



551 Hot Springs Boulevard  
Post Office Box 1859  
Pagosa Springs, CO 81147  
Phone: 970.264.4151  
Fax: 970.264.4634

## **TOWN COUNCIL MEETING MINUTES TUESDAY, JANUARY 5, 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 Pierce, Council Member Weiler, Council Member Volger

**II. APPROVAL of MEETING MINUTES FROM December 1<sup>st</sup>, 15<sup>th</sup>, and 17<sup>th</sup>, 2009** – Minutes were approved as read.

**III. LIQUOR LICENSES**

**IV. DELEGATIONS**

**V. NEW BUSINESS**

- 1. Ordinance No. 749, (first reading) Calling of Regular Election and Referring of Ord. No. 743 to Electors** – The Town will hold a regular election to elect four town council positions including the Mayor and council members in districts 1, 2, and 3. Along with the running of council members, the town will also have a ballot issue regarding the existing LUDC Section 2.4.5 and the restrictions on big box retail stores. After Council had repealed this section by Ordinance No. 743 in August of 2009 to allow the restrictions on retailers to be relaxed, a referendum petition was circulated and the necessary signatures obtained to suspend the ordinance until a vote of the people can be obtained. Council Member Jackson moved to approve the first reading of Ordinance No. 749, calling for the regular election of the registered electors of the town to be held on Tuesday, April 6, 2010 and referring Ordinance No. 743 to the registered electors of the town, Council Member Holt seconded, unanimously approved.
- 2. 5-Year Road Maintenance Plan** – SGM Engineers were employed to provide consulting services to the Town for the purpose of creating a five year capital improvement plan, in which projects are prioritized. Jerry Burgess with SGM Engineers presented the street inventory and assessment strategy to extend the life of the streets. This needs assessment was created with the help of Chris Gallegos of the streets department. The plan begins with the focus being on Lewis Street between 1<sup>st</sup> and 4<sup>th</sup> Streets, then Village Drive, South 6<sup>th</sup> Street and Eagle Drive. The plan allows monies to be put into the streets department and carried over for use in grant matching funds. Council Member Pierce asked about alleyways and if they are in the plan. Mr. Burgess said the alleyways could be put into the plan however was not in this assessment. The plan looked at the drainage and found the Town's drainage to be pretty fair. The plan presented to council includes \$255,375 in street maintenance; however the 2010 budget has only \$180,000 in this line item. It may be necessary to bring to council a budget adjustment to put more into this line item if council deems necessary. Mr. Burgess believes that the maintenance on the current streets is very important and suggest the maintenance be completed rather than the town taking on bigger projects and possibly allowing other roads to deteriorate. Council Member Cotton is pleased this plan has finally been completed. Council Member Cotton moved to adopt the 5 year capital street improvement plan as presented contingent upon staff making the necessary budget adjustments with council's approval; and to move the priority of Lewis Street to start at 4<sup>th</sup> Street and move toward 1<sup>st</sup> beginning in 2010, Council Member Volger seconded, motion carried with one nay (Council Member Weiler) Council Member Jackson suggest staff comes back with a budget plan at the mid-month meeting. Mr. Jerry Burgess went over the decision matrix that the

council had created during November budget work sessions. SGM will be back to present to council the capital improvement plans for Parks and Recreation, Trails and River Features, Economic Development Projects, Planning & Easement & Design, Equipment & Technology, Building & Facilities, New Capital Projects, and Property Acquisition. The Capital Improvement Plan will also give staff direction for possible grant funding for future years. Mr. Burgess explained the plan is a living document that can be flexible should a grant become available and change the priority if the board desires.

3. **Ordinance No. 748, Schedule Time, Date and Place of Regular Town Council Meetings** – Section 3.1 of the town charter requires the Town Council to hold regular meeting at least once a month and that the schedule of the meetings are made by ordinance annually, setting a time, date and place for the regular meetings. Ordinance No. 748 sets the regular meetings be set for the first Tuesday and third Thursday of each month and that the location where the agenda will be posted will be at Town Hall 24 hours prior to each meeting. Council Member Volger moved to approve the first reading of Ordinance 748, scheduling a time, date and place for regular Town Council meetings, Council Member Jackson seconded, unanimously approved.
4. **Resolution No. 2010-01, DOLA Fiber-Optics Funding Match Grant Application** – The Southwest Colorado Council of Governments has been recently formed and currently has twelve of fifteen local political subdivisions participating in the intergovernmental agreement. If approved the Town of Pagosa Springs and Archuleta County will participate in the regional fiber optics initiative by connecting all locations of 1) education institutions; 2) Pagosa Area Fire District; 3) Pagosa Mountain Hospital; 4) Pagosa Springs Emergency Medical Services; 5) Ross Aragon Community Center; 6) Town of Pagosa Springs government offices; 7) Archuleta County government offices; 8) Archuleta County airport; and 9) the Ruby M. Sisson Memorial Library. In addition to extending the fiber network to these public facilities, our initiative will expand the fiber-optic and Wi-Fi networks in the community and facilitate high speed connectivity for businesses. We will also equip facilities for video conferencing for the Archuleta county Education Center to permit community college classes to be taught in Pagosa Springs. Another element of our initiative is to integrate a fixed wireless system with the fiber optic network. The preliminary cost estimate for this expansion is \$939,000. Seventy-five percent of the funds \$704,250 will be provided by DOLA's Mineral Leasing Impact Funds. The Town and County will partner with others to provide the other \$234,750 matching grant funds. Line item 51-44-410 of the adopted 201 budget reflects the Town commitment to provide \$134,750 in matching funds for \$539,000 of the project. Town Manager Mitchem explained the final design might force the project to be expended over two or three years. He hopes to have the Town's portion of the design completed in the 2010 budget year. A formal presentation with the DOLA board will be scheduled around the first of February and the manager hopes to have the board's decision by the end of February. Council Member Volger moved to approve Resolution 2010-01, a resolution of the Pagosa Springs Town Council concerning grant match for Senate Bill 232 grant application with corrections to the amount stated on the resolution presented, Council Member Weiler seconded, unanimously approved.

## **VI. OLD BUSINESS**

### **VII. DEPARTMENT HEAD REPORTS**

**1. Parks and Recreation Department Report** – Youth basketball is in full swing and participation is down just a bit. Adult volleyball is underway and soon adult basketball will begin in February budget permitting. The parks crew has been busy assisting the streets department with snow removal and flooding the River Center ponds for ice skaters. The skate park site appears to need no mitigation and a revision to the contract is being worked on by the Skaters Coalition. All parties involved have been advised to expedite their roles in this matter with the Great Outdoors Colorado grant application deadline approaching on March 2<sup>nd</sup>.

**2. Planning Department Report** – The Historic Preservation Board sent a letter in support of the National Monument Designation for Chimney Rock. The Town has secured all the required signatures from the Matthews family for the Town to lakes trail easement through their property. Staff is currently working with the Stangers for an easement through their property. The County is also working to acquire the Schackelford and Jones easements. This 1<sup>st</sup> phase of the Town to Lakes trail system will connect downtown with the Piedra Rd and Hwy 160 intersection. The Safe Routes to School Grant application approved by Council has been completed and CDOT confirmed the receipt of the grant. Four new business licenses were applied for and approved in

the month of December. CDOT will be studying the Town's request for a left turn arrow in the westbound lane of Hwy 160 and Hot Springs Blvd to help prevent congestion.

**3. Town Tourism Committee Report** – October lodger's tax reflected an increase of 16.89% once all receipts had been reported. November's collections reflect an 8.5% increase compared to November 2008, with a few payments still outstanding. The visitor center saw an increase in fulfillment requests by 218%. These requests are coming from Texas, California, Colorado, Florida and Illinois as the top five states. The TTC issues an RFP for website upgrades scheduled to launch in mid-April. The TTC board voted to approve the Sole Source contract for the 2010 summer and winter visitors' guides and issue an RFP for the 2011 visitor guides. The way-finding and signage committee is working on grants to support this project.

**4. Town Manager Report** – The Town has been active in economic development by promoting a pro-business and pro-development climate. The economic development includes waiving of building permit fees and rebates on construction and building materials purchases. Also rebates for local businesses through sales and lodgers tax rebates. A heating tap agreement with the Springs Resort includes long term benefits in new jobs in our community. The Council repealed the large format retail section of the Land Use Development Code to allow our community to be more competitive in attracting new development over 40,000 square feet. The Town helped fund the AEDA's marketing research project focused on attracting entrepreneurs to relocate in Pagosa. The Council appropriated \$50,000 in the 2010 budget to further advance economic development, a draft of Region 9's and the AEDA's reorganization will be presented to council when received. With the assistance of Town Council the TTC is looking at a companion to the Visitors Guide, a Doing Business in Paradise enticing businesses to relocate to Pagosa Springs would need to be deployed immediately if it were to accompany the spring distribution. Town Manager Mitchem introduced to Council Ms. Annie Rose Stathes who will be the Town's intern for the next two years with the assistance of a DOLA grant, she will be helpful in the implementation of the Town's new Capital Improvement Plan.

**VIII. Next Town Council Meeting January 21, 2010 at 12:00noon**

**IX. ADJOURNMENT** – Upon motion duly made, the meeting adjourned at 6:11pm.

**Ross Aragón  
Mayor**