



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

**TOWN COUNCIL MEETING MINUTES  
THURSDAY, MARCH 19, 2015  
Town Hall Council Chambers  
551 Hot Springs Blvd  
5:00 p.m.**

- I. **CALL MEETING TO ORDER** – Mayor Volger, Council Member Alley, Council Member Bunning, Council Member Egan, Council Member Lattin, Council Member Patel, Council Member Schanzenbaker
- II. **PUBLIC COMMENT** – None
- III. **CONSENT AGENDA** – Council Member Alley moved to approve the consent agenda, Council Member Egan seconded, unanimously approved.
  1. **Approval of the March 3 & 13, 2015 Meeting Minutes**
  2. **Approval of February Financial Statement and Accompanying Payments**
  3. **Liquor Licenses**
    - a. **Liquor License Transfer – Western Refining Southwest Inc dba Giant #068 to Western Refining Retail LLC dba Giant #068 at 2537 Eagle Drive**
    - b. **Special Events Liquor Permit – National Wild Turkey Federation Banquet March 28, 2015 at the Ross Aragon Community Center 451 Hot Spring Blvd**
    - c. **Special Events Liquor Permit – Town of Pagosa Springs Fashion Show, June 11, 2015 at the Ross Aragon Community Center**
    - d. **Special Events Liquor Permit – Town of Pagosa Springs Mud Run, July 25, 2015 at Yamaguchi Park Diamond on South 5<sup>th</sup> Street**
    - e. **Special Events Liquor Permit – Town of Pagosa Springs Spanish Dance, August 29, 2015 at Town Park on Hermosa Street**
    - f. **Special Events Liquor Permit – Town of Pagosa Springs Festival of Trees, December 4, 2015 at the Ross Aragon Community Center 451 Hot Springs Blvd**
- IV. **REPORTS TO COUNCIL**
  1. **Featured Department Head Reports**
    - a. **Town Clerk** – The Town Clerk’s office hired Kathy Harker as the new human resources and records clerk. She is working to find a replacement for her former position in the police department and assisting the parks department to fill the parks use administrator position, and working on recruitment of patrol officers. She will be working to bring a new version of the employee handbook policy to the town council for review and encourage employee training in all departments. Xpress billpay transition has been very smooth paying utility and business license renewals, court and police fees and recreation sign ups. Staff is working on the transition of banking services to FSWB, department credit card have been completed. A new facebook page has been created with 54 likes so far, a Twitter page has also been developed, this enhances the Town Council’s goals at improved communication.
    - b. **Building Department** – Walmart is close to complete with opening date of April 22<sup>nd</sup>. The

City Market will be completing a plan for a major remodeling to their store at County Center Market which is designed to include a Starbucks. The building official has been to several weeks of continuing education for International Fire Code, Building Code, Mechanical Code, Fuel/Gas Code and the NFPA Standard 13. Staff is working with the Town's legal counsel to follow up on building code violations. The builders committee continues to work with county officials to offer local contractors mechanical contractor training.

2. **Sales Tax Brief** - The January 2015 sales tax revenue showed an impressive increase of +25% compared to January 2014. Total sales revenue for January 2015 was \$310,175, with that divided equally between the General Fund and the Capital Improvement Fund (\$155,088 going to each). In January 2014, the total amount received was \$247,996. However, this impressive increase is misleading as about \$98,000 of the increase resulted from collections by the State from vendors related to prior periods. With those factored out, the January increase was only 5.3% (\$26,267). Council Member Bunning suggests placing an asterisk around months like January that are up or down from suspect data, this way the comparison of 2015 to 2016 will have an asterisk showing a suspect item and applied for the annual comparison.
3. **Lodgers Tax Brief** – January 2015 lodger's tax is currently down 8.39% or \$2,969 compared to January 2014. Upgrades to the visitor center include smart TV's with video rotations, camping directory, fishing guide update, and regional heritage brochure. Staff keeps hours at the visitor center to assist volunteers at the center. Staff along with the TTC board is working on a new lure brochure, tourism newsletter, and membership to Destination Marketing Association International.

## V. NEW BUSINESS

1. **Consideration of Alternatives for New Flooring in Community Center Multipurpose Room** – The community center gym floor is deteriorating. Options for replacement include a urethane-based, poured floor similar to the existing flooring. The other option is to have wooden flooring installed (typically beech or maple). Funding sources could come from the reserves from the transfer of the Coalition funds of approximately \$183,000, PROST grant, and conservation trust funds. The cost difference ranges from \$65,000 to \$94,000. A lift was found that would work on a wood floor, but it is not as agile as the current scissor lift that runs on the poured floor. Maintenance on a wood floor would require annual sealing. Council Member Alley moved to approve selection of a wooden surface as the replacement floor for the community center multipurpose room, Council Member Schanzenbaker seconded, unanimously approved.
2. **Wayfinding and Signage Plan** - Since 2009, the Town and TTC have partnered together to implement the Streetscape Furnishings and Signage Plan approved by Town Council in 2008. The Wayfinding & Signage Subcommittee has had multiple meetings recently to discuss and prioritize projects for 2015 and 2016 to recommend to Town Council for approval. A Piedra Road vehicular directions sign costs approximately \$40,000 and would be a two year project.
3. **Consideration of Providing Enhanced Economic Development Incentives to Potential Downtown Retail Establishment** – Council Member Bunning recused himself from the discussion. Council Member Lattin moved to go into executive session pursuant to C.R.S. Section 24-6-402(4)(e) determining positions relative to matters that may be subject to negotiations developing strategy for negotiations, and instructing negotiators regarding providing enhanced economic development incentives to potential downtown retail establishment, Council Member Egan seconded, unanimously approved at 6:40pm.
  - **Potential Executive Session pursuant to C.R.S Section 24-6-402(4)(e) Determining Positions Relative to Matters that may be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators Regarding Providing Enhanced Economic Development Incentives to Potential Downtown Retail Establishment**Mayor Volger called the meeting back into regular session at 7:47pm. Mayor Volger said the council has directed the Town's negotiator to discuss with the applicant directly after the meeting regarding economic development incentives.

## VI. OLD BUSINESS

**1. Approval of Retail and/or Medicinal Location Restrictions** - On March 13, 2015, the Town Council considered potential allowable areas within Town for Marijuana Establishments. Town Council did determine that required distance buffer restrictions should include 1,000 feet restriction from schools, child daycare facilities, and drug/alcohol treatment centers. Discussion around buffering residential areas, parks and churches needs to be concluded. Council Member Schanzenbaker said by making restriction circles the council is allowing potential businesses to decide where they would like to be located for their business plan. He said the River Center Park and Reservoir Hill should be excluded from the restrictions because of how they impact the business locations in that area. Mr. Morgan Murri would like the Country Center Shopping area to be eligible as a viable location option. He said the County determined where they wanted the businesses to be and then made the restrictions related to those sites. Mr. Bill Hudson said the red lines around schools and day cares are set by the Federal standards. He said there are several zoning types, and suggests picking appropriate area and then rezoning the area. Council Member Lattin agrees with the school buffers, but would like to discuss where the areas are suggested and if this type of business would fit. Council Member Egan suggests spot zoning and limiting the number of businesses in town limits. Council Member Bunning said the county template restricts 70% of growing the product on site. Mr. Jason Werby said there is a lot of square footage required for growing on site, he suggests restrictions to have product grown in Archuleta County rather than on site. He said his current location has been expanded for growing and would be able to grow the product in the county and supply a storefront in the town limits. He said he purchases his edibles on the Front Range and they are couriered into town. Council Member Alley said growing in the county would be a good restriction and best for an in the town business because of the limited space. He suggests a town business be required to grow it in the county. Council Member Bunning agrees to require it be grown in the county. There will be a special meeting Friday March 27<sup>th</sup> at 7:30am to discuss marijuana businesses.

- VII. PUBLIC COMMENT** – Mr. Mark Weiler said when reviewing revenue reports, to pitch the anomalies out and continue the data points in the process of obtaining the average.
- VIII. COUNCIL IDEAS AND COMMENTS** - Council Member Alley would like to look at moving forward with the Ice Skating Pavilion group about finding a permanent home for the park. He asked about lighted parks in town. Council Member Egan would like real flowers along Main Street. He said the town vehicles should have decals celebrating the 125<sup>th</sup> anniversary. He suggests adding video monitors in the town council chambers to make it easier to see the TV's for the council and the audience.
- IX. NEXT TOWN COUNCIL MEETING APRIL 7, 2015 AT 5:00 PM**
- X. ADJOURNMENT** – Upon motion duly made, the meeting adjourned at 7:54pm.

**Don Volger  
Mayor**