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**TOWN COUNCIL MEETING MINUTES  
TUESDAY, SEPTEMBER 7, 2010  
Town Hall Council Chambers  
5:00 P.M.**

- I. **CALL MEETING TO ORDER** – Mayor Aragon, Council Member Cotton, Council Member Holt, Council Member Jackson, Council Member Lattin, Council Member Volger
- II. **APPROVAL of MEETING MINUTES FROM JULY 30<sup>th</sup>, AUGUST 3<sup>rd</sup> AND 26<sup>th</sup>, 2010** – Minutes were approved as read
- III. **LIQUOR LICENSES**
  1. **Liquor License Renewal – Mountain Spirits Inc, 135 Country Center Drive**
  2. **Liquor License Renewal – Bessie Montoya dba Elkhorn Cafe, 438 C Pagosa Street** – Council Member Jackson moved to approve the liquor license renewal for Mountain Spirits Inc and Bessie Montoya dba Elkhorn Cafe, Council Member Volger seconded, unanimously approved.
  3. **Special Events Liquor Permit – Giving Every Child Knowledge of the Outdoors (GECKO) Mountain Chili Cha Cha Event, September 25, 2010 at Town Park** – Council Member Volger moved to approve the special events liquor permit for GECKO's Mountain Chili Cha Cha, Council Member Jackson seconded, unanimously approved.
- IV. **DELEGATIONS**
  1. **Mountain Express City Market Expanded Service – John Egan, Pastor Don Ford** – With the imminent closure of the downtown City Market, the community has expressed concern for those residents who may not be able to get to the uptown City Market. Pastor Don Ford brought the idea of providing transportation to the uptown City Market for those needing groceries. The community has provided funds to run a bus from the downtown City Market parking lot to the uptown market once per day, six days per week. Starting Monday September 13<sup>th</sup> a bus will go to the downtown parking lot at 10am and bring passengers to the uptown City Market until 11:15am or so and bring them back downtown.
- V. **NEW BUSINESS**
  1. **Memorandum of Understanding – Pagosa Fire Protection District, Pagosa Area Water and Sanitation District, Town of Pagosa Springs and Archuleta County** – The administrative officers and staff of the Town, County, PAWSD and Pagosa Fire District have been working together to foster an excellent environment for business development. The agencies have agreed to work cooperatively to mitigate existing deficiencies in fire fighting supplies and fire hydrant placements. The MOU will help to respond in a timely manner to development proposals. The MOU has been reviewed and approved by legal counsel. The County Commissioners asked to table this item until the mid-month joint meeting.
  2. **Winter 2010 Reservoir Hill Recreation Opportunities** – The Reservoir Hill Task Force of the Town Tourism Committee has been exploring options to add winter recreation opportunities for the upcoming winter. Thinning of trees, based on the recommendation of a fuel mitigation expert, would be required if a sled hill/tubing or snowboarding hill were proposed. A parking area and earthwork might also need to be completed for this option to come to fruition. Mr. Larry Fischer said the changes would be very minimal. He said all of the work would be by volunteers and two natural gully's would be perfect for sledding and snowboarding. Mr. Chris Pierce, local arborist, said there are several trees that need to be

removed for the health of the hill. The trees that are removed will be used as soil erosion control. Council Member Pierce, who could not be at the meeting asked Town Manager Mitchem to ask some questions regarding the parks plan completed a few years ago. Town Manager Mitchem said the parks plan completed years prior states “that a master plan for reservoir hill will be developed” which he feels is what this project is doing. The Council feels the Parks and Recreation Committee should be involved in the review and approval of the project. Mr. Bob Hart said these small slopes might be an option for tourist activities should the pass close and believes this is the first step in a huge economic factor for the town. Council Member Holt and Volger agree the Parks and Recreation Commission need to be in agreement with the plan, their meeting on the 15<sup>th</sup> of September will be enough time to give their input to the Council. Council Member Jackson moved to approve the proposed improvements to Reservoir Hill subject to the town manager contacting the Town’s insurance company regarding the Town’s liability insurance, also subject to a positive recommendation from the Parks and Recreation Commission, and it is implied that no work commences on the plan until these two items are addressed, Council Member Holt seconded, unanimously approved.

3. **Resolution No. 2010-11, Appointing New Board Member to the Town Tourism Committee** – At the August 24<sup>th</sup> TTC meeting, the board voted to recommend the appointment of Chirag Patel as the Lodging Association representative to the TTC for a two year term. Resolution 2010-11 confirms this recommendation. Council Member Volger moved to approve Resolution No. 2010-11, appointing Chirag Patel to the Town Tourism Committee for a two (2) year, Lodging Association term, Council Member Jackson seconded, unanimously approved.
4. **2011 Annual Visitor Guide Program Components** – On July 6<sup>th</sup>, 2010 the Town Council approved the contract with the Cassio Group to begin work on the 011 Annual Visitor Guide program. The program includes; 40,000 copies of the annual guide, interactive online version hosted on the visit Pagosa Springs web site, interactive DVD of annual guide, phone application of annual guide (iphone, droid, ipad, etc), interactive guide for kiosks, and pocket guide supplements (hunting, winter activities, water sports and summer activities; a wedding supplement is being considered). The town receives all of the advertising revenue generated from this program.
5. **Village Drive, Sixth Street & Eagle Drive Asphalt Overlays** – After awarding the chip and seal project, Davis Engineering and Four Corners Materials, Inc. assessed the condition of the streets. It was determined that several locations of the existing asphalt had deteriorated more than first thought. Overlays of three main areas are suggested; including Village Drive between Eaton Drive and Talisman Drive, Eagle Drive at the Trinity Lane intersection, and 6<sup>th</sup> Street between Apache Street and Zuni. A change order in the amount of \$65,000 would be necessary to complete the overlay areas on Village Drive and Eagle Drive. The 6<sup>th</sup> Street section will have to be delayed until 2011. Mayor Aragon would like to add the intersection at Hwy 160 and 7<sup>th</sup> Street, 20-30 feet, of additional overlay area. Council Member Volger moved to approve the allocation of up to \$75,000 from Capital Fund reserves to fund the asphalt overlays on Village Drive, Eagle Drive and the 7<sup>th</sup> Street approach at Hwy 160, Council Member Cotton seconded, unanimously approved.
6. **Letter of Commitment for Parelli Natural Horse-Man-Ship** – Parelli Natural Horse-Man-Ship, Inc. plans to create twenty-five (25) new jobs in Pagosa Springs between 2010 and 2015. To do so, Parelli is requesting financial assistance from the Town and County in conjunction with a grant from the Colorado Office of Economic Development and International Trade’s Strategic Fund. If funds are awarded from the State, the Town and County would split a \$125,000 required match. The twenty-five new jobs would be at an average annual gross wage of \$37,180. Council Member Holt said Mr. Weiler explained he is planning on hiring 7 jobs in 2010, 6 jobs in 2011, 6 jobs in 2012 and 6 jobs in 2013, therefore the town would be liable for \$17,500 for the 2010 jobs, payable to Parelli in 2011. These jobs have to be maintained for five years and there will be clawback provisions in the contract. Mrs. Jan Swalley with Parelli says she appreciates the Town’s support and says Parelli works to advertise and support Pagosa Springs. Council Member Holt moved to approve allocation of up to \$62,500 from the General Fund reserves over the next five years to match the job creation incentive provided by the Colorado Strategic Fund; and authorize the Mayor to sign a letter of commitment to be presented to the Colorado Economic Development Commission, Council Member Volger seconded, unanimously approved.

## VI. OLD BUSINESS

## VII. DEPARTMENT HEAD REPORTS

1. **Parks and Recreation Department Report** – Youth soccer begins September 7<sup>th</sup> with 252 participants ages 5-12. Youth volleyball will begin mid-October with signups starting in September. The parks crew has been heavily engaged in assisting FolkWest with the annual Folk Festival on Reservoir Hill. Yamaguchi park soccer fields are in great shape and attentions to other areas that need to be reseeded are in preparation. The designers of the skate park and coalition members are working to modify the park's footprint. The new design will have to be smaller to ensure affordability. The new toddler's playground at Yamaguchi Park has been erected and the remaining elements should be anchored this weekend. Preparations for repaving the portion of the Riverwalk from 6<sup>th</sup> Street to the lower pedestrian bridge should begin next week according to Strohecker Asphalt and Paving. The Town Streets Department will be working with the parks crew to widen, mill and grind the existing asphalt trail in preparation for of the new path.
2. **Community Center Report** – The community center offers 10 free programs to the community including basketball, yoga, dance, tai chi, bridge and computer classes. The community center rents miscellaneous event items for on or off site events. Community center fundraising and events include Concert with Elation Center of the Arts in September, Halloween Party, and the festival of trees in December. A seamless gutter and heat tape has been installed on the west side of the roof and the Coalition is working to make the multi-purpose room more event friendly for the purpose of business meetings, concerts, wedding and special event parties.
3. **Planning Department Report** - The next joint town/county planning commission worksession will include county zoning considerations within the Town's planning boundary west of Piedra Road. The Historic Preservation Board is preparing the content to insert on one side of the Pedestrian Sign in the Overlook Parking lot. Thanks to a recent private party donation, the mural on main street project will have landscaping plants, benches, trash can and donors plaque placed soon. The vehicular directional sign located at Hwy 160 and Hot Springs Blvd has been installed and some final landscape modification will take place soon. The 3<sup>rd</sup> Lewis Street Neighborhood input worksessions will be held on September 16<sup>th</sup>. The comments received during these sessions will be used in consideration for the final street engineered design plan. A new 4-way stop sign has been installed at the intersection of 8<sup>th</sup> Street and Piedra Street as a way to slow traffic on 8<sup>th</sup> Street. A left turn signal on west bound Hwy 160 at Hot Springs Blvd was installed August 29<sup>th</sup> by CDOT, an open request from December 2009 with CDOT to consider a speed limit reduction (35mph to 25mph) for east bound lane of Hwy 160 from Hot Springs Blvd to the River Center with a CDOT response expected within a few months. A big thank you to Maintenance Director Dennis Ford for his work to build the enclosure for the Town Hall dumpster.
4. **Town Tourism Committee Report** – The Town Tourism Committee has scheduled a retreat for Friday, September 17<sup>th</sup>, 2010 at the River Pointe Cafe. The TTC would like to invite the Town Council to join the retreat to review TTC efforts and discuss goals. July lodgers tax collections were up 3.53% compared to July 2009. The July fulfillment requests at the visitor center were down 31.52% versus July 2009, 2010 request are up 43.6% compared to 2009. The Cassio Group completed the Hunting Pocket Guide Supplement on August 27<sup>th</sup>.
5. **Town Manager Report** – The Pagosa Springs Community Development Corporation (PSCDC) newly hired executive director Steve Vassallo met with approximately 25 community and business leaders for his preparation of a community assessment. The 28 point assessment will be the basis for a five year economic development plan for Archuleta County and the Town. Sales tax revenue for June decreased by -2.41% compared to June 2009. Year-to-date sales tax revenue is down -4.79%. The river project is planning to install two new river features between the town park pedestrian bridge and the Hot Springs Blvd Bridge this fall. The fall of 2011 will most likely see the installation of two additional features and fish habitat. The temporary trail between the Springs Resort and the Trail to Somewhere will be ready to use Wednesday September 8<sup>th</sup>. The Town has been working with the Southwest Colorado Broadband to get their main office to Pagosa Springs, the local Skywerx company is in support and have written letters of support for the federal grant. A recent news release informed the

public that a large format retail developer is interested in establishing a business at the corner of Hwy 160 and Vista Drive. The Town and County have been working for the last four months with the developer to place this large retail business. LPEA will be having a public meeting on the 16<sup>th</sup> of September at 3pm to discuss community wide planning and at 6pm to discuss a new substation on South Pagosa Blvd.

**VIII. Next Town Council Meeting September 16, 2010 at 12noon**

**IX. ADJOURNMENT** – Upon motion duly made, the meeting adjourned at 6:38pm

**Ross Aragón  
Mayor**