

**FRUITA CITY COUNCIL WORKSHOP
SEPTEMBER 27, 2022
6:30 P.M.**

CALL TO ORDER

The workshop of the Fruita City Council was called to order at 7:30 p.m. by Mayor Kincaid. City Council members present were Matthew Breman, Jeannine Purser, James Williams, Ken Kreie and Amy Miller.

City staff present were City Manager Mike Bennett, Assistant to the City Manager Shannon Vassen, City Clerk/Finance Director Margaret Sell, Communications and Engagement Specialist Ciara DePinto, Deputy City Clerk Deb Woods and Planning and Development Director Dan Caris.

AGENDA ITEMS

1. DRAFT STRATEGIC PLAN REVIEW & DISCUSSION (6:30 – 7:15 PM)

STAFF PRESENTATION:

City Manager Mike Bennett provided staff's presentation of the draft 2022 – 2025 City of Fruita Strategic Plan, for which priorities were identified at a Council Retreat attended by the Council members and the City Manager's Office staff (City Manager Mike Bennett, Assistant to the City Manager Shannon Vassen and Communications and Engagement Specialist Ciara DePinto). The purpose of this Plan is to outline priorities staff will work to achieve over the next two to four years in addition to the core services the City provides.

Mr. Bennett pointed out that in the Introduction of the Plan, there is a statement that reads, "*Years and deadlines subject to change based on capacity, resources or opportunities.*" The Strategic Plan also helps staff and the City Council with the creation of the City's annual budget, which is adopted by the Council in December of every year.

Mr. Bennett reviewed the sections of the draft Strategic Plan including the priorities that were identified and how they tie into the City's goals (excluding Core Services) of Quality of Place, Lifestyle and Economic Health.

DISCUSSION:

Mayor Kincaid requested that the Plan address the importance of the City applying for and getting awarded grant funds and Mr. Bennett said that kind of detail could be added into the City's objectives in the Plan.

Councilor Breman stated that he loves the concept of micro-events and asked that a long-term goal of having the City's website in multiple languages be added to the Plan. The Council gave staff the direction of adding "Communications and Engagement" to the Plan. Councilor Breman also stated that he wants to be involved in any Memorandums of Understanding (MOUs) the City has with the Fruita Area Chamber of Commerce and the Grand Junction Economic Partnership (GJEP).

Other Council members pointed to things that they liked about the Plan but did not necessarily give any further direction to staff.

2. 2023 DRAFT BUDGET OVERVIEW & DISCUSSION (7:15 – 8:00 PM)

STAFF PRESENTATION:

Mr. Bennett's draft Budget overview presentation featured highlights that are included in his transmittal letter that is submitted at the beginning of the Annual Budget document. Some of these include:

- Building Inspections Program
- Quality of City Streets and Traffic Flow Management
- Capital Projects (carried over from 2022)
- Personnel
- Public Safety
- Quality of Place and Community Wellness
- Sewer Projects
- Year in Review
- Financial Outlook of the City

Mr. Bennett pointed out that the agenda item in the Council packet contained a schedule of upcoming Budget presentations beginning on October 18, 2022 and concluding on December 6, 2022, when the 2023 Annual Budget is scheduled for adoption along with the Mill Levy and Schedule of Fees and Charges. He explained that this year, Assistant to the City Manager Shannon Vassen will be giving most of the budget presentations unlike in years past when each department's Director presented their departments' budgets. Mr. Bennett added that the Public Works Director and Police of Chief may be presenting their own, however.

DISCUSSION:

There was no further discussion about the 2023 Budget.

3. DRAFT CODE OF ETHICS REVIEW & DISCUSSION (8:00 – 8:20 PM)

STAFF PRESENTATION:

Mr. Bennett explained that City Attorney Mary Elizabeth Geiger updated the language of the Code of Ethics section found in Chapter 2.70 of the Fruita Municipal Code and that it was included in the Council packet for the Council's review. This update is a result of feedback from the Council during the 2022 City Council Orientation & Training Workshop held on April 26, 2022.

DISCUSSION:

The City Council gave staff direction to move forward with the proposed changes to the Municipal Code.

4. DRAFT COUNCIL NORMS OF CONDUCT AND RULES OF PROCEDURE REVIEW AND DISCUSSION (8:20 – 9:00 PM)

STAFF PRESENTATION:

Mr. Bennett recalled that during a special training workshop earlier this year with Tami Tanoue, Executive Director of the City's Liability Insurance Carrier, CIRSA, the Council identified norms of conduct based upon agreed upon values and as a result, staff drafted new documents titled *City of Fruita Mayor & City Council Norms of Conduct* and *City of Fruita Council Meeting Rules of Order*.

Mr. Bennett explained that the Fruita City Council does not strictly adhere to Robert's Rules of Order because they are too complex and that instead uses a modified form of them.

DISCUSSION:

The Council came to a consensus to remove the section in the document concerning "abstaining counting as a no vote" since abstaining during the call for votes is not allowed of the Fruita City Council members. Mr. Bennett explained that not voting essentially constitutes a neglect of duty since Council members were elected to perform the duty of voting to represent the body and the public.

Councilor Miller suggested that examples of typical motions be added to the Council Handbook before the next training session of new Council members.

5. REVIEW COUNCIL APPLICATIONS & SCHEDULING OF INTERVIEWS (9:00 – 9:15 PM)

STAFF PRESENTATION:

Mr. Bennett noted that staff had provided a proposed schedule for October 10, 2022 of the five interviews of candidates who applied for the vacant position on the City Council.

Mr. Bennett also asked the Council members to provide feedback on a list of interview questions that had been previously emailed to the Council by staff.

DISCUSSION:

The Council requested that the interview schedule for October 10, 2022 begin at 9:00 a.m. (to allow some time for preparation) with the last interview ending no later than 3:00 or 3:30 p.m. (staff did not have to make any changes to the schedule that was proposed). They had a lengthy discussion concerning the proposed interview questions which consisted of removing, rewording and prioritizing the questions, resulting in a final list of eight (8) questions that would be asked of each applicant.

6. OTHER (9:15 PM)

Mr. Bennett announced that Matt Carson accepted the offer made to him for the City's Code Compliance Officer position and that his first day of employment will be on October 17, 2022.

Mayor Kincaid requested that staff have a gift of appreciation made for former City Council member Heather O'Brien, who resigned on September 6, 2022. He also requested that the presentation of the gift to her from the Council be placed on an upcoming City Council meeting agenda.

Amy Miller mentioned that Kelly Maves had expressed concern with Fruita bringing building inspections in-house, mainly with communication and understanding timing of the transition. Mr. Bennett said Planning and Development Director Dan Caris has had conversations with the Home Builders Association and is scheduled to present them. Some of the answers to questions Kelly raised will be answered after the City of Fruita first hires a Chief Building Official who will begin setting up the Department to plan for dates the City can be ready for the transition, likely being July of next year, but the City will need to give at least 90-days' notice to Mesa County and the industry prior to the transition.

ADJOURN

With no further business before the Council, the Mayor adjourned the meeting at 9:20 p.m.

Respectfully submitted,

Debra Woods
Deputy City Clerk