



360 Main St. • Delta, Colorado 81416 • Phone (970) 874-7566 • Fax (970) 874-8776

Council may take formal action on any item appearing on this Agenda. However, formal action WILL NOT be taken at this meeting on any item of business first identified during the course of the meeting as a change to the Agenda, other business, or Citizen, Councilmember and Staff Comments.

AGENDA

Delta City Council
Regular Meeting

May 5, 2015
7:00 p.m.

- A. Pledge of Allegiance
- B. Changes to the Agenda
- C. Minutes
- D. Citizen Comments
- E. Street Closure Permit; Delta Area Chamber of Commerce/Donation Request for Street Fair
- F. Reschedule June 16, 2015 Regular Meeting to June 15, 2015
- G. City Attorney Comments
- H. City Manager Comments
- I. Councilmember Comments
- J. Executive Session:
For discussion of a personnel matter under CRS Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

Item A:

Pledge of Allegiance



Item B:

Changes to the Agenda

Mayor Ed Sisson called the meeting to order at 7:00 p.m. Also present were Councilmembers Bill Raley, Robert Jurca and Mary Cooper along with Interim City Manager Glen Black. Absent were Councilmember Ray Penick and City Attorney David McConaughy. A meeting notice was posted in the south window at City Hall at least twenty-four hours prior to the meeting.

Pledge of Allegiance

The Mayor led everyone present in the Pledge of Allegiance.

Changes to the Agenda

There were none.

Minutes

It was moved by Councilmember Jurca and seconded by Councilmember Raley to approve the minutes of the April 7, 2015 regular meeting as submitted by the Clerk. All in favor, motion carried.

Citizen Comments

There were none.

Planning Commission Recognition – Richard Simmons

Mayor Sisson presented Richard Simmons a plaque in recognition of his service on the Planning Commission.

Three Mile Plan

Interim City Manager Glen Black stated that per CRS 31-12-105(2)(I) the City is required to review and update annually the Three Mile Plan which considers areas within three miles of the City's boundaries. Approval of the plan allows the City to annex areas in and around the current City boundaries in conformity with State Statutes. He explained there are no changes to the boundary since last year. The Planning Commission reviewed the plan at their April 6, 2015 meeting and has recommended approval to the City Council.

It was moved by Councilmember Raley and seconded by Councilmember Cooper to approve the three mile plan as presented. All in favor, motion carried.

Appeal of Planning Commission Decision

Manager Black reported that at the April 6, 2015 Planning Commission meeting a public hearing for a rezone request was held. The Planning Commission recommended no change to the parcel. The applicant has now appealed the Planning Commission recommendation. He explained Council's options regarding the appeal.

Regular Meeting, Delta City Council, April 21, 2015 (cont.)

Appeal of Planning Commission Decision (cont.)

It was moved by Councilmember Cooper and seconded Councilmember Jurca to choose to have a *de novo* hearing for the rezone request on May 19, 2015. All in favor, motion carried.

Arbor Day Proclamation

The Mayor read the proclamation.

City Attorney Comments

There were none.

City Manager Comments

Manager Black updated Council on the following items:

- Visitor center parking lot paving will take place later this week.
- 2nd Street storm water is underway.
- Municipal Quarterly meeting is being held tomorrow.
- Better Cities Economic Grant presentation will take place in Orchard City at 5:30pm.
- Region 10 meeting on Thursday.

Councilmember Comments

Councilmember Cooper questioned if there will be a spring cleanup.

It was explained that the city does the clean up in the fall; however, there will be a leaf and branch drop up at the end of May.

Councilmember Cooper stated that on the next agenda there should be the rescheduling of the June 16, 2015 meeting.

Councilmember Raley complimented the staff at the golf course for the meal he had received.

The meeting was adjourned at 7:11 p.m.

/s/ Jolene E. Nelson
Jolene E. Nelson, CMC, City Clerk

Item D:

Citizen Comments



MEMO

To: City Council
From: Steve Glammeyer, P.E., Utilities/Public Works Director
Date: May 5th, 2015
Subject: Street closure permit – Delta Chamber



Utilities/Public Works Department

Recommendation:

Staff recommends approval of the street closure permit for the Chamber of Commerce.

Background:

Staff has been working with the Chamber of Commerce on a Main Street street fair and event during our closure of Main Street for the 2nd Street storm water installation project. As Council is aware, we have to close Main Street to install the storm water piping and relocate a 10" water main. We decided to partner with the Chamber to try and minimize the impact to downtown businesses and have a street fair. The Chamber is asking that the City waive the \$25 permit fee, which staff supports. Additionally, the Chamber is asking for a donation to help cover additional costs they have. (See attached memo from Leslie Workman, Chamber Director)

Cost:

There is no additional cost to the City for the extra blocks of closure.

Alignment With Strategic Planning:

This request fits within the City's vision "...community spirit that fosters economic growth and prosperity to create an attractive and vibrant rural community for residents, businesses and visitors."

Actions To Be Taken if Approved:

The Chamber will proceed with their event.

**City of Delta Special Permit for Temporary Closure
Or Occupation of Public Right of Way (R.O.W.)**

Date of Application: 4/30/2015

PLEASE PRINT OR TYPE

Event Information:

Date & Specific Time of Event:

May 16th, 2015 Fair 10am-4pm, setup 9am

Location(s) of Event: Main Street

Name and Description of Event: Main Street Delta Construction Day - Street Fair

Applicant:

Name of Organization, Group, or Individual: Delta Area Chamber of Commerce

Authorized Contact Person: Leslie Workman

Mailing Address: 301 Main Street, Delta, CO 81416

E-Mail Address: director@delta.colorado.org

Phone Number: (Day) 874-8666 (Evening) same

Special Equipment Needs (power, water etc.):

Power

The following items have been received by the City of Delta:

- Application Fee of \$ _____
- Deposit of \$ 500 to be refunded no more than five (5) business days after the permitted event if the Right of Way (R.O.W.) closure area and adjoining property is made clean and litter free by applicant within 24 hours of the event.
- Proof of Special Event Insurance (\$1 million event liability policy).

Conditions For Use

1. Sales of food, beverage, and merchandise are not allowed without prior approval of the City.
2. A permit must be issued by the City of Delta Police Department for Beer and Wines to be sold and consumed on designated City property. If alcoholic beverages are to be distributed or sold, applicable State and Local Licenses must be obtained and approval from the City is required to obtain such permits. Permits are not available for distilled Liquor. Exact location of area proposed for sales and consumption of beer and/or wine during subject special event:

City of Delta Special Permit continued

Any authorized City of Delta representative may terminate the event at any time for any good cause and applicant must then immediately vacate. No refund will be given in such event.

R.O.W. Closure Regulations:

- No R.O.W. closure may occur in conjunction with any Special Events Liquor License, unless permission is granted by the City Council.
- No R.O.W. may be closed more than ten hours.
- Application must be submitted at least 30 days in advance of event.
- Event must conclude by 11:00 p.m.
- R.O.W. and adjoining walkway, etc. must be cleaned after event by applicant.

Date of R.O.W. Closure: May 16th, 2015
 Start Time of Closure: 9:00 am Ending Time of Closure: 5:00 pm

Describe R.O.W. area to be closed:
Main street closed to thru and cross traffic to allow for a festival to take place from 2nd street to 6th street

Barricades, cones and signs needed:

Barricades: X Signs: _____ Cones: _____
 Time and Date for Delivery: May 16th 9am
 Time and Date for Pickup: May 16th 5pm

Parade Regulations:

- Application must be submitted at least 60 days in advance of event.
- Each parade must organize and stage on 9th Street from Grand Avenue to Main Street with additional staging area on Main Street from 9th Street to 11th Street on the East side. The parade must then travel North on Main Street to 4th Street, turning off of Main Street, East onto 4th Street.
- Throwing candy and other items from moving vehicles is prohibited.

I understand that the City of Delta has no liability and provides no insurance for the protection of the applicant or event spectators. The applicant agrees to save and hold harmless the City and its employees from any and all claims and demands arising out of the use of the permitted areas and will defend any cause of action brought to enforce any such claims or demands against the City and/or its Employees.

Leslie C. Workman _____
 Signature of Applicant or Representative Date April 28, 2015

The foregoing application for a special permit is hereby granted, subject to all terms, conditions and regulations previously stated and subject to all other applicable City Code regulations.

 Mayor of the City of Delta Date



April 29, 2015

Dear City Manager Black & Council Members for the City of Delta,

This letter is to request a fiscal sponsorship of the upcoming Construction Day Street Fair, in the amount of \$300. This will help cover the cost of portable toilet rental to alleviate the strain on public restroom use and purchase supplies to help support the construction theme of the fair. While this fair is not part of our normal street fair schedule, when approached by the City to help put on this event, we immediately saw the benefit and wanted to help.

With the City's help, we have garnered the approval from CDOT to temporarily close our Main Street down for a series of summer street festivals – Downtown DeltaFest – which we believe will be a huge benefit, not only to our downtown businesses, but to our community as a whole.

Not only will our vendors bring business and traffic to downtown – buying breakfast or lunch from downtown restaurants, buying supplies for their booths, etc. – but almost all businesses along Main Street have committed to sidewalk sales, specials, and are excited at the thought of having a Main Street event.

It is the wish of the Chamber to host a truly great community event, and we are requesting the City of Delta consider a sponsorship in the amount of \$1,000 for the upcoming street fairs this summer. That money will be used for advertising and in securing monthly live music or other entertainment.

More than helping the Chamber put on an event which drives downtown, thus giving a boon to our local businesses, the City would be considered a traditional sponsor, which would include a booth space at each of the fairs; your logo incorporated on all print advertising and posters; your name mentioned in all press releases/PSAs; a banner hung on the stage at each fair; and, if we chose to advertise on the radio, your name included in those spots.

I am happy to answer any questions about this event. I hope the city is able to partner on this year's event and look forward to future events as well.

Thank you in advance for your consideration.

Leslie C Workman
On Behalf of the Board of Directors
Delta Area Chamber of Commerce

MEMO

To: City Council
From: Jolene E. Nelson, CMC, City Clerk
Date: May 5, 2015
Subject: Rescheduling of the June 16, 2015 Regular Meeting



Office of the City Clerk

Recommendation:

Staff recommends rescheduling the June 16, 2015 regular meeting to June 15, 2015.

Background:

The Colorado Municipal League's Annual Conference is from June 16, 2015 to June 19, 2015. The regular Council meeting is scheduled for June 16, 2015. Since there will be three Councilmembers and staff members attending, it is recommended that the meeting be moved to June 15, 2015.

Cost:

There is no cost to the City to reschedule the meeting.

Alignment With Strategic Planning:

The Delta Municipal Code under 2.04.010 "The Council shall hold at least two regular meetings per month at such times as it may prescribe in its rules, as provided by Section 16 of the City Charter."

Actions To Be Taken if Approved:

The Clerk will post the June 15, 2015 meeting.

Items: G, H & I

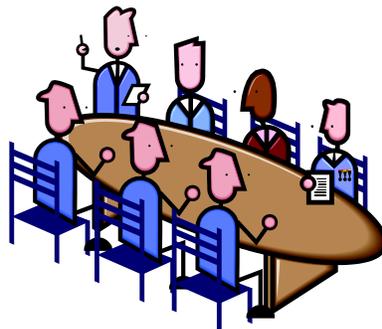
Attorney Comments



City Manager Comments



Councilmember Comments



Item J:

Executive Session:

For discussion of a personnel matter under CRS Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.