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**TOWN COUNCIL MEETING MINUTES
TUESDAY, JUNE 1, 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 Pierce, Council Member Volger
- II. **APPROVAL of MEETING MINUTES FROM MAY 4th & 20th, 2010** –Minutes were approved as read
- III. **LIQUOR LICENSES**
 1. **Liquor License Renewal – The Junction Restaurant Inc, 401 E Pagosa Street** – Council Member Jackson moved to approve the liquor license renewal for the Junction Restaurant, Council Member Lattin seconded, unanimously approved.
- IV. **DELEGATIONS** – Senator Bruce Whitehead said he is familiar with the Geothermal Greenhouse project and understands the group has looked at Federal, GOCO and DOLA funding for the project. He also responded to the cuts in funding for the local school districts and said he is hoping to have an education representative come to Pagosa Springs to discuss this with the Town.
- V. **NEW BUSINESS**
 1. **Selection of an Engineering Firm for the Lewis Street Paving Project** – In 2009 the Town, with the help of a grant from DOLA, budgeted \$72,500 for consultant services to assist the Council in producing a Capital Improvement Plan. The Council approved the first major capital improvement project identified in the CIP as the reconstruction of Lewis Street between North 1st Street and North 4th Street. The Town issued an RFP and received several qualified proposals. After review by both staff and two council members, the firms were scored and narrowed to four based on best price and product. The engineering phase of this project is budget in 2010. The construction phase may begin after determination of grant acceptance, there is a grant through CDOT that if accepted would help tremendously with costs. The application is due in August and decisions will be made in September, therefore the engineering for the street has to be completed prior to the August deadline. Davis Engineering is the top choice for the engineering firm, however Council Member Holt is concerned with the construction management pricing increasing should the build out take longer than expected. Mike Davis with Davis Engineering said that their prices are firm and will not change should the project be completed in one, two or three phases. Council Member Pierce moved to approve David Engineering Services for the engineering and construction management portion of the Lewis Street Reconstruction Project, Council Member Holt seconded, unanimously approved.
- VI. **OLD BUSINESS**
- VII. **DEPARTMENT HEAD REPORTS**
 1. **Parks and Recreation Department Report** – Tee-ball ended May 19th and the recreation department is getting geared up for youth and adult baseball. The parks crew continues to

Copies of proposed Ordinances and Resolutions are available to the public from the Town Clerk

work on routine maintenance and assistance with functions held in the parks. Jim Miller is working on possible river features near Town Park and Yamaguchi Park. Council Member Jackson said that over the Memorial Day Weekend he saw well above the average number of rafters on the river and believes rafting and kayaking brings a great deal of tourists to the area. The geotechnical report and digital survey of the proposed skate park site in Yamaguchi Park were sent to Pillar Designs on May 17th. The completed work should be to Karin Kohake, county special projects director, at the end of the week for use in RFP's.

2. **Planning Department Report** – The mural on main project is moving forward and should be completed by mid July. There have been two letters of interest for the Planning Commission Board and the board will go over the letters and come to the board with a recommendation. Construction has begun on two directional signs, one at the SW corner of Hot Springs Blvd and Hwy 160 and the other at the overlook parking spring fountain. ADCON has been selected by the Wayfinding committee to manufacture the sign cabinets and sign elements. Construction should be completed by the 4th of July. CenturyLink is moving forward with running a Fiber Optic line up Reservoir Hill to the Cell Tower level. The planning department is working on a road cut permit, updated franchise agreement and ground lease agreement with CenturyLink. The Town has applied for a Transportation Enhancement Grant for the sidewalk project along South 8th Street and San Juan Alley.
3. **Town Tourism Committee Report** – Lodger's tax collections for the first quarter of 2010 were up over all previous years data with an increase of 14.38% compared to 2009, 17.17% compared to 2008 and 9.26% compared to 2007. April's fulfillment requests of visitor center packets have increased 76% compared to April 2009 and traffic in the visitor's center has increase 51%. The new website launch is underway and the TTC hopes to have it completed this week. TTC Chair Bob Hart believes the decrease in sales tax is due to the lack of building in the area and he is thankful that lodger's tax is up which helps keep the sales tax loss in moderation at this time.
4. **Town Manager Report** – The TTC and Town staff are evaluating use of Reservoir Hill and the possibility of adding a variety of options for both summer and winter activities. The Pagosa Springs Community Development Corporation (PSCDC) has found its executive director and is currently negotiating employment terms. Sales tax receipts for March declined -10.72% compared to March 2009. Staff proposed and Council agreed to a 15% expenditure reduction with \$37,703 be taken from General Fund reserves to balance the budget.

VIII. Discussion of Personnel Matter Regarding Police Department Administration with Possible Executive Session per CRS Section 24-6-402(2)(f) – Council Member Pierce asked Chief Rockensock if he or the administrative assistant would like to discuss this item in open policy. Chief Rockensock said that he and the employee requested the Council go into executive session to discuss this topic. Council Member Pierce moved to go into executive session per CRS 24-6-402(2)(f) for discussion of a personnel matter and not involving any specific employee who has 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 within the police department, Council Member Volger seconded, unanimously approved. Mayor Aragon declared the meeting back in session at 6:18pm. Council Member Volger moved to abide by current policy and allow Town Manager Mitchem to make the appropriate salary adjustment as he sees fit, Council Member Cotton seconded, unanimously approved. Council Member Volger moved that the Council have a work session or form a committee to address the current CML salary survey provided by Town Manager Mitchem for discussion of the Council's salary policy, Council Member Cotton seconded, unanimously approved. Mayor Aragon appointed Council Members Volger, Cotton and Pierce to serve on the committee to discover more about a salary policy and bring the information back to the entire council.

IX. Next Town Council Meeting June 17th, 2010 at 12noon

X. ADJOURNMENT – Upon motion duly made, the meeting adjourned at 6:22pm

**Ross Aragón
Mayor**