weaver

County Board of Appeals - Mayor Pro Tem Clark

Fairgrounds Liaison - Mayor Willits

Gunnison Valley Transportation Planning Region - Town Manager; alternate Public Works Director

Parks, Trails & Open Space Task Force - Councillors Durnan, Johnson and Weaver

Planning & Zoning Commission representatives - Mayor Pro Tem Clark and Mayor Willits

Region 10 - Councillor Patterson; alternate - Mayor Willits

Multi-Jurisdictional Housing Authority - Councillor Hunter and Town Manager

Joint Planning Board - Councillors Hunter and Weaver, citizen Rod Fitzhugh; alternate - Councilmember Patterson

New Community Coalition Advisory Board - Mayor Pro Tem Clark; alternate - Mayor Willits

County Weed Board - Councillor Hunter; alternate - Public Works Director

Ouray County Transit Committee - Public Works Director; alternate - Town Manager

## **ADJOURNMENT**

Adjourn meeting to workshop meeting on February 21<sup>st</sup> 5:30 pm in the Town Hall Conference Room to enter into closed session for annual performance evaluation of the Town Manager.

Deadline for agenda items for next regular meeting, Wednesday, March 2, 2010 by 5:00 p.m. Town Clerk's Office, 201 N. Railroad Street, Ridgway, Colorado.

RIDGWAY TOWN COUNCIL  
MINUTES OF REGULAR MEETING  
JANUARY 12, 2011

CALL TO ORDER

The Mayor called the meeting to order at 5:35 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado. In attendance were Councillors Hunter, Johnson, Patterson, Weaver, Mayor Pro Tem Clark and Mayor Willits. Councillor Durnan was absent.

CONSENT AGENDA

1. Minutes of the Regular Meeting of December 8, 2010.
2. Register of Demands for January 2011.
3. Pursuant to state statute designate the Town Hall bulletin board as the official posting place.
4. Resolution Supporting the Agreement Between the Town of Ridgway and the Board of the Great Outdoors Colorado Trust Fund for the Ridgway Skate Ranch, Phase II.
5. Approve change to employees retirement plan authorizing new option for Roth 457 Provision.
6. Water and sewer leak adjustment – 160 Liddell LLC/Account # 3010.1.
7. Approve letter of acceptance as participant in the Environmental Protection Agency Energy Management Pilot Program.
8. Accept planning and design grant from Colorado Water Resources and Power Development Authority for water utility system study.
9. Renewal of restaurant liquor license for the Adobe Inn.

ACTION:

It was moved by Mayor Pro Tem Clark and seconded by Councillor Hunter to approve the consent agenda. The motion carried unanimously.

PUBLIC REQUESTS AND PRESENTATIONS

10. Lodging tax update from Ridgway Area Chamber of Commerce

Representing the Ridgway Area Chamber of Commerce Kari Wage distributed statistics and accomplishment for 2010 and a budget for 2011. She requested renewal of the agreement between the Town and Chamber for receipt of lodging taxes for promotion of tourism.

There was discussion between the Council and members of the Chamber Board of Directors. It was agreed the Chamber would attend the next meeting and present an accounting of expenditures made with lodging tax funds during the previous year.

## POLICY MATTERS

### 11. Discussion regarding calculation of fees in lieu for water rights in the annexation policy

Town Manager Jen Coates presented a copy of Annexation Criteria adopted by the Council in February of 2009. She explained in response to discussions regarding a proposed annexation staff has reviewed the Town's Annexation Policy and requested clarification on one of the policies components. She stated that III.7 (D) of the document requires contribution of water rights or payment in lieu that would offset the cost of purchasing water. As currently written the policy would require a development density of 6-8 units per acre on a 10 acre parcel to pay an in lieu of fee that would exceed \$300,000. She noted staff is concerned that this cost will become a "pass through" to potential buyers, and "increase land values and housing costs".

Public Works Director Joanne Fagan explained to calculate the payment in lieu the policy refers to using the cost to purchase augmentation water from Tri-County's reservoir. She presented an alternative to the current policy which would also protect the Town from a call on its water source in drier years. This would involve using the payment in lieu fees to improve the facilitates at Lake Otanowanda to provide for larger storage capacity. She noted this would allow the lake to be filled and hold enough reserves to last through "two dry years". This scenario would reduce the fee for a 10 acre parcel, with 6 residential equivalent units per acre, to about \$66,000 based upon current conditions.

There was discussion and the Council agreed that modifications should be made to the policy and presented at another meeting.

### 12. Report on award of bid for force main portion of fairgrounds lift station project

Public Works Director Joanne Fagan explained last fall the Council approved a bid and contract with Utech for completion of the force main portion of the sewer lift station installed at the fairgrounds. This project will extend the main west to Liddell Street. At the time of contract approval the project could not commence until private easements were secured. She reported the Town was unable to secure these easements and subsequently applied to the Department of Transportation for easements along Highway 62, which have been received. The project will begin next week she noted.

### 13. Award of bid for installation of water pump station in Vista Terrace Subdivision

Staff Report dated 1-7-11 from the Public Works Director presenting bid results for installation of water pump station in Vista Terrace Subdivision.

Director Fagan reported bids were received for the project to replace a water pump in Vista Terrace Subdivision, which is being funded by a \$150,000 grant from the Department to Local Affairs. She explained after contract completion staff will perform remaining work on the project, and after purchase of materials, she recommended the contract be awarded to the lowest bidder, Utech, for \$109,210.

#### ACTION:

Mayor Pro Tem Clark moved to approve the bid and award the contract to Utech for \$109,210 for installation of pump station in Vista Terrace. The motion carried unanimously.

14. Review of Council workshop meetings in 2011

The Town Manager noted the first Council workshop of the year will be held next week. She presented a proposed list of workshop topics for the year.

15. Consider contribution to sustainable community program for inventory of greenhouse gas emissions

Manager Coates reported The New Community Coalition (TNCC) has applied for a grant to prepare a green house emission and assessment plan for Ouray and San Miguel Counties. The \$6000 grant requires \$6000 in matching funds and will be shared by the City of Ouray, Town's of Telluride, Mountain Village and Ridgway and Counties of Ouray and San Miguel. TNCC will administer the grant and base line information will address both land fills and transportation.

ACTION:

Councillor Johnson moved to approve a \$1000 contribution of matching funds to participate in the sustainable community program to inventory greenhouse gas emissions. The motion was seconded by Councillor Hunter and carried unanimously.

STAFF REPORTS

Manager Coates explained the Town applied to participate in the Environmental Protection Agency Energy Management Pilot Program and a \$5000 grant was requested to perform an energy audit of the water and wastewater plants. The grant was awarded for \$10,000 for an audit of the water facility, she reported. Staff is considering using \$5000 of the grant for the water utility audit and sharing the remainder with the City of Ouray for an audit on their facilities, and then partnering to apply for outside funding to subsidize utility audits of the wastewater plants.

COUNCIL COMMITTEE REPORTS

Councilmember Weaver explained the Community Food Pantry is opening on Wednesday, and encouraged members of the Council to attend the grand opening celebration.

Councillor Weaver noted the past two years the Council has participated in the annual competition at the Mt. Sneffels Educational Foundation fundraiser. He recommended the Council participate in the upcoming event, and approve expenditure of \$100 for the entry fee.

ACTION:

Moved by Councillor Hunter, seconded by Councillor Johnson and unanimously carried to expend \$100 for the Mt. Sneffels Educational Foundation fundraiser. The motion carried unanimously.

ADJOURNMENT

The Mayor adjourned the meeting at 6:55 p.m.

Respectfully Submitted,

Pam Kraft, MMC  
Town Clerk

RIDGWAY TOWN COUNCIL  
MINUTES OF WORKSHOP MEETING  
JANUARY 19, 2011

The Council convened for a workshop meeting at 5:35 p.m. in the meeting room at Ridgway Town Hall, 201 N. Railroad Street, Ridgway, Colorado. Members in attendance were Councillors Durnan, Hunter, Johnson, Mayor Pro Tem Clark and Mayor Willits. Councillors Patterson and Weaver were absent.

Town Clerk's Notice of Workshop Meeting dated 1-13-11.

1. Presentation of 2010 accomplishments and 2011 objectives

Town Manager Coates presented a PowerPoint presentation of 2010 accomplishments and 2011 objectives. She noted with a limited amount of Town revenues, and large amounts of grant funding, the Town has leveraged monies to perform a number of capital projects in both budget years.

In 2010 the Town received \$679,802 in grant funds with a cash match of \$127,765 and \$62,950 for in-kind services to fund four capital projects. These include installation of a wastewater lift station at the fairgrounds, construction of a recreation gazebo in the Athletic Park, construction of sidewalk and crosswalk at the east end of Highway 62, and a water feasibility study of Lake Otonawanda. Projects slated for 2011 include \$412,222 in grant funds, \$27,250 cash match and \$74,780 of in-kind services. The projects to be performed include a water pump station and transmission line to Vista Terrace Subdivision, upgrades to the skate park facility, crosswalk at Highway 550 and sidewalk along Palomino Trail, and water and wastewater utility energy audits.

Manager Coates presented a list of accomplishments for 2010 and objectives for 2011. Some of the major accomplishments in 2010 included replacement of water line mains throughout Town, construction of the gazebo, sewer lift station at the Athletic Park, installation of a force main and sewer lift station at the fairgrounds, crosswalk across Highway 62 and sidewalk installation to the fairgrounds, feasibility study and monitoring of Lake Otonawanda, adoption of energy and green building codes, energy and fuel audit and action plans, landscaping at S. Lena and Cora Streets and drinking fountains installed in the Regional and Hartwell Parks. 2011 objectives include, but are not limited to, landscaping and irrigation at the north end of the Athletic Park and upgrades to the skate park, renovations of the backwash pond at the water treatment plant, water pump station and transmission line to Vista Terrace Subdivision, crosswalk across Highway 550 and sidewalk along Palomino Trail, development of an Integrative Weed Management Plan and also a Parks, Trails and Open Space Plan, Traffic Flow Management Plan and updates to the Comprehensive Development Plan.

The Council and staff discussed proposed projects for the upcoming year.

The Mayor asked the Council to set a workshop in February to prepare the annual performance evaluation for the Town Manager. The Council agreed to hold a workshop meeting and enter into closed session on February 21<sup>st</sup> at 5:30 p.m.

## 2. Energy Action Plan

The Town Manager presented the Towns Energy Plan which is comprised of community engagement (policy, research and education), overall energy consumption, renewable energy, transportation, water, landfill (waste reduction and recycling) and agriculture and forests. She noted that efficiencies have been realized over the past few years through projects to seal and repair air leaks in the water treatment facility, converting the public works facility from propane to natural gas, installing a new regulator at the restroom in the Athletic Park, using non-potable irrigation water in the parks, converting to the use of low wattage high power sodium street lights. Manager Coates explained the Town has received grant funds to hire a consulting firm to prepare energy audits for the water and waste water facilities.

The Town's Energy Action Coordinator, Building Inspector/Code Enforcement Officer, Bill Behan presented graphs depicting Town energy use from 2005 to 2010. These included the water and wastewater treatment facilities, Town Hall and Community Center, and the Regional Athletic Park.

Manager Coates summarized the action plan which includes educating Town staff and receiving input, public presentation, identifying the Energy Action Coordinator, benchmarking local government use data, performing energy audits on the utility facilities, participating in a greenhouse gas assessment and participating in an energy efficiency grant for lighting and heating retrofits for local businesses.

The meeting adjourned at 6:45 p.m.

Respectfully Submitted,

Pam Kraft, MMC  
Town Clerk

11:17 AM

02/04/11

**Town of Ridgway**  
**Register of Demands No. 11-02**  
**As of February 4, 2011**

Name	Memo	Account	Amount
<b>Aeromix Systems, Inc</b>			
Aeromix Systems, Inc		22000 · Accounts Payable	-991.00
Aeromix Systems, Inc	Sewer plant tornado s...	931SOO · Maintenance & Repairs	991.00
Total Aeromix Systems, Inc			0.00
<b>Alsco</b>			
Alsco		22000 · Accounts Payable	-28.58
Alsco		732POO · Supplies & Materials	7.15
Alsco		632GO2 · Supplies & Materials	7.15
Alsco		932SOO · Supplies & Materials	7.14
Alsco		932WOO · Supplies & Materials	7.14
Total Alsco			0.00
<b>Auto Parts of Montrose</b>			
Auto Parts of Montrose		22000 · Accounts Payable	-77.93
Auto Parts of Montrose	Kubota	731POO · Maintenance & Repairs	39.85
Auto Parts of Montrose	Sander	661GO2 · Vehicle & Equip Maint & Repair	21.49
Auto Parts of Montrose	gloves	632GO2 · Supplies & Materials	16.59
Total Auto Parts of Montrose			0.00
<b>Business Ink, Co.</b>			
Business Ink, Co.		22000 · Accounts Payable	-100.57
Business Ink, Co.		547GOO · Records Management	100.57
Total Business Ink, Co.			0.00
<b>City of Delta</b>			
City of Delta		22000 · Accounts Payable	-100.00
City of Delta		990WOO · Testing - water	100.00
Total City of Delta			0.00
<b>Country Graphics</b>			
Country Graphics		22000 · Accounts Payable	-125.00
Country Graphics	envelopes	540GOO · Printing & Publishing	125.00
Total Country Graphics			0.00
<b>Hartman Brothers Inc</b>			
Hartman Brothers Inc		22000 · Accounts Payable	-6.82
Hartman Brothers Inc		660GO2 · Gas & Oil	2.28
Hartman Brothers Inc		960SOO · Gas & Oil	2.27
Hartman Brothers Inc		960WOO · Gas & Oil	2.27
Total Hartman Brothers Inc			0.00
<b>Office Solutions</b>			
Office Solutions		22000 · Accounts Payable	-10.99
Office Solutions		541GOO · Office Supplies	10.99
Total Office Solutions			0.00
<b>Orion Surveying, LLC</b>			
Orion Surveying, LLC		22000 · Accounts Payable	-2,000.00
Orion Surveying, LLC		CP900 · Design & Engineering	2,000.00
Total Orion Surveying, LLC			0.00
<b>Pro-Build-Montrose</b>			
Pro-Build-Montrose		22000 · Accounts Payable	-236.16
Pro-Build-Montrose	Cora St. Bridge	731POO · Maintenance & Repairs	236.16
Pro-Build-Montrose		22000 · Accounts Payable	-1,328.80
Pro-Build-Montrose	Cora St. Bridge	731POO · Maintenance & Repairs	1,328.80
Total Pro-Build-Montrose			0.00
<b>SourceGas-Park</b>			
SourceGas-Park		22000 · Accounts Payable	-107.98
SourceGas-Park		742POO · Utilities	107.98
Total SourceGas-Park			0.00
<b>SourceGas-PW Facility</b>			
SourceGas-PW Facility		22000 · Accounts Payable	-274.25
SourceGas-PW Facility		742POO · Utilities	68.57
SourceGas-PW Facility		642GO2 · Utilities	68.56

**Town of Ridgway**  
**Register of Demands No. 11-02**  
**As of February 4, 2011**

Name	Memo	Account	Amount
SourceGas-PW Facility		942SOO · Utilities	68.56
SourceGas-PW Facility		942WOO · Utilities	68.56
Total SourceGas-PW Facility			0.00
<b>SourceGas-PW Office</b>			
SourceGas-PW Office		22000 · Accounts Payable	-64.43
SourceGas-PW Office		742POO · Utilities	16.11
SourceGas-PW Office		942WOO · Utilities	16.11
SourceGas-PW Office		942SOO · Utilities	16.11
SourceGas-PW Office		642GO2 · Utilities	16.10
Total SourceGas-PW Office			0.00
<b>SourceGas-Town Hall &amp; Comm Center</b>			
SourceGas-Town Hall & Comm Center		22000 · Accounts Payable	-366.11
SourceGas-Town Hall & Comm Center		742POO · Utilities	122.04
SourceGas-Town Hall & Comm Center		842GO3 · Utilities	122.04
SourceGas-Town Hall & Comm Center		542GOO · Utilities	122.03
Total SourceGas-Town Hall & Comm Center			0.00
<b>SourceGas - Lift Station</b>			
SourceGas - Lift Station		22000 · Accounts Payable	-27.80
SourceGas - Lift Station		942SOO · Utilities	27.80
Total SourceGas - Lift Station			0.00
<b>VISA-Wells Fargo</b>			
VISA-Wells Fargo		22000 · Accounts Payable	-1,398.00
VISA-Wells Fargo		Wells Fargo Visa	1,398.00
Total VISA-Wells Fargo			0.00
<b>Walmart</b>			
Walmart		22000 · Accounts Payable	-81.59
Walmart		Walmart	81.59
Total Walmart			0.00
<b>Wired Computer Consulting</b>			
Wired Computer Consulting		22000 · Accounts Payable	-62.50
Wired Computer Consulting		514GOO · Consulting Services	62.50
Wired Computer Consulting		22000 · Accounts Payable	-125.00
Wired Computer Consulting		514GOO · Consulting Services	125.00
Wired Computer Consulting		22000 · Accounts Payable	-37.50
Wired Computer Consulting		830GO3 · Computer Services	37.50
Wired Computer Consulting		22000 · Accounts Payable	-150.00
Wired Computer Consulting		514GOO · Consulting Services	150.00
Total Wired Computer Consulting			0.00

Resolution No. 11-01

Resolution of the Town Council of the Town of Ridgway  
for Supplemental Budget and Appropriation to the  
Fiscal Year 2010 Budget  
(Pursuant to Section 29-1-109, CRS)

A Resolution appropriating additional sums of money to defray expenses in excess of amounts budgeted in the Sewer Fund of the Fiscal Year 2010 Budget for the Town of Ridgway, Colorado.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Ridgway, Colorado:

Section 1. That the 2010 appropriation for the Sewer Enterprise Fund is hereby increased from \$295,522 to \$303,284 for the following purpose:

Expenses of \$ 7,762 for general services such as insurance, telephone, postage, supplies and materials, vehicle and equipment maintenance and repairs.

Section 2. Reserved funds from the sewer enterprise savings account in the amount of \$ 7,762 covers these expenditures.

ADOPTED this 9th day of February, 2011.

TOWN OF RIDGWAY

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Pat Willits, Mayor

ATTEST

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Pam Kraft, MMC  
Town Clerk/Treasurer

**STAFF REPORT**

Subject: Request for water leak adjustment - Account # 1900.0/256 S. Cora  
Initiated By: Pam Kraft, MMC, Town Clerk  
Date: February 4, 2011

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**BACKGROUND:**

Attached is an email from Michael Coleman requesting a water leak adjustment for the residence at 256 S. Cora. During water billing staff noticed high use and sent a public works employee to the vacant residence where a broken pipe in the home was discovered. Staff turned the water off to the house and the owner was contacted.

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**ANALYSIS:**

Pursuant to Municipal Code Section 9-1-23 the Council has the authority to make water leak adjustments. The language is as follows:

**9-1-23:WATER BREAK ADJUSTMENTS.**

(A) The Town Council shall have authority to make an equitable adjustment to a water bill when the bill is extraordinarily high due to an undiscovered break downstream of the customer's meter if the break was not caused by the customer's negligence and the customer did not have a reasonable opportunity to discover the break more quickly than it was discovered.

(B) No adjustment shall be allowed unless the customer submits a written request for the adjustment within fifteen days of the mailing of the bill in question and unless the leak has been repaired.

(C) The adjustment shall not reduce the customer's bill below the cost to the Town of producing the water supplied through the meter.

The normal fee for water is \$22.00 for the first 9,000 gallons; \$1.00 per 1000 gallons for the next 9,000 gallons; \$2.50 per 1,000 for the next 8,000 gallons; and \$6.00 per 1000 gallons for excess after that. For leak adjustments the charge is reduced to \$3.00 for every 1,000 gallons after 26,000 gallons of use.

The customer was billed for 58,900 excess gallons. At the leak adjustment rate this would calculate to a credit of \$176.70.

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**FINANCIAL CONSIDERATIONS:**

There is a loss in revenue when the water rate is decreased.

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**STAFF RECOMMENDATION:**

Approve a water leak adjustment credit of \$176.70 Account #1900.0/Coleman.

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ATTACHMENT: Email dated February 3, 2011 from Michael Coleman

## Pam Kraft

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**From:** colemantcag@att.net  
**Sent:** Thursday, February 03, 2011 2:39 PM  
**To:** Pam Kraft  
**Subject:** Water Leak @ 256 So. Cora

Pam Kraft  
Town of Ridgway

Dear Pam,

I was called by Wanda on Friday, January 28 to tell me that she had just had the water shut off at my house at 256 South Cora. Apparently the water meter reading was about 85,000 gallons of usage. The damage to the house after a quick inspection, appears to be not too bad. The leak was in the bathroom, but there was no water in the basement. It apparently leaked out over the foundation into the back yard. I am amazed that no one saw that much water.

I would appreciate it if you could address the Town Council and ask for an adjustment on the billing for the water. (I pay my monthly bills with no usage except for several times in the warmer months.)

Thank you for your help.

Michael G. "Mike" Coleman  
335 East Carter Drive  
Tempe, AZ 85282

480-345-1771

**STAFF REPORT**

Subject: Request for water leak adjustment - Account #6360.1/596 #A Sabeta  
Initiated By: Pam Kraft, MMC, Town Clerk  
Date: February 4, 2011

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**BACKGROUND:**

Attached is an email from Mary O'Malley requesting a water leak adjustment for the residence at 596 #A Sabeta. During water billing staff noticed high use and sent a public works employee to the vacant residence where a broken pipe in the home was discovered. Staff turned the water off to the house and the owner was contacted. The owner has had the pipe repaired.

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**ANALYSIS:**

Pursuant to Municipal Code Section 9-1-23 the Council has the authority to make water leak adjustments. The language is as follows:

**9-1-23: WATER BREAK ADJUSTMENTS.**

(A) The Town Council shall have authority to make an equitable adjustment to a water bill when the bill is extraordinarily high due to an undiscovered break downstream of the customer's meter if the break was not caused by the customer's negligence and the customer did not have a reasonable opportunity to discover the break more quickly than it was discovered.

(B) No adjustment shall be allowed unless the customer submits a written request for the adjustment within fifteen days of the mailing of the bill in question and unless the leak has been repaired.

(C) The adjustment shall not reduce the customer's bill below the cost to the Town of producing the water supplied through the meter.

The normal fee for water is \$22.00 for the first 9,000 gallons; \$1.00 per 1000 gallons for the next 9,000 gallons; \$2.50 per 1,000 for the next 8,000 gallons; and \$6.00 per 1000 gallons for excess after that. For leak adjustments the charge is reduced to \$3.00 for every 1,000 gallons after 26,000 gallons of use.

The customer was billed for 82,100 excess gallons. At the leak adjustment rate this would calculate to a credit of \$246.30.

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**FINANCIAL CONSIDERATIONS:**

There is a loss in revenue when the water rate is decreased.

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**STAFF RECOMMENDATION:**

Approve a water leak adjustment credit of \$246.30 Account #6360.1/O'Malley.

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ATTACHMENT: Email dated February 3, 2011 from Mary O'Malley

**Pam Kraft**

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**From:** Patty O [beaconpato@aol.com]  
**Sent:** Thursday, February 03, 2011 5:37 PM  
**To:** Pam Kraft  
**Subject:** Water Leak Adjustment for 596A Sabeta

Hello Pam,

Please forward my request to the town council. My name is Mary (Patty) O'Malley and I am writing to request a water leak adjustment for 596 A Sabeta. It looks as if a pipe has burst and there was a plumber in to repair the leak on 2/2/11.

I greatly appreciate your attention to this matter and consideration as I have many more damages to repair as a result of this incident. I also want to thank Wanda for doing a great job of getting in touch with me and notifying me of the problem!

All the Best,

Mary (Patty) O'Malley

To: Town of Ridgway Town Council

From: Shirley L. Diaz, Executive Director of San Miguel Regional Housing Authority

Re: Multi-jurisdictional Needs Assessment Citizen Participation Plan

Date: January 27, 2011

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Town Council Members:

In completing our first round of reporting for the Needs Assessment grant, the state notified me that a Citizen Participation Plan and hearings were required by all jurisdictions who signed on as participating in the study. The grant application required a public hearing, which was completed in the Town of Telluride on behalf of San Miguel County, the applicant, in advance of applying for the grant. We were not aware of this subsequent requirement.

I am now in the process of holding a hearing in every jurisdiction and once the study is completed I will request a second hearing in each jurisdiction for citizen participation. The second hearings will begin in August.

If you have questions before authorizing the signature of the mayor, I will be available at the meeting on February 9, 2011.

Thank You,

## 2011 Lodging Tax (LOT) Work Plan

To: Mayor Pat Willits and Ridgway Town Council

With all endeavors, including the pursuit of marketing goals, the Ridgway Area Chamber of Commerce is committed to its mission statement as follows:

RACC Mission Statement: To promote business, tourism, and community growth

1. Be an education resource for businesses
2. Promote Ridgway, its attractions and its businesses
3. Reach and attract new visitors
4. Identify and attract new businesses
5. Increase membership as well as government/grant funding

RACC interprets all of its various functions, as described above, to be within the definition of "marketing" Ridgway. Within these parameters, RACC will continue to pursue the overall goals established by the Chamber and approved by the Town Council in our original 2003 and 2004 agreement. These goals have proven to be of continued importance.

The total proposed marketing budget for 2011 is 14,750. Outlined below are the main areas that LOT funds will be applied.

### 1. Ridgway Visitors' Center

The Visitors' Center is a cost effective vehicle as Ridgway's first point of contact. Paid and volunteer staff respond to walk-in visitors as well as phone and e-mail inquiries from potential visitors as well as those considering relocation. Expected expenditures include reference materials, supplies, utilities and staff.

2011 Visitors' Center Budget: \$7,000.                      LOT allocation                      \$4,000

### 2. Website management

The RACC website, partially upgraded in the last several month, is a valuable resource for potential visitors, relocation information, as well as member-to-member networking. More upgrades for 2011 are in the planning phase. The site receives an average of 600 hits a month.

2011 Website Budget: \$750                                      LOT allocation                      \$500

### 3. Advertising

The RACC is working on a strategic advertising plan designed to bring visitors as well as potential new businesses to the area. Additionally, we would like to produce a RACC visitor guide to be handed out at the Visitors' Center, state tourism centers, tourist attraction racks at regional locations, as well as included in relocation packets.

2011 Advertising Budget: \$3,000                              LOT allocation                      \$2,500

**4. Special Events**

RACC plans to sponsor and/or participate in four events this year: Balloons and Varrooms, The Golf Scramble, Christmas in the Park and Pickin' in the Park. Additionally, the RACC plans to participate in other area events as time and resources allows.

2011 Special Events Budget: \$4,000      LOT allocation      \$500

## Ridgway Area Chamber of Commerce 2010 Year-end marketing and LOT funds report

January – December 2010

The RACC Board of Directors respectfully submits the following report of of marketing related activities for the 2010 fiscal year to which LOT funds have been applied.

	2010	2010	2010
REVENUE	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>
1) LOT	\$12,000	\$6,898	-\$5,102
<b>EXPENSES</b>			
Visitors' Center	\$7,000	\$7,612	-\$612
Insurance			
Utilities			
Postage			
Office supplies			
Website	\$500	\$0	+\$500
Advertising	\$3,800	\$3,409	+\$391
Special Events	\$700	\$3,430	-\$2,730
Golf Scramble			
Christmas In the Park			
<b>Totals</b>	12,000	\$14,451	-2,451

Paragraph III. 7 of the Town of Ridgway Annexation Guidelines and Policies adopted as part of the Towns Mater Plans is amended to read as follows:

### III. Annexation Criteria

\* \* \*

7.

- (A) The Town will require dedication of water rights or fees in lieu of dedication commensurate with future water demands on the property. The Town's water rights diverted from Beaver Creek, which are the primary source for its potable water system, could be susceptible to a call under certain conditions during dry years. Additional property should not be annexed into the Town unless accompanied by water rights, or payments in lieu thereof, which can be used to insure that the annexation will not exacerbate this situation. Water rights, currently available on lands, which may be proposed for annexation in the future, should be retained for conveyance to the Town for this purpose upon annexation.
- (B) The Town expects that any water rights used on the property proposed for annexation or available for use thereon as of December 1, 2008, shall be available for conveyance to the Town as a term of the pre-annexation agreement. In the event that such rights are not available for conveyance to the Town and/or whose rights are of insufficient usefulness to the Town of Ridgway, the proposed annexation may be rejected unless other water rights of equal usefulness to the Town are conveyed to the Town or the Town accepts a payment in lieu thereof in an amount at a minimum equal to the greater of the value of the unavailable water rights, the amount of any proceeds that may have been obtained from selling such rights, or such other amount as the Town deems necessary, to help insure an availability of an adequate water supply for the property to be annexed.
- (C) The Town shall evaluate the usefulness of any such water right for use at the Town's treatment plant, for use as part of the Town's non-potable water system or use as a supply of irrigation water for any development on the property proposed for annexation, or for other uses.
- (D) For those proposed additions, which do not have any available water rights and/or whose rights are of insufficient usefulness to the Town of Ridgway, a payment in lieu will be required in an amount, adequate at a minimum, to contribute to the acquisition of additional water rights by the Town and the cost of the Otonowanda rehabilitation project based on the estimated use of Town water in the addition during the months of a possible call.

Adopted by the Ridgway Town Council this \_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Pat Willits, Mayor

\_\_\_\_\_  
Attest: Pam Kraft, Town Clerk

**STAFF REPORT**  
February 9, 2011

*This Staff Report is a supplemental Report for inclusion in the Town Council packet and agenda at its regular monthly meeting. It is for informational purposes; items herein may or may not warrant Council discussion, and do not require Council action.*

**Water**

Last fall when the Health Dept (CDPHE) did their sanitary survey of the Town's water system, they identified two issues with the Town's backwash pond: that it was discharging on occasion and that it was not lined and therefore might be discharging to groundwater. The regulations regarding unlined backwash ponds are being reevaluated and CDPHE suggested that we focus on the surface discharge issue for now and wait on the groundwater one until CDPHE finishes their assessment of the groundwater discharge regulations. To make it so the backwash pond does not discharge, staff is researching recirculating some of the cleaner filter rinse water to the presedimentation ponds to reduce the loading on the backwash pond.

Applegate updated their report on Lake Otonawanda based on staff comments and posted it for the Town staff review the last of January but then retracted it because they were missing some documentation. In their cover memo, they mentioned the costs for the Lake renovations increased significantly. Based on the estimate in the retracted draft, the costs went from about \$2300 to about \$4250 per acre foot. When we did the calculations for payment in lieu, I thought Applegate's numbers were low and used a figure about \$3000 per acre foot. The new estimate from Applegate will change the figures in the payment in lieu example fee provided to Council last month by about 42%.

Staff is developing a plan to track maintenance of valves and hydrants and on developing a directional flushing plan. We hope to start implementing the new flushing plan this spring prior to street grading.

The colder weather and water temperature has reduced the yield at the water plant. This is not unexpected, although the extent is a little larger than anticipated. Since the water demands in the winter are less, the reduced yield is easily handled. The biggest impact is that it takes a little more maintenance time.

**Wastewater**

Some of the equipment is starting to show its age. One of the lift station pumps installed to serve the Yates Subdivision wore out, after about 20 years and is being replaced. We are also having issues with bearings and shafts on some of the older aerators at the treatment plant. Since the ponds are largely frozen at this time of year detailed diagnosis and proposals for repairs are on hold until spring.

CDPHE and the Water Quality Control Commission agreed to postpone the hearing regarding setting new standards for nutrients for at least 6 months to give time for a more comprehensive financial impact assessment. CDPHE is also draft a control regulation for nutrient which they intend to share with the public in February. Hopefully the control regulation will include the variance for lagoons systems mentioned in previous staff reports.

U-Tech started work on the force main and has both the 16" encasement and the 10" carrier pipe under the river already. That was the part they were in a rush to before spring runoff. It seems like it took longer to find the existing utilities they needed to avoid with the bore than to accomplish the bore itself. Most of the remaining work is in the roadway and U-Tech intends to wait until spring when adverse road conditions are less likely to complicate that part of the construction.

Town staff is working with staff from the City of Ouray on energy assessments of the water and wastewater utilities. As mentioned last month, the Town applied for a \$5000 grant to prepare an audit of the wastewater system, but received a \$10,000 grant for water. We are talking with consultants about audits for both municipalities for both utilities. Both entities feel that the wastewater assessment will be far more valuable than the water. For Ouray the water makes little sense because their system uses almost no power unless that can use the grant money to look at energy consumption at the pool. For Ridgway with the new plant, we have the energy efficient motors and pumps and will be replacing the old pumps in Vista Terrace with new efficient pumps, so there will not be much low hanging fruit. Staff is looking for alternate funding for the wastewater audits.

## **Streets**

The mix of very cold and very mild weather is playing havoc on the roads. In the warm times, things start to melt then the water either flows into a shaded area or the day cools off and we end up with icy patches and potholes. We are trying to keep the icy patches sanded. When its warm, we try to work with the potholes, but for the most part, a true repair will not happen until spring.

As time allows staff is working on equipment maintenance. Most of the heavy equipment has been received routine service, the cutting blades on the grader have been replaced, etc.

At the request of the Planning Commission, staff looked into converting some of the gasoline powered trucks to compressed gas (CG). Source Gas has tried CG vehicles and for the most part gone back to gasoline. Finding fueling stations was the biggest problem. In states where there are subsidies for CG, Source Gas found that the CG vehicles were a little more practical. To convert an existing vehicle to CG does not look to be cost effective in part because the existing vehicles are getting on in age and in part due to safety concerns with a retrofit. If/when the Town invests in new(er) vehicles, evaluating the practicality of alternative fuels will be a good idea.

We received a response from CDOT regarding the Town's position on the three laning of Hwy 62. A copy is attached. CDOT's consultant on the bridge design did some survey work and is starting on design. No word yet on how they intend to phase the construction.

## **Traffic Flow Plan**

Public works staff is leading the development of a Town-wide Traffic Flow Plan with inputs from various departments, in particular the Ridgway Marshals. We have completed an inventory of signage and existing conditions, and with the Marshall's office have taken a stab at a recommended plan. Next, a small committee will explore alternatives, and put forth a recommendation for the Town streets. Please feel free to share any ideas with public works at this time.

## **Parks**

Staff investigated options for upgrading the mounting surface of the Kiosk and purchased a mat of cork board. Placing push pins in that will clearly be easier than it is in the current paneling. Hopefully it will be strong enough to hold the posters in place. Unfortunately the glue to install the cork material requires an ambient temperature of 50 degrees for a day, so this too becomes a spring project too.

Parks and public works staff are working on repairs on the Cora bridge. They removed the deck and girders from the pedestrian bridge and have recoated all the pressure treated lumber for the new deck. Installation of the new deck is scheduled to start in early February if the weather cooperates.

## **Integrated Weed Management Plan**

There have been 4 public meetings to date in developing the integrated weed management plan. We continue to have about 15-20 people from the public at the meetings and most participate actively. The committee has made progress, although it has been difficult to focus on the primary issues (scope of noxious weeds on public properties, goals and objectives, priorities), with much conversation instead occurring on the use of chemicals. The committee opted to have a public forum on February 1<sup>st</sup> to provide an arena for many residents to present solutions to noxious weed management. The use of goats, fungi, insects and combinations of these were presented. Other presenters focused on the dangers of herbicides. The volunteer committee, group facilitator, county weed manager, and Ridgway residents are to be commended for their persistence and dedication to this complicated issue. The next meeting is on February 15<sup>th</sup> at 4:00 in the Community Center at Town Hall. Information and resources, including project scope, meeting dates and topics, draft map, meeting materials, ongoing draft plan, etc. are readily available at Town Hall or also on the Town website: [www.town.ridgway.co.us/weedcommittee](http://www.town.ridgway.co.us/weedcommittee).

## **Enhancement Projects**

Staff submitted what we hope is the closeout paperwork for the Phase 2 enhancement project. As folks may have noticed, there are still problems with the pedestrian lights, but that was a result of the light being hit twice and is not part of the enhancement project. The light subcontractor is trying to figure out what is causing the erratic behavior, but so far they have not located the wiring problems.

We still do not have an intergovernmental agreement with CDOT for phase 3. We have been holding off working on that phase because without an executed IGA, we can not get reimbursed for any expenses on the project. We remind CDOT with some frequency that we really did want to design the project this winter and construct it this summer, but that does not seem to be helping.

## **Roundtable**

There is a statewide meeting of all the roundtables scheduled for March 3 in Denver. The focus of the discussion will be on how the roundtables and Interbasin Compact Commission (IBCC) should be working

toward address the 2050 projected shortfall in water availability. One of the purposes of the meeting is to see whether there are cross basin opportunities to help make up the shortfall. Another is to evaluate whether the roundtable and IBCC process are working as intended or desired. In December the IBCC released a letter to then current governor and governor elect explaining the roundtable process, the progress to date and the work plan going forward. The following is a link to that report:

<http://cwcbweblink.state.co.us/weblink/0/doc/146566/Electronic.aspx?searchid=e0e845ca-f8c6-4efd-8e75-df2d9bf3a9d9>

Or you can go to the CWCB IBCC website and scroll down a little and find the link to the letter to the governors.

### **Ouray County Housing Board**

The OCHA will meet on February 10<sup>th</sup> in the Ouray Community Center. The Board is finalizing the 2010 Annual Report and 2011 Action Plan, which will be presented to each of the jurisdictions in March.

### **BLM Plan Update**

Town staff was unable to attend the last meeting. We will have an update on this subject next month.

### **Marshal's Department**

The Marshal's Department is working on a training schedule for 2011. Taser guns are on order and training will commence soon. Scotty, Jen and Dan attended a hazardous materials stakeholder meeting in Ridgway on January 26<sup>th</sup> presented by the Colorado State Patrol to understand the current routing of hazardous materials, including exemptions, and the local appeals process.

### **Art In Ridgway (AIR)**

Things are moving forward with the local AIR group on the placement of sculptures in Town rights of ways. There was an organizational meeting held on January 14<sup>th</sup> and a placement meeting on February 14<sup>th</sup> to decide where to set the first four sculptures. The Town Clerk will continue to participate in these meetings.

### **Home Grown Picnic Tables**

We are working with Adam Johnson of the Ridgway High School Industrial Arts class to create and build 3 picnic tables for public use. The Town received a \$500 donation last year to construct a picnic table for the new gazebo (we can actually get two for this price), and Ridgway resident Tom Hackett donated an additional \$250 from a local church group to construct a picnic table for the eagle viewing and education station along the Uncompahgre River Trail at North Railroad Street. The table construction will be an educational experience, with the end result on proud display in our public areas. Funds not used for materials will be donated to the Industrial Arts program.