



Nathan Clay, Mayor  
Kevin Carlson, Mayor Pro Tem  
Ryan Crick, Councilmember  
Cathy Boyd, Councilmember  
Mark Broome, Councilmember

360 N. Main / Delta, Colorado 81416 / Phone 970.874.7566

## A G E N D A

**Delta City Council  
Regular Meeting**

**January 5, 2021  
7:00 p.m.**

- A. Pledge of Allegiance**
- B. Changes to the Agenda**
- C. Citizen Comments**
- D. Consent Agenda**

Please preregister for the meeting:  
Join Zoom Meeting  
<https://zoom.us/j/95500722475?pwd=KzRxZUNUMW00QURXRHVZRzNXREs4QT09>  
One tap mobile  
+16699009128, 95500722475#

- December 15, 2020 Regular Meeting Minutes
  - Resolution #1, 2021; Designated Posting Site
  - Order of Succession Annual Notice
- E. Letter of Support - 2021 Application to Colorado Housing and Finance Authority for 9% Low Income Housing Tax Credits (LIHTC)**
- F. Ordinance #7, 2020; Second and Final Reading  
2020 Supplemental Appropriations**
- G. Ordinance #1, 2021; First Reading  
2021 Supplemental Appropriations/Back the Badge**
- H. Marketing Update**
- I. City Attorney Comments**
- J. City Manager Report/Comments**
- K. Councilmember Comments**

Item 1:

**Pledge of Allegiance**



Item B:

**Changes to the Agenda**

Item C:

**Citizen Comments**



Mayor Nathan Clay called the meeting to order at 7:00 p.m. Also present were Councilmembers Kevin Carlson, Cathy Boyd, Ryan Crick and Mark Broome, along with City Manager Elyse Casselberry and City Attorney David McConaughy. A meeting notice was posted on the City's website and 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 no changes.

**Citizen Comments**

There were none.

**Minutes**

It was moved by Councilmember Boyd and seconded by Councilmember Crick to approve the minutes of the December 1, 2020 regular meeting minutes, as submitted by the Clerk. All in favor, motion carried.

**Years of Service Recognition**

The Mayor recognized the following employees for years of service:

- 5 years of service:
  - Misty Hellman, Devil's Thumb Golf Course
  - Enancia Hilling, Bill Heddles Recreation Center
  - Victoria Paradise, Bill Heddles Recreation Center
  - Vollie Sandford, Devil's Thumb Golf Course
  - Keilee Womack, Bill Heddles Recreation Center
  - Michael Zubowucz, Parks
  - Dan Cholas, Bill Heddles Recreation Center
  - Devin Powell, Public Works
  - Alan Carmichael, Devil's Thumb Golf Course
  - Holly Hellman, Bill Heddles Recreation Center
  - Wendy Montano, Administration
- 10 years of service:
  - Christina Curtis, Bill Heddles Recreation Center
  - Edward Sandridge, Municipal Light and Power
- 15 years of service:
  - Sandi Brown, Finance
  - Kindra Brewer, Bill Heddles Recreation Center
- 20 years of service:
  - Renee Ealey, Bill Heddles Recreation Center
  - Joyce Conger, Bill Heddles Recreation Center
  - Rodney Myers, City Shop

**Regular Meeting, Delta City Council, December 15, 2020 (Cont.)**

**Years of Service Recognition (cont.)**

- 25 years of service:
  - Adam Suppes, Municipal Light and Power

**Ordinance #7, 2020; First Reading**  
**2020 Supplemental Appropriations**

Ordinance #7, 2020

AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH BELOW FOR THE CITY OF DELTA, COLORADO, FOR THE 2020 BUDGET YEAR

was read by the Clerk.

City Manager Elyse Casselberry stated that these funds are to address the CARES Act Funding that was received and expended.

It was moved by Councilmember Carlson and seconded by Councilmember Crick to adopt Ordinance #7, 2020 on first reading. Roll call vote: Councilmembers Broome, aye; Crick, aye; Carlson, aye; Boyd, aye and Clay, aye. Motion carried.

**Request for Special Event Permit for Game Damage Deer Hunting**

Chief of Police Luke Fedler explained that he was contacted by Roy Nelson about a large amount of deer that were consuming his winter pasture for his livestock. Mr. Nelson had been in touch with Colorado Parks and Wildlife (CPW) Officer March Richman regarding the deer. Officer Richman stated that they could issue game damage tags for the property. However, Mr. Nelson's property is within city limits which does not allow guns to be discharged. The City Council can issue a special event permit to allow the discharge of guns.

Chief Fedler stated that he researched the area and has no concerns regarding allowing Mr. Nelson to harvest the deer on his property.

Councilmember Boyd questioned what happens to the deer once they are harvested.

Colorado Parks and Wildlife Officer Mark Richman stated that by law it has to be for human consumption.

Councilmember Carlson questioned if only six tags are issued will that address the problem. He also questioned if this might have a domino effect for the area.

Officer Richman stated that game damage tags are not to take out all the deer, rather, to get the deer to move out of the area. CPW is liable for damages to agriculture; therefore, they want to work with the property owners to help mitigate the problem. There have been no other requests at this time and he does not believe he will receive any.

**Regular Meeting, Delta City Council, December 15, 2020 (Cont.)**

**Request for Special Event Permit for Game Damage Deer Hunting (cont.)**

Councilmember Broome questioned if Mr. Nelson could be issued some noise deterrents to scare the deer away.

Officer Richman stated that the deer become accustomed to loud noises, especially next to the trap club which this property is located.

It was moved by Councilmember Carlson and seconded by Councilmember Crick to approve the Special Event Permit for Game Damage Deer Hunting Roy Nelson's property located in North Delta. All in favor, motion carried.

**Consideration of an Agreement with Roice-Hurst Humane Society**

City Manager Elyse Casselberry stated that the documents have been emailed to the Council for their review.

Chief of Police Luke Fedler reported that staff has terminated the lease with TAILS as directed by City Council. Staff has been working diligently to fill the role that is now left due to the termination. He has been working with Roice-Hurst Humane Society out of Grand Junction. Roice-Hurst submitted a couple proposals and proposal number two is what staff is recommending the Council to move forward with which is sheltering animals that are impounded by the City and County and also surrendered stray animals from citizens in the City and County. Delta County has been part of the discussions as well.

Manager Casselberry explained that this is a three-party contract that includes Delta County, should Delta County not approve the contract the City will revert back to a two-party contract.

City Attorney David McConaughy stated that there are two contracts and would need two separate motions.

Councilmember Carlson questioned what the budget from the animal shelter is for 2021.

Chief Fedler stated that it is similar to what has been done in the past. The fees that are charged for impounded animals on criminal cases can be collected through the courts should a conviction be determined.

It was moved by Councilmember Boyd and seconded by Councilmember Crick to approve the lease agreement with Roice-Hurst Humane Society. All in favor, motion carried.

It was moved by Councilmember Boyd and seconded by Councilmember Crick to approve the operations agreement with Roice-Hurst Humane Society. All in favor, motion carried.

**Resolution #15, 2020; Adoption of the Personnel Regulations**

City Manager Elyse Casselberry explained that the current version of the personnel regulations was adopted in 2014 which also allowed the City Manager to make changes. However, since there are numerous changes she felt it was important to bring the changes before the City Council.

**Regular Meeting, Delta City Council, December 15, 2020 (Cont.)**

**Resolution #15, 2020; Adoption of the Personnel Regulations**

She summarized the changes. The changes have been reviewed by Michael Santos who is a personnel attorney that the City has worked with in the past.

Resolution #15, 2020

A RESOLUTION OF THE CITY OF DELTA, COLORADO,  
REPEALING AND REPLACING THE CITY OF DELTA  
PERSONNEL REGULATIONS

was read by the Clerk.

It was moved by Councilmember Crick and seconded by Councilmember Boyd to adopt Resolution #15, 2020. Roll call vote: Councilmembers Broome, aye; Crick, aye; Carlson, aye; Boyd, aye and Clay, aye. Motion carried.

**Consideration of an Agreement to Vacate a Portion of City Right-of-Way (ROW)**

Public Works and Utilities Director Betsy Suerth stated that at the last meeting staff presented to Council a request from Tanner Rentals, LLC to purchase a portion of the ROW along Eaton Avenue. The ROW encompasses Eaton Avenue and an 8" water line. The City needs only enough property for the road ROW and adequate access to the water line. Council agreed to move forward with the request.

Roads (ROWs) are vacated by ordinance pursuant to CRS 43-2-302, and title automatically vest in the adjacent property owner if part of a ROW is vacated. Hence, once the subject portion is vacated, Tanner will automatically have title. The agreement this evening, once approved, will allow staff to work with the applicant to draft all necessary documents for the vacation of a portion of ROW along Eaton Avenue adjacent to 234-240 Easton Avenue.

Director Suerth reported that she received an email from Kim Guthrie-Burch regarding the \$2000 that was discussed at the last meeting. The applicant was under the impression that would be the total cost. The agreement states \$2000 plus any additional attorney costs.

City Attorney David McConaughy stated that he drafted the agreement the way he thought he explained it at the last meeting. Once the ordinance is approved the application would pay \$2000 plus the total costs incurred by the City.

Councilmember Crick stated that the City did not initiate the ROW; therefore, he feels the applicant should be responsible for the costs.

There was extensive discussion regarding the costs for the vacation of the ROW to include attorney fees, surveys, publications and staff time.

It was moved by Councilmember Broome and seconded by Councilmember Crick to approve an agreement vacating a portion of city ROW. All in favor, motion carried.



## **Regular Meeting, Delta City Council, December 15, 2020 (Cont.)**

### **COVID-19 Update**

City Manager Elyse Ackerman-Casselberry provided an update to the Council on COVID-19. She encouraged everyone to view the Delta County's COVID-19 dashboard on their website. The emergency management has reengaged the weekly meetings to provide updates throughout the county. Delta County has been working to implement the 5-Star program that Mesa County has created. The State may be implementing the program. She explained the program.

### **City Attorney Comments**

City Attorney David McConaughy stated that he is having discussions on a regular basis with the City Manager. They have been discussing the process of getting documents to the various departments in a timely manner and then to the Clerk for distribution in the packet so that we are not waiting to the last minute to get those documents to the Council. With that being said, he noticed something during the meeting that he needs to ask the Council to consider a motion amending the prior motion on the animal shelter lease. The motion would be to authorize staff to amend the lease term to comply with Article 141 of the City Charter which limits lease terms to no longer than the type of the term of office of the majority of the Council.

It was moved by Councilmember Carlson and seconded by Councilmember Crick to authorize staff to amend the term of the lease agreement with Roice-Hurst to comply with Article 141 of the City Charter. All in favor, motion carried.

Attorney McConaughy also stated that the executive session is not needed. The buyer of the property has signed the amendment to extend the closing date; therefore, giving time to work out the agreements.

### **City Manager Report/Comments**

City Manager Elyse Ackerman-Casselberry reminded the Council of the Christmas Tour on Monday starting at 8:00am. She also commented on Annette Brand's email providing history of Centennial Park.

### **Councilmember Comments**

Councilmember Broome questioned if the City has applied for the grants that were in the recent CML newsletter.

Manager Casselberry stated that the City has been awarded some of the grants in the past.

Councilmember Broome stated that the City needs to focus on getting good paying jobs into our community. He thanked everyone for all their hard work.

Councilmember Carlson thanked all the employees that helped with the Christmas lights. He would like to see lights across Main Street next year. He thanked everyone and reminded everyone to be safe during the Christmas season. He questioned if everyone received the packet of information from Orval Proctor regarding the ML&P building.

## **Regular Meeting, Delta City Council, December 15, 2020 (Cont.)**

### **Councilmember Comments (cont.)**

Manager Casselberry reported that everyone received the packet and there will be a work session in February that Mainspring will provide an update.

Councilmember Boyd also thanked all staff stating that under the circumstances they have gone above and beyond. She supports the 5-Star program and would like to see that get implemented. She also commented on the Christmas lights stating that it looks gorgeous. The Student Council gave the Council a holiday wreath and some chocolates, she thanked them. Support your local businesses.

Councilmember Crick stated that he went downtown after the snow the other night and enjoyed the lights along Main Street. We have an amazing staff. He encouraged everyone to be extra nice, be kind and tell those you love that you love them.

Mayor Clay also thanked the Student Council for their gifts. He commented on what he sees and hears regarding City Council. There is a shift that is changing the entire culture of the City. We are becoming the City of "yes". He stated that he believes our new City Manager is knocking it out of the park, he cannot thank her enough. This is a wonderful time for the City. He also commented on Ms. Brand's email.

Mayor Clay stated that he does believe we need the executive session.

City Attorney David McConaughy stated that Item Q is an amendment to the contract for Riverbend and Cottonwood properties that will do the following:

- Approve an assignment.
- Approve an extension of the closing date to March 5, 2021 which would then extend the due diligence documents to February 19, 2021.
- The objection deadline has already expired; therefore the need for the approval of the ditch rights and the lease back agreement for the soccer fields.
- That leaves one open item which is agreement regarding the public river trail. He summarized the discussions regarding this agreement.

Manager Casselberry stated that staff has been having some great conversations. The extension of the closing date will allow more time to continue the discussions.

The following items were removed from the Agenda:

- Consideration of Agreement Regarding Public River Trail and Access Easement
- Determination Regarding Real Estate Contract Contingencies and Authority to Approve and Execute Final Closing Documents.

### **Consideration of Second Amendment to Contract to Buy and Sell Real Estate**

It was moved by Councilmember Boyd and seconded by Councilmember Crick to approve the second amendment to the contract to buy and sell real estates. All in favor, motion carried.

**Regular Meeting, Delta City Council, December 15, 2020 (Cont.)**

**Consideration of Agreement Regarding Ditch Rights**

It was moved by Councilmember Crick and seconded by Councilmember Carlson to approve the agreement regarding ditch rights. All in favor, motion carried.

**Consideration of Lease Agreement**

It was moved by Councilmember Boyd and seconded by Councilmember Carlson to approve the lease agreement with the amendment with an effective date as of the closing. All in favor, motion carried.

The meeting was adjourned at 8:34 p.m.

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Jolene E. Nelson, CMC, City Clerk

**RESOLUTION #1, 2021**

**A RESOLUTION DESIGNATING THE PUBLIC PLACE  
FOR POSTING NOTICES PURSUANT TO C.R.S. § 24-6-  
402(2)(c)**

**WHEREAS**, C.R.S. § 24-6-402(2)(c) requires the City to annually designate the public place for posting notices to comply with the Colorado Open Meetings Law, C.R.S. § 24-6-401, *et seq.* (the "Open Meetings Law");

**WHEREAS**, consistent with House Bill 19-1087, the City hereby desires to post notice of the City's public meetings not only in physical locations, but also on the City's website as the City's official online presence to the greatest extent practicable; and

**WHEREAS**, the notice must have specific agenda information, posted no less than twenty-four (24) hours prior to the meeting, must be accessible at no charge to the public, must be searchable by type of meeting, date of meeting, time of meeting and agenda contents, shall provide the address of the website to the Department of Local Affairs, and shall designate a public place within the boundaries of the local public body at which it may post a notice no less than twenty-four (24) hours prior to a meeting if it is unable to post a notice online in exigent or emergency circumstances such as a power outage or interruption in internet service that prevents the public from accessing the notice online.

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF DELTA**, as follows:

1. **Designation.** The City Council of the City of Delta, in compliance with C.R.S. § 24-6-402(2)(c) of the Open Meetings Law, hereby designates the City website at [www.cityofdelta.net](http://www.cityofdelta.net) as the official place for posting notices. The City may additionally post notices at City Hall, located at 360 Main Street, and any City social media accounts. If there is a known outage or an interruption in internet service, the City may post a physical notice on the bulletin board in the south window of the Delta City Hall, located at 360 Main Street, Delta, CO.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



### ORDER OF SUCCESSION NOTICE for 2021

Pursuant to the City's Disaster Emergency Regulations, City Code, Chapter 8.40.050, which state: *The City Manager shall, at the start of each calendar year, publish and submit to City Council an order of succession of city officials who shall execute the duties and powers described in this Chapter for execution by the City Manager in the event that the City Manager is unavailable to manage a disaster emergency.* Please find below the Order of Succession for 2021:

1. The City Manager or Acting City Manager.
2. The Chief of Police.
3. The Director of Parks, Recreation and Golf.
4. The Finance Director.
5. The Director of Public Works and Utilities, Planning and Building Inspection.
6. In the event none of the above noted people are available to serve, the next highest-ranking person within each of the various departments, in the line of succession as indicated above, shall serve.

This is a housekeeping matter and official notice required by the Delta Municipal Code. However, the succession of authority provided in Chapter 8.40.050 is always subject to the power of the City Council to determine, by appropriate formal action, that any Council Member or staff member shall take responsibility for the management of a disaster emergency.



## MEMO

MEETING DATE: January 5, 2021

TO: Delta City Council

FROM: Ryan Kelly, Acquisitions Director, TWG Development

Ute Jantz, Executive Director, Delta Housing Authority

VIA: Elyse Ackerman Casselberry, City Manager, Delta

TITLE: Residences at Delta

(1) Support Letter - 2021 Application to Colorado Housing and Finance Authority for 9% Low Income Housing Tax Credits (LIHTC)

(2) Sales Tax and Use Tax Waiver

(3) Funding commitment in the amount of local tap fees

ACTION: Discussion and Motion

ATTACHMENT: Support Letter

SUMMARY: TWG Development and Delta Housing Authority are asking City of Delta to support their application for 9% Low Income Housing Tax Credits to finance 50 units of housing for rent to seniors aged 55 and older. Based on area demographics and the experience of the Delta Housing Authority, there is tremendous need for additional housing for low-income seniors in the region. These 50 apartments will be affordable to seniors with annual incomes from \$14,000 to \$30,000 (30% to 60% AMI for a single person for Delta County).

Applying for the Low Income Housing Tax Credit is a highly competitive process, which if successful, would bring about \$12 million of outside investment to our community to build this housing. Demonstrating local support will make our application much more competitive.

TWG is an experienced LIHTC developer with a strong track record in Colorado and other states. Delta Housing Authority would be the Special Limited Partner and the property manager.

TWG is under contract to purchase a site adjacent to Villas at the Bluff. The proposed housing is aligned with Delta Housing Authority's strategic plan, and the market need for additional senior housing at affordable rents in the community.

We are seeking City support in three ways: (1) a letter to Colorado Housing and Finance Authority (CHFA), (2) agreement to waive sales and use tax on construction materials, and (3) a funding commitment in the amount of local

tap, impact, and improvement fees.

- (1) Council is welcome to modify the attached letter. We have provided a template for consideration.
- (2) We are seeking Council support of this from sales and use tax exemption. Under Colorado State Statute, housing authorities are exempt from sales and use tax (C.R.S 29-4-226). When housing authorities participate as a special limited partner, as Delta Housing Authority intends to do for Residences at Delta, the project is eligible for a sales and use tax exemption. This exemption will assist in lowering construction costs and making the project more financially feasible. This exemption is contingent upon CHFA's award of 9% Low Income Housing Tax Credits.
- (3) To further demonstrate Delta's local commitment to affordable housing for low-income seniors, we are seeking a grant to cover the cost of local tap fees, improvement fees, and/or permits. This grant is also contingent upon CHFA's award of 9% Low Income Housing Tax Credits.



360 N. Main / Delta, Colorado 81416 / Phone 970.874.7566

January 5, 2021

Kathryn Grosscup, Manager, Tax Credits  
Colorado Housing and Finance Authority  
1981 Blake Street  
Denver, CO 80202

RE: Support for 9% LIHTC Funding for Residences at Delta

Dear Ms. Grosscup:

Delta is an All-American City in the heart of western Colorado. We pride ourselves on our community spirit, abundant natural resources, and we seek to be an attractive and vibrant rural community for residents, business owners and visitors of all ages.

Housing costs have been rising in Delta, and are now often beyond the reach for many of our seniors. This is a letter of support for the proposed new construction of 50 senior housing units in Delta, Colorado.

This development is public/private partnership between TWG Development, LLC and the Delta Housing Authority to serve seniors with low incomes. Delta Housing Authority would be the Special Limited Partner and the property manager. The new housing will serve senior (age 55+) residents who have incomes from 30% AMI to 60% AMI. The site is slightly larger than 4-acres, allowing for community gardens and walking trails. It is located at South Main and Bluff Street, near the Delta Housing Authority's offices and family housing, which creates an opportunity for seniors and youth to connect.

**At our City Council Meeting on January 5, 2021, Council took action in support of this letter, confirmed our commitment to the project's sales and use tax exemption, and committed a local grant of **{INSERT AMOUNT}** to cover the cost of local tap fees, improvement fees, and permits. These commitments are contingent upon CHFA's award of 9% Low Income Housing Tax Credits.**

Residences at Delta will be designed with maintaining a seniors' independence and accommodating physical and sensory disabilities as guiding principles. Residences at Delta would be a welcome addition to our community. We look forward to CHFA's support of this venture.

The City of Delta strongly supports this proposed development in Delta to serve additional seniors. Please contact Elyse Ackerman Casselberry, City Manager at 970-874-7566 or via email [elyse@cityofdelta.net](mailto:elyse@cityofdelta.net) for further questions.

Sincerely,

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Nathan Clay  
Mayor – City of Delta



[cityofdelta.net/visitdeltaco.us](http://cityofdelta.net/visitdeltaco.us) / City of Delta, Colorado / [@visitdeltaco](https://www.instagram.com/visitdeltaco) / [CityofDelta](https://www.facebook.com/CityofDelta) / [cityofdelta.net](https://www.twitter.com/cityofdelta.net)



Ordinance #7, 2020

AN ORDINANCE APPROPRIATING SUMS OF MONEY TO  
THE VARIOUS FUNDS AND SPENDING AGENCIES IN  
THE AMOUNTS AND FOR THE PURPOSES SET FORTH  
BELOW FOR THE CITY OF DELTA, COLORADO, FOR  
THE 2020 BUDGET YEAR

WHEREAS, the City Council has adopted the annual budget on  
November 19, 2019; and

WHEREAS, the City has received additional and unanticipated  
revenues in the form of grants and other revenue sources and  
there exists unappropriated surplus in the various funds; and

WHEREAS, it is not only required by law, but also necessary  
to appropriate the additional revenues and surplus to and for  
the purposes described below, so as not to impair the operations  
of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE  
CITY OF DELTA, COLORADO:

**Section 1.** That the following supplemental appropriations,  
in addition to those appropriated by Ordinance #12 Series of  
2019, are hereby appropriated from the revenue and surplus of  
each fund, to each fund, as follows:

General Fund

\$210,000

ADOPTED on first reading and ordered published this  
\_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

ADOPTED on second and final reading and ordered published  
this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Ordinance #1, 2021

AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH BELOW FOR THE CITY OF DELTA, COLORADO, FOR THE 2021 BUDGET YEAR

WHEREAS, the City Council has adopted the annual budget on November 17<sup>th</sup>, 2020; and

WHEREAS, the City has received additional and unanticipated revenues in the form of grants and other revenue sources and there exists unappropriated surplus in the various funds; and

WHEREAS, it is not only required by law, but also necessary to appropriate the additional revenues and surplus to and for the purposes described below, so as not to impair the operations of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DELTA, COLORADO:

**Section 1.** That the following supplemental appropriations, in addition to those appropriated by Ordinance #6 Series of 2020, are hereby appropriated from the revenue and surplus of each fund, to each fund, as follows:

Back the Badge Fund

\$650,502

ADOPTED on first reading and ordered published this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

ADOPTED on second and final reading and ordered published  
this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

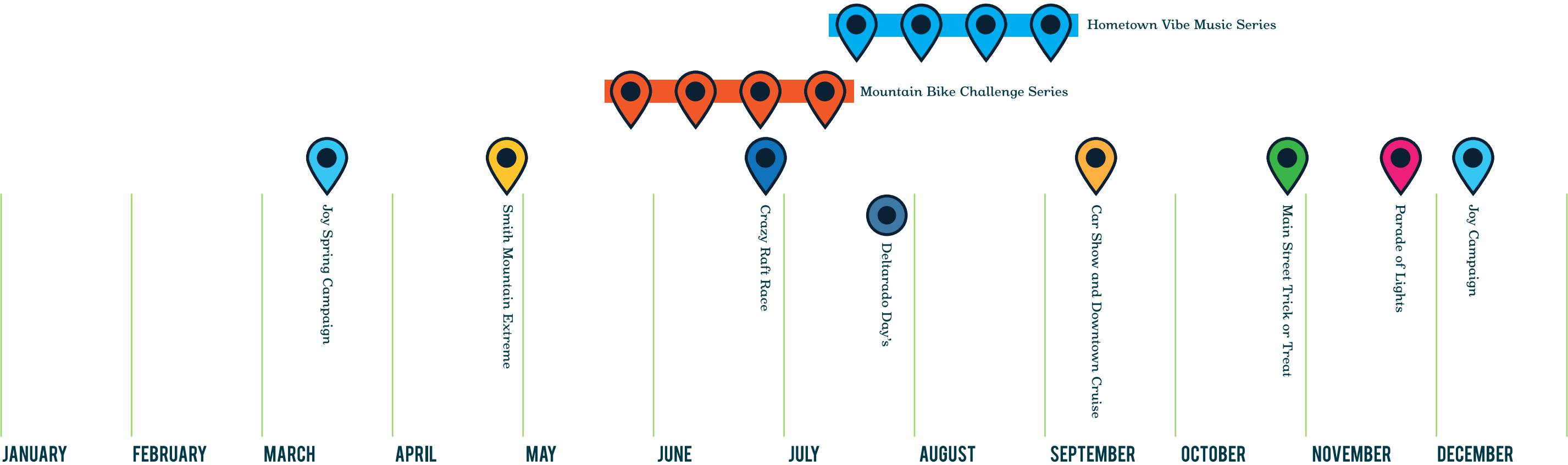
\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

[illegible]

# PROPOSED EVENT CALENDAR 2021



# PROGRESS WITH PURPOSE

Like so many, the City of Delta lost a lot in 2020. We believe strongly that we must continue to push forward and continue with the plans we had to add additional events to our 2021 calendar as if 2020 had went as planned. Because of this, we are going to have a full calendar for 2021 and will need additional resources available to pull this off. Our plan is to work with community leaders and interested parties to make 2021 the best year it can be and we believe that as per our original plan 2021 will be a culmination of what we in marketing have been working on.



# PROPOSED MARKETING SCHEDULE 2021

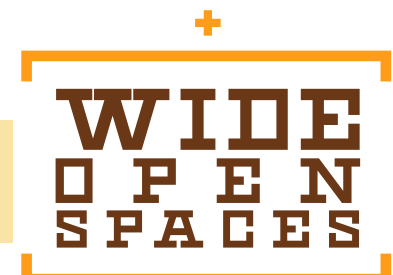
## STRATEGY



LOCAL

REGIONAL

BEYOND



## **City Attorney Comments**







## **City Manager Report**

### **January 5th City Council Meeting**

#### **CITY MANAGER:**

##### **Overview of Activities:**

**Economic Development:** One Delta County--An Economic Alliance is officially up and running. Greg Pope has been working as the Project Manager since late October. Greg and I visited with a hemp processor that is hoping to expand operations in the City in 2021. One Delta has also been working to support Colorado Stone Quarries as they begin to ramp up operations.

**Restructure:** I have been working on a restructuring plan to implement the new Strategic Plan, expand the management team, and increase more opportunities for existing employees. After meeting with all managers and supervisors in early December, the last two weeks have focused on meetings with each department to get their input and refine the restructuring plan.

**Employee Council:** The City has traditionally had an employee committee that helped put the annual Christmas party together each year. In January this employee committee will be expanded to include each department in the City and an expanded focus on increasing employee morale, employee wellness, training needs, employee/department recognition. This expanded group will also oversee a "suggestions/kudos" box for their department and will work together to bring good ideas from staff forward to the City's leadership team for implementation. The goal is to have this group meeting by February.

**Tour & Employee Recognition:** I have heard numerous thank yous and appreciation for the Holiday bonus in lieu of the annual Christmas party. It has been suggested that we should do this again next year. I will ask the Employee Council to work on this and come to a final recommendation for us. It has also been suggested that we should restart the Employee Picnic that the City use to do in the Summer. The Employee Council will be asked to consider this too.

**MLP Building:** The founder of Main Spring, Fiona Arnold, came through town and was able to connect with Nathan and myself to walk through the MLP building again. We have scheduled a work session with Main Spring in February where they will walk through their proposal for the building which is to create a space that can be used for job training/creation and to create a vibrant public gathering space. The history and architecture of the building would be retained. The short-term cost of renovation and repair would be achieved through a public/non-profit partnership between the City and Main Spring. This conversation began over two years ago when the voters authorized the sale of the building. The city received two responses to an RFP from interested buyers. The other response is from a group that would like to find a way to bring power generation back to the City. The City continues to explore how to implement this project as well.

**General Communication:** We continue to implement our communication plan including monthly email updates to employees, creation of a new employee website, and starting in January the City will have a regular article in the newspaper to share current events and happenings. The first article should be in the January 6th issue. The website is also receiving some tweaks to make information more available such as this report and monthly sales tax information. With that, we are thinking this manager's report will shift to monthly instead of bi-weekly as we catch up on communication and start to find ourselves "repeating" information.

**Worksessions:**

- January 12: Mural Committee, Golf, All Points Transit
- February: Mainspring MLP Proposal
- March: Hobbs Power proposal

**Kudos:** Jeanette & Darin for launching the new employee internal website. This website will help us make information available to all employees. Adam and the MLP crew for lighting Main Street up!

**Administration:**

**City Clerk**

- AV system installation is in the final stages. We are in hopes to have training on the system Monday, January 4, 2021.
- The first week of the new year begins retention of records for the Clerk's office as well as Municipal Court.
- An application for Transfer of Ownership for Sun Valley Liquors has been submitted. Staff is working with the applicant to get a temporary license issued the first of next week.

**Human Resources**

- We are currently at an employee count of 92 FT and 142 PT.
- We have had 3 new hires and 1 Termination for Dec. as of 12/29/2020.
- COVID Overview- Dec to date.- 3 positives, 4 negatives, 0 testing, 2 Exposure. Everyone back to work.

**Marketing/Communication**

- Our Smile Campaign for December was a great success. Live music, Elf on a Shelf and What's in the Box were all well received.
- We are getting sponsors for 2021 Events. Jodi Mares will be sponsoring our Car Show. Samuel Adams will be the title sponsor for the Crazy Raft Race and Bank of Colorado is sponsoring our live music in our new pocket park. Still talking to Trek, Tailwind Nutrition and some others on sponsorships.
- Signs for Gunnison's Edge Disc Golf will be going up in the new year. This will allow us to sponsor national tournaments on our disc golf course at Confluence Park.

## Finance

Online Sales Tax return processing and payment portal is up and running.

Table below states total sales and use tax for the City - 3% of taxable sales

### City of Delta

#### Sales & Use Tax Revenue

	Year	Year
Month	2019	2020
Collected	Actual	Actual
-----		
Jan	611,751	608,003
Feb	430,065	470,811
March	427,046	458,490
April	558,014	577,813
May	464,915	522,666
June	511,827	573,906
July	553,977	650,686
August	525,519	563,002
Sept	539,788	510,230
Oct	559,048	631,243
Nov	551,769	585,632
	-----	-----
	5,733,719	6,152,482

% change =7.72%    7.30%

## Police

- **2020 Delta Giving Tree:** I am happy to announce that the Delta Giving Tree served 218 children and 79 families for the 2020 Christmas season. Our goal was 150 children but thanks to the generous donations by businesses and individuals and the hard work from our volunteers we were able to far exceed our goal. Thank you to all that helped make this happen!

- **Internal Changes:** Carrie Reed will be transitioning from the Records Clerk to the Evidence and Property Technician on January 4, 2021. Jamie Head, who is the current Evidence and Property Technician, will be retiring at the end of January.
- **Back the Badge:** We are still moving forward with the new positions created with the public safety tax but have no new updates at this time.
- **Delta Police Department Calls for Service:** The Delta Police Department responded to **724 total CAD calls** from 12/09/20 at 9:00 am through 12/29/20 at 1:00 pm. This included 18 arrests, 15 summons and 1 request for prosecution. Reports were generated for the following calls:

ABANDONED VEHICLE 1

AGENCY ASSISTANCE 7

Animal Control 1

ASSAULT 1

ADULTS NEGLECTED/ABUSED 2

AUTO THEFT 2

BURGLARY 2

CHILD ABUSE OR NEGLECT 1

CITIZEN ASSIST 4

CIVIL PROBLEM 1

CRIMINAL MISCHIEF 4

Death Investigation 2

Disturbance 4

DOMESTIC 1

DRUG VIOLATION 4

Error 2

Sex Offender Failure to Register 1

Fire 3

FORGERY 1

FRAUD 6

HARASSMENT 4

IDENTITY THEFT 2

Information Report 3

Juvenile Problem 3

K-9 3

LOST OR FOUND PROPERTY 2

Medical Emergency 1

Obstructing 3

Recovered Stolen Property 2

VIOLATION OF RESTR/PROT ORDER 1

SHOPLIFTING 3

SUSPICIOUS PERSON/CIRCUMSTANCE 14

THEFT 11

THEFT FROM AUTO 2

TRAFFIC VIOLATION 1

Traffic Stop 4

Traffic Accident 18

TRESPASS 3

Wanted Person 14

WEAPON OFFENSE 1

WELFARE CHECK 3

**Total Reports Written for This Agency: 148**

## **Parks**

- The Parks crew has been working on the 4th Street hillside removing the overgrowth of shrubs and trees getting ready for the upgrade on the Garnet Mesa Trail this summer.

- The crew has also cleaned the Parks office building and given it a new coat of paint. Staff utilized the CARES funds to replace the chairs with folding plastic chairs that can be cleaned daily. The old chairs all were of the upholstery type and had become very dirty.
- This coming week the Parks crew will be removing & storing all of the Christmas lights from the Main Street decorative poles that they put up for the Main Street lighting project. Thanks Parks and ML&P crew for making Main Street such a special place this Christmas!!

## **Recreation**

- Staff is working with the City's engineer concerning the design process for the pool boilers at the Rec Center. As we discussed during the Council tour, we possibly would put this on the January 5th work session for an update and discussion with Council. In working with Mr. Austin and his subcontractor Bighorn, we will not be ready with enough information on January 5th to have a work session. We will get the information and discussion points ready and bring them to Council as soon as possible.
- Limitations on numbers allowed in the pool area during this school break due to COVID, has caused many folks to not be allowed in the pool and told they must return at a certain hour to swim. That isn't always convenient for folks and it is quite a loss in revenue. Staff will be addressing this if we are still under these same restrictions during the February school break.
- The new tile work has been completed in the Activity Room and Aquatics Manager's office. This was CARES funds for easy cleaning ability.

## **Golf**

- Weather has greatly affected the play at the course. The weather however, has given the course some much needed moisture. Staff had contacted the Public Works crew and reserved the water truck last week, so that we could at least get some moisture into the greens. The snow has held off that need for the time being.
- As of Thursday's schedule there are several tee times due to the increase of snow in Grand Junction and Montrose. Those folks have found that we are clear and have come to play Devil's Thumb!!!

## **Public Works, Utilities, Building and Planning**

**Streets** - Crews have been happy to plow some much needed moisture lately and look forward to a regular pattern of winter storms.

### ***Wastewater Treatment***

2020 capital projects completed include the CPU replacement for the centrifuge, the replacement of the clarifier sprockets in one basin, and the relocation of the digester instrumentation. With the hiring of the new Chemist a few months ago, we now have the capability to conduct the required salinity study in house, which will save \$50,000. That study is well underway and we are confident it will be accepted by CDPHE. The digester alternatives analysis, also planned for 2020, has not been completed and the 2020 funds allocated for that project may need to be reallocated through a 2021 budget supplement.

**Planning** - There is a Planning Commission meeting on January 4 to review an ordinance regarding plat certificates and setbacks on plats. Staff will bring the PC recommendation to Council on January 19. Planning continues to be

busy reviewing various subdivision applications, conducting site plan reviews, and providing services to the City Manager with the Riverfront Development work.

### ***Building***

- The Delta Apartments project is moving forward with internal earthwork.
- The Cherry Lane Estates Subdivision is working on their preliminary plat.
- There were 5 new single family dwelling permits issued to Clayton Homes for projects at West Mountain Ranch. That subdivision has had no activity since 2008.
- There were 10 new single family dwellings completed in 2020.
- There are 18 new single family dwellings currently permitted and under construction (including Clayton.)
- We have noticed an increase in production from our regular builders. (Tallent Construction, Serenity Homes, SWG Enterprises and CinalJones.) Normally they build one house at a time, currently they are all working on multiple homes. A few are even working on 3 or 4 at the same time.
- We also have 3 new builders working on multiple homes. (Brix & Stix on 3 homes, Southwest Property Specialist on 3 homes, and the Clayton Homes activity at West Mountain Ranch.
- Permits are up 54% from 2019 to 2020. (2019 total of 370 permits, 2020 total of 570) That's 200 additional permits in one year's time.

### ***Capital Projects/Engineering***

- The first phase of the Ute Street water line extension was released for public bid on December 30. Bids are due January 25, 2021 to allow a contract award recommendation to be considered by council on February 1. The project scope will construct the east end of the water line from the south side of SH92 under the highway and UPRR and terminate north of UPRR. This will allow Valley Sunset to tap into the line for fire protection, and for the City to acquire the Tri-County Water Conservancy customers west of 1675 Road. Phase II of the water line extension project is still in the design phase, and not funded.
- West Legacy Park
  - Work has been suspended as of December 28, 2020 for a winter shut down. Staff supported this request by the contractor as we wanted to assure the flatwork had ideal temperature conditions for the unique design. The contractor will resume work by March 1, 2021 and must complete the project by March 31. During the shutdown, the Contractor will provide a weekly site review of the site's security fencing, and will promptly repair or replace fencing or other items that safely guard the current work and the public.
  - See attached photos of the Masons' work and attention to detail on the brick work for the gateway, they did an awesome job.
- 2020 Sidewalk Improvements Project - This project is substantially complete. The contractor will demobilize the first week of January. See attached before and after project photos of a sidewalk drainage/apron improvement at 411 Howard St., and additional .

### ***Fleet and Facilities***

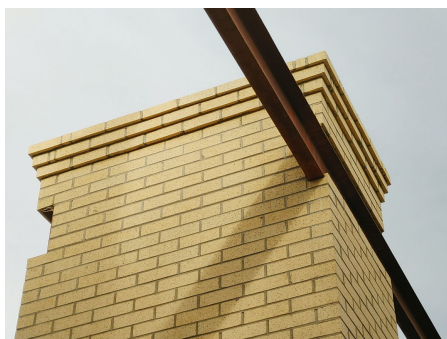
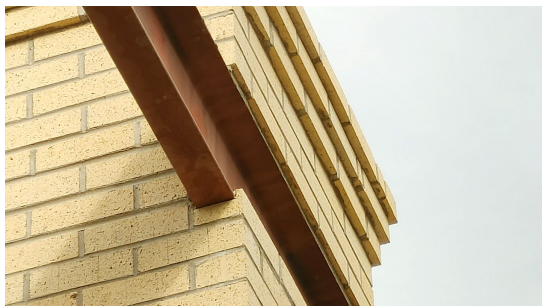
- Staff is working with the Police Department to assist with repairs at the animal shelter before the new tenants move in.
- The police facility study is progressing with the consultant presenting diagrammatic layouts on the two potential receiving sites, see attached exhibits. There are 2 footprints shown superimposed on the two site options.









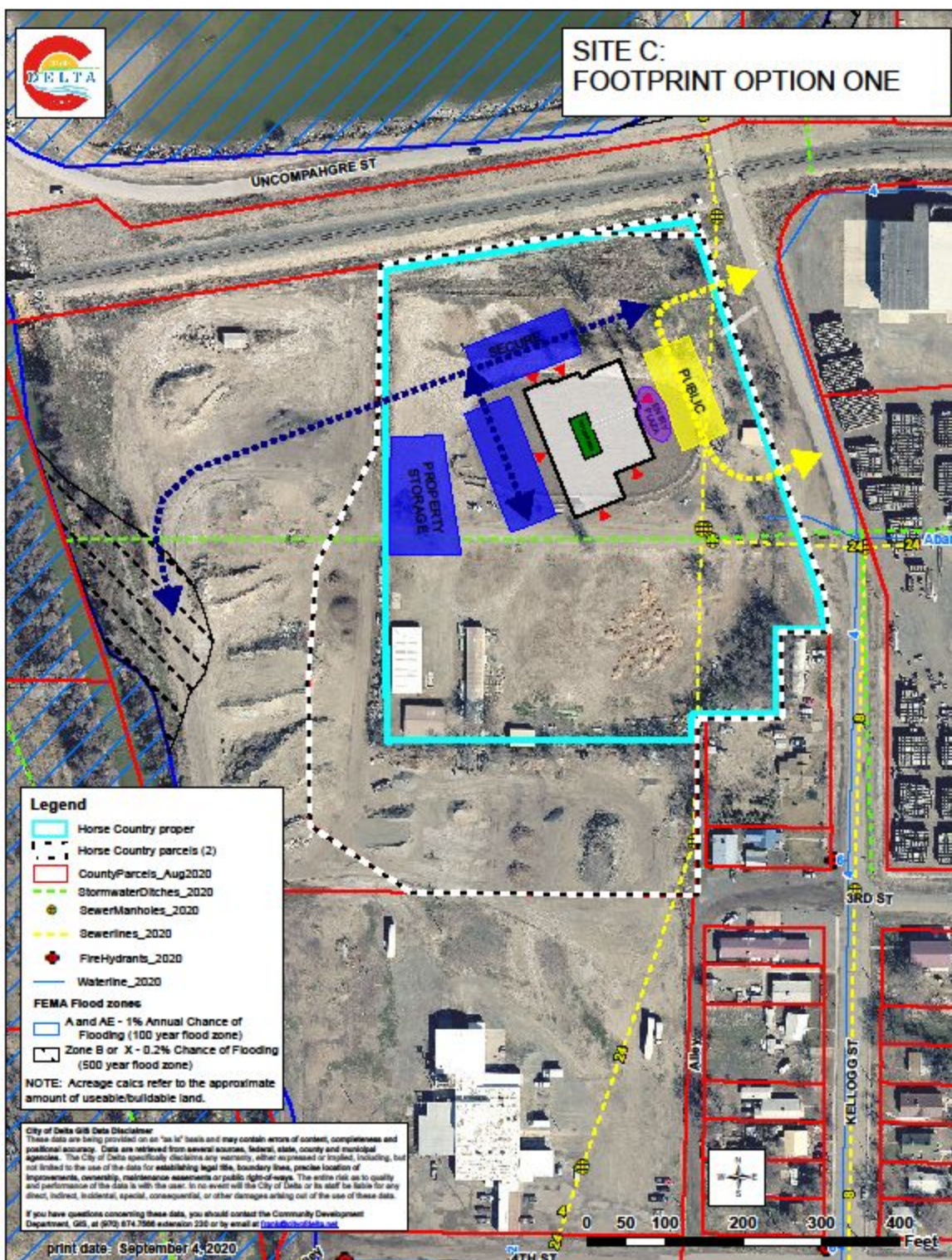




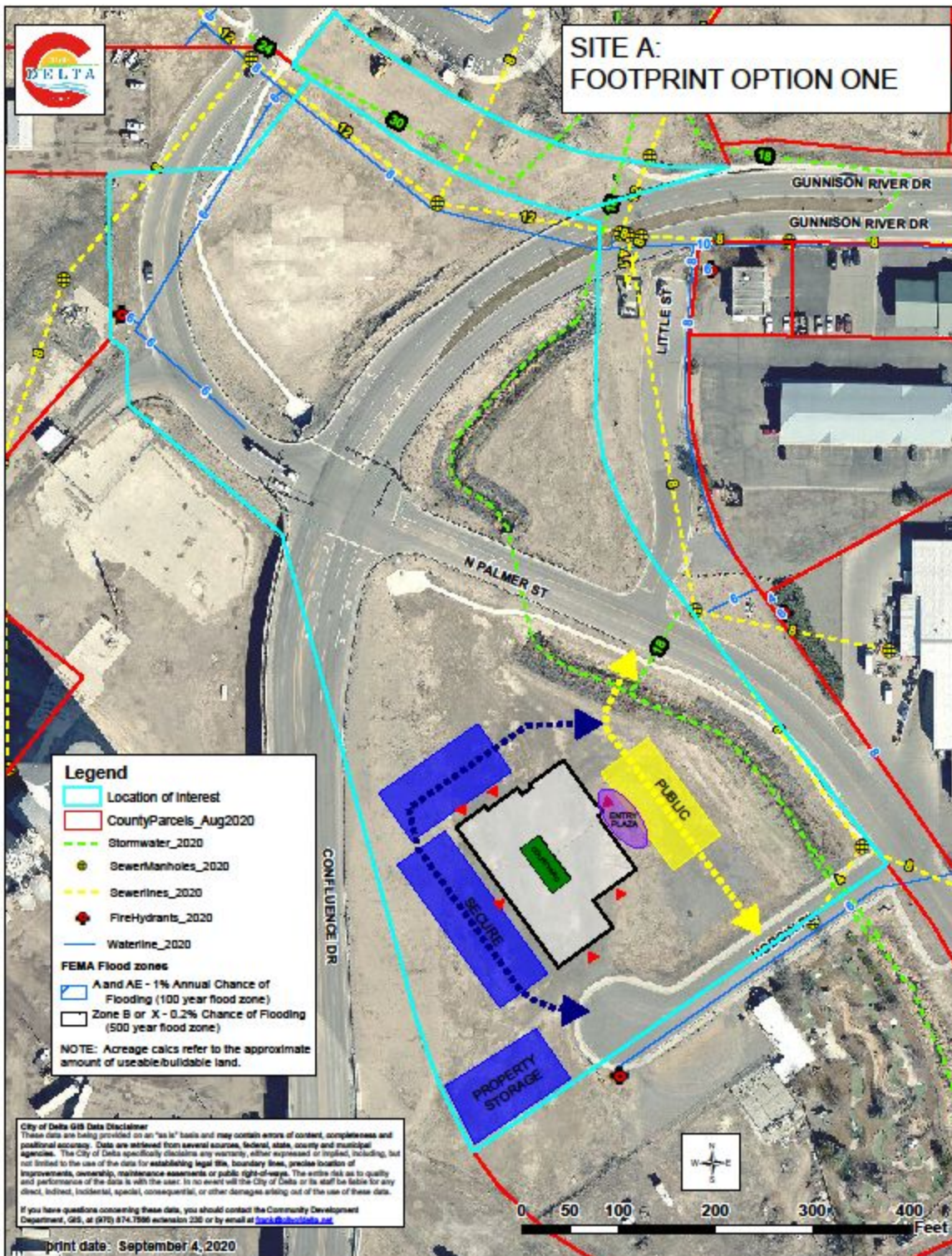




## SITE C: FOOTPRINT OPTION ONE





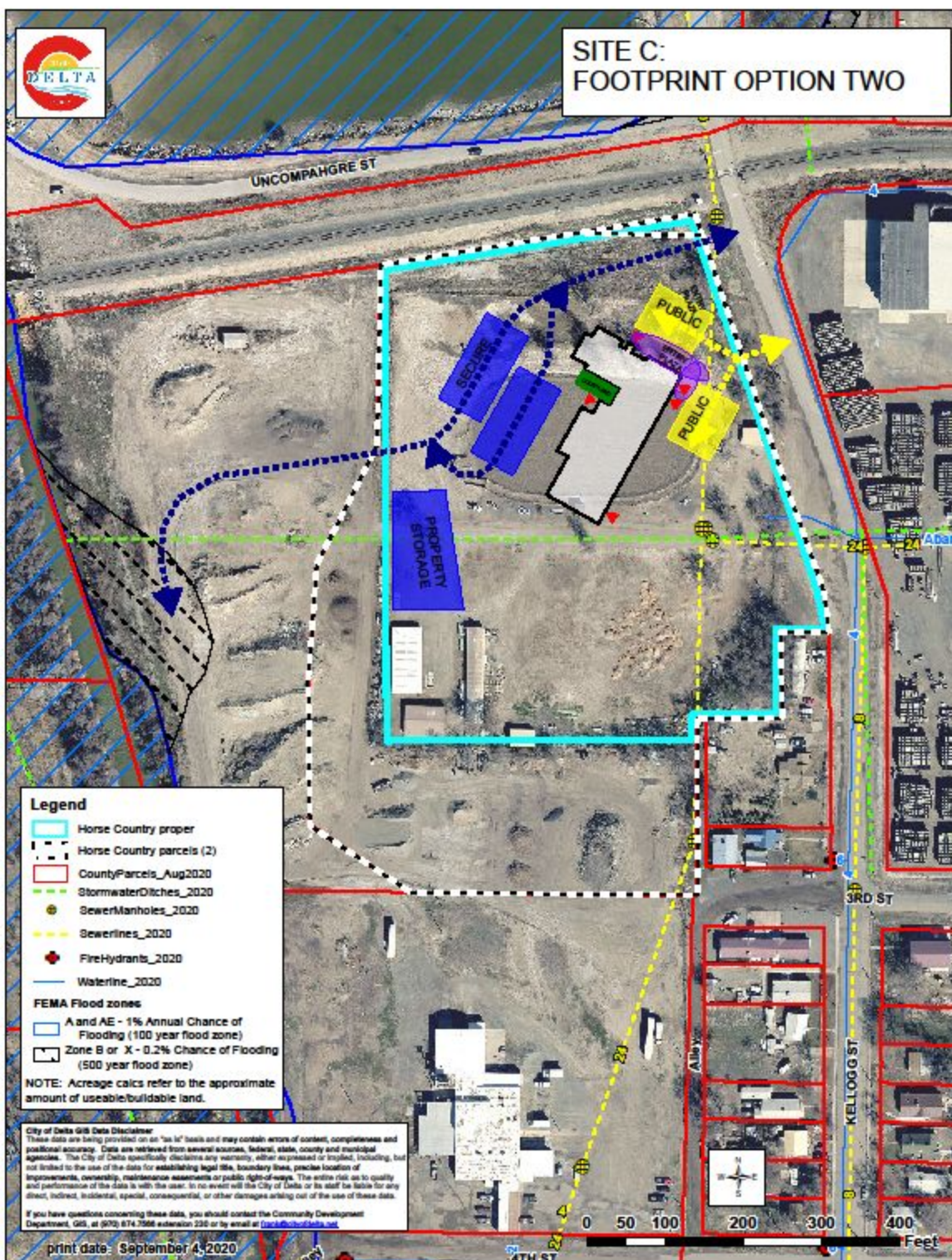




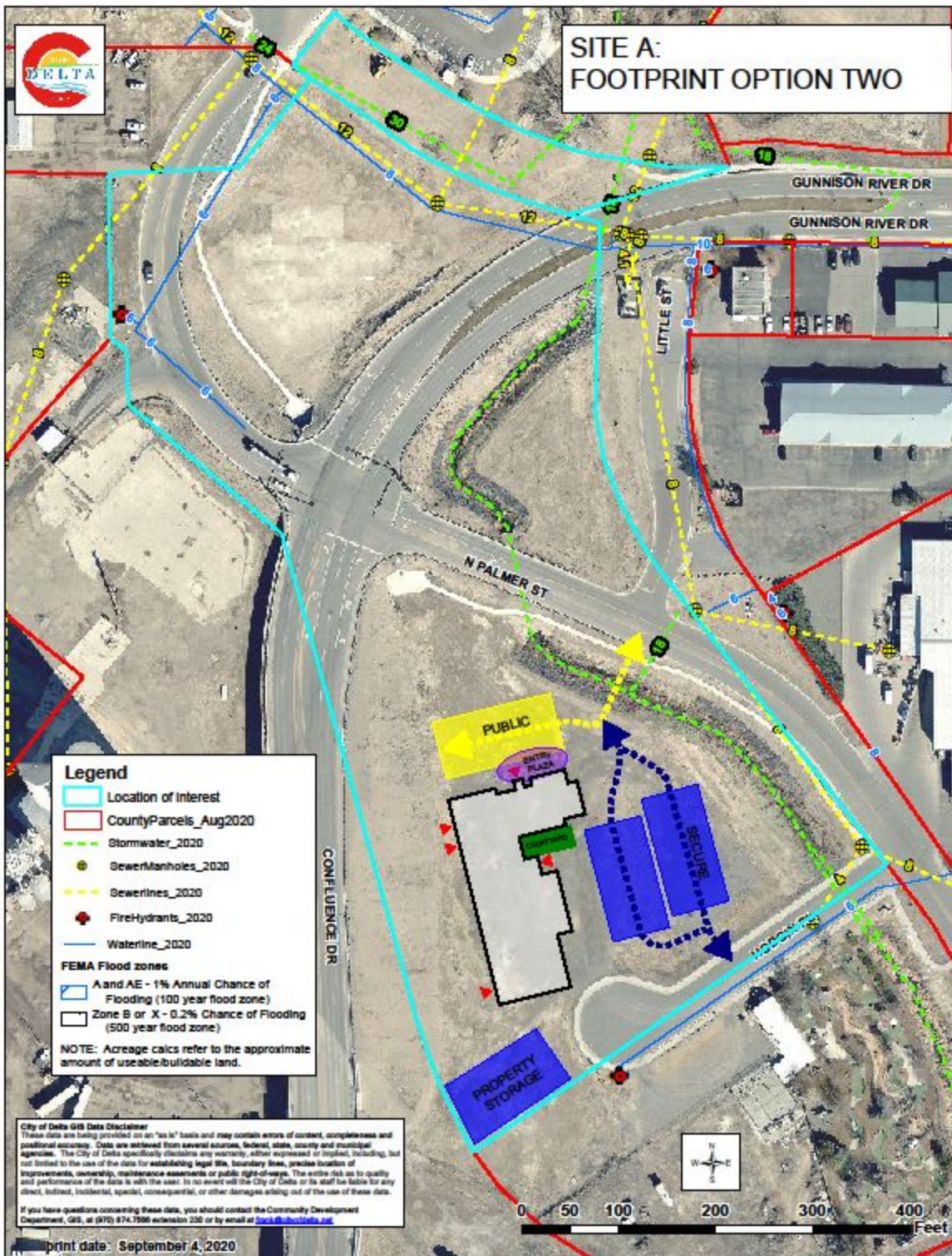




## SITE C: FOOTPRINT OPTION TWO









## Councilmember Comments

