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**TOWN COUNCIL MEETING MINUTES**  
**THURSDAY, JULY 17, 2014**  
**Town Hall Council Chambers**  
**12:00 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. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- III. **APPROVAL of MEETING MINUTES FROM JULY 1, 2014** – The minutes were approved as read.
- IV. **PUBLIC COMMENT** – Mr. Jason Nichols said he came to Town Hall to file an injunction against LPEA, he said he was told that he was in the wrong place to file that injunction. He read the charter commission statement. He said section 10 relates to franchise agreement and highlighted several sections. He said he will be filing an injunction against LPEA into Municipal Court who he believes is responsible. He asked the council to attend the LPEA board meeting on August 20<sup>th</sup>. Interim Town Manager said he has contact Attorney Cole and council will be receiving a memo from Mr. Cole. A franchise agreement with LPEA has not been found by the Town or LPEA, but LPEA has been given rights to service the Archuleta County area for electric services from the Colorado Public Utilities Commission.
- V. **LIQUOR LICENSE**
  1. **Liquor License Renewal – River Sports Bar & Grill LLC at 358 E Hwy 160**
  2. **Liquor License Renewal – Alley House Grille LLC at 214 Pagosa Street** – Council Member Lattin moved to approve the liquor license renewals for River Sports Bar & Grill LLC and Alley House Grille LLC, Council Member Bunning seconded, unanimously approved.
  3. **Special Events Liquor Permit – Folkwest Inc., Four Corners Folk Festival August 29-31 on Reservoir Hill**
  4. **Special Events Liquor Permit – Pagosa Springs Facilities Coalition, Summer Sizzler Kickball Tourney August 9, 2014 at Yamaguchi Park** – Council Member Schanzenbaker moved to approve the special events liquor permits for Folkwest Inc. Four Corners Folk Festival August 29-31 and Pagosa Springs Facilities Coalition Summer Sizzler Kickball Tourney August 9, Council Member Egan seconded, unanimously approved.
- VI. **NEW BUSINESS**
  1. **Renaming 4<sup>th</sup>/5<sup>th</sup> Alley to Yamaguchi Drive** - The Cobblestone Development currently, located at 651 4<sup>th</sup>/5<sup>th</sup> Alley, will be the only property addressed off of the Alley. The developer has requested the Town allow a name change for the Alley, stating concerns about directing people to an alley for their development and the potential effect on sales as a result. The developer thought Yamaguchi Drive would be an appropriate name for the newly improved road, due to the proximity to Yamaguchi Park. The internal street within the development, Cobblestone Lane, will be privately owned, whereas the alley will remain as a Town roadway. Council Member Egan moved to approve the renaming of the 4<sup>th</sup> /5<sup>th</sup> Alley to

- Yamaguchi Drive, Council Member Schanzenbaker seconded, unanimously approved.
2. **Mary Fisher Recognition Project** - The Historic Preservation Board has been discussing a Mary Fisher Recognition Project as a means to draw attention to one of Pagosa Springs' historic figures. The current scope of the project being considered is a life sized bronze statue in Mary Fisher Park with possibly her pet bear "Pickles" set on a raised platform, and interpretive signage. Very early estimated costs range from \$30,000 - \$40,000. The State Historical Fund and History Colorado have grants available for this type of project, and typically require a 25% match. The Town's match requirement may range from \$7,500 - \$10,000. There is some indication that some other funding from local sources may be available to offset this match commitment. Council Member Bunning suggests having the statue visible from the river, not necessarily the parking lot. Council Member Schanzenbaker moved to approve the Historic Preservation Board to move forward with developing and advertising a request for proposal for soliciting ideas from the artist community for this project, Council Member Egan seconded, unanimously approved.
  3. **Resolution 2014-11, Appointing Judy James to the Historic Preservation Board** - After the Town Council meeting with the HPB on July 9<sup>th</sup>, Judy James submitted her interest in serving on the HPB again. The HPB unanimously approved Town Council appoint her to a regular board position for a 4 year term. Judy has previously served on the HPB, and she brings an amazing passion for historic preservation to the community and HPB. Council Member Lattin moved to approve Resolution 2014-11, appointing board Judy James to the town Historic Preservation Board for a four year term, Council Member Bunning seconded, unanimously approved.

## VII. OLD BUSINESS

1. **Sales Tax Brief** - In July, the Town of Pagosa Springs' sales tax revenue increased by 5.29% or +\$14,847 compared to July 2014 (base on May 2014 retail sales). Interim Town Manager said that sales receipts for the middle of the year are up, he will be presenting a monthly average at the next mid-month meeting.
2. **8<sup>th</sup> Street Paving Project** - On May 22, 2014, Town Council approved the additional expense of \$150,000 to include a concrete intersection improvement at Piedra Street and S. 8<sup>th</sup> Street, as part of the proposed 2014 South 8<sup>th</sup> Street repaving project, between Hwy 160 and Apache Street. During the intersection design stage, and for the preparation of an RFP for construction services, staff had ordered a Geotechnical Analysis of the current roadway base to ensure a 4" asphalt pavement thickness would be appropriate for the repaving project. Western Technologies conducted a number of bore samples along S. 8<sup>th</sup> Street and determined that the base gravel layer was only 5" - 8", not the 12" - 15" originally thought to be in place. Mr. Mike Davis with Davis Engineering, said the base is not sufficient to justify a 4" pavement project. Mr. Davis said the costs for repaving with Geogrid with 7" gravel and 4" asphalt with a 20 year life would be approximately \$838,000 with concrete intersection using current curb and gutter. He said a traffic count was completed. Interim Town Manager Schulte explained the current Capital Fund has \$450,000 budgeted for this project, if the entire project was desired funds from either the General Fund or Impact Fee Road funds. Mr. Davis gave the council several options including costs for curb and sidewalk, lighting, and landscaping estimated at \$1,670,000. Council Member Schanzenbaker asked about putting this project off since the road is already in re-construction repair. Mr. Davis said the road may hold up for another few years before it needs to be dealt with. He said 8<sup>th</sup> Street is in the top three of the high traffic use in Town. Council Member Schanzenbaker would like to have public meetings and wait to do this re-construction in the next few years. Council Member Alley agrees with Council Member Schanzenbaker and would like to look at financing options for the entire project. Mr. Jason Nichols suggests waiting until after the Walmart is complete and has destroyed the road further. Cinda Green said she sent the council a study about bike lanes and how dangerous they are. She said she is unsure about the traffic study and adding 3% traffic count per year. Council Member Schanzenbaker appreciated Ms. Green's research. He would like to make the town more bike friendly. Mr. Bill Hudson likes the options and time to look at the re-construction project by the neighborhood. He said the lease-purchase option would require our children to pay for this project. Council Member Schanzenbaker moved to direct staff to work on moving the 8<sup>th</sup> Street reconstruction project to the 2015 capital improvement plan and solicit public input, Council member Alley seconded, Council Member Lattin would

like the school and LPEA involved in public comment, Council Member Egan suggest looking at new elements like bus stops and bike lanes, motion passed with one nay (Council Member Bunning).

## VIII. DEPARTMENT HEAD REPORTS

1. **Community Center Report** - Friday July 25, 2014, The Hazel Miller Band Summer Jam Concert will be hosted at our center with a local violinist opening the show. July 30<sup>th</sup>, will be the first of monthly movie nights at 6:30pm, doors open at 6pm, admission will be \$2. August 9<sup>th</sup> at Yamaguchi Park is planned for the Summer Sizzler, a kickball volleyball and ladderball tournament. Girls Circle, our first prevention program offered through RACC has been very successful. Greg Shulte and Shane Lucero continue to review and revise the bylaws of the Pagosa Springs Community Facility Coalition and also the agreement for construction and use of the Community Center by the Town. Interim Town Manager Schulte said the bylaws and agreement are very dated. They are looking at updating these documents as well as policy and procedures.
2. **Parks and Recreation Report** - Youth baseball ended July 10; games in the adult softball leagues will continue through the first week of August. Youth tennis instruction for ages 6-12 began July 7 at Wyndham Resorts and will continue through the end of the month; the program is in its eighth year and includes 13 participants ages 6 and up. The summer gymnastics program for ages 3 and up will resume next month; soccer registration for ages 5-12 will begin near the end of this month. Recreation department will be offering a sand volleyball program at South Pagosa Park next month for ages 7 and up. The parks crew was extremely busy during the last few weeks assisting the Southwest Conservation Corps with the placement of new trail signs on Reservoir Hill, trash removal and park preparation. The crew also recently assumed responsibility for the upkeep of the Visitor Center grounds. The restroom for Reservoir Hill Park should arrive, be installed and be functional before the end of August. Scott Frost and Tom Carosello have begun work on the GOCO grant application for the Skate Park. Submission deadline is August 27, 2014 with notification in December. Project Manager Scott Frost said that GOCO is happy to entertain this grant application and suggested a draft application be submitted two weeks prior to the August 27<sup>th</sup> deadline.
3. **Town Tourism Committee Report** – The lodging tax revenues for May reflect a 21.11% increase over 2013 with a few small payments outstanding. Year to date collections are up 20.32%. The visitor center has 20 active volunteers and 2 active outdoor ambassadors. A part-time visitor center coordinator was hired in July. Liz Alley, Visitor Center Director, has put a new brochure organization in place with updated brochures and more to be developed for hiking and fishing areas. A touchscreen information program for local business is being implemented as well as brochure distribution and volunteer training program at the center. Council Member Schanzenbaker pointed out there is currently a contractor supervising two town employees at the visitor center. He wanted to make Interim Town Manager aware of this as well as board supervision of town employees at the community center.
4. **Planning Department Report** - The HPB discussed the San Juan Historical Museum, former Town Water Treatment Plant, and the disrepair and safety concerns with the reservoir walls and the old stone bridge north of the building. Council Member Schanzenbaker suggests signage to enter at your own risk to deter people from entering the property. The HPB will be looking into costs estimates for proposing pursuing grants for the needed repairs. Once HPB and staff have a better idea of the possible scope of work needed and costs, this matter will be presented to Town Council. The Planning Commission discussed a number of potential recommended LUDC revisions including current prohibition of metal sided buildings in commercially zoned properties, current minimum density regulations in the R-18 Zoning District, current minimum lot size for single family lots in residential zone districts, location and use of Cargo Containers, and use of LED Variable Message Signs. CDOT quarterly meeting will be held in Durango on August 4<sup>th</sup> at 9am.
5. **Town Manager Report** – The Town and County continue to make progress in the formation of the Geothermal Water and Power Authority. Mayor Volger, and Council Members Schanzenbaker and Egan were appointed to the board for the Town. The County was named as the fiscal agent and the Town named as the records custodian. Interim Town Manager Schulte will be staying in touch with the owners of the Golf Course in hopes that a private entity purchase the course, but the Town be kept apprised of the golf course activity. Region 9 along

with the Mayor and Interim Town Manager met to brainstorm with the goal of strategizing on how an economic development entity could be re-energized. Region 9 has volunteered to serve as staff during the transition period. The next Town and County joint meeting is scheduled for July 22<sup>nd</sup> at 8am at Town Hall. The Town and County agreed not to place a sales tax question on the November ballot but instead an advisory question in order to gauge community interest and support. Town staff has begun planning efforts for preparation of the 2015 budget. Benefit package for town employees and merit pay are being reviewed for the budget preparation.

- IX. APPROVAL OF JUNE FINANCIAL STATEMENT AND ACCOMPANYING PAYMENTS –** Council Member Bunning moved to approve the June financials and accompanying payments, Council Member Schanzenbaker seconded, unanimously approved.
- X. PUBLIC COMMENT –** Mr. Mark Weiler complimented the Town staff for their assistance during the 4<sup>th</sup> of July day. He complimented the Town Council with their communication during the retreats.
- XI. COUNCIL IDEAS AND COMMENTS -** Council Member Bunning said that when things are being done by Town staff we should communicate it. He appreciated the traffic crossing and curbs have been very well done. He said the Lewis Street planting are phenomenal and appreciates the work by volunteers to this street. He said the trail system is very important to him. He would like to look at changing some of the trails to gravel or soft surface rather than hard surface in order to move forward with the projects. This includes the downtown riverwalk as well as the town to Pagosa lakes trail. He said staff is going to get cost estimates together for consideration on these trails. Council Member Schanzenbaker agrees with Council Member Bunning and would like council involved in the beginning stages of projects. Council Member Lattin likes the opportunity help staff move forward with this item. She said the staff did a great job with the 4<sup>th</sup> of July as well as help with the recent flooding. She asked councils support to ask staff to talk to business and parks department to look into changing the planters on the 400 block. Council Member Bunning said perhaps financing the trails as well as determining what is needed to complete the trails. Council Member Schanzenbaker agrees and would like to look at options for the costs of the trails and sidewalks. Interim Town Manager Schulte said staff is looking at the trail projects and intends to bring options to council. Council Member Egan suggests having a worksession to discuss the trail project. Interim Town Manager suggests having a special meeting to discuss options and costs for the trails. Trail information will be included in the worksession on the 12<sup>th</sup> of August. Council Member Schanzenbaker would like to have the information prior to the worksession to review. Council Member Egan said there is significant traffic and speeding on Hwy 160 and traffic at the 1<sup>st</sup> Street Bridge. Council Member Alley agrees with Council Member Egan, he said the 1<sup>st</sup> Street Bridge is a very dangerous area. Mayor Volger asked Interim Town Manager to discuss with the chief of police regarding traffic and an action plan for 1<sup>st</sup> to 8<sup>th</sup> streets. The Town Manager application deadline is July 25<sup>th</sup>. All of the town council members would like to review the applications. The town clerk will be available for the council members to review the applications individually at town hall using a score sheet in order to narrow down the applications. Town staff will contact council about reviewing the town manager applications during the week of July 28<sup>th</sup> and discuss the applications during an executive session at the August 5<sup>th</sup> meeting. Council Member Schanzenbaker intends to tweak the running at large ordinance to allow dogs off leash at Reservoir Hill park. Council Member Alley is in favor of less leash restrictions on Reservoir Hill. Mayor Volger asked the police chief and animal control officer review the policy and bring this item back to council. Council Member Lattin asked staff to review town liability in the event someone is bit on the hill by reducing the leash law in a town parks. Council Member Egan said he is very impressed with his fellow council members and appreciates their diligence and good efforts.

**XII. NEXT TOWN COUNCIL MEETING AUGUST 5, 2014 AT 5:00PM**

- XIII. ADJOURNMENT –** Upon motion duly made, the meeting adjourned at 2:37pm.

**Don Volger  
Mayor**