

GRAND JUNCTION CITY COUNCIL WORKSHOP SUMMARY
August 4, 2014 – Noticed Agenda Attached

Meeting Convened: 5:00 p.m. in the City Auditorium

Meeting Adjourned: 7:55 p.m.

Council Members present: All. Staff present: Englehart, Shaver, Moore, Finlayson, Tice, Kovalik, Camper, Watkins, Schoeber, Romero, Hazelhurst, Valentine, Bowman, Meyeraan, Roper, Barker, Machado, Taylor, Daugherty, and Tuin.

City Manager Rich Englehart shared pictures and gave an update on some of the areas around the City which were flooded due to the rains earlier the same day.

Agenda Topic 1. Department Report – Administration and Internal Services

City Manager Englehart reviewed some of the internal and external restructuring that has occurred in the City to get a multifaceted approach to economic development.

Community Development

Deputy City Manager Tim Moore reviewed the organizational chart and gave an overview for Community Development which is a division under Administration. Economic Development has been pulled out of Community Development. Community Development has two functions, Development Services (supports Economic Development goals, customer service/permitting, Planning Commission, development review, partnership and liaison for outside groups including GJEP, the Incubator, Mesa County, and the School District) and Community Services (Comprehensive Plan 5-year review, CDBG program, neighborhood programs, grants management and coordination, community energy efficiency plan implementation, and Urban Trails Committee coordination). There are 13 ½ fulltime employees in Community Development, eight and one-half on the Development side and five on the Community Services side. Deputy City Manager Moore is serving as Director and there are no plans currently to fill a Director position. City Council applauded Deputy City Manager Moore and Staff for all the work in obtaining all of the grants since 2009.

City Council requested that Staff provide them with updates on all of the various Plans that have been adopted in the last few years.

Self Insurance

Risk Manager Dave Roper gave a presentation to Council regarding self-insurance funds. It can reduce insurance costs but requires balancing insurance cost savings with risk by setting sustainable self-insured retentions, keeping loss costs, and keeping inter-fund charges stable from year to year with adequate loss fund levels. There are currently higher deductibles for

workers compensation and property and liability exposures. There are adequate funds available to handle the losses that the City is likely to sustain. They have been keeping track of what the losses are and where they are coming from, not only within the City, but other municipalities so that leading edge of loss control practices are employed such as continuing with the wellness efforts in employee health exposures and safety and property loss prevention in City projects.

Mr. Roper advised Council that staff for self insurance and risk management funds includes himself, one senior administrative assistant, ½ of a Human Resources administrative assistant, and ½ of a City safety coordinator.

Mr. Roper reviewed the total insured values for workers compensation, property and general liability as well as annual claims costs. He also reviewed the self insurance fund balance history and projections. Discussion was held and questions were answered regarding the fund balance history. He advised that future fund challenges are public safety employee presumptive liability laws, access to affordable workers compensation excess insurance (which is required by State law), and the ability to retain the self-insured workers compensation program. He keeps close track of the marketplace for property/liability insurance. There was discussion on the cancer presumptive liability law for firefighters and the heart attack bill which is now a study bill.

Information Technology (IT)

Information Technology Director Jim Finlayson provided Council statistics with how the IT Division has grown since 2008. The comparison included employees, PC's, laptops and tablets, servers, network switches, phone switches, phones, software applications, GIS map layers, and terabytes of data. He reviewed IT's chargeback model. Mr. Finlayson said that most divisions within the City have their own major software application which takes up huge amounts of space on the servers. He also reviewed IT support by department which Police utilizes the most. Mr. Finlayson then reviewed the 2014 amended budget for IT, approved and proposed capital projects, and fund balance projections.

Mr. Finlayson advised that some of the challenges in IT are cyber security (50% of all adults in the United States will have an account hacked in 2014), community public safety support (supporting 911 and hosting all of Mesa County in public safety area), and that IT staff has been stretched to the maximum.

Some opportunities are the technology infrastructure component of the Economic Development Plan and making the best use of all major software systems being used at the City.

Mr. Finlayson answered some questions regarding the number of servers the City is using, why there are so many, and the potential for the City and County to consolidate and share some of the systems.

Fleet

Internal Services Manager Jay Valentine advised Council that the City has 639 total vehicles and units that they maintain and he reviewed what percentages of the values belong to the various departments with the Fire Department having the largest value of equipment. Fleet's goal is to have vehicles and equipment available for use 95% of the time. Mr. Valentine reviewed the number of staff in the Fleet Division.

Mr. Valentine stated that they charge out maintenance costs to the various departments and divisions by equipment type. They have Fleet management software that keeps track of the maintenance costs and Staff's time. Mr. Valentine reviewed the maintenance requirement units for all types of equipment and how many mechanic hours each one requires.

Mr. Valentine compared the benefits of purchasing fleet versus leasing noting the annual fleet accrual amount is much lower than the annual amount of a lease.

Mr. Valentine reviewed the process of fleet replacement which is determined by the fleet replacement committee. He provided a history and a future projection for the fund balance for fleet replacement fund.

City Manager Englehart advised that because of the time, they were moving onto Agenda Item #2 and will complete the Internal Services review at another time.

Agenda Topic 2. Department Report –Visitor and Convention Services/Two Rivers Convention Center

The full Department report will be heard at another time due to the time constraints. The discussion will focus on fees and charges for the Avalon Theatre.

Visitor and Convention Bureau Director Debbie Kovalik advised Council that they will be attending the road show held in Denver the following week. They see their key customers at the road show and always invite them to the Western Slope to get peaches. There will also be representatives from Two Rivers Convention Center there.

Ms. Kovalik outlined the fees and charges for the Avalon Theatre being requested to be added to the City Council meeting agenda for August 20th. The fees that were approved last December covered the existing spaces for the Theatre. There is now additional square footage that is brand new and has never been priced for usage. They are proposing fees that match up to the business plan that was done for the Avalon Theatre. The new fees being proposed include the fees that were approved last December. Ms. Kovalik advised that she will be providing monthly reports to City Manager Englehart and will come back late November or early December with a request for adjustments if necessary. She stated that there is a Grand Opening Committee for the events on September 17th through the 28th. City Council agreed

that the fees for Avalon Theatre should be added to the Consent Calendar on the August 20th City Council meeting agenda.

Agenda Topic 3. Board Reports

This item was tabled.

Agenda Topic 4. Other Business

Parks and Recreation Director Rob Schoeber advised Council that Land and Water Conservation Fund is a federally funded program that funnels their money through the States and he has learned that there is some money available for parks and recreation projects this year for a one to one match with grants ranging from \$250,000 to \$500,000. After speaking to a State representative, it was determined that it would be a good fit for Matchett Park and possibly go hand in hand with the Fishing is Fun grant for the fishing pond. However, the application is due Monday, August 11th. If not selected for a grant this year, they will consider the City again next year as there will be more money next year. Mr. Schoeber stated that they were hoping to add the request for a Resolution to apply for the grant to the August 20th City Council meeting agenda. There was discussion about what would be needed first for Matchett Park and where the matching funds would come from. City Council felt that it would be an opportunity worth looking at and asked that the request be placed in the August 20th City Council meeting agenda under Individual Consideration.

With no other business, the meeting adjourned.

**GRAND JUNCTION CITY COUNCIL
WORKSHOP**

**MONDAY, AUGUST 4, 2014, 5:00 P.M.
CITY AUDITORIUM
250 N. 5TH STREET**

To become the most livable community west of the Rockies by 2025

- 1. Department Report – Administration and Internal Services**
- 2. Department Report – Visitor and Convention Services/Two Rivers Convention Center**
- 3. Board Reports**
- 4. Other Business**