



**AGENDA
CITY OF VICTOR
REGULAR COUNCIL MEETING
JULY 23, 2020 – 6:00 P.M.
REMOTE***

The Victor City Council encourages and appreciates the community's interest in attending City Council meetings. Members of the public who are called to speak on an agenda item will be limited to a three-minute presentation.

- I. **CONVENE REGULAR MEETING**
- II. **ROLL CALL**
- III. **CONSENT CALENDAR:** *(These items will be acted on as a whole, unless a specific item is called for discussion by a Council member or Mayor)*
 - A. **Minutes of Regular City Council Meeting: June 18, 2020** ☒
 - B. **Minutes of Special City Council Meeting: July 10, 2020** ☒
 - C. **Financial Statement: June, 2020** ☒
- IV. **PUBLIC COMMENT WITHOUT PRIOR APPOINTMENT**
- V. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
- VI. **OLD BUSINESS**
 - A. **Housing Project**
- VII. **NEW BUSINESS**
 - A. **2020-2025 Colorado Main Street Five-Year Mini-Grant Contract - \$12,500.00** ☒
 - B. **Appoint Richard Mann as 2021 Budget Officer**
- VIII. **REPORTS/PRESENTATIONS**
 - A. **Mayor and Councilor Reports/Presentations**
 - B. **Public Works – Kurt Yeater**
 - C. **Main Street - Becky Frank**
 - D. **City Administrator – Richard Mann**
 - E. **City Clerk/Treasurer – Glori Thurston**
 - F. **Teller County Emergency Management – Don Angell**
 - G. **Teller County Veterans Memorial – Neils Hyder**
 - H. **Teller County Sheriff Department**
- IX. **ADJOURN**

*To access the work session and meeting remotely, go to www.cityofvictor.com home page, under Public Notices and Other.

WORKSESSION STARTING AT 5:00 P.M. PRIOR TO REGULAR COUNCIL MEETING

*Note: Any item on this agenda may be subject to a vote by City Council. Assistance for the hearing, visually, or physically impaired may be provided upon request. Please inquire at the office of the City Clerk, 1-719-689-2284, or to P. O. Box 86, Victor, CO 80860.
For persons with hearing impairments, please call RELAY COLORADO at 711 or 1-800-659-2656 and request "City of Victor at 719-689-2284."
The City of Victor supports efforts to affirmatively further fair housing.
THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.*

**AGENDA
CITY OF VICTOR
REGULAR COUNCIL MEETING
JUNE 18, 2020 – 6:00 P.M.
REMOTE***

- I. **CONVENE REGULAR MEETING:** Mayor Pro tem Hakes called the meeting to order at 6:00 p.m. Due to the City's extension of the Disaster Declaration on June 18, 2020 related to the COVID-19 virus, the meeting was held by means of virtual access provided through Zoom.
- II. **ROLL CALL:** Present were Mayor Pro tem Buck Hakes (attended by way of virtual access), Councilors, Michelle Wirtz (attended by way of virtual access), Mark Gregory and Barbara Manning (attended by way of virtual access). Absent was Mayor Bruce Davis. Also present were City Administrator, Richard Mann and City Clerk, Glori Thurston
- III. **CONSENT CALENDAR:** *(These items will be acted on as a whole, unless a specific item is called for discussion by a Council member or Mayor)*
 - A. **Minutes of Regular City Council Meeting: May 21, 2020**
 - B. **Minutes of Special City Council Meeting: May 28, 2020**
 - C. **Financial Statement: May, 2020**A motion by Counselor Manning to approve the Consent Calendar was seconded by Counselor Wirtz. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
- IV. **PUBLIC COMMENT WITHOUT PRIOR APPOINTMENT:** None
- V. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:** A motion by Counselor Wirtz to add "item B: Cares Act Collaboration Agreement between Teller County, Woodland Park, Cripple Creek and Victor" under New Business was seconded by Counselor Gregory. Richard Mann, City Administrator, explained the agreement is a CARES Act that requires funds to the County and Cities for reimbursement of direct costs related to COVID-19. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
- VI. **ORDINANCES AND RESOLUTIONS**
 - A. **ORDINANCE NO. 512 – PUBLIC HEARING: AN ORDINANCE OF THE CITY OF VICTOR REZONING PROPERTY WITH AN ADDRESS OF 126 S. 4TH STREET FROM COMMERCIAL TO RESIDENTIAL – SECOND READING:** Mayor Pro tem Hakes opened a public hearing. No public comment was presented to council. Mayor Pro tem Hakes closed the public hearing. A motion by Counselor Wirtz to adopt Ordinance No. 512 on the second reading was seconded by Counselor Manning. Upon a roll call vote being taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
 - B. **RESOLUTION NO. 2020-06-18.01 – A RESOLUTION APPROVING A PURCHASE AND SALE AGREEMENT BETWEEN THE CITY AND BARBARA MCMILLAN AND AUTHORIZING THE MAYOR OR THE CITY ADMINISTRATOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND RELATED CLOSING DOCUMENTS:** Mr. Mann explained the purchase price is \$25,000.00 for three lots located next to the Miners Union Hall to be utilized for parking and progression of revitalizing the Miners Union Hall. A motion by Counselor Manning to adopt Resolution 2020-06-18.01 approving purchase and sale agreement between the City of Victor and Barbara McMillan for the City's purchase of the three lots next to the Miners Union Hall and authorizing the City Administrator to execute the agreement and related closing documents was seconded by Counselor Wirtz. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
 - C. **RESOLUTION NO. 2020-06-18.02 – A RESOLUTION EXTENDING THE DECLARATION OF A LOCAL DISASTER EMERGENCY IN AND FOR THE CITY OF VICTOR, COLORADO THROUGH JULY 16, 2020:** Mr. Mann requested to extend the declaration of a local disaster emergency because the State of Colorado is in a Disaster Emergency Declaration due to COVID-19 and the virus is still active in Teller County. A motion by Counselor Wirtz to adopt Resolution No. 2020-06-18.02 Extending the Order Declaring a Local Disaster Emergency in and for the City of Victor, Colorado, through June 18, 2020 was seconded by Counselor Manning. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
- VII. **NEW BUSINESS**
 - A. **EMPLOYEE RETIREMENT BENEFITS – Retirement Plan:** Mr. Mann explained the retirement plan is a CRA 401(A) plan. He stated both employees and the City contribute 8%. The City's match is \$31,605.00. Mr. Mann is requesting the approval of the retirement plan and amend the Employee Handbook, Section Six, Total Compensation to include the Retirement Plan. Mr. Mann stated that staff recommends approving the employee retirement benefit plan and allow the City Administrator to continue to work on the details of the plan. A motion by Counselor Wirtz to approve the retirement plan for the City employees was seconded by Counselor Gregory. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.

- VIII. CARES ACT COLLABORATION AGREEMENT BETWEEN TELLER COUNTY, WOODLAND PARK, CRIPPLE CREEK AND VICTOR:** Mr. Mann explained two options currently exist for reimbursement of expenses related to COVID-19. One is distribution by population and the other to fully refund each City. He explained direct and projected costs for 2020 is \$35,065.00. Mr. Mann is requesting Mayor Pro tem Hakes signature on any one option when the agreement among the entities is finalized. A motion by Counselor Wirtz to authorize the Mayor Pro tem to sign the agreement with Teller County, Cripple Creek and Victor, or Teller County, Woodland Park, Cripple Creek and Victor on clarification of finalization of document was seconded by Counselor Gregory. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
- IX. REPORTS/PRESENTATIONS**
- A. Mayor and Councilor Reports/Presentations:** Mayor Pro tem Hakes commented on the business openings and COVID-19 cases. Counselor Manning reported on the Cripple Creek and Victor High School graduation and thanked the City of Victor citizens for supporting the graduates.
 - B. Public Works – Kurt Yeater:** Mr. Yeater reported on the Aultman pump station, beaver ponds at Bison Reservoir, DOVE project, CCR report and other public works matters. Mr. Yeater recognized Henry Cole for his hard work at the wastewater plant.
 - C. Main Street - Becky Frank:** Ms. Frank reported on the signage project at Gillette Flats, Miners Union Hall project, leakage analysis and other Main Street matters.
 - D. City Administrator – Richard Mann:** Mr. Mann commented on the graduation parade, beaver dams and recognized the staff for their hard work.
 - E. City Clerk/Treasurer – Glori Thurston:** Ms. Thurston reported on the audit and hosting the CML District 4 Meeting.
- X. ADJOURN:** Mayor Davis adjourned the meeting at 6:45 p.m.

ATTEST:

Bruce M. Davis, Mayor

Glori Thurston, City Clerk

**MINUTES
CITY OF VICTOR
SPECIAL CITY COUNCIL MEETING
JULY 10, 2020 – 10:00 A.M.
REMOTE**

- I. **CONVENE SPECIAL MEETING:** Mayor Bruce Davis called the meeting to order at 10:10 p.m. Due to the City's Disaster Declaration on June 18, 2020 related to the COVID-19 virus, the meeting was held by means of virtual access provided through Zoom.
- II. **ROLL CALL:** Present were Mayor Davis, Councilors Mark Gregory, Buck Hakes (attended by way of virtual access), and Barbara Manning (attended by way of virtual access). Absent was Michelle Wirtz. Also present were City Administrator, Richard Mann and City Clerk, Glori Thurston.
- III. **PUBLIC COMMENT WITHOUT PRIOR APPOINTMENT:** None
- IV. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:** A motion by Counselor Hakes to move agenda Item VI "New Business" before Item V "Ordinances and Resolutions" was seconded by Counselor Gregory. Aye-4 Nay-0. The motion carried 4-0.
- V. **NEW BUSINESS**
- A. AGREEMENT FOR PROFESSIONAL SERVICES – DOVE Compliance Improvements – Earthworks Land Development Company - \$245,000.00:** Ms. Debra Downs explained one company submitted a bid. It exceeded project budget and rejected by City Council. Due to time sensitivity of the project, Earthworks Land Development Company submitted an agreement. After further discussion, a motion by Counselor Hakes to approve the agreement for professional services for the DOVE Compliance Improvements to Earthworks Land Development Company for \$245,000.00 was seconded by Counselor Gregory. Upon a roll call vote taken, the vote was: Aye-4 Nay-0. The motion carried 4-0.
- B. CHANGE ORDER #2 – SGM Engineers – Victor Water Treatment Plant DOVE Engineering – \$19,400.00:** Ms. Debra Downs, Administrative Consultant, explained the change order is engineering for construction services. After further discussion, a motion by Counselor Gregory to approve change order #2 with SGM Engineers for the Victor water treatment plant DOVE Engineering in the amount of \$19,400.00 was seconded by Counselor Manning. Upon a roll call vote being taken, the vote was: Aye – 4 Nay – 0. The motion carried 4-0.
- VI. **ORDINANCES AND RESOLUTIONS**
- A. RESOLUTION NO. 2020-07-10.01 – A RESOLUTION EXTENDING THE DECLARATION OF A LOCAL DISASTER EMERGENCY IN AND FOR THE CITY OF VICTOR, COLORADO UNTIL FURTHER ACTION OF THE CITY COUNCIL:** Mr. Mann, Victor City Administrator, explained the resolution. A motion by Counselor Hakes to adopt Resolution No. 2020-07-10.01 extending the order Declaring a Local Disaster Emergency in and for the City of Victor, Colorado until City Council rescinds it was seconded by Counselor Gregory. Upon a roll call vote being taken, the vote was: Aye – 4 Nay – 0. The motion carried 4 – 0.
- After passing Resolution No. 2020-07-10.01, discussion was given to police matters regarding a recent incident.
- VII. **ADJOURNMENT:** Mayor Davis adjourned the meeting at 10:24 a.m.

ATTEST:

Bruce M. Davis, Mayor

Glori Thurston, City Clerk



FIVE-YEAR MINI-GRANT CONTRACT, 2020-2025
 LATEST APPLICATION DATE: JUNE 30, 2020

MAIN STREET MINI-GRANT APPLICATION: GENERAL

City or Town

Principal Representative/Main Street Manager

Title

Email

Phone

Responsible Administrator (from Local Government)

Title

Email

Phone

ELIGIBLE EXPENSES

Funding will go toward community-based projects that directly benefit the Main Street district boundary and follow the 4-Point Approach, such as physical improvements or enhancements to the downtown area, planning, designs, studies/analyses, and/or training.

Eligible expenses include work in the areas of the 4-Point Approach: Design (wayfinding study/signs, kiosks design/construction, lamps/lamp poles, street banners, flower pots, streetscape-alleyway design/improvements, bike racks/bike lanes, murals, painting, façade improvements (public property only), parks/equipment, benches, crosswalks, beautification projects, sidewalk-ADA improvements, public art), Promotion (website design/development, logo/branding, downtown business directory, Main Street brochures, re-useable Main Street banners, welcome signs, recovery messaging/marketing/brochures, historic walking tours, social media marketing, fundraising, promotional brochures, marketing awareness of the Main Street program, creation of an outreach/communications strategy), Organization (logo development, training related to business development/recovery strategies, training related to economic recovery strategies, board training, creation of a volunteer recognition program, creation of a fundraising plan/strategy), and Economic Vitality (building and business inventory, economic impact studies, parking studies, land use code training, strategy for phased reopening's of businesses, provide business owners with educational/business support and professional development opportunities.

BUDGET AND MATCHING FUNDS

Please contact DOLA staff if you believe a match waiver is merited.

| Project Task/Item | Total Cost | DOLA Funds | Local Match |
|---------------------------------|-----------------|-----------------|-----------------|
| Other: Main Street improvements | \$62,500 | \$50,000 | \$12,500 |
| Totals: | \$62,500 | \$50,000 | \$12,500 |

SIGNATURES

Chief Elected Official

Local Main Street Chair/President