



## MEMORANDUM

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Date: January 22, 2013 – 8:30 work session  
To: Mayor Stephens and City Council  
From: Dara MacDonald  
RE: General items

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We have a number of items for discussion during the work session. In light of the lengthy list, I am providing this memo highlighting items I will be bringing to Council's attention on Tuesday morning.

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| I. Review agenda for 6:00 pm regular meeting | VI. Open Records Requests                                |
| II. NRC Board composition                    | VII. Winter Festival                                     |
| III. Solar PPA options                       | VIII. Frozen meters                                      |
| IV. PW Director vehicle                      | IX. Upcoming meetings                                    |
| V. Tenderfoot Tavern liquor license          | X. <b>10:00 Interviews for Recreation Advisory Board</b> |

### **I. Review agenda for 6:00 pm regular meeting**

### **II. Composition of the Natural Resource Center Board**

The NRC Board is made up of members appointed by the City Council. There is no required number or limit to the number of board seats. When the board was initially appointed there were three members – Jack Lewis, Tim Glenn and myself. There have been as many as five members. Currently there are four members – Tom Yerkey, Keith Baker, Tim Glenn and myself.

The NRC Board acts largely to implement the policy direction set forth by the City Council under the confines of the Article of Incorporation and the amended Development Agreement adopted by the Council.

Council has received an application to join the Board from Hayden Mellsop. If the Council wishes, it may appoint additional members, or removed existing members at their convenience.

Over the past several years the Board has met on an irregular schedule largely as needed to discuss points of negotiation or to take necessary action to move forward with financing or execution of agreements. 2012 is the first year that the Board has had any financial data to report. Schwartz and Young has been retained to prepare annual financial statements and necessary tax filings. Board members have discussed hosting an open meeting for the public to ask whatever questions they have of the Board. We had thought of holding this meeting once we had the 2012 financial

statements, but it could be held at any time. If the Council wishes, the Board could also open their Board meetings to the public and hold them at least quarterly; however, the Council should consider that the Board will likely still need to meet in executive session from time to time to discuss points of negotiation, financing or other matters of a sensitive nature should they arise.

### **III. Solar PPA options**

I have been in discussions with three interested parties who have offered power purchase agreements to the City for some of our existing facilities. Jan Schmidt, Bill Salmi and I met late last week to review and determined that we would like to take additional time to review the proposals and speak with each of the companies before bringing a recommendation to the Council. If there is a member of Council who is interested in attending interviews with the proposed providers, that would be welcomed.

I have also received a couple of calls about the possibility of a solar gardening project. I would like to postpone discussions about that type of project until we have had an opportunity to evaluate the power purchase agreement options.

### **IV. PW Director vehicle**

Bob Salmi has identified two options for a vehicle as shown on the attached sheet. Each is a white, 4-door, 2011 Ford Escape. The 5-speed, front-wheel drive with 49,000 miles is available for \$16,500. The automatic, 4-wheel drive with 29,000 miles and still under warranty is available for \$22,000. The 2013 budget includes \$20,000 for this vehicle. We have determined that we will not need to purchase a vehicle for City Hall and out of town trainings as Chief Clark is going to replace his vehicle this year. Instead of purchasing a vehicle, we will try out his old car and not spend the \$20,000 budgeted for that vehicle. If Council is amenable, staff recommends purchasing the version with lower miles, warranty and 4-wheel drive.

### **V. Tenderfoot Tavern liquor license**

Prior to the holidays, I received several public and Councilmember comments and concerns about noise and activities associated with the Tenderfoot Tavern. Their liquor license is currently up for renewal and if the Council would like the opportunity to discuss the renewal, it can be scheduled for a regular meeting. Typically, if the police and fire department reviews come back without any violations, I approve liquor license renewals as the City Administrator and they do not come before the Council. There have not been any violations issued by the police department in this renewal period.

### **VI. Open Records Requests**

We have received an unusually large number of open records requests recently. All of the requests are from Marilyn Marks and Citizen Center. Since December 15<sup>th</sup> we have received requests for in excess of 50 different records. We are working to respond to these numerous requests in a timely and complete manner. However, Council should be aware that other items of business may be delayed as we suspend regular duties to respond to the requests of Ms. Marks.

### **VII. Winter Festival**

Councilman Bowers mentioned at the last Council meeting that he would like to see a winter festival established in Salida including such events as ice sculpting. Is this something that the Council would like us to pursue for this winter? If so, what is the budget allowance for this event? If this is an event for the upcoming winter 2013-2014, staff could bring back a budget proposal for the 2014 budget.

**VIII. Frozen water meters**

The last count I heard on Friday morning was around 270 frozen meters in the past two weeks. As this is his first winter here, Bob Salmi is alarmed by this situation and has begun exploring ideas for long-term solutions to the problem. We will be bringing some ideas to the Council for discussion at the February 5<sup>th</sup> work session. In the meantime, property owners should continue to run their water until further notice in an effort to reduce the likelihood of freezing. Public works crews have had to visit some locations four or more times.

**IX. Upcoming meetings and events**

January 29<sup>th</sup> – Quarterly Intergovernmental meeting – Salida hosting, 6:00 pm at the SteamPlant

Feb 2<sup>nd</sup> – Annual Salida Chamber banquet, County Fairgrounds in Poncha Springs

Feb 12<sup>th</sup> – Comprehensive Plan public meeting, SteamPlant

**X. Recreation Advisory Board interviews starting at 10:00**

There are three candidates for the Recreation Advisory Board. They have each been scheduled for a 10 minute interview this morning.



They both look the same.

White  
2011  
5 speed stick shift  
Front wheel drive  
49 K miles  
No warranty  
\$16,200

Warranty  
29K miles  
**Still in warranty**  
Automatic All wheel drive  
Started out @ \$23,500  
\$22,000  
Luggage Rack and a few other  
amenities.  
**Dave Carothers Recommendation**