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**TOWN COUNCIL MEETING MINUTES
TUESDAY, MAY 1, 2012
Town Hall Council Chambers
5:00 P.M.**

- I. **CALL MEETING TO ORDER** – Mayor Aragon, Council Member Alley, Council Member Cotton, Council Member Lattin, Council Member Schanzenbaker, Council Member Volger
- II. **APPROVAL of MEETING MINUTES FROM APRIL 19, 2012** – The minutes were approved as read.
- III. **LIQUOR LICENSES**
 1. **Special Events Liquor Permit – Pagosa Springs Facilities Coalition, Dance June 29, 2012 at the Ross Aragon Community Center, 451 Hot Springs Blvd**
 2. **Special Events Liquor Permit – Dr. Mary Fisher Medical Foundation, Sundowner May 23, 2012 at the Pagosa Springs Medical Center 95 S Pagosa Blvd** – Council Member Lattin moved to approve the special events liquor permits for Pagosa Springs Facilities Coalition Dance June 29, 2012 and Dr. Mary Fisher Medical Foundation Sundowner May 23, 2012, Council Member Volger seconded, unanimously approved.
- IV. **NEW BUSINESS**
 1. **Ordinance 770, (first reading) GOCO River Corridor Grant Property Acquisitions (Quasi-Judicial)** – Staff recently applied to GOCO for a recreation grant associated with improvements along the San Juan River Corridor. Included in this grant are 3 property acquisitions, two of which, the owner has requested the Town enter into a Promissory Note and Purchase Agreement. Staff has negotiated a reduced earnest money commitment of \$5,000 for the 5th Street and 6th Street properties. A preliminary appraisal as part of the GOCO grant application determined 180 S. 6th Street is valued at \$190,000 and 151 S. 5th Street is valued at \$150,000. This will secure the properties from another sale until June 15, 2012, the anticipated award notification date from GOCO. There is a contingency if the appraisal comes in below the asking price and the owner is not willing to negotiate the sale price. Council Member Lattin moved to approve Ordinance No. 770, (first reading) approving the execution of a purchase agreement and \$5,000 in earnest monies on May 17, 2012 and if awarded a GOCO grant for property acquisitions by June 20, 2012, approving the execution of a Promissory Note and an additional \$29,000 in earnest money by June 20, 2012 for the purchase of 180 S. 6th Street and 151 S. 5th Street for \$340,000, Council Member Schanzenbaker seconded, unanimously approved.
 2. **Building and Planning Department Organization** – The town building and planning department has been reduced to just two staff members, but recently have seen stabilization and an increase in projects. Staff is requesting council consider restoring the project manager position to the Town's staffing pattern. Project manager duties (among others) will include: grant writing; grants management; capital improvement plan administration – infrastructure project management; building and planning support (new applications); Main-Street Communities (including possible Downtown Development Authority, if desired by the downtown businesses); and project support for the Town's boards and commissions. The

organization of the building and planning department will also be changed to confirm the head of the planning department serve as the head of building and planning functions. Town Manager Mitchem explained the current open building department position has received over 30 applications and staff is planning to work with outside contractors to select finalist for interviews in the next week or so. Council Member Cotton suggests the project manager reports to the town manager. Planning Director, James Dickhoff, said there is a need for a project manager in the planning and building department and feels that the information is shared within the department and may be more advantageous to have the project manager receive guidance from the planner. Council Member Volger is in support of the project manager reporting to the planner as is Council Member Schanzenbaker. Mr. Bill Hudson said he agrees with the project manager reporting to the town manager to keep that person dedicated to the capital fund and separating them from the general fund building and planning department. Council Member Lattin moved to approve restoring the project manager position to the Town's staffing pattern; approve the organizational chart to have the building department official report directly to the director of planning and the project manager report directly to the town manager; and allocate \$32,500 from Capital Fund reserves to fund the restored project manager position in 2012, Council Member Volger seconded, unanimously approved.

V. OLD BUSINESS

1. Ordinance 769, (second reading) Geothermal Greenhouse Partnership Project Ground Lease - Town Council approved the first reading of Ordinance No 769 on April 19, 2012, contingent on changing the term of the New Water Tap and Ground Lease Agreements with the GGP to be effective from May 2, 2012 continuing to December 31, 2019 with automatic renewals of 5 year - 5 year terms unless otherwise terminated. Ordinance 769 terminates the ground lease and water tap with the Southwest Land Alliance and creates a new ground lease and water tap with the geothermal greenhouse partnership (GGP). The ground lease would accommodate three 50 foot geodesic dome greenhouses, a visitor's center & gift shop, restrooms, alternative energy displays, and associated amenities at the .7 acres at Centennial Park. The water tap and economic development agreement allows for 100 gpm of geothermal water to the greenhouses. The GGP is waiting for the August grant cycle to apply for a construction grant; they have been awarded a \$25,000 design grant and are hoping to have one dome constructed before the end of the year. Mr. Bill Hudson said he is disturbed about not seeing a business plan for this proposed project. Ms. Pauline Bennetti said the GGP is getting close to having a business plan with the help of one of the GGP members. Mr. Jerry Smith said the project will enhance the resources of the community and enrich the community for years to come. He said the funds will be generated by donations and says a business plan is not needed for a non-profit; however the proposed business plan will help to develop a stable method for sustaining the project. Planning Director Dickhoff said the lease has termination options with the GGP removing the domes or the Town acquiring the domes. Council Member Volger moved to approve the second reading of Ordinance No. 769, authorizing the termination of the GGP Ground Lease Agreement and Water Tap Agreement with the Southwest Land Alliance, and, authorizing the execution and delivery of a Ground Lease Agreement and Water Tap Agreement with the Geothermal Greenhouse Partnership, Inc, Council Member Lattin seconded, unanimously approved.

VI. Next Town Council Meeting May 17, 2012 at 12noon

VII. ADJOURNMENT – Upon motion duly made, the meeting adjourned at 5:47pm.

**Ross Aragón
Mayor**