

**GRAND JUNCTION CITY COUNCIL  
WORKSHOP AGENDA**

**MONDAY, OCTOBER 13, 2003, 7:00 P.M.  
CITY HALL AUDITORIUM, 250 N. 5<sup>TH</sup> STREET**

**MAYOR'S INTRODUCTION AND WELCOME**

- 7:00 **INTRODUCTION OF NEW CITY EMPLOYEES** [Attach W-1](#)
- 7:15 **COUNCILMEMBER REPORTS**
- 7:20 **REVIEW FUTURE WORKSHOP AGENDAS** [Attach W-2](#)
- 7:25 **CITY MANAGER'S REPORT**
- 7:35 **REVIEW WEDNESDAY COUNCIL AGENDA**
- 7:45 **ECONOMIC DEVELOPMENT INCENTIVE REQUEST:** The Chamber of Commerce is recommending an economic incentive for an existing industry expansion. [Attach W-3](#)
- 8:00 **PRESENTATION/DISCUSSION OF DDA BUDGET:** Executive Director Harold Stalf will present the Downtown Development Authority's budget requests. [Attach W-4](#)
- 8:45 **DISCUSSION OF THE POLICY ON THE USE OF CITY HALL GROUNDS:** The policy was adopted on July 17, 2002 by Resolution No. 75-02 and determined that the use of City Hall grounds for certain activities is inappropriate. [Attach W-5](#)
- 9:15 **UPCOMING APPOINTMENTS TO BOARDS & COMMISSIONS:** In anticipation of upcoming interviews for the Planning Commission Board of Appeals and Housing Authority, City Council will discuss specific issues relating to each board. [Attach W-6](#)
- 9:30 **STRATEGIC PLAN UPDATE** [Attach W-7](#)
- 9:45 **ADJOURN**

This agenda is intended as a guideline for the City Council. Items on the agenda are subject to change as is the order of the agenda.

**Attach W-1  
New Employees**

**A list of new employees was provided to City Council.**

**Attach W-2  
Future Workshop Agenda**

# ***CITY COUNCIL WORKSHOP AGENDAS***

**\* NOVEMBER 3, MONDAY 11:30 AM**

*11:30 City Council lunch with the Riverfront Commission*

**NOVEMBER 3, MONDAY 7:00PM**

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 PURCHASE OF DEVELOPMENT RIGHTS COMMITTEE UPDATE
- 8:00 HORIZON DR. ASSOCIATION UPDATE ON BUSINESS IMPROVEMENT DISTRICT
- 8:30 LINCOLN PARK STADIUMS MASTER PLAN UPDATE FROM CONSULTANT
- 9:10 STRATEGIC PLAN UPDATE

**\* NOVEMBER 17, MONDAY 11:30 AM**

*11:30 OPEN*

**NOVEMBER 17, MONDAY 7:00PM**

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 UPCOMING APPOINTMENTS TO BOARDS & COMMISSIONS (Forestry, VCB & Historic Preservation)
- 8:00 CDOT ENHANCEMENT PROJECTS

**\* DECEMBER 1, MONDAY 11:30 AM**

*11:30 OPEN*

**DECEMBER 1, MONDAY 7:00PM**

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 STRATEGIC PLAN UPDATE

**\* DECEMBER 15, MONDAY 11:30 AM**

*11:30 OPEN*

**DECEMBER 15, MONDAY 7:00PM**

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 UPCOMING APPOINTMENTS TO BOARDS & COMMISSIONS

**BIN LIST FROM CITY COUNCIL RETREAT (June 2003)  
(and other reminders)**

1. Need to explain to residents how Council works, e.g. two readings of ordinances, public record issues, how issues are brought forward to Council, how zoning works in our community.
2. Re-visit “Friendly Native” type program
3. City Council meeting with GJEP (*Fall lunch workshop?*)
4. Utilities in Right-of-Way ordinance update (November 17?)
5. Update on Temporary Modification to Persigo Discharge Permit (1<sup>st</sup> quarter of 2004)
6. Youth Council update on activities and direction (November 17?)
7. Transient update (December?)
8. Housing Issues Update
9. Landscaping Code

**Attach W-3  
Economic Incentive Request**

**CITY OF GRAND JUNCTION**

CITY COUNCIL AGENDA						
<b>Subject</b>		<b>Economic Development Incentive Request Existing Industry Expansion</b>				
<b>Meeting Date</b>		13 October 2003				
<b>Date Prepared</b>		6 October 2003			<b>File #</b>	
<b>Author</b>		Diane Schwenke-Executive Director, C of C				
<b>Presenter Name</b>		Diane Schwenke		Ex. Director, Chamber of Commerce		
<b>Report results back to Council</b>		<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>	<b>Yes</b>	<b>When</b>
<b>Citizen Presentation</b>		<input type="checkbox"/>	<b>Yes</b>	<input checked="" type="checkbox"/>	<b>No</b>	<b>Name</b>
<input checked="" type="checkbox"/>	<b>Workshop</b>	<input type="checkbox"/>	<b>Formal Agenda</b>		<input type="checkbox"/>	<b>Consent</b>
<input type="checkbox"/>	<b>Individual Consideration</b>					

**Summary:** The Chamber of Commerce is recommending an economic development incentive for an existing industry expansion.

**Budget:** The amount requested is \$100,000 in a performance based grant to be awarded after the rest of the financing needed has been assembled for this project.

**Attachments:** Incentive request sheet from the Chamber of Commerce.

**Background Information:** See attached information sheet from the Chamber of Commerce.

For discussion at the Grand Junction City Council Workshop  
Monday 13 October 2003  
(from the Chamber of Commerce)

**Economic Development Incentive Request  
Existing Industry Expansion**

**Name of the Company:** Innovative Textiles  
**Nature of Expansion:** Purchase of a 210,000 square foot building from Kroger Corporation to expand the company's production of high end fishing line and sport kite string.  
**Economic Impact:** Total investment of \$3.7 million to purchase and renovate the facility and addition of 30 new positions at an average salary of \$11 plus over the next five years  
**Amount Requested:** \$100,000 in a performance based grant to be awarded after the rest of the financing needed has been assembled for this project.

Innovative Textiles was founded in Grand Junction in 1992 and manufactures high performance small diameter braided lines primarily for the fishing and sport kiting markets internationally. Currently they employ over 50 people and operate out of a 30,000 square foot leased facility on the I-70 Business Loop.

With sales increasing 50% each year for the past six years and a forecast of sales doubling in 2003 the firm has outgrown its current building. With the purchase of the Kroger building, Innovative Textiles plans to occupy 100,000 square feet, lease 30,000 square feet to Western Slope Warehousing and have the additional 80,000 square feet of industrial space available for newly recruited manufacturing firms or expanding local primary employers.

Based upon the investment to be made, the number of employees to be added and the potential for additional readily available industrial space (a community need identified by economic development professionals), the incentive committee (composed of representatives from the Chamber, GJEP and the Incubator) is recommending that the City award a cash incentive of \$100,000 contingent upon the company getting the remaining financing necessary for the project. The local tax dollars would not be distributed until the rest of the financial package is in place.



City Council  
City of Grand Junction  
250 North 5<sup>th</sup> Street  
Grand Junction, Colorado 81501

October 9, 2003

Dear Honorable Mayor and Members of the City Council,

Re: Innovative Textiles Existing Industry Expansion

I am sorry I am unable to attend the Council Workshop next Monday when you will be reviewing the economic development incentive request that will be presented by Diane Schwenke of the Chamber of Commerce. I will be out of town, visiting companies to discuss their expansion and relocation plans as well as co-hosting a reception with a local company to build awareness of Mesa County as a great business location. As I travel frequently in search of new business recruitments for Mesa County, I am sometimes unable to attend meetings. This is not a reflection of my or the Economic Partnership's lack of support for local industry and other community issues.

I am continually reminded as I meet with my peers in other communities and companies around the nation, of the significant impact the national economy is having on economic development. I am sure you are all aware of the 'jobless' recovery and the low trend growth that the nation is currently experiencing. No previous recovery in US history has seen this kind of continued job hemorrhaging which has thwarted companies' plans to expand and grow. For economic developers a 'jobless' recovery is no recovery at all. I believe that here in the Grand Valley, we are very fortunate that our local economy is performing relatively well and we have existing companies that are able to expand. The Economic Partnership is a participant of the incentive committee and has been involved in the review of Innovative Textiles request for an economic incentive. We believe it is important to support local industry expansions and in particular the application for incentive funds made by Innovative Textiles.

Sincerely,

A handwritten signature in black ink that reads "Ann Driggers". The signature is written in a cursive, flowing style.

Ann Driggers  
President

cc. Jim Saad, Chairman, GJEP  
Diane Schwenke

**Attach W-4  
DDA Budget**

**CITY OF GRAND JUNCTION**

CITY COUNCIL AGENDA									
Subject		DDA Budget Presentation							
Meeting Date		October 13,2003							
Date Prepared		October					File #		
Author		Harold Stalf			Executive Director				
Presenter Name		Harold Stalf			Executive Director				
Report results back to Council		X	NO			When			
Citizen Presentation				X	No	Name			
X	Workshop		Formal Agenda				Consent	Individual Consideration	

**Summary:** The DDA is presenting its 103 (operating) and 203 (capital) budgets for 2004 and 2005. Additionally, the 2003 capital budget requires adoption as part of the annual supplemental appropriation. Approval of \$75,000 from the Parking Fund to fund the Downtown Partnership in 2004 is part of this recommendation, as well as issuance of new debt in the amount of \$3,000,000.00.

**Budget:** The 103 and 203 budgets for 2004 and 2005 are being presented for approval. Transfer of \$75,000 from the Parking Fund for support of the Downtown Partnership in 2003 is also submitted for approval. A bond issue in the amount of \$3,000,000 for capital improvements to be funded by the DDA TIF is recommended for issuance prior to year-end 2003.

**Action Requested/Recommendation:** It is requested that the City Council review and approve the budgets for the DDA's operations and capital investment through 2005. Additionally, approval of the \$75,000 annual appropriation from the parking fund for 2005, which funds the Downtown Partnership, is presented for approval at this time. Furthermore, the DDA would seek approval for issuance of \$3,000,000 in bonded indebtedness to be repaid from TIF funds by the end of 2006. This may be issued in the form of a private placement within the community if it can be absorbed into the City's authorization for this method of debt prior to year-end 2003.

**Attachments:** 103 and 203 budgets through 2005.



**Background Information:** The 103 (operating) budgets for 2004 and 2005 have been impacted by the loss of earned interest income due to the defeasance of the current debt instruments. This has resulted in minimal surpluses anticipated for the coming years, as the organization looks to strategize new revenue opportunities via capital investment.

The DDA's capital (203) budget for 2003 requires review and adoption. The \$600,000 revolving loan that was approved to bridge the organization's capital needs until issuance of new debt, will be repaid this month, and in conjunction with the defeasance of the outstanding debt, will be positioned to issue new bonds. The DDA is proposing the 2004 and 2005 budgets for capital investment to stem from the bond issue that is recommended in this report.

The Downtown Partnership has had a successful launch and continues to grow in its promotion of downtown through printed materials, paid advertising, public relations and special events such as the Farmer's Market Festival. The \$75,000 contribution from the Parking Fund in support of this activity must be allocated annually and is the second of a three-year program promoting downtown.

**Fund 203(TIF)**

30-Sep-03

ACCOUNT DESCRIPTION  
TIF Fund 203

	<b>2003</b>	<b>2004</b>	<b>2005</b>
<b>REVENUE - Fund 203</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
Carry Forward	\$ 10,734.00	\$ -	\$ -
Intergovernment (CHS)	\$ 90,000.00	\$ -	\$ -
Line of Credit	\$ 439,000.00	\$ -	\$ -
Sale of Real Estate	\$ 827,000.00	\$ -	\$ -
Bond Proceeds	\$ 3,000,000.00	\$ -	\$ -
Interest Income	\$ 4,000.00	\$ 70,000.00	\$ 35,000.00
<b>TOTAL REVENUE</b>	<b>\$ 4,370,734.00</b>	<b>\$ 70,000.00</b>	<b>\$ 35,000.00</b>
<b>Cumulative Total</b>	<b>\$ 4,370,734.00</b>	<b>\$ 4,440,734.00</b>	<b>\$ 4,475,734.00</b>

<b>EXPENSES</b>			
Main St. Electrical Upgrade	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Street Signs	\$ 2,000.00	\$ 10,000.00	\$ 10,000.00
Avalon Projection & Sound	\$ 20,000.00	\$ -	\$ -
Avalon Health & Safety	\$ 13,000.00	\$ -	\$ -
Reed Building Renovation	\$ 485,000.00	\$ -	\$ -
Two Rivers Sign	\$ 42,000.00	\$ -	\$ -
AOTC Sculpture Purchase	\$ 5,000.00	\$ 25,000.00	\$ 25,000.00
Parking Structures	\$ 10,000.00	\$ 1,600,000.00	\$ -
Colorado Ave. Streetscape	\$ -	\$ -	\$ -
Housing Projects	\$ -	\$ 10,000.00	\$ 500,000.00
7th St. Streetscape	\$ -	\$ -	\$ 600,000.00
Street Lighting	\$ -	\$ 50,000.00	\$ -
Land Acquisition	\$ 140,000.00	\$ 100,000.00	\$ -
Development Subsidy	\$ 250,000.00	\$ -	\$ -
Repayment - Line of Credit	\$ 519,200.00	\$ -	\$ -
Interest - Line of Credit	\$ 8,000.00	\$ -	\$ -
Other Infrastructure	\$ 40,000.00	\$ -	\$ -

<b>TOTAL EXPENSES - FUND 203</b>	<b>\$ 1,535,200.00</b>	<b>\$ 1,796,000.00</b>	<b>\$ 1,136,000.00</b>
----------------------------------	------------------------	------------------------	------------------------

<b>Cumulative Total - Expenses</b>	<b>\$ 1,535,200.00</b>	<b>\$ 3,331,200.00</b>	<b>\$ 4,467,200.00</b>
------------------------------------	------------------------	------------------------	------------------------

For Finance Office Use

<b>Dept/Fund Balance</b>	<b>\$ 2,835,534.00</b>	<b>\$ (1,726,000.00)</b>	<b>\$ (1,101,000.00)</b>
<b>Cumulative Fund Balance</b>	<b>\$ 2,835,534.00</b>	<b>\$ 1,109,534.00</b>	<b>\$ 8,534.00</b>

**DDA OPERATING FUND #103**  
**Long Range Financial Projection**

	Actual 2002	Rev-Budget 2003	Proposed 2004	Proposed 2005	2006	2007	2008	2009	2010	2011	2012	2013
<b>OPERATING REVENUE</b>												
Taxes	\$ 133,831	\$ 152,650	\$ 148,650	\$ 150,150	\$ 153,904	\$ 157,751	\$ 161,695	\$ 165,738	\$ 169,881	\$ 174,128	\$ 178,481	\$ 182,943
Licenses & Permits	850	1,100	1,150	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	-
Charges For Services	37,457	75,000	75,000	75,000	1,972	2,176	2,541	2,260	1,864	1,338	671	-
Interest & Investments	(2,007)	100	100	100	100	100	100	100	100	100	100	100
Donations & Other	26,940	23,800	25,000	26,200	27,248	28,338	29,471	30,650	31,876	33,151	34,477	35,857
<b>Total Oper. Revenue</b>	<b>\$ 197,071</b>	<b>\$ 252,650</b>	<b>\$ 249,900</b>	<b>\$ 252,650</b>	<b>\$ 184,324</b>	<b>\$ 189,465</b>	<b>\$ 194,907</b>	<b>\$ 199,848</b>	<b>\$ 204,821</b>	<b>\$ 209,818</b>	<b>\$ 214,830</b>	<b>\$ 220,000</b>
<b>OPERATING EXPENSE</b>												
Labor	\$ 171,161	\$ 146,284	\$ 140,155	\$ 146,722	\$ 152,591	\$ 158,695	\$ 165,042	\$ 171,644	\$ 178,510	\$ 185,650	\$ 193,076	\$ 200,799
General Operating	77,770	97,870	100,174	99,486	24,976	25,475	25,985	26,504	27,035	27,575	28,127	28,689
Interfund Charges	-	5,380	6,962	7,051	7,192	7,336	7,483	7,632	7,785	7,941	8,099	8,261
Operating Equipment	-	2,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Debt Service	1,140	-	-	-	-	-	-	-	-	-	-	-
Major Capital	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Oper. Expense</b>	<b>\$ 250,071</b>	<b>\$ 252,044</b>	<b>\$ 249,291</b>	<b>\$ 255,259</b>	<b>\$ 186,759</b>	<b>\$ 193,506</b>	<b>\$ 200,510</b>	<b>\$ 207,781</b>	<b>\$ 215,329</b>	<b>\$ 223,166</b>	<b>\$ 231,302</b>	<b>\$ 239,750</b>
<b>OPERATING VARIANCE</b>	<b>\$ (53,000)</b>	<b>\$ 606</b>	<b>\$ 609</b>	<b>\$ (2,609)</b>	<b>\$ (2,435)</b>	<b>\$ (4,040)</b>	<b>\$ (5,602)</b>	<b>\$ (7,932)</b>	<b>\$ (10,508)</b>	<b>\$ (13,348)</b>	<b>\$ (16,473)</b>	<b>\$ (19,750)</b>
Operating Coverage Ratio	78.8%	100.2%	100.2%	99.0%	98.7%	97.9%	97.2%	96.2%	95.1%	94.0%	92.9%	91.8%
Transfers-In from Other Funds	54,877	32,500	4,000	4,500	6,508	11,333	-	-	-	-	-	-
TIF Revenue Fund (Interest)	-	-	-	-	-	-	-	-	-	-	-	-
TIF CIP Fund (Proceeds)	-	-	-	-	-	-	-	-	-	-	-	-
Other	200,000	-	-	-	-	-	-	-	-	-	-	-
Total Transfers-In	254,877	32,500	4,000	4,500	6,508	11,333	-	-	-	-	-	-
Transfers-Out to Other Funds	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Transfers</b>	<b>254,877</b>	<b>32,500</b>	<b>4,000</b>	<b>4,500</b>	<b>6,508</b>	<b>11,333</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
TOTAL SOURCES	\$ 451,948	\$ 285,150	\$ 253,900	\$ 257,150	\$ 190,832	\$ 200,798	\$ 194,907	\$ 199,848	\$ 204,821	\$ 209,818	\$ 214,830	\$ 220,000
TOTAL USES	250,071	252,044	249,291	255,259	186,759	193,506	200,510	207,781	215,329	223,166	231,302	239,750
NET GAIN (LOSS)	\$ 201,877	\$ 33,106	\$ 4,609	\$ 1,891	\$ 4,073	\$ 7,292	\$ (5,602)	\$ (7,932)	\$ (10,508)	\$ (13,348)	\$ (16,473)	\$ (19,750)
BEGINNING FUNDS AVAILABLE	\$ (202,038)	\$ 32,945	\$ 37,554	\$ 39,445	\$ 43,519	\$ 50,811	\$ 45,209	\$ 37,276	\$ 26,768	\$ 13,420	\$ (3,053)	\$ (22,803)
<b>ENDING FUNDS AVAILABLE</b>	<b>\$ (161)</b>	<b>\$ 32,945</b>	<b>\$ 37,554</b>	<b>\$ 39,445</b>	<b>\$ 43,519</b>	<b>\$ 50,811</b>	<b>\$ 45,209</b>	<b>\$ 37,276</b>	<b>\$ 26,768</b>	<b>\$ 13,420</b>	<b>\$ (3,053)</b>	<b>\$ (22,803)</b>

**DDA TIF CIP FUND #203**  
**Long Range Financial Projection**

	Budget 2003	Budget 2004	Budget 2005	2006	2007	2008	2009	2010	2011	2012	2013
<b>SOURCES</b>											
<b>OUTSIDE FUNDING</b>											
Intergovernmental	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	4,000	70,000	35,000	299	299	-	-	-	-	-	-
Donations & Other	-	-	-	-	-	-	-	-	-	-	-
Capital Proceeds	827,000	-	-	-	-	-	-	-	-	-	-
-Sales of Building	439,000	-	-	-	-	-	-	-	-	-	-
-Line Of Credit	3,000,000	-	-	-	-	-	-	-	-	-	-
-Bond Proceeds	4,360,000	70,000	35,000	299	299	-	-	-	-	-	-
Subtotal: Outside Funding											
<b>TRANSFERS-IN</b>											
Fund 103	-	-	-	-	1,191,307	-	-	-	-	-	-
Fund 109	-	-	-	-	1,191,307	-	-	-	-	-	-
Other Funds	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Transfers-In											
<b>Total Sources</b>	<b>\$ 4,360,000</b>	<b>\$ 70,000</b>	<b>\$ 35,000</b>	<b>\$ 299</b>	<b>\$ 1,191,307</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>USES</b>											
<b>EXPENSES</b>											
Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Personnel Operating	-	-	-	-	-	-	-	-	-	-	-
L.O.C. Principal Pmt.	519,200	-	-	-	-	-	-	-	-	-	-
L.O.C. Interest Pmt.	8,000	-	-	-	-	-	-	-	-	-	-
Major Capital	950,000	1,796,000	1,136,000	8,833	1,191,307	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Expense	1,477,200	1,796,000	1,136,000	8,833	1,191,307	-	-	-	-	-	-
<b>TRANSFERS-OUT</b>											
Two Rivers C.C., LED Sign	42,000	-	-	-	-	-	-	-	-	-	-
Two Rivers C.C., Avalon	16,000	-	-	-	-	-	-	-	-	-	-
Subtotal: Transfers-Out	58,000	-	-	-	-	-	-	-	-	-	-
<b>Total Uses</b>	<b>\$ 1,535,200</b>	<b>\$ 1,796,000</b>	<b>\$ 1,136,000</b>	<b>\$ 8,833</b>	<b>\$ 1,191,307</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET SOURCE (USE)</b>	<b>\$ 2,824,800</b>	<b>\$ (1,726,000)</b>	<b>\$ (1,101,000)</b>	<b>\$ (8,534)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>BEGINNING FUNDS AVAILABLE</b>	<b>\$ 10,734</b>										
<b>ENDING FUNDS AVAILABLE</b>	<b>\$ 2,835,534</b>	<b>\$ 1,109,534</b>	<b>\$ 8,534</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Attach W-5  
Use of City Hall Grounds  
December 16, 2011**

**Repeal of Resolution 75-02**

**“Be it resolved by City Council of the City of Grand Junction, Resolution 75-02 is hereby repealed”**

**Points to consider for repeal of Resolution 75-02**

- 1. Possible conflict of the First Amendment of the Constitution of the United States of America**

Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press, or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.
- 2. The tax payers paid to build City Hall and the grounds; they should be able to use it.**
  - a. Should it be our responsibility to our constituents to provide such a forum for groups to assemble rather than to suppress it?
  - b. Is it not a fundamental right of the citizens of our community, to be able to use the grounds of City Hall to peaceably assemble?
  - c. Keeping the public from gathering at the water plant makes sense as it could increase the risk of someone contaminating our water supply. Where is the risk to the public in gathering in front of City Hall?
- 3. Safety**
  - a. When the Bill of Rights Defense Committee gathered on the sidewalk next to City Hall they actually where out in 5<sup>th</sup> street when I watched T V coverage that night.
  - b. I am concerned that we may create a safety problem by continuing to keep groups from meeting on the grounds of City Hall.
- 4. Enforcement of Resolution 75-02**
  - a. Are we enforcing the “limited public forum”?
- 5. Flexibility to allow group to meet**
  - a. City Council does not have the liberty to grant a group to meet on the grounds of City Hall. Allowing a group to meet would be in direct conflict with our “limited public forum”.
- 6. Administrative policy for the use of the Grand Junction City Hall Grounds**

- a. I would encourage staff to draft a policy that would create rules for the use of the grounds at City Hall. Specific hours, prior notification, restriction of overnight gatherings and any other items deemed necessary to provide a “reasonable” use of the property.**
- b. As a Council we could create a policy or provide direction to staff to implement and enforce an administrative policy.**

**Submitted by Bruce Hill, Grand Junction City Council Member**

Resolution No. 75-02

**ADOPTING A POLICY FOR THE USE OF CITY HALL GROUNDS  
FOR OTHER THAN GOVERNMENTAL FUNCTIONS**

Recitals.

The United States Supreme Court has established rules to guide local, state and federal governments regarding the use of government lands and facilities with respect to free speech. Simply stated, those rules require that if a government allows any group or individual to use or rent the government's lands or buildings for any activity or purpose that involves "speech," all other groups and individuals must have the same opportunity, subject only to what the court has called "reasonable time, space and manner" requirements.

For a local government such as the City of Grand Junction, these U.S. Supreme Court rulings mean that the use of City facilities or property to convey a message by a non-government group or person may mean that the facility or property is a "limited public forum."

The difficulty that has been dealt with in those Supreme Court cases involves each community's definition of "acceptable" speech and public behavior. The courts resolve these questions by reference to one of the unique features of the U. S. Constitution: highly controversial, even unpopular, views and speech must receive the same treatment from government as does popular and widely held beliefs.

Thus, each community must first decide if its local governmental facilities should be the location for community debate and discussions—other than government business. In fact, the term "soap box" speeches derives from just such messages given atop the actual soap boxes in London's Hyde Park.

Many communities have decided that such non-governmental speech, of whatever form, is best kept separate from local governmental facilities, just to avoid the complications that can flow from the creation of "soap box" *fora*.

Unfortunately, in order to implement that conclusion, no requests for use of local facilities can be granted, as mandated by the U. S. Supreme Court.

We reach our conclusion based on the following findings and beliefs:

- 1) With regard to the use of City Hall grounds at the City Hall located at 250 N. 5<sup>th</sup> St. in Grand Junction, we find that the community's best interest would be served by not creating a "limited public forum."

- 2) We acknowledge that “free speech” can still occur on the adjacent sidewalks in accordance with the U S Supreme Court constitutional directives. Such areas are termed “traditional public forums” by the courts.
- 3) We reach these conclusions reluctantly, after serious and probing debate because we do not want to reject at any level the community’s desires to memorialize the horrors of September 11, 2001.
- 4) As individual members of the community, we applaud efforts to remind us all of our heritage, our deeply held mores, and our common history. We must, however, distinguish our individual beliefs from the standards and policies of our home rule city government.
- 5) We adopt this policy based on the clear directive of the United States Supreme Court.

**NOW THEREFORE BE IT RESOLVED:**

The grounds of City Hall are not appropriate for use by other than governments for “speech,” as defined by the federal and state courts.  
The staff of the City is directed to communicate this policy to those interested, along with our reasoning therefor, and the legal precedents that direct our decision.

ADOPTED this 17<sup>th</sup> day of July, 2002.

/s/: Cindy Enos-Martinez  
President of the Council

/s/: Stephanie Tuin  
City Clerk



# Memo

**To:** City Council  
**From:** City Attorney and City Manager  
**Date:** 12/16/2011  
**Re:** First Baptist Church Request/Public Forum

---

[Confidential: Until the Council determines its position, this memorandum should be treated as privileged.]

**The First Baptist Church (7<sup>th</sup> and Grand) desires to hold a September 11<sup>th</sup> memorial at the Cornerstones of Law and liberty. The details of the request are:**

Four day event, beginning September 11, 1001 and ending September 14, 2002.

- Participants would read from the Bible around the clock;
- The church would supply a generator for electricity to power the amplified sound and to provide night-time lighting;
- The event would take place on the south side of City Hall "adjacent to or within the Cornerstones of Law and Liberty.";
- The speakers would use a podium, and would keep the volume of the amplified sound low to avoid disruptive effects.

Summary of the Issue: Use of the Cornerstones area or other portions of the City Hall grounds for the Church's request fits the legal definition of creating the Cornerstones area as a "limited public forum." Once the City authorizes one group or person to make such use of any part of City Hall, such area is likely legally available to any citizen or other group, for whatever message they desire.

While the City can make reasonable rules regarding "time, place and manner" of the use and speeches in a "limited public forum," the content cannot be controlled or limited in any way.

Stated another way, if any City rules for a limited public forum area have the effect of limiting or controlling what is said, the rules are unconstitutional. Rules that only control when and how and where the speech is made-- and leave the content to the

speaker's discretion – are constitutional. *Caveat*: such rules must be applied with equal vigor to every possible message.

#### Discussion:

Reasonable "time, place and manner" rules could include:

- No amplification; only the human voice can be used to convey the message;
- Specify allowed hours of usage;
- Only some specific area of the City Hall grounds (or internal rooms and facilities) can be used;
- Limits on the use of artificial lighting.

Of course, allowing such a "limited public forum" does not mean that threats, harassing behavior, or for interference with the free and safe passage of City Hall visitors, employees and pedestrians are approved; such behaviors would continue to be illegal, with or without the creation of a "limited public forum."

A public forum can be created consciously or inadvertently over time and usage.

If a limited public forum is allowed, other requests to "speechify," even if the content is expected to be vile and obnoxious, cannot be rejected.<sup>1</sup>

The south entrance area of the adjacent Mesa County courthouse is likely already a limited public forum: It has been used for decades as a place where anyone may express that person's views.<sup>2</sup>

These Supreme Court rules are based on the Court's interpretations of the following language of the First Amendment to the U. S. Constitution: "Congress shall make no law ... abridging the freedom of speech."

While there can be no question but that the Church has a constitutionally guaranteed right to present the speech as it proposes, the question at hand is a different question:

Should such speech should occur at City Hall? Granting this request likely means that the Cornerstones area is thereafter open to "indiscriminate use by the general public." *Perry Educ. Ass'n v. Perry Local Educators' Ass'n*, 460 U.S. 37 (1983)<sup>3</sup>

---

<sup>1</sup> "Speech" in this context means any communication, whether with words, graphics, symbols, mime, etc.

<sup>2</sup> It does not matter that no one with an obnoxious or offensive viewpoint has never used the court house steps for some extended "free speech" marathon. Given the historical use of the courthouse steps for political speeches and other community messages, that south side of the courthouse is nearly guaranteed to be viewed by the courts as a forum where people offer their thoughts on any subject at all.

<sup>3</sup> The word "indiscriminate" in this context means that the government cannot choose between messages that it prefers to hear and those messages (or speech) that it (or the members of Council) does not want to hear.

However, a decision in 2002 to allow the proposed use of the south side of City Hall, does not mean that the decision can never be changed. The Supreme Court has only ruled that although the "state" is not required to indefinitely retain the open character of the facility, while it does, the standards for a "traditional public forum" are the rules. *Id.* A traditional public forum is one in which "by long tradition or by government *fiat* ha[s] been devoted to assembly and debate." *Id.* Sidewalks adjacent to City Hall, and the entrances from those sidewalks to the front doors are classic examples of a traditional public forum.

**CC:** Asst. City Attorney, Asst. City Manager, Department Heads, City Clerk

**Attach W-6**  
**Upcoming Board Appointments**  
**CITY OF GRAND JUNCTION**

CITY COUNCIL AGENDA							
Subject		Upcoming Appointments to Boards & Commissions – Planning Commission Board of Appeals and Housing Authority					
Meeting Date		October 13, 2003					
Date Prepared		December 16, 2011			File # NA		
Author		Stephanie Tuin		City Clerk			
Presenter Name		Stephanie Tuin		City Clerk			
Report results back to Council		X	No		Yes	When	
Citizen Presentation			Yes	X	No	Name	
X	Workshop		Formal Agenda			Consent	Individual Consideration

**Summary:** The City Council will be conducting interviews for both the Board of Appeals and the Housing Authority on October 23. The interview committee is Councilmembers Hill, Palmer and Kirtland.

**Budget:** NA

**Action Requested/Recommendation:** An opportunity for City Council to discuss the issues the boards are facing and/or any particular expertise needed on the board.

**Attachments:**

1. The current membership roster for each board being discussed
2. Ethical Standards Resolution No. 84-02, adopted on 9-4-02

**Background Information:**

**Housing Authority**

This is a seven member board that has one position expiring. The incumbent has asked for reappointment and we received seven new applications. This is a great response, especially for a board with five-year terms. In 1998, City Council repealed the City residency requirement and in 1999 the Council expanded the board

membership from five to seven members with a requirement that one member must be served by the housing assistance program. A member with knowledge in real estate is preferred.

The Housing Authority is charged with providing safe and sanitary dwelling accommodations as resources permit at rents which persons of low income can afford. The Housing Authority meets the 4<sup>th</sup> Monday of each month at 11:30 a.m. at the Housing Authority office located at 1011 N. 10<sup>th</sup> Street. The time commitment averages 7 hours per month over the course of a year, which includes the meetings and any retreats or conferences throughout the year.

The Housing Authority administers the Section 8 and HUD programs in the valley and has approximately 1,163 occupied units with 1,077 families on a waiting list for housing. The Housing Authority has built 42 units in the last seven years, has acquired 12 rental units and has acquired 300 additional housing assistance vouchers. The Housing Authority also purchased the Knights of Columbus building on North Avenue, which provides shelter for 87 homeless nightly (Grand Junction Community Homeless Shelter).

### **Planning Commission Board of Appeals**

This five-member board had a resignation in May (Clay Tufly) and has one seat expiring. The vacated seat also expires in October this year. The incumbent has asked for reappointment. We received one new application and we had two applications from last year. This board only meets as needed at noon on the second Wednesday, an average of 3-4 times per year, usually for a single item for about an hour. Some of these members also serve on the Planning Commission, the chair of this Board is the chair of the Planning Commission (Paul Dibble) and the two alternates of the Planning Commission are members of the Board of Appeals. Members must be City residents. Membership should be a combination of citizens-at-large and members selected from the fields of: engineering, architecture, and construction trades.

The Board of Appeals hears and decides appeals of administrative decisions, appeals for variances of the bulk requirements and non-conforming uses, and requests for exceptions to the side or rear setback requirements pursuant to the Zoning and Development Code. The Board also makes recommendations to the Planning Commission for amendments to the Zoning and Development Code.

With the Board only having five members, it is very important to maintain a full board in order to have a quorum available when meetings are called. Attendance and availability is crucial. Members who travel regularly with their work can sometimes make it difficult to have a quorum.

## HOUSING AUTHORITY

Five-Year Terms

Seven Member Board

<b>NAME</b>	<b>APPTED</b>	<b>REAPPTED</b>	<b>EXP</b>	<b>OCCUPATION</b>
Marius Gabe DeGabriele	12-16-98	12-19-01	10-06	Coord. For Non traditional students at Mesa State
Kathleen Belgard	12-16-98		10-03	Banker
Steve Heinaman	11-01-00		10-05	Builder
Gi Moon	02-07-96	11-01-00 11-20-02	10-02 10-07	Business Banker
Erin Ginter	03-15-00		10-05	Business owner/ grant writer
Corey Hunt	11-01-00		10-04	Tenant member
Harry Butler	05-16-01	05-07-03	05-02 05-03 05-04	

Five member board, city residency requirement repealed by Res. 62-98 9-16-98

Board expanded to seven members on 9-15-99 by Res. No. 109-99, one member must be served by the housing assistance program

Created: 1974

Meetings: Fourth Monday, 11:30 a.m., at Housing Authority Office

Housing Authority Office, 1011 N. 10<sup>th</sup> St.

**PLANNING COMMISSION  
BOARD OF APPEALS**

Three Year Terms

Five Member Board

Clay Tufly resigned May  
14, 2003

<b>NAME</b>	<b>APPTED</b>	<b>REAPPT'D</b>	<b>EXP</b>	<b>OCCUPATION</b>
Paul Dibble Chair	01-02		10-04	Theolo- gist/Business Owner
Mark Williams	07-19-00		10-03	Attorney
Vacant			10-03	
John Paulson (1 <sup>st</sup> Alt)	04-17-02		10-04	VP Banking
Travis Cox (2 <sup>nd</sup> alt)	09-04-02		10-04	Assistant Project Manager

Five voting members are appointed by City Council. Members must be city residents and voting members must be selected from the fields of engineering, architecture, construction trades and citizens-at-large. The chair of the Planning Commission also serves on the Board of Appeals.

Meetings: Second Wednesday, noon, City Hall Auditorium

## CITY OF GRAND JUNCTION, COLORADO

### RESOLUTION NO. 84-02

#### A RESOLUTION CLARIFYING THE ETHICAL STANDARDS FOR MEMBERS OF THE CITY'S BOARDS, COMMISSIONS AND SIMILAR GROUPS

##### Recitals.

- A. The various City boards, committees, commissions and other groups are similar in that: the members are typically appointed by the City Council; the mission of each is somehow supportive of the City; and from the perspective of the citizen, the actions and pronouncements of the members of such boards and commissions may be viewed as being the act or pronouncement of the City.
- B. The power and legal responsibilities of several of such City groups rise to the level that the City Council should provide additional guidance and rules, pursuant to the City charter, state and other law.
- C. Members of entities/boards who have one or more of the following powers, duties or opportunities, should be subject to higher scrutiny and care, and will be termed "Authoritative":
- spend money,
  - adopt a budget,
  - buy or sell property,
  - act for or bind the City,
  - sue and be sued,
  - hire/fire and supervise employee(s),
  - make land use decisions, including zoning and/or variances;
  - issue and regulate City licenses, including the power to suspend or revoke a right or privilege to do business with or within the City.
- D. The following are Authoritative:
- Grand Junction Downtown Development Authority
  - Walker Field Public Airport Authority (only for the three City appointees)
  - Grand Junction Housing Authority
  - Grand Junction Planning Commission
  - Grand Junction Planning Commission Board of Appeals
  - Building & Fire Code Board of Appeals
  - Contractor's Licensing Board
  - Parks Improvement Advisory Board (only for the City's appointee)
  - Public Finance Corporation
  - Riverview Technology Corporation
  - Grand Junction Forestry Board
  - Ridges Architectural Control Committee



- E. A member of a body with advisory powers and duties only could normally not make a decision that is an actual conflict of interest, although a question of appearance of impropriety might arise. Such groups that are normally acting through a City employee or another City group will be termed “Advisory” for this resolution. The following groups and boards are Advisory:

Commission on Arts and Culture  
Parks and Recreation Advisory Board  
Urban Trails Committee  
Riverfront Commission  
Historic Preservation Board  
Growth Plan members  
Study groups  
Transit Committees/groups  
Visitor & Convention Bureau Board of Directors  
Other *Ad Hoc* Committees

- F. All members City’s boards and groups are encouraged to discuss such matters with the City Attorney or the Mayor as soon as the member determines that a situation or circumstances has arisen or is likely to.
- G. Some court cases from other jurisdictions have suggested that the ethical and conflict rules for Authoritative groups should be the same as the rules for the City Council. Based on those cases, initial drafts of these rules treated all members of Authoritative groups as being equivalent as members of the City Council.

While having one rule for the Council and all Authoritative groups has the benefit of simplicity, there are quite real and significant limitations. Namely such a rule would mean, for example, that the spouse of an appointee to a City board would be prohibited from bidding on a City job, even though the particular board has no other connection with the bid.

- H. Having considered the benefits and practical impacts of the earlier draft, the Council determines that the earlier draft rule should apply to the members of the Council. For authoritative boards, the rule should be to view each such board on its own, and not act as though totally unrelated boards and groups are the same for these purposes.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION:**

1. These rules supplement state and other applicable law, especially including §101 of the City charter.
2. The recitals are a substantive part of these rules.

3. A member of an Authoritative board is subject to the same rules as is a Council person, but only with regard to the particular board or group on which the member serves.
4. Rules for members of an Authoritative board are:
  - (a) With regard to the board or group on which the member serves, it is not allowed for the member, or immediate family or business associates of the member, to contract with or have a business relationship with such member's board or group.
  - (b) It is not allowed for a member to act or be involved in a decision or situation in which it could reasonably be perceived that the member's personal or financial interests could influence the decision-making.
  - (c) Regarding the board or group on which a member serves, such member shall not act, influence or be involved in a decision or situation in which the member's immediate family or business associate is involved.
  - (d) Regarding the board or group on which the member serves, it is not allowed for a member's immediate family or business associate to do business with the board or group.
  - (e) Each member must disclose the conflict or appearance of impropriety (including the potential of either) as soon as possible.
  - (f) If a conflict exists, the member must remove him or herself from further involvement in the decision or the process. If an appearance of impropriety exists, the member may remove him/her self or may seek the guidance of the other members of the board or group. In addition, if either a conflict or the appearance thereof reasonably exists, the member must avoid exercise of any attempt to influence any decision-maker.
5. Advisory boards and members are not subject to the rules that apply to Authoritative boards or groups, except that:
  - (a) A member of an advisory board or group must: as soon as possible disclose the conflict, appearance of impropriety, or potential thereof; and such member must absent him/herself from participation or influence regarding the matter.
6. There is no conflict, nor impropriety, for any member of any City Authoritative or Advisory board or group if the matter does not involve the board or group on which the member serves.
7. Some explanatory situations are described on the attached "Ethical Situations and Recommended Actions."

For this resolution:

- (a) "disclosure" or "disclose" means to write or email each member of the respective board or group, and to send a copy to the Mayor and to the City Attorney. The City Attorney shall deliver a copy of all such disclosures, along with any legal

opinion that is made available to the public, to the City Clerk who will keep a public record of all such disclosures;

- (b) “immediate family” means a person’s spouse/partner and the person’s children, siblings and others living together as a family unit. Cousins, aunts, uncles, and parents would not be deemed “immediate family” unless living with the person as a part of the same family unit;
- (c) “business associate(s)” means a person who is:
  - (i) an owner of ten percent (10%) or more of a firm, corporation, limited liability company, partnership or other legal entity; and/or
  - (ii) an officer or director of a corporation; a manager or general manager of a member of a limited liability company; a partner of a partnership or a similar position of authority in another entity.

PASSED and ADOPTED this 4<sup>th</sup> day of September, 2002.

/s/ Cindy Enos-Martinez  
President of the Council

ATTEST:

/s/ Stephanie Tuin  
Stephanie Tuin  
City Clerk

# Memo

**To:** City Council  
**From:** Dan Wilson, City Attorney  
**CC:** Law, Kelly Arnold, David Varley  
**Date:** July, 2002  
**Re:** Ethical Rules Scenarios

---

**Scenario #1:** An applicant for an authoritative board is the owner of a firm and routinely does business for the City, but not for the board for which he is applying. The historical sales to the City by the applicant have all been pursuant to public bid process.

**Answer:** The applicant would be able to do business with the City and with any board other than the authoritative board to which appointed.

**Scenario #2:** An applicant for an authoritative board is not the owner, but is the number three person in a ten person firm that routinely does business with the City, but not for the board for which he is applying. The sales to the City by the applicant's firm are pursuant to public bid process.

**Answer:** If the #3 person is not an owner of the firm nor an officer, manager or member of the firm but is in a support role to the CEO/owner, then there is no conflict of interest.

Does this second scenario involve an appearance of impropriety? Stated another way, would a member of the public view the connection of the applicant to the firm as being identical as that of the owner? If so, the #3 person should disclose his/her relationship with the firm during the application process.

**Scenario #3** – If the applicant for the authoritative board was one of the primary workers for the ten person firm, but not in a management or supervisory role, would the result change?

**Answer:** The resolution would allow the arrangement. The person can serve because the person is not exercising decision making authority for the firm.

**Scenario #4:** – If an applicant for an authoritative board is the owner of a firm that provides services to another City authoritative board (rather than directly to the City), should the result change?

**Answer:** Because each authoritative board is viewed separately from other City authoritative boards, the applicant would be able to do business with the City and with any authoritative board except the one to which the person was appointed.

**Scenario #5:** If an applicant for an authoritative board is the husband of an owner of a firm that provides services to another City authoritative board, should the result change?

**Answer:** The owner/wife would only be barred from doing business with the particular authoritative board on which the husband served.

**Scenario #6** – If an applicant for an authoritative board is the sibling of an owner of a firm that provides services to another City authoritative board, should the result change?

**Answer:** This depends on the relationship between the siblings. Unless the sibling was living in the same house as the owner of the firm, there is no conflict.

An individual applicant or board member might still recuse in a particular instance regarding other members of one's extended family if the relationship is such that it would be difficult to make an independent and objective decision.

**Scenario #7:** If an applicant's best friend does business with the City, but does not do business with the authoritative board itself, is that a problem?

**Answer:** No conflict exists. Nevertheless, because the public could reasonably perceive that the close personal relationship would influence decision-making, recusal is appropriate.

**Scenario #8:** If an applicant's ex-spouse is one of the prime contractors for the City from time to time, but not at the time that the applicant would be appointed, would the applicant's appointment bar another contract during his or her term?

**Answer:** No, because the "ex-spouse" does not fit within the definition of family or close business associate.

**Scenario #9:** May the child of a member of an advisory board bid on a City Public Works Department contract authorized by the City Council?

**Answer:** Because the requirement for members of advisory boards is disclosure, once that has been completed, there is no other bar to such a bid.

**Scenario #10:** Assume that the Arts Commission was expected to recommend to the Parks Director regarding the Director's purchase of a piece of art. If one of the members of the Commission was close friends with the creator of one of the pieces of art, the member should disclose the relationship and avoid further involvement with the process of making recommendations and acquiring the artwork.

-end-

**Attach W-7  
Strategic Plan Update**

**M  
E  
M  
O**

---

---

**Mayor and City Council**

**From:** David Varley  
**CC:** Kelly Arnold, City Manager  
**Date:** 7 October 2003  
**Re:** September Strategic Plan Progress Report  
(for discussion at City Council Workshop on 13 October 2003)

---



City Council's Strategic Plan has 76 Action Steps. To help us track all these Action Steps and make sure they are completed we provide a written progress report every month. Attached to this memo is the report for the month of September which will be discussed at the City Council workshop on 13 October 2003.

The progress for each Action Step and any requested Council action is listed immediately under each Action Step. Also, any related reports and memos for the month are attached together at the back, behind the last Solution.

GRAND JUNCTION CITY COUNCIL  
STRATEGIC PLAN 2002 – 2012

MONTHLY PROGRESS REPORT  
September 2003



Solution

A BALANCE OF CHARACTER,  
ECONOMY AND ENVIRONMENT

**Action Step 2.A:** *Define and develop the attributes of a small town.* (September 2003)

Progress: When this Action Step was discussed by staff it was envisioned that a consultant might be hired to accomplish this. However, since that time we have not hired a consultant and we have not had the time to specifically identify the attributes of a small town. However, other projects we are working on such as the neighborhood programs, customer service and neighborhood parks, are somewhat related to the idea of maintaining our small town character. It is recommended that we continue to work on these other projects and emphasize how they relate to this ideal. Also, this Action Step can be discussed in more detail when the entire Strategic Plan is reviewed and updated.

**Action Step 8.C:** *Evaluate the City's agreements with other water providers.* (September 2003)

Progress: The City has agreements with Ute Water, Clifton Water, Purdy Mesa Livestock Water Company, Reeder Mesa Livestock Water Company and the Cross Bar Cross Livestock Water Company. Agreements with Ute and Clifton Water are under review. Ute's is being reviewed for cooperative use of each other's lab facilities. No change. The City-Clifton agreement is being reviewed for revision of the City's share of the capacity of the Clifton Treatment Plant. This latter agreement will be before the City Council in December of 2003 for review. The City agreements among the PMLWC, RMLWC and Cross-Bar-Cross Company are for the provision of providing treated water to these customers. There is no change anticipated in these agreements.



GRAND JUNCTION CITY COUNCIL  
STRATEGIC PLAN 2002 – 2012

MONTHLY PROGRESS REPORT  
September 2003



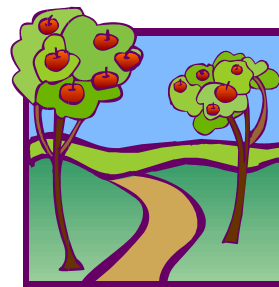
*Solution*

**EFFICIENT TRANSPORTATION**

There are no Action Steps to be completed this month for this Solution.

GRAND JUNCTION CITY COUNCIL  
STRATEGIC PLAN 2002 – 2012

MONTHLY PROGRESS REPORT  
September 2003



Solution

OPEN AND BEAUTIFUL SPACES

**Action Step 25.A:** *Prepare and submit a report on school/park development models for review by the Parks Board and School District 51. (Moved from April to September 2003.)*

Progress: Parks and Recreation staff is still researching school/park development models. A report on their findings will be presented to the Parks Board at their December meeting. Also, this item was briefly discussed at the recent lunch meeting of the City Council and the Parks Board. Additionally, the Parks and Recreation Master Plan identifies a number of sites for joint park/school development.

**Action Step 23.B:** *Submit the Parks Board recommendations (neighborhood park sites) to the City Council. (September 2003)*

Progress: The CIP process has identified three parks for development. This includes Wingate Park (using the school/park concept) and Fuoco Park (acquisition and development) in 2004 and Phase I of Horizon Park in 2005. Also, a Parks and Recreation Advisory Board committee has been looking at several sites (7) for possible acquisition. They will make a recommendation in the first quarter of 2004.

**Action Step 18.C:** *Design several alternatives of a plan with common elements (entrances and gateways). (Moved from May to September 2003.)*

Progress: The committee is still working on a design plan. At their last meeting a representative of Ciavonne & Assoc. was present to discuss options for gateways and entrances. Ciavonne is now working on a central theme and common design elements or alternatives and will soon report back to the committee. The group also recommended including money in the upcoming budget to fund some entrances and/or gateway projects. See the attached funding request memo on page 8.

GRAND JUNCTION CITY COUNCIL  
STRATEGIC PLAN 2002 – 2012

MONTHLY PROGRESS REPORT  
September 2003



solution

RESPONSIBLE YOUNG CITIZENS

**Action Step 29.C:** *Implement the model or plan (youth council from Action Step 29.B).* (September 2003)

Progress: The team working on this Action Step has been busy with the implementation. Two City Council Members participated in 30 interviews drawn from 60 applicants. After the interviews, 15 students were chosen to be on the new Youth Council. This group will now hold a planning retreat on October 11 and 12. At this retreat the youth will develop a more specific plan detailing how the Youth Council will operate and what their primary focus will be. Following the retreat they will report back to City Council on their activities and progress. A Youth Council update memo from 29 September 2003 is included on page 9.

GRAND JUNCTION CITY COUNCIL  
STRATEGIC PLAN 2002 – 2012

MONTHLY PROGRESS REPORT  
September 2003



Solution

SHELTER AND HOUSING THAT ARE  
ADEQUATE

**Action Step 30.B:** *Work with appropriate developers to identify and stimulate interest in affordable housing. (Moved from April to September 2003)*

Progress: The completion date for this Action Step was changed because other items need to be accomplished first, such as deciding on incentives for projects. Since the last update on this Action Step the City Council has met with the Grand Junction Housing Authority to discuss issues such as affordable housing. The City Council reiterated its support and agreed to attend an affordable housing conference in October. City staff has also been working closely with the Housing Authority on this Action Step. After the conference and after we have approved incentives and/or support for affordable housing, we will target specific developers and organizations to see if we can get them interested in affordable housing in Grand Junction. To stimulate interest we will use direct mailings to groups we have already identified and we will add the appropriate information to the City's web site.

GRAND JUNCTION CITY COUNCIL  
STRATEGIC PLAN 2002 – 2012

MONTHLY PROGRESS REPORT  
September 2003



Solution

## VITAL NEIGHBORHOODS

**Action Step 36.D:** *City Council decides on a model for a neighborhood program.*  
(September 2003)

Progress: The Neighborhood Programs Team presented their report and recommendations to the City Council at their workshop on 18 August 2003. At this workshop Council discussed the various recommendations including the ones that relate directly to this Action Step. Council suggested that funds for such a program be included in the proposed budget. They also agreed that the adoption of a neighborhood program model would be discussed and decided during the upcoming budget deliberations. A copy of the Team's summary and recommendations that were discussed at the workshop is included on page 11.

## MEMORANDUM

To: Mark Relph, Director of Public Works & Utilities

Thru: Tim Moore, Public Works Manager

From: Mike McDill, City Engineer

Date: August 28, 2003  
*RE: Budget Request from the Gateway Strategic Plan Committee*

At our meeting today the Committee made two significant decisions.

The first was that significantly more public input should be incorporated into any final design of specific gateway features. We will continue to work with Craig Roberts of Ciavonne & Associates to develop some concepts and specific design elements. However, when these are ready, we feel there should be some substantial opportunities for the public and specific neighborhoods to react to them and either buy into the concepts that might be in their areas or help develop designs that will best represent the whole City. We see this being a process that will require about six to eight months.

Secondly, it became apparent to the committee that these concepts and design elements would not be available to support a specific budget request, nor would they be necessary to make a request. Our discussions with Craig led to the realization that the cost of particular site improvements would vary by location. In the range of \$100,000 to \$200,000 would be required to do an adequate job of upgrading the Horizon Drive Interchange to a gateway feature, whereas, a gateway improvement along a block of Patterson Road might only cost \$30,000 to \$40,000. A gateway feature along South Highway 50 would probably be in the \$80,000 to \$120,000 range. With these amounts of variation between sites and across the same site, it seems more appropriate to allocate funds and then design to those funds. The Committee saw a need to give more recognition to the southern entrance and to the Horizon Drive interchange. However, we would welcome input from the Council regarding other sites they might see as high priorities.

In light of these decisions, the committee has asked that Public Works provide \$500,000 in the 2004-5 Budget for this effort. The distribution across the two years is flexible at this point. This allocation should be in addition to the \$250,000 that presently exists for the Horizon Drive Interchange. The committee believes that this will bring the discussion to the Council level, where specific prioritizing decisions can be addressed. I will relay your confirmation of this funding arrangement to the committee upon your response.

# Memorandum

**Date:** September 29, 2003

**To:** **CITY COUNCIL**

**CC:** **Kelly Arnold, City Manager; David Varley, Assistant City Manager**

**From:** Seth Hoffman, Administration Intern

**RE:** Youth Council Update

---

The Youth Council interviews are complete and 15 young people have been selected to represent students from a wide variety of schools all over Grand Junction. (See the attached list). As we discussed last week, preparations are underway to take the students on an overnight retreat/team building event at Camp Cedaredge, a non-profit camp at the base of the Grand Mesa owned by the Assembly of God church. In addition to team building, the group will also work on a charter, elect leaders, and set goals for the coming term.

Pending your approval, we have preliminarily reserved the campground for Saturday, October 11 through Sunday, October 12 and made arrangements for the students to take part in a team building activity on the camp's ropes course. The total cost for the weekend for will be approximately \$55 per person, which includes four meals, lodging, and the team-building activity. Adults attending will cost approximately \$30 each. It is our intention that the school district will provide transportation for the group and will ensure that all students have signed permission to attend the retreat. The estimate for the entire trip is approximately \$965.

Other than just the members of the Youth Council, at least three adult advisors will attend as well. I will attend, along with Linda Turner and Hanneke Nelson, who work for the school district, and who have been a part of the project from the beginning. We are trying to coordinate the inclusion of Jennifer Hensel, the Mesa State student body president, who Mayor Spehar and Councilmember McCurry suggested be involved.

Lastly, I was asked to compose a letter to the Council and School Board giving an update on the Youth Council's activities thus far. I have requested that Heather Ahuero, who was chosen by the selection committee to serve as chair of the Youth Council, to complete that task instead, so that she can formally introduce herself to both boards. It should be complete by the end of this week.

### 2003-2004 City of Grand Junction Youth Council

Lisa Truong	GJHS, Freshman
Caitlin Donohue	CHS, Freshman
Cole Sheldon	Bookcliff Middle, 7th Grader
Drew Creasman	GJHS, Junior
Becca Wezensky	GJHS, Freshman
Mackenzie Johnston	GJHS, Junior
Drew Bradley	West Middle, 8th Grader
Lacy Clayton	Home School, Junior
Ryan Biehle	CHS, Junior
Johnny Jessup	GJHS, Junior
Kyle Davis	R-5, Junior
Heather Ahuero	CHS, Senior
Catie Wezensky	GJHS, Junior
Brian Conklin	Grand Mesa Middle, 8th Grader
Jessie Miller	School Without Walls, Junior



## **NEIGHBORHOOD PROGRAMS**

### Strategic Plan Solution: Vital Neighborhoods

Goal: Create program(s) to strengthen neighborhoods/provide framework to work with the City on issues...(3-5 yrs)

Objective 36: Reserve funds in 2003 budget to develop guidelines for neighborhood program, identify potential funding sources and staff requirements. (2 years)

Action 36.A: Select a work team that will review and provide a report on different models for neighborhood organizations and programs.

Action 36.B: City Council will discuss and establish criteria or guidelines for using CDBG funds.

Action 36.C: Work team will review and decide preferred model for a neighborhood program.

Action 36.D: City Council makes a decision on model.

### Work Team and Process

Work team members are as follows:

City Council—Jim Spehar, Harry Butler, Bill McCurry  
Community Development—Kathy Portner, Bob Blanchard, Dave Thornton, Ivy Williams, Kristen Ashbeck  
Public Works and Utilities—Tim Moore  
Parks and Recreation—Mari Steinbach  
Police—Amy Clymer

The committee met on the following dates:

- February 26, 2003
- March 13, 2003
- April 10, 2003
- May 8, 2003
- June 2, 2003

Summaries of those meetings are included with this report.

The committees work culminated with a series of four neighborhood events as follows:

- June 9<sup>th</sup>—Riverside/El Poso at Riverside Park
- June 11<sup>th</sup>—Orchard Mesa West at Duck Pond Park
- June 23<sup>rd</sup>—Sherwood at Sherwood Park
- June 25<sup>th</sup>—Redlands at Broadway School

Surveys were administered at all of the neighborhood events. The results of those surveys are attached.

### Neighborhood Program Summary

Cities have developed neighborhood programs as a way to “empower” local residents to have a greater role in the delivery of city services. The main goal of most neighborhood programs is to make it easier for residents to communicate with city government about what is important to them and what services and projects they want in their neighborhoods. The philosophy behind these programs stems from three main beliefs: people relate to their own neighborhood first and then relate to the city as a whole; people feel frustrated and powerless in their attempts to communicate with government; and local residents know best what services they need and what visions they have for their neighborhood and city.

Neighborhood programs can be used to let residents differentiate their neighborhoods and use city services in a way that is most beneficial to them. These programs are structured so that residents are more involved in solving neighborhood problems.

Most neighborhood programs take a “bottom-up” approach to communication. The best ones make it easy and convenient for citizens to communicate with the city. Many are centered on neighborhood organizations and/or homeowner associations. The development of such a program may encourage more neighborhoods to organize themselves. The residents themselves decide what is important to them, what changes they want to see in their own neighborhoods and how the city can help them.

The cities that have been most successful with neighborhood programs are those that look at them as not just another new “program”, but as a whole new philosophy. These cities have embraced the idea of a community-oriented government approach or mindset. With this philosophy, citizens are encouraged to define and differentiate their own neighborhoods and let the city know what services they want. Citizens are encouraged to get involved with their government starting at the neighborhood level, by forming neighborhood associations. These groups of citizens then define for themselves what they need from their city government.

### Neighborhood Program Alternatives

**Creating Neighborhood Boundaries:** Generally, neighborhoods should identify their own boundaries, or at least agree with the boundaries the City might create. Each neighborhood has its own identity and boundaries. Sometimes these boundaries form around neighborhood schools or parks; sometimes they are formed by natural or physical features; or, sometimes they are simply subdivisions. However, many cities with neighborhood programs still organize the city into some larger boundaries that might include a number of neighborhood organizations. We would recommend that we do create those larger boundaries for organizational purposes and to better delineate which neighborhoods would be eligible for CDBG funds. Those larger areas could be Council Districts, school attendance areas, census tracts, area plan boundaries or other geographic boundaries, such as Redlands, Orchard Mesa, City Core, etc. Staffing

could also be based on those larger areas, i.e. one City staff person assigned as the primary liaison to each area. Within those larger areas, neighborhoods could organize their smaller associations.

**Outreach:** A major first step in the creation of neighborhood programs will be the outreach to the community to let them know what's available. We found, with our pilot neighborhood events, that many people just appreciated the opportunity to meet with City staff and Council. Annual events in the neighborhood areas should be an integral part of the program.

**Staffing:** A neighborhood program can be labor intensive and will take some time to build. There should be one staff member assigned to coordinate the efforts and involvement of all the city departments.

**The committee recommends a job description and audit be completed for a Neighborhood Program Coordinator.**

**Budget:** In addition to the staffing, many cities budget a certain amount of money each year for neighborhood projects and the neighborhoods apply for the funds and may compete with each other for limited resources. Some cities require a certain amount of matching funds or some type of in-kind service and donation from the residents. Also, some cities only award grants if a neighborhood has an active association and an accepted neighborhood plan. Funding might also be in the form of neighborhood input on the prioritization of the City's budget. The other source of funding for some neighborhoods is CDBG. The City is committed to allocating some percentage of our annual CDBG funds to neighborhoods.

**The committee recommends the following for the remainder of 2003 and 2004:**

- **\$84,000 from current CDBG budget for Riverside/El Poso and Orchard Mesa**
- **\$84,000 match from general fund for Sherwood and Redlands**
- **Allocate ½ the 2004 CDBG funding for neighborhoods, approximately \$200,000**
- **Use City property tax revenues to match the CDBG allocation (\$200,000)**

**Existing City Programs that Could be Wrapped into a Neighborhood Program:**

- Community Policing
- Neighborhood Watch
- Traffic Calming
- Land Use Notification
- Spring Clean-up
- Street Trees Program
- CDBG
- Historic Preservation
- Graffiti removal

- Leaf pick-up

#### Additional Programs:

- City Budget Review
- Citizen's College
- Neighborhood Clean-up
- Entry signage/landscaping
- Parks—upgrade or new
- Infrastructure upgrades—drainage, streets, sidewalks, street lights
- Traffic safety
- Solid waste hauling/household hazardous waste pick up
- Events/block parties/recreation events
- Newsletters
- Information and referral
- Perimeter fencing/landscaping upgrades
- Youth programs—summer, after school

#### Pilot Programs

The committee recommends that the City start creating the Neighborhood Program with the four pilot neighborhoods: Riverside/El Poso, Orchard Mesa West, Sherwood Park and Redlands/Broadway.

Riverside/El Poso: We had 18 surveys completed for this neighborhood with the following results:

- The lowest ranked items (received less than a 3) were street lighting, level of traffic in the neighborhood, motor vehicle speed through the neighborhood, and on-street parking in the neighborhood.
- Several people commented that the El Poso and Riverside Neighborhoods should be separate.
- There is interest in being a part of a neighborhood association.
- Several properties were identified as needing City attention.
- There's a strong tie to the history of the neighborhood.

#### **The committee recommends the following:**

- **Police patrols be increased in the neighborhood in 2003 and 2004 to address the traffic and other safety issues raised by the neighborhood.**
- **City staff assist in forming a neighborhood association.**
- **Work with Riverside Task Force to submit a request for a State Historic Grant for fixing the roof on Riverside School. Use CDBG funds as the local match.**
- **Work with neighborhood group on other exterior upgrades to the school site, i.e. landscaping, community garden...**

- **Coordinate with the efforts on the improvement district for the El Poso neighborhood. Offer incentives for detached walks with landscaped parkway strip using City Street Trees**
- **Assess interest in creating a community garden on a portion of the Buck Oda property.**
- **Provide assistance to the El Poso neighborhood for clean-up of the visible entry from Highway 340 overpass, i.e. identification sign, landscaping...**
- **Coordinate with Housing Resources for assistance in Riverside and El Poso for housing upgrades.**

Orchard Mesa West: We had 13 surveys completed for this neighborhood with the following results:

- The lowest ranked items (received less than a 3) were level of traffic, motor vehicle speed through the neighborhood, and level of noise in the neighborhood.
- There is an interest in being a part of a neighborhood association.
- Several properties were identified as needing City attention.

**The committee recommends the following:**

- **Police patrols be increased in the neighborhood in 2003 and 2004 to address the traffic and other safety issues raised by the neighborhood.**
- **Pro-active Code Enforcement to address general issues brought up by residents.**
- **Coordinate with Housing Resources for assistance in Riverside and El Poso for housing upgrades.**
- **Target some of the infill/redevelopment effort for the Highway 50 corridor.**
- **Assess the need for sidewalk, especially along Santa Clara, and assist with forming an improvement district.**

Sherwood Park: We had 18 surveys completed for this neighborhood with the following results:

- The lowest ranked items (received less than a 4) were level of traffic in the neighborhood, motor vehicle speed through the neighborhood, on-street parking in the neighborhood, and level of police patrol in the neighborhood.
- There was general agreement with the neighborhood boundaries.
- There is interest in being a part of a neighborhood association.
- Like the convenient location of everything.

**The committee recommends the following:**

- **City staff assist in forming a neighborhood association.**
- **Promote neighborhood identity and pride with neighborhood entry sign(s).**

Redlands/Broadway: We had 10 surveys completed for this neighborhood with the following results:

- The lowest ranked items (receiving less than a 4) were motor vehicle speed through the neighborhood, on-street parking in the neighborhood, and level of police patrol in the neighborhood.
- The absence of a park was noticeable.
- General interest in being a member of a neighborhood association.
- Concern with the abandoned sewage treatment plant in the Bluffs

**The committee recommends the following:**

- **Coordinate with efforts to improve Wingate Park.**
- **Explore options for reclaiming the Bluffs' abandoned sewer plant.**