



JULY 22, 2025

CITY COUNCIL WORK SESSION

4:30 P.M.

CITY COUNCIL AGENDA

6:00 P.M.

116 S. Main St., Fountain

Register to attend meeting virtually @

www.fountaincolorado.org

1) Call to Order

2) Pledge of Allegiance

3) Roll Call

4) Public to be Heard

Citizens may address the Council on items that are not on the agenda. Council may not be able to provide an immediate answer but will direct staff to follow up. Out of respect for the Council and others in attendance, please limit your comments to five (5) minutes or less.

5.1) Presentations

- Proclamation Proclaiming The Month Of August As Olde Town Business Recognition Month Read In Perpetuity July 23, 2024. (K. Bailey/ N. Shull)
- Department Update: Development Services – Planning & Engineering (K. Martinez/ B. Sheets, 10 mins)
- Repairs On Highway 85/87 (G. Rick, 5 mins)

5.2) Board/Commission/Committee

6) Correspondence, Comments and Ex-Officio Reports

7) Consent Agenda

All items listed under the Consent Agenda are considered routine and will be approved with one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which case the item may be removed from the Consent Agenda and considered separately, at the discretion of Council. (Est. time-3 min)

- A.** Approval Of The July 8, 2025, City Council Meeting Minutes (J. Carneal)
- B.** Resolution 25-026, A Resolution To Approve Additional Administrative Support To The General Facility Construction Intergovernmental Support Agreement Between Fountain and Fort Carson (J. Trylch)

8) Old Business

- A.** Resolution 25-027, Adoption of the City's Wayfinding System Signage Plan per D15/BD4 Strategic Plan objective (EDC: K.Bailey, N. Shull and MBI Consultant, 20 mins)

9) New Business

- A.** Consideration Of Items Removed From The Consent Agenda
- B.** Resolution 25-028, A Resolution Amending the Appropriation of Fiscal Year (FY) 2025 Budgeted Funds (S. Dail, 10 mins)

- C. Resolution 25-029, A Resolution Authorizing The City Of Fountain To Enter Into A Sales Agreement With Urbenblu For The Purchase Of Smart Restrooms For Aga Park (G. McCormick, 10 mins)
- D. Fountain Urban Renewal Authority a Recommend Area Modification to the US85 URA and Establish an East Infill #6 URA designation within the City of Fountain (K.Bailey, 15 mins)
- E. Reorganization of City Organizational Structure to Eliminate Administrative Services Department and Establish the Strategic Partnerships Department (S. Trainor, 15 mins)

10) City Council Agenda Requests

11) Announcement of Executive Session

In accordance with the City Charter and the Colorado Open Meetings Act, the City Council open session is to determine whether it will hold a Closed Executive Session. A Closed Executive Session may be held upon an affirmative vote of two-thirds of the quorum present. If consent to the closed Executive Session is not given, the items may be discussed in open session or withdrawn from consideration.

PURPOSE OF THE EXECUTIVE SESSION:

- Pursuant to C.R.S. Section 24-6-402(4) for the Purpose of Review, Approval, and Amendment of Executive Session Minutes
- Pursuant to C.R.S. Section 24-6-402(4)(g) for the purpose of discussing a personnel matter 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 for executive evaluation.

12) Adjourn

A (Administrative Action) QJ (Quasi-Judicial Action) L (Legislative Action)

**NEXT REGULAR COUNCIL MEETING
August 12, 2025**



Regular City Council Meeting

Consent –7A

Council Meeting Minutes

July 22, 2025

Summary Information

Title:

APPROVAL OF THE JULY 8, 2025, CITY COUNCIL MEETING MINUTES

Initiator: Deputy City Clerk Carneal

Presenter: Deputy City Clerk Carneal

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

The attached minutes were compiled as the result of the July 08, 2025, City Council Meeting

Attachments: Above Referenced Meeting Minutes

Background Information

Strategic Plan Priority (if applicable):

- ☐ STRENGTHEN PUBLIC COMMUNICATIONS EFFORTS.
- ☐ IMPROVE TRANSPORTATION INFRASTRUCTURE.
- ☐ SUPPORT LOCAL BUSINESS DEVELOPMENT.
- ☐ ENHANCE WATER AND ELECTRIC SECURITY.

Recommendation

Staff recommends approval.

Proposed Motion

Motion to approve shall be included under the consent agenda.



Regular City Council Meeting

Consent – 7B

Administrative Support To The GFC IGSA
Between Fountain And Fort Carson

July 22, 2025

Summary Information

Title:

RESOLUTION 25-026, A RESOLUTION TO APPROVE ADDITIONAL ADMINISTRATIVE SUPPORT TO THE GENERAL FACILITY CONSTRUCTION INTERGOVERNMENTAL SUPPORT AGREEMENT BETWEEN FOUNTAIN AND FORT CARSON

Initiator: John Trylch

Presenter: John Trylch

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

The City of Fountain and Fort Carson continue to expand the volume of services being provided through the General Facility Construction Intergovernmental Support Agreement (GFC IGSA), initially authorized by Resolution 21-029 in July 2021. To facilitate administrative and operational support of the IGSA, Resolution 21-029 had originally approved and authorized the City Manager or his designee to enter any contract agreements specifically associated with this IGSA not to exceed \$2,000,000 annually. Due to the overwhelming growth of the GFC IGSA and current projections of service volume under this IGSA in the future, staff requested an increase in May of 2025 to \$5,000,000 annually, of which City Council approved by Resolution 25-015. Since May, the volume of support requested from Fort Carson has continued to rapidly increase, beyond estimates from even a few months ago. In coordination with Fort Carson, Fountain staff therefore requests that the Council approve and authorize the City Manager or his designee to enter any contract agreements specifically associated with this IGSA not to exceed \$10 million annually. This further administrative change and increase will enable the City Manager or his designee to continue to provide the requisite level of flexible, efficient support to Fort Carson that has made this IGSA such a tremendous success and is anticipated to result in additional revenue and other benefits to the City. As an important final note, ALL support provided under this IGSA is fully reimbursed by Fort Carson through the IGSA, and the City of Fountain receives new revenues to the city as a result of services provided.

Attachments: RESOLUTION 25-026

Background Information

Strategic Plan Priority (if applicable):

- ☐ Strengthen Public Communications Efforts.
- ☐ Improve Transportation Infrastructure.
- ☒ Support Local Business Development.
- ☐ Enhance Water And Electric Security.

Recommendation

Staff recommends approval of the Resolution

Proposed Motion

Motion to approve shall be included under the consent



Regular City Council Meeting

Old Business-8A

Wayfinding System Signage Master Plan

July 22, 2025

Summary Information

Title:

Resolution 25-027, A Resolution Adopting the Wayfinding System Signage Master Plan 2025.

Initiator : Kimberly Bailey

Presenter: Kimberly Bailey

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

The intent of this Resolution is to conclude the 2022-2024 Strategic Plan, D15 objective as assigned to the Economic Development department; whereby, to design and publish a Wayfinding Signage Master Plan with the consultant services contract awarded to Michael Baker Intl. in February 2024.

Background Information

Per a citywide signage assessment, the current quantities of signage infrastructure are significantly underserved with less than 10% or non-existent as required to adequately navigate residents, transitional military, and visitors within the community. A signage infrastructure plan shall improve public safety conditions in response to projections of City of Fountain's growth and development over the next 25-years under regional transportation analysis and planning. Whereby, the Plan shall guide future investment in new signage and wayfinding infrastructure to benefit enhanced public safety and realize a return-of-investment to the City through such metric benefits as increased visitor spending, boost in local small business revenue generation, and aims to recapture retail leakage under the 2005 Comprehensive land Use Plan.

There shall be no funding co-associated with the motion of adoption of the Wayfinding Signage Master Plan.

Under a separate proceeding, City Council adopted the 2025-2027 Strategic Plan, BD5 objective in January 2025, directing Economic Development and Transportation to begin to successfully implement select findings of the Wayfinding Signage Master Plan by December 2026. This new objective shall entail providing updated recommendations of business district(s) location analysis and funding alternatives to be presented by staff on any future consideration by City Council on behalf of transportation infrastructure.

Strategic Plan Priority (if applicable):

☒ **Transportation Infrastructure**

☐ **Telecommunications Technology and Capabilities.**

☐ **Distribution of Public Safety Resources**

☐ **Improve the Availability of Venues Which Support Community Activities**

Recommendation

Staff recommends approval Resolution 25-027 under City of Fountain 2022/2024 Strategic Plan, D15

Proposed Motion

Staff recommends motion to approve Resolution 25-027 under City of Fountain Strategic Plan, D15



Regular City Council Meeting

New Business –9A

Items removed from Consent Agenda

July 22, 2025

Summary Information

Title:

CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Initiator: City Clerk

Presenter: City Clerk

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

Any Items removed from the Consent agenda for further discussion shall be heard under this item.

Previous Action by City Council:

Attachment:

Background Information

Strategic Plan Priority (if applicable):

- ☐ STRENGTHEN PUBLIC COMMUNICATIONS EFFORTS.
- ☐ IMPROVE TRANSPORTATION INFRASTRUCTURE.
- ☐ SUPPORT LOCAL BUSINESS DEVELOPMENT.
- ☐ ENHANCE WATER AND ELECTRIC SECURITY.

Recommendation

Staff recommendations

Proposed Motion

"I move to approve"



Regular City Council Meeting

New Business –9B

Fiscal Year 2025 Appropriation

July 22, 2025

Summary Information

Title:

RESOLUTION NO. 25-028, A RESOLUTION AMENDING THE APPROPRIATION OF FISCAL YEAR (FY) 2025 BUDGETED FUNDS

Initiator : Shawna Dail, Finance Director

Presenter: Shawna Dail, Finance Director

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

The City Council adopted a budget for the FY 2025 on November 12, 2024. Since then, staff have identified certain required 2025 expenditures that were not included in the 2025 adopted budget for a variety of reasons. These include but are not limited to additional revenue and expenditure amounts required for the Intergovernmental Services Agreements (IGSAs), public safety vehicle upfitting and radios, streets pavement study, and increased insurance premiums and deductibles. Staff is therefore recommending that the General, Transportation, Water, and Electric Funds budgets be amended for those items listed in the attached line-item summary (Exhibit A).

Previous Action by City Council:

The City Council adopted a budget for the FY 2025 on November 12, 2024, and previously amended the budget on January 28 and April 8, 2025.

Attachments: Exhibit A

Background Information

This Resolution amends the FY 2025 budget per City Financial Policies. This amendment will be included with the original 2025 budget to comply with State of Colorado requirements. These supplementary budget requests are standard process and comply with the “Best Practices” of Governmental Accounting Standards.

Exhibit A includes the detail of the request.

Strategic Plan Priority (if applicable):

- ☒ Facilitate responsible development, building reasonable capacity to meet future community needs.
- ☐ Diversify city financial resources and invest.
- ☒ Provide reliable access to public safety services.
- ☒ Improve the quality and availability of parks and recreation opportunities

Recommendation

Staff recommends that City Council approve Resolution No. 25-028

Proposed Motion

“I move to approve Resolution No. 25-028.”



Regular City Council Meeting

New Business –9C

Approval of Urbenblu Sales Agreement

July 22, 2025

Summary Information

Title:

RESOLUTION NO. 25-029 A RESOLUTION AUTHORIZING THE CITY OF FOUNTAIN TO ENTER INTO A SALES AGREEMENT WITH URBENBLU FOR THE PURCHASE OF SMART RESTROOMS FOR AGA PARK IN AN AMOUNT NOT TO EXCEED \$365,000.00, PURSUANT TO THE CITY'S GRANT AGREEMENT WITH CDOT'S REVITALIZING MAIN STREETS PROGRAM.

Initiator: Gordy McCormick

Presenter: Parks & Recreation

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview

Request for acceptance of the grant to purchase smart restrooms for Aga Park.

Attachments: UBXX-9100_Double AODA_FULL; Fountain CO-Sales agreement; Final Quote-Fountain CO

Background Information

On May 13, 2025, the City of Fountain Parks & Recreation Department was awarded a \$250,000 grant from CDOT's Revitalizing Main Streets program to support the replacement of the existing restrooms at Aga Park. The grant requires a 10% local match, and as Council may recall, \$300,000 was previously allocated in the FY 2025 budget for this project. On July 8, 2025, City Council formally accepted the CDOT grant.

The total project cost, including the purchase, delivery, and installation of the new Smart Restrooms, is \$365,000. Staff has identified Urbenblu as the vendor, based on their innovative, high-quality restroom solutions. These units are prefabricated, ADA-accessible, and include smart features such as automated cleaning systems and usage tracking.

Tonight, we are requesting Council approval to authorize the City Manager to execute the sales agreement with Urbenblu in an amount not to exceed \$365,000. The remaining budgeted funds, outside of the purchase, will cover demolition of the old restrooms, site work, crane services, and utility connections.

This project aligns with our broader goals of enhancing public facilities, increasing park accessibility, and making forward-thinking infrastructure investments in our community.

Strategic Plan Priority (if applicable):

☒ **Facilitate responsible development, building reasonable capacity to meet future community needs.**

☒ **Diversify city financial resources and invest.**

☐ **Provide reliable access to public safety services.**

☒ **Improve the quality and availability of parks and recreation opportunities**

Recommendation

Staff recommends that City Council approve Resolution No. 25-029

Proposed Motion

"I move to approve Resolution No. 25-029."



Regular City Council Meeting

New Business-9D

Recommendation East Infill URA

July 22, 2025

Summary Information

Title:

Fountain Urban Renewal Authority a Recommendation of Area Modification to the US85 Urban Renewal Area (URA) and Establishment of a New East Infill #6 URA designation area within the City of Fountain

Initiator : Kimberly Bailey, Executive Director FURA

Presenter: Kimberly Bailey, Executive Director FURA

Legal Review: ☐ Yes ☒ No

☐ Council Action

☒ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

The intent of this informational only notification is to provide educational awareness on behalf of an Urban Renewal process to exempt certain areas under the 2008 US85 URA for boundary modification, to establish a new East Infill URA #6 designation area on behalf of transportation and public safety improvements, as required by CDOT, to support commercial development within the City's Mesa Ridge business district.

Background Information

Approximately 80.19 acres of land within the US85 URA have been identified for boundary exemption and to be combined with approximately 140.33 acres of unincumbered land along Duckwood Road to establish a new East Infill URA designation area.

The purpose of this recommendation is to gravitate approximately \$23M in new sales tax revenues toward transportation and public safety capital improvements, as required by CDOT, to open access to the land sites as identified within the new East Infill URA.

These capital improvements shall provide for broader traffic dispersion and accessibility within the growing Mesa Ridge business corridor on behalf of public safety and provide enhanced pedestrian crossings along a State of Colorado HWY known as the Mesa Ridge Parkway; to also include enhancements along the adjacent city right-of-way known as Duckwood Road.

Per Urban Renewal State Statue, the first step of engaging the process is to present a recommendation of the proceedings by the Fountain Urban Renewal Authority to the City of Fountain. There is no action requested at this time per this notification process.

Strategic Plan Priority (if applicable):

- ☐ **Transportation Infrastructure**
- ☐ **Telecommunications Technology and Capabilities.**
- ☐ **Distribution of Public Safety Resources**
- ☐ **Improve the Availability of Venues Which Support Community Activities**

Recommendation

INFORMATIONAL ONLY – NON ACTION ITEM

Proposed Motion

INFORMATIONAL ONLY – NON ACTION ITEM



Regular City Council Meeting

New Business-9E

Department Reorganization

July 22, 2025

Summary Information

Title:

REORGANIZATION OF CITY ORGANIZATIONAL STRUCTURE TO ELIMINATE ADMINISTRATIVE SERVICES DEPARTMENT AND ESTABLISH STRATEGIC PARTNERSHIPS DEPARTMENT.

Initiator: Scott Trainor, City Manager

Presenter: Scott Trainor, City Manager

Legal Review: ☐ Yes ☒ No

☒ Council Action

☐ Council Information

☐ Report to Council

Summary Overview and List of Attachments:

The purpose of this agenda item is to receive advice and consent of the Council for the reorganization of the City structure, to eliminate the Administrative Services Department and Establish the Strategic Partnerships Department

Attachments: None

Background Information

Pursuant to the City of Fountain Charter, the City Manager is vested with the authority to create, establish, consolidate, divide, or abolish City departments and offices, subject to receiving the advice and consent of the City Council. With the rapid growth of our partnership with Fort Carson, through Intergovernmental Support Agreements (IGSA's), along with the potential for even greater growth, we have been exploring and planning for a significant expansion – paid for with IGSA dollars – in our workload and capabilities. This effort is in direct support of the Council's Strategic Plan, objective PC3, to Expand Collaboration and joint communication efforts with Fort Carson and other military bases.

Recent data shared with the Council shows the extraordinary growth we have been experiencing with the IGSA's, growing over 3500% between 2021 and 2025. This is an important program because it is one of the few ways that the City has to bring in revenue for our citizens from a source other than our citizens. With our existing and future projected capabilities, we envision the ability to expand our IGSA's beyond Fort Carson, to include all other military installations in our region; military installations in other portions of the State; and ultimately military installations in other states as well. With an average gross income to the City from IGSA contracts of approximately 10% of the value of the contract, these revenues can provide our citizens with much needed funds for projects within the City.

In order to expand to meet this growing need and opportunity, the following is being proposed as an organizational restructuring:

1. Eliminate the Administrative Service Department; moving the Finance, HR, and Communications functions under the City Manager's oversight.
2. Create a new Department of Strategic Partnerships which would carry the primary role of IGSA management and expansion of the program. This Department would be largely funded by IGSA revenues. The current Administrative Services Director would shift over to management of this Department with the title of Assistant City Manager over Strategic Partnerships. Additional responsibilities of this department would include Emergency Management, Strategic Planning, Military

Partnerships, and special projects as needed. Functionally, this would serve as an equal department director with other directors but would have a title that would carry additional weight in the military arena. It would have no chain authority within our City organization, other than over the Department. Net cost for this change, to be paid out of IGSA revenues is \$14,908.

3. Creation of an IGSA program coordinator, which is an administrative position that will allow us to continue to manage the growing number of contracts as we rapidly head up to \$10 million in IGSA contracts. The total cost for this addition, to be paid out of IGSA revenues is \$104,931.

The following is a simple graph showing the growth in our IGSA program.



Strategic Plan Priority (if applicable):

- ☒ STRENGTHEN PUBLIC COMMUNICATIONS EFFORTS.
- ☐ IMPROVE TRANSPORTATION INFRASTRUCTURE.
- ☐ SUPPORT LOCAL BUSINESS DEVELOPMENT.
- ☐ ENHANCE WATER AND ELECTRIC SECURITY.

Recommendation

With the growth of the IGSA program and continued growth being projected into future years, the recommendation of the City manager is to approve these changes.

Proposed Motion

I move to support the changes recommended by the City Manager.