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TOWN COUNCIL MEETING MINUTES
THURSDAY, JUNE 23, 2016
Town Hall Council Chambers
551 Hot Springs Blvd
5:00 p.m.

- I. **CALL MEETING TO ORDER** – Mayor Volger, Council Member Bunning, Council Member Egan, Council Member Lattin, Council Member Patel, Council Member Schanzenbaker
- II. **PUBLIC COMMENT** – Mr. Bill Hudson from the Daily Post commented about the Fair & Peters traffic study from the comprehensive plan. He would like the council to think about reviewing the reports. He said the study is focused on several areas that the current study isn't focused on. Ms. Anne McCoy Herald from Senator Cory Gardner's office gave her contact information, 970-415-7416, for any citizen who would like to contact her with questions.
- III. **CONSENT AGENDA**
 1. **Approval of the June 7 & 9, 2016 Meeting Minutes**
 2. **Approval of May Financial Statement and Accompanying Payments**
 3. **Liquor Licenses**
 - a. **Liquor License Renewal – Tavern Le Boeuf at 27 B Talisman Drive**
 - b. **Liquor License Renewal – River Sports Bar & Grill at 358 E Hwy 160**
 - c. **Special Events Permit – Ducks Unlimited banquet at Ross Aragon Community Center August 13, 2016**
 - d. **Special Events Permit – Humane Society Action for the Animals at the Ross Aragon Community Center August 19, 2016** – Council Member Bunning recused himself. Council Member Egan moved to approve the consent agenda, Council Member Lattin seconded, unanimously approved.
- IV. **REPORTS TO COUNCIL**
 1. **Featured Department Head Reports**
 - a. **Streets Department** - The Streets crew has been busy taking care of pot holes, signs, and helping with the Folk Festival. Staff has had worked on filling some big asphalt patches. Staff completed the curb painting as well as painting some crosswalks in thermal plastic. The Town cleanup weeks were successful, as well as a week of cleaning up the cemetery. Staff has been working with the Parks department to finish the Riverwalk trail from behind the Malt Shop all the way to the new Rio Borde Restaurant. Mag-chloride was applied to reservoir hill road in order to control dust.
 - b. **Parks, Rec & Community Center Department** – The recreation department has been busy with adult soccer, baseball, softball, gymnastics and several new summer clinics. Starting volleyball and peewee soccer in the next coming months. The climbing boulder was approved and currently working on installation. Parks is working with others on installation of the Yamaguchi skate park bowl, River Center Riverwalk which has been completed, bike rack installation projected to be done about the Fourth of July, tree planting in Yamaguchi of 20 new trees next week, Reservoir Hill

stump grinding, and Centennial Park irrigation. The amount of silt flowing through the irrigation system is clogging the pipes and isn't allowing the flow of water to the grass thus turning it dry and brown. The current recommendation is to install an additional system to collect silt and properly water the parks. A more informative recommendation is going to be created and brought to council at a later date. The Community Center staff has been extremely busy with the KIDS summer program with an average of 38 kids per day and the new fitness room. The remodel of the computer lab area into office space is about complete projected date with be next week.

2. **Sales Tax Brief** - April 2016 sales tax receipts shows an increase of 12.3% compared to April 2015, 34% compared to April 2014. Total sales tax revenue for April 2016 for the Town is \$291,462 with that divided equally between the General Fund and the Capital Improvement Fund (\$145,731 going to each). The sales tax projection for the adopted 2016 budget is a total of \$4,352,566 or \$2,176,283 each for the General Fund and the Capital Improvement Fund representing a 7% increase over the estimated year end for 2015.
1. **Lodgers Tax Brief** - Given by Larry Fisher of the Town Tourism Board. The most recent lodging tax report has been included in the packet for review. April 2016 currently reflects a moderate 2.07% increase over 2015, with payments still outstanding. Year to date, collections are up 7.35%, or \$10,220 over 2015. Traffic to the visitor center during the month of May was slightly higher than 2015 - an increase of 115. New windows were installed in the meeting room the week of June 6th. The new windows provide an amazing view of the river and much-needed additional airflow into the building. A minor water leak was fixed as well, luckily with no damage to the building. Since June 2015, we have distributed over 54,000 various brochures. Of that, nearly 22,000 were of the Hiking / Driving brochure. Over 71,000 Travel Planners have been distributed since May 2015. The visitor center is averaging 400 people per day.

V. NEW BUSINESS

1. **Resolution 2016-08, Authorizing Staff to proceed with Annexation of Mill Creek Road** - Pursuant to the Mountain Crossing Preliminary Major Subdivision Plan Application Approval, Resolution 2016-08 Authorizes Town Staff to Take All Actions Necessary and Appropriate to Submit a Petition for Annexation of a portion of Mill Creek Road and to Amend the Plat for Mill Creek Road if necessary. It also ratifies all prior actions of Town staff taken to submit the annexation Petition and amend the plat. The majority of expenses associated with the annexation of this portion of Mill Creek Road, are reimbursable expenses that will be billed to and paid by Mountain Crossing. LLC. Council Member Bunning moved to approve Resolution 2016-08, authorizing town staff to take all actions necessary and appropriate to submit a petition for annexation of a portion of Mill Creek Road, Council Member Lattin seconded, unanimously approved.
2. **Resolution 2016-09, Appointing Historic Preservation Board Members** - Council Member Schanzenbaker recused himself. At the Regularly scheduled Historic Preservation Board meeting on June 8, 2016, the Historic Preservation Board (HPB) approved a recommendation for Town Council to re-appoint Chrissy Karas and Andre Redstone as regular members of the HPB. Council Member Egan moved approve Resolution 2016-09, a resolution of the Town of Pagosa Springs, Colorado, appointing Chrissy Karas and Andre Redstone as regular members of the Historic Preservation Board, Council Member Lattin seconded, unanimously approved.
3. **Legal Services Review** - The Town Council has expressed interest in possibly reviewing our relationship and contract for legal services. Collins Cockrel & Cole (CC&C) has provided legal services for the Town for many years. The Town Council has asked staff to examine the costs incurred by the Town for its various needs. For Nuisance Enforcement and Municipal Court the Town uses Brett Van Winkle to serve as Town Prosecutor. The costs for Municipal Court has escalated quite a bit over the past two years as the number

of cases has increased due to increased activity and to changes in statutory requirements. Possible legal services options include continuing with Collins, Cockrel & Cole and arranging for legal counsel to appear more frequently via video link, hiring an internal legal counsel ranging in estimated costs between \$156,000 and \$233,000, and issuing an RFP for legal services to test the market. Bill Hudson commented on legal counsel from Collins, Cockrel & Cole represented both sides on several contracts with the town. He notes there has been problems with the current firm and agrees that council should issue a proposal for legal services. Council Member Schanzenbaker moved to direct staff to issue a request for proposal for legal services, Council Member Egan seconded, unanimously approved. Interviews are set for Friday, August 12, 2016.

- VI. PUBLIC COMMENT** – Bill Hudson has been attending the low income housing taskforce meetings. He said everyone is working hard but it's not enough. He wants to bring attention to the length of time it takes for housing to get done. He is asking for support from the council. Jean and John Taylor said the Museum opened May 28th. They have special events coming up at talk about including a geology discussion by John Taylor. They are working to keep the museum open and ask for monetary assistance. Town Manager has been in touch with the group to discuss the funding of the museum. This topic is to be discussed in more detail at a later date.
- VII. COUNCIL IDEAS AND COMMENTS** – Council Member Egan asked for an update with the 8th Street project. Town Manager Schulte will bring to council updates at a later date. Council Member Schanzenbaker asked about the update with the sidewalk and Town Manager commented the construction bid is being set up. Council Member Schanzenbaker is suggesting that the Town take on the smaller projects instead of bidding them out. Town Manager Schulte will get back to council in greater detail regarding the projects.
- VIII. NEXT TOWN COUNCIL MEETING JULY 5, 2016 AT 5:00 PM**
- IX. ADJOURNMENT** – Upon motion duly made, the meeting adjourned at 6:50pm.

**Don Volger
Mayor**