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**GRAND JUNCTION CITY COUNCIL  
MONDAY, MARCH 3, 2025  
WORKSHOP, 5:30 PM  
FIRE DEPARTMENT TRAINING ROOM  
625 UTE AVENUE**

**1. Discussion Topics**

- a. Update on Expedited Review Process Study
- b. 5/10 Year Capital Plan and Prioritization
- c. Role of Mayor and Mayor Pro Tem (Council Policy)

**2. City Council Communication**

An unstructured time for Councilmembers to discuss current matters, share ideas for possible future consideration by Council, and provide information from board & commission participation.

**3. Next Workshop Topics**

**4. Other Business**

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*What is the purpose of a Workshop?*

The purpose of the Workshop is to facilitate City Council discussion through analyzing information, studying issues, and clarifying problems. The less formal setting of the Workshop promotes conversation regarding items and topics that may be considered at a future City Council meeting.

*How can I provide my input about a topic on tonight's Workshop agenda?*

Individuals wishing to provide input about Workshop topics can:

1. Send input by emailing a City Council member ([Council email addresses](#)) or call one or more members of City Council (970-244-1504)

2. Provide information to the City Manager ([citymanager@gjcity.org](mailto:citymanager@gjcity.org)) for dissemination to the City Council. If your information is submitted prior to 3 p.m. on the date of the Workshop, copies will be provided to Council that evening. Information provided after 3 p.m. will be disseminated the next business day.

3. Attend a Regular Council Meeting (generally held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month at 5:30 p.m. at City Hall) and provide comments during "Public Comments."

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## Grand Junction City Council

### Workshop Session

Item #1.a.

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**Meeting Date:** March 3, 2025

**Presented By:** Niki Galehouse, Planning Manager, Tamra Allen, Community Development Director, Isaac Bales, Elaine Costello

**Department:** Community Development

**Submitted By:** Niki Galehouse, Planning Manager

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### Information

#### **SUBJECT:**

Update on Expedited Review Process Study

#### **EXECUTIVE SUMMARY:**

The City of Grand Junction engaged Baker Tilly to assess development review services carried out by the City, including staff in the Community Development Department, Engineering and Transportation Department, Fire Department, and City Attorney's Office. The focus of the assessment was to identify opportunities for process improvements and provide specific recommendations for the purpose of meeting the State requirement and adopted City policy to "Fast-Track" affordable housing projects as well as to apply these opportunities and recommendations to all plan review projects that undergo city review.

#### **BACKGROUND OR DETAILED INFORMATION:**

To be eligible for financial assistance programs through Colorado's Department of Local Affairs (DOLA), and the Governor's Office of Economic Development and International Trade (OEDIT), the City of Grand Junction must establish a process to ensure compliance with Section 29-32-105 for Fast Track Approval. Colorado Revised Statute, Article 32, Section 29-32-105, establishes the "Fast-Track Approval Process". This process ("Fast Tracking") requires local municipalities to establish processes to enable a final decision on any application not more than ninety calendar days after submission of a complete application for development projects. The requirement applies to special permits, variances, or other development permits, but excludes subdivisions, that have at least fifty percent or more of the total residential units in the development as affordable housing. To remain eligible for affordable housing production funds within Article 32 in the next 3-year cycle (2027-2029), local governments must demonstrate they have implemented an expedited review process by November 1, 2026.

The City of Grand Junction engaged Baker Tilly to assess development review services carried out by the City, including staff in the Community Development Department, Engineering and Transportation Department, Fire Department, and City Attorney’s Office. The focus of the assessment was to identify opportunities for process improvements and provide specific recommendations for the purpose of meeting the State requirement and adopted City policy to “Fast-Track” affordable housing projects as well as to apply these opportunities and recommendations to all plan review projects that undergo city review.

The study has produced 29 recommendations over 4 themes - Process, People, Regulations, and Technology. This presentation will provide an overview of the recommendations and next steps for implementation. The report will be circulated once the final draft is available.

**FISCAL IMPACT:**

N/A

**SUGGESTED ACTION:**

This item is for discussion purposes only.

**Attachments**

None



## Grand Junction City Council

### Workshop Session

Item #1.b.

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**Meeting Date:** March 3, 2025  
**Presented By:** Mike Bennett, City Manager, Jodi Welch, Interim Finance Director  
**Department:** City Manager's Office  
**Submitted By:** Jodi Welch, Interim Finance Director

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### Information

#### **SUBJECT:**

5/10 Year Capital Plan and Prioritization

#### **EXECUTIVE SUMMARY:**

During the 2025 budget development workshop with City Council when the capital plan was presented and discussed, staff shared that the 2025 capital budget in the Sales Tax Capital Improvement Fund was balanced, with projects identified over the subsequent nine years for consideration and prioritization in future planning. In previous years, the first five years of the capital plan were balanced; however, due to limited resources and significant future capital projects, the approach was to balance the 2025 recommended budget only. This left the remaining projects in the year of identified need to effectively communicate the prioritization by staff. Council approves only the first year of the Plan in the annual adoption of the budget

Council has requested that this topic be added to workshop for further discussion.

#### **BACKGROUND OR DETAILED INFORMATION:**

The primary source of revenue for general government capital projects is the 0.75% City sales and use tax, which is expected to generate approximately \$19.9 million in 2025. This revenue stream is used to cover annual debt service obligations and recurring expenses. These include debt service for transportation expansion, lease payments for public safety buildings, economic development funding, and contributions to the Downtown Development Authority for Las Colonias Park and Grand Junction Convention Center improvements. Additional sources of revenue include funds restricted for specific purposes as well as revenues from partners and grants.

In total there were 32 projects for \$21.4 million adopted in the 2025 budget. The 2025 capital budget was balanced, with projects identified over the subsequent nine years for consideration and prioritization in future planning. In previous years, the first five years

of the capital plan were balanced. However, due to limited resources and significant future capital projects, the approach in 2025 was to balance the 2025 recommended budget only. This left the remaining projects in the year of the identified need in order to effectively communicate the prioritization by staff.

Attached is the 2025 Capital Budget Letter provided to Council during the budget workshop.

**FISCAL IMPACT:**

This item is for discussion purposes only.

**SUGGESTED ACTION:**

This is for discussion purposes only.

**Attachments**

1. 2025 Capital Budget



September 30, 2024

Re: Capital Summary Letter-2025 Recommended Budget

Members of City Council:

Each year, the City of Grand Junction invests a significant portion of the annual budget in capital improvements in the community. Through the continued assessment of the condition of City assets and a series of long-term capital and financial funding plans, the City of Grand Junction ensures that existing infrastructure is adequately maintained, and that future infrastructure is constructed in a fiscally responsible manner.

The City funds critical capital projects with revenues derived primarily from utility rates and fees, taxes, restricted revenues, and debt proceeds. Grant and outside partner dollars are strategically leveraged as well to maximize City funding sources. The 2025 Recommended Budget plans for investing \$162.8 million in capital improvements throughout the community.

As reported and discussed with City Council this year in preparation for the 2025 budget, the capital needs continue to outpace available resources. Over the past 25 years the City has experienced consistent growth in population and land area. These annexed areas often including underdeveloped infrastructure. For many years, the City was able to fund capital projects with cash, however, the increasing demand for expanded facilities and infrastructure, including utilities and the transportation system improvements, has led the City to issue debt to deliver those projects to the community. The debt service for those past projects continues for a multiple year period (usually 25 to 30 years) and therefore restricts ongoing resources, impacting the City's ability to fund other future capital improvements and maintenance.

The City vigorously pursues grants to leverage capital projects and has a high rate of success. In 2025, grant revenues that are secured are included in available funding and the total project is budgeted for expenditure. If a grant is not yet secured, the match for the grant will be budgeted and then if the grant application is successful, staff will return to Council for a supplemental appropriation to expend the grant funds. This will be included in the project descriptions as well.

Because the available resources in a single year are not enough to fund all identified capital needs, and some projects are not immediately necessary, staff has developed a 10-Year Capital Improvement Plan (Plan) that identifies and prioritizes projects based on the direction provided by the Council's strategic outcomes, criticality of the project, as well as staff capacity to manage the project. For the Sales Tax Capital Improvement and Transportation Capacity Payment Funds, the plan includes detail of revenues and projected fund balances. While a portion of these projects involve the addition of new community assets, there is also a focus on maintenance-based projects aimed at repairing and preserving existing assets. Although the City utilizes the 10-year CIP document for planning purposes, City Council approves only the first year of the Plan in the annual adoption of the budget Capital Improvement Budget.

### **Sales Tax Capital Improvement Fund (.75% Sales Tax Fund)**

The primary source of revenue for general government capital projects is the 0.75% City sales and use tax, which is expected to generate approximately \$19.9 million in 2025. This revenue stream is used to cover annual debt service obligations and recurring expenses. These include debt service for transportation expansion, lease payments for public safety buildings, economic development funding, and contributions to the Downtown Development Authority for Las Colonias Park and Grand Junction Convention Center improvements. An additional item of note is that because of the delayed development in Dos Rios, the revenue needed to cover debt service for the Dos Rios General Improvement District is not yet being generated, therefore \$84,000 is budgeted in 2025 to supplement Dos Rios funds for the 2025 debt payment. After these expenses there is \$12.6 million available in 2025 for new or major maintenance projects.

Additional sources of revenue include funds restricted for specific purposes. These include Parkland Expansion funds generated from impact fees and Conservation Trust Funds allocated through the State from lottery proceeds. Revenues from partners and grants are also included if they are already secured at the time of budget development.

In total there are 32 projects for \$21.4 million planned in 2025. It should be noted that the infill projects including Kimball, Landing, and Richmark were re-budgeted in 2025 because the projects need to be completed prior to infill incentives being disbursed. The funding for the incentives was received in prior years and is part of the fund balance.

Staff has recommended \$2.2 million for housing and unhoused projects and services as well as \$250,000 for the accessory dwelling unit production program, and \$2.8 million for the Salt Flats infrastructure project. These items combined with the infill projects noted above, total \$9.4 million towards housing efforts in the community from the capital budget. Funding is also in the City's operations budget to support this Council initiative.

Four projects are proposed to be self-performed in 2025. Chipseal and crackfill street maintenance and asphalt to concrete trail replacement are two projects that the City is continuing to propose as self-performance projects. In addition, staff proposes self-performance for minor repairs to bridges and guardrails as well providing assistance to an initial phase of demolition and construction of Whitman Park.

The 2025 recommended capital budget is balanced, with projects identified over the subsequent nine years for consideration and prioritization in future planning. In previous years, the first five years of the capital plan were balanced; however, due to limited resources and significant future capital projects, the approach this year was to balance the 2025 recommended budget only. This left the remaining projects in the year of identified need to effectively communicate the prioritization by staff.

### **Transportation Capacity Payment Fund (TCP Fund)**

Transportation capacity and expansion projects are funded by transportation capacity payment impact fees (TCP Fees), debt proceeds, and 0.75% sales tax funds when needed. As authorized by voters in November of 2019, \$50 million of debt was issued in 2020, and the additional \$20 million is planned to be issued in 2025. The intended purpose of TCP fees and authorized debt was to support the expansion of transportation infrastructure for the future. However, recent years have seen unprecedented inflation and fees not keeping pace with recommended rates. Coupled with the demands of residential and commercial development, the resources available have fallen significantly short of meeting the growing needs.



In total there are seven projects totaling \$27.45 million planned in 2025. The major expansion projects contemplated for funding with debt have been prioritized based on transportation impact by area and will be completed in 2026. The 10-year Plan for the TCP fund is balanced in 2025 and 2026. Similar to the .75% Sales Tax Fund, the remaining years' projects are shown in the year of prioritization and are unbalanced to represent the need compared to the resources.

### **Major Projects Fund (Community Recreation Center)**

The major projects fund is used to budget and account for the Community Recreation Center (CRC) Project which is scheduled for completion in 2026. The 2025 recommended budget includes \$56.1 million, which is funded by bonds that were issued in the first quarter of 2024. In addition to the original CRC project, a project for outdoor improvements has been added as an anticipated project in 2026.

### **Water and Sewer Funds**

Utility rates, accumulation of reserves, and debt proceeds fund water and sewer projects. In total there are eight water projects (including irrigation) for \$2.8 million and 10 sewer projects for \$53.9 million planned in 2025.

The capital improvement plan for the utility funds is an integral part of the long-term financial plans for these utilities. These plans are developed in collaboration with external industry consultants through rate studies conducted every few years. These studies help ensure that the utility funds have a sustainable financial strategy in place to support critical infrastructure improvements and maintain the quality of services provided to users.

Utility projects include annual replacement or improvement of existing line and plant infrastructure as well as system expansion. Notably Phase I Persigo Joint Sewer system major rehabilitation and expansion project that began in 2023 will continue with \$38.4 million planned in 2025.

### **Solid Waste and Recycling Fund**

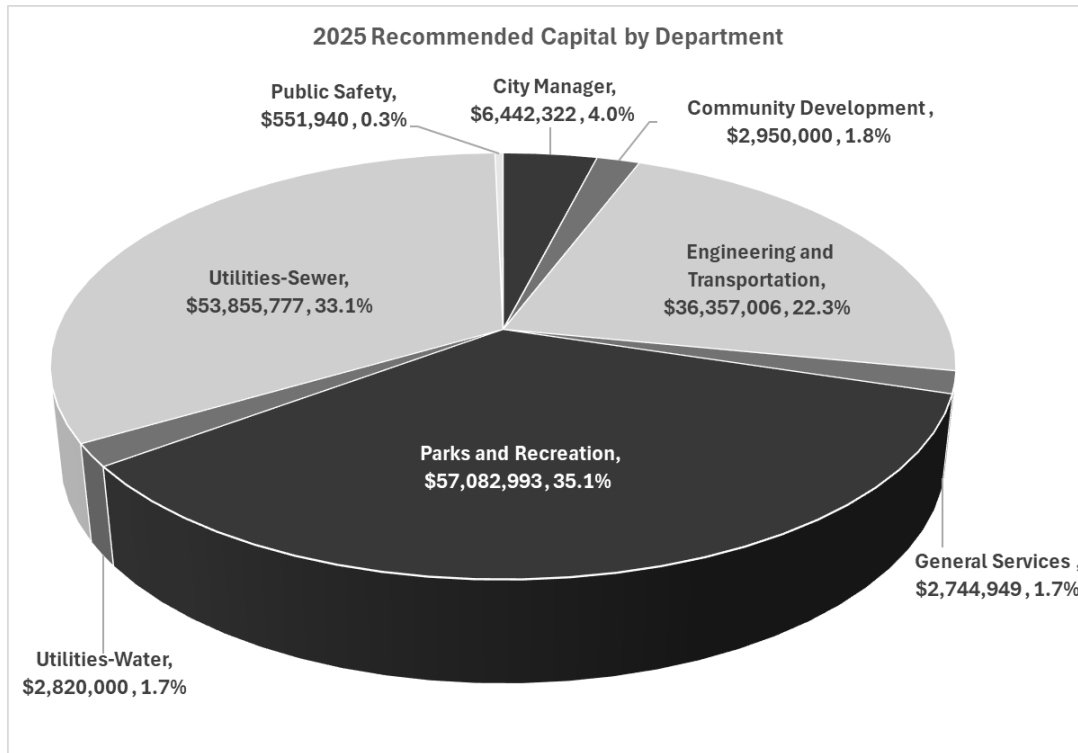
Similar to water and sewer, solid waste and recycling rates, accumulation of reserves, and debt can fund major capital projects for this fund. Major capital for solid waste includes acquisition of new trucks. In 2025 the City plans to purchase one new refuse truck for recycling pick up for \$435,000. This is in anticipation of continuing to expand the City's recycling capabilities. The City continues to evaluate the potential of a Materials Recycling Facility (MRF). Because this project is still in the feasibility and evaluation stage, any capital expenditure or funding associated with a future MRF is not included in the 2025 recommended budget.

### **Other Funds**

Also included in the planned projects for the City are a drainage project for \$250,000 funded by partner contribution and drainage fees, and a Communication Center 9-1-1 telephone upgrade for \$512,490, which is funded by the county wide E911 surcharge.

## Capital By Department

A total of \$162.8 million in capital investment is planned in the 2025 Recommended Budget. The Utilities Department, Parks and Recreation Department, and Engineering & Transportation Department comprise 92% of the budget. The City Manager's budget includes funding for housing and infill incentives previously authorized by Council Below is a graph showing the investment by department.



The following listed attachments provide additional detail for the City's capital budget. The Capital Projects Listing is a three-page listing of 2025 projects. Then the Capital Project Descriptions provide a more detailed description of each project. Finally, the Ten-Year Capital Plan establishes the longer-term capital plan beginning in 2025.

- **Attachment B** – 2025 Recommended Capital Projects Listing
- **Attachment C** – 2025 Recommended Capital Project Descriptions
- **Attachment D** – 10 Year Capital Improvement Plan

The continued investment in the City's public infrastructure is key to ensuring the high quality of life for our residents. The City of Grand Junction will continue to ensure that existing infrastructure is adequately maintained, and that future infrastructure is constructed in a fiscally responsible manner.

Sincerely,

Andrea Phillips  
Interim City Manager



**Grand Junction City Council**

**Workshop Session**

**Item #1.c.**

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**Meeting Date:** March 3, 2025

**Presented By:**

**Department:** City Council

**Submitted By:**

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**Information**

**SUBJECT:**

Role of Mayor and Mayor Pro Tem (Council Policy)

**EXECUTIVE SUMMARY:**

**BACKGROUND OR DETAILED INFORMATION:**

**FISCAL IMPACT:**

**SUGGESTED ACTION:**

**Attachments**

None