



## WORK SESSION MEMORANDUM

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Work Session Date: July 02, 2018 at 6 p.m. City  
Council Chambers  
448 East 1<sup>st</sup> Street, Room 190  
City of Salida, Colorado

To: Mayor and City Council

Re: City Council Work Session

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- I. Swearing in of Lieutenant Russell Johnson as Chief of Police (Alissa Pappenfort)
- II. Review City Administrator Recruitment Timeline (Harry Brull)
- III. Tennis Pickleball Discussion (Theresa Casey)
- IV. CEBT Discussion-Insurance Rate Discussion (Theresa Casey)



OATH OF OFFICE

STATE OF COLORADO  
CHAFFEE COUNTY  
CITY OF SALIDA

I, **Russell Johnson**, do solemnly, sincerely and truly declare and affirm that I will support and enforce the constitutions and laws of the United States of America and of the State of Colorado, and the Ordinances of the City of Salida, and shall faithfully perform, to the best of my abilities, the duties of the office of **Chief of Police** for the Salida Police Department, upon which I am about to enter.

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Russell Johnson

Subscribed and affirmed to before me this **2nd** day of **July,**  
**2018**

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Alissa Pappenfort, City Clerk

**City of Salida  
City Administrator Selection Process Timeline (Tentative)**

<b><u>Event</u></b>	<b><u>Date</u></b>
Send invitations to apply	June 22
Place employment ads in CML, CCCMA, ICMA	June 22
Post on City of Salida website/FB page	June 26
Resume Review/Send Request for Information	July 16
Receive Supplemental Information	July 27
Review Supplemental Information (Narrow to 6-8 candidates)	August 3
Conduct Semi-Finalist Interviews	August 13-17
Choose finalists (top 2-3)	August 20-21
Invite finalists Back to Salida Individual Interviews Public Meet & Greet	September 3-6
PDI Full Candidate Review <ul style="list-style-type: none"> <li>▪ Background Investigation</li> <li>▪ Reference Checks</li> <li>▪ Press search</li> <li>▪ PDI Management/Leadership assessment</li> </ul>	September 7-27
Final Candidate Packets Information to City	September 27
Make Final Decision	Week of October 8-9



To: Mayor and City Council  
From: Theresa Casey, Interim City Administrator/Arts & Recreation Director  
Re: Tennis/Pickleball Project, Tap Fee  
Date: June 26, 2018

The tennis/Pickleball court project includes an ADA compliant single restroom with an outside drinking fountain. It is located on the east side of the new courts and is open to the public during regular park hours. A tap existed in the park that serviced the old dump station and staff was under the impression that a tap belonging to the city could be used for this project. After some research it was determined the dump station tap was never paid for when it was installed and when the dump station was removed, monthly fees were not paid rendering the tap abandoned.

Salida Municipal Code Section 13-3-20 (c) dictates that each building is required to have separate taps and pay the system development fees. The water/sewer tap fees for the restroom are \$16,672.

The tap fee was not included in the Tennis/Pickleball Project budget. The total budget for the project was \$341,810 of which \$265,400 came from a GOCO Grant, Chaffee County Government and the tennis and Pickleball Clubs, with the City paying the remainder.

Currently the project is very close to budget, however the tap fees will put the project over and project amenities such as picnic table, wind screens, practice backboard and signs have not yet been purchased. Staff requests that City Council consider:

Waiving the tap fee for a public amenity

Pay the tap fees out of the Economic Development Fund

Pay the tap fees out of the project budget and allow project amenities to be purchased with CTF funds

Pay the tap fees with cash-in-lieu funds (development funds collected for public amenities)

Pay the tap fees out of the City Capital Fund