



TOWN OF PAGOSA SPRINGS
Historic Preservation Board
Regularly Scheduled Meeting Agenda
Wednesday, August 24, 2016 @ 5:45p.m.
Town Hall, 551 Hot Springs Blvd.

- I. **Call to Order / Roll Call:**
- II. **Announcements:**
- III. **Approval of Minutes:**
Approval of the August 10, 2016 HPB Regularly Scheduled Meeting Minutes
- IV. **Public Comment:**
- V. **Decision Items:**
 - A. Mural Replacement RFP Review
 - B. Waterworks Site Listing as an Endangered Place
 - C. October 4, 2016, 1:45PM Bus Tour - Historic Walking Tour Volunteers
- VI. **Discussion Items:**
 - A. Waterworks Committee
 - B. 2017 Budget Preparations
 - C. Chili Cha Cha participation
 - D. Rural Philanthropy Days
- VII. **Reports and Updates:**
 - A. Planning Director Report
 - B. Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration
 - C. Upcoming Town Meeting Schedules
- VIII. **Public Comment:**
- IX. **Adjournment:**

HPB Board Members

Peggy Bergon: HPB Chairperson, **Lindsey Smith:** HPB Vice-Chairperson
Chrissy Karas: HPB Regular Member, **Andre Redstone:** HPB Regular Member,
Judy James: HPB Regular Member, **Brad Ash:** Alternate Member

HPB Mission Statement

"Moving Forward While Preserving the Past"

To provide leadership, engage and encourage partnerships within our community of Pagosa Springs and Archuleta County, increase public appreciation by creating awareness, promoting the preservation of our irreplaceable diverse cultural heritage, architecture, and economy *while* sharing the stories of our past with ideas for the future.



Town of Pagosa Springs Historic Preservation Board
Wednesday, August 24, 2016
Regularly Scheduled Meeting - Staff Report

I. Call to Order / Roll Call:

II. Announcements:

III. Approval of Minutes:

A. Approval of August 10, 2016 Regularly Scheduled Meeting Minutes.

Staff recommends the HPB approve the August 10, 2016 regularly scheduled meeting minutes after finding that they are accurate.

IV. Public Comment:

Opportunity for the public to provide comments and to address the Historic Preservation Board on items not on the Agenda.

a. TIME LIMIT: Up to 2 minutes per person and a total of 20 minutes.

At this time, Public Comment will be accepted for items not included as an agenda item. Interested persons have the opportunity to address the Historic Preservation Board and express your opinions on matters that are not on the agenda or not listed as a public hearing item on the agenda. Public comments on any pending application that is the subject of a public hearing at the current or a future meeting may only be made during such hearing. The total time reserved for Public Comment at each meeting is 20 minutes, unless extended by a majority vote of the Planning Commission and each comment is limited to 2 minutes.

- I. **Call to Order / Roll Call:** Chair Peggy Bergon calls the meeting to order at 5:48PM. Present were Board members Judy James and Vice Chair Lindsey Smith. Also present were Planning Director James Dickhoff and Associate Planner Rachel Novak. John and Jean Taylor from the San Juan Historical Society were also in attendance. HPB member Andre Redstone arrived at 6:04PM.
- II. **Announcements:** Lindsey Smith provides an update on how the Fair went. Overall, the HPB table was very popular and this may be something to consider for next year.
- III. **Approval of Minutes:**
Approval of the July 27, 2016 HPB Regularly Scheduled Meeting Minutes: On page 3 at the bottom of B, it should say “any” instead of “nay.” Staff will look into revising the minutes for having the “fence” statement attributed to Chrissy Karas and not Peggy Bergon in the minutes pertaining to Jeff Greer’s fence.
- IV. **Public Comment:** NONE
- V. **Decision Items:**
 - A. **Mural Replacement RFP Review:** Staff had extensive conversations with the high school art teacher, but the schools just don’t have the capacity at this time to handle a project of this size. It has been discussed to provide extra points towards proposals attributed to incorporating a student aspect into the project. Judy James feels that the aspect of a student component should be completely left up to the bidders. Trying to incorporate such a component may push back the timeline too far. Lindsey Smith would like a rewrite of the second paragraph on the first page to reflect item one of the material restrictions. Typically, staff will advertise the RFP for three weeks and then staff and a small committee will evaluate the proposals. Then, interviews will be held and a recommendation will be presented to Town Council. Overall, this process could take up to 8 weeks before selecting the final artist. Peggy Bergon would like to know what will happen to the old mural. As of right now, the future of the mural is uncertain. Andre Redstone would like a plan of how to handle each mural or artwork at the end of each term for roughly a 5-year lifespan. He suggests an auction, the artist could buy it back, or possibly the Town could have the right to move the installation to somewhere else. Andre Redstone would like clarification on what does the word “qualified” means to the language of the RFP. It is in reference to the qualifications listed on page 4. Staff will remove the word “qualified” from the language of the RFP. Andre Redstone asks how the quality of work will be addressed. In the contract, if the quality of work does not live up to the \$10,000 expected project that will be considered within the contract language. Staff will provide an updated RFP at the next meeting.
 - B. **Museum Support Letter and Funding:** The Board of County Commissioners and Town Council will be hearing the requested \$60,000. Jean Taylor says that the museum is doing well in terms of memberships and donations. As of right now, the museum does have the funding to stay open through 2017. At that time, they may be pursuing money for repairs and staffing the museum. At the present time, they would like to get their finances in order

and then they will have a better idea of how much money to potentially request. The \$60,000 originally requested is not needed at this time. Lindsey Smith is very happy to hear that the museum is looking up. Andre Redstone says that the museum support letter has been in the Town Council agenda several times and they have not acknowledged the letter. He feels that this issue is very important considering the grants and other activities happening on the site. Peggy Bergon feels that the HPB could provide an updated letter of support for funding once the museum has their finances in order. Andre Redstone feels that Town Council is still unaware of the Board's support of the museums and he would still like to bring it to the Town Council's awareness. It continues to lay a foundation for the Waterworks Committee and for the other museums in Town. He feels that staff should continue to push the letter on the agenda to show the HPB's support in working in conjunction with the museums. Planning Director James Dickhoff says that he has presented the letter twice to Town Council and the Mayor is aware of the letter. Planning Director James Dickhoff will collaborate with the Town Manager and Mayor on how to get the letter recognized more with Town Council. Lindsey Smith agrees that the HPB would like acknowledgement of the letter from Town Council, but also agrees that they should wait until a more concrete letter could be crafted after the museum gets their finances in order with a 3-5-year financial plan through their financial planner. John Taylor says that there was a split mindset with the County when they first took over the museum, but now everyone understands that the Taylors are working hard to ensure they will not close. Jean Taylor says that they have been asked to combine with the Fred Harman Museum. She supports this idea, but at the present time this is a difficult endeavor. Lindsey Smith asks if it's possible to have a general Museum Board that oversees all of the museums in Town. Andre Redstone says that potentially, the HPB could help facilitate the selection of such a Board. Planning Director James Dickhoff says that the HPB could present an agenda item at a future Town Council meeting to discuss the possibility of creating a committee or task force to look at the museums in general. Peggy Bergon would like to contact the Fred Harman museum and start a conversation with them. Andre Redstone agrees that they should be including the Fred Harman museum. Planning Director James Dickhoff suggests the HPB attending a Fred Harman Museum Board meeting and discussing this item. He will discuss these items with the Mayor and the Town Manager.

VI. Discussion Items:

A. Waterworks Committee: Peggy Bergon would like to address why the committee is not ready to go to the public. Planning Director James Dickhoff provides an update on the Bridge and Waterworks site. He says staff has considered placing both construction projects out to bid together. At the most recent committee meeting, it was determined to have staff outline a basic public work session outline. At the next meeting, the committee will determine if they are ready to go to the public. Staff will also be finalizing with SHF, what exactly can be done with the site in terms of development and the 20 year restrictions. Andre Redstone says that the new feedback from the new SHF staff person is pivotal to what the committee can bring to the public. He would like to see what exactly can be done with this new grant for the Waterworks site. Andre Redstone says that the committee was formed to flush out all of the potential ideas for the site and then gain feedback from the public. He agrees that the committee will be involved in facilitating the update of the Comprehensive Plan. He feels that this could change how they go to the general public. Planning Director James Dickhoff says that the committee will ultimately have an outcome of a document of potential opportunities for the site. Elements of this could be incorporated into the new Comprehensive Plan. Andre Redstone wants to ensure the committee has a reasonable plan to present to Town Council in regards to matching funds for the grant.

Lindsey Smith says that the committee's next steps are to better understand the limits of the site and then flush out several ideas to present to the public and solicit feedback. Then the committee will present these findings to the HPB and then recommendations will be presented to Town Council.

- B. October 4, 2016, 1:15pm Bus Tour History Talk Volunteer: Associate Planner Rachel Novak provides an update on this. They are willing to provide \$200.00 as a flat fee and then donations at the guest's discretion. It is recommended to have at least 2 people per group of 27 people for a total of 4 volunteers. Andre Redstone would like to spend more time discussing the Town's story instead of just the downtown area. The Tour will start at the Overlook, then cross the street to Goodman's, and then go down Lewis Street. Jean Taylor from the museum has some potential volunteers for this event. The Town can also provide Walking Tour Brochures for the event.
- C. Waterworks Site: Listing as an Endangered Place: Associate Planner Rachel Novak provides an update from Rebecca Goodwin. She asks the HPB if they mind getting this project on the radar of out of state entities. Andre Redstone says that Rebecca Goodwin asked Architect Courtney King has there been a negative connotation about the site. Jean Taylor says that they pursued a project back in 2009 through the State Historical Society and they were told no that they couldn't do anything with the site. Lindsey Smith is concerned that a significant, negative connotation will be placed to the site if it gets listed as an endangered place. She is concerned that people may think that the Town is wasting money on the site. Peggy Bergon feels that having the outreach process with the public about the site will help this issue. Andre Redstone feels that this could potentially have very negative consequences. Staff will reach out to Rebecca Goodwin on the deadline before making any decisions.
- D. Certified Local Government (CLG) Annual Report: Staff can email out the final CLG Annual Report for HPB's review.
- E. 2016 HPB Budget and 2017 Budget preparations: Planning Director James Dickhoff discusses these budget items with the HPB. Staff is currently considering the 2017 budget and the HPB should submit project goals for next year. Peggy Bergon would like to have this as a discussion item at the next meeting. Andre Redstone would like to be able to see a more finalized 2017 budget before suggesting ideas for projects to pursue next year. Andre Redstone suggests possibly looking for grants or money for the museums. Jean Taylor says that she is currently pursuing other options for funding, but she does say that they need to find more resources. Rural Philanthropy Days may be a good consideration for the HPB to attend or staff can find time to attend.
- F. Chili Cha Cha Participation: Planning Director James Dickhoff has reached out to Morgan Murri about the event and they may be able to make some time for the HPB to host an event or participate in some other way. It has been discussed to have the poster contest winners announced or presented here. Judy James suggests possibly having the presentation at the schools. Lindsey Smith suggests sponsoring a performance and have a banner referencing the HPB.

VII. Reports and Updates:

- A. Planning Director Report: The Planning Director James Dickhoff provides an update.
- B. Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration: NONE
- C. Upcoming Town Meeting Schedules

VIII. Public Comment: NONE

IX. Adjournment: Judy James motions to adjourn. Lindsey Smith seconds. Unanimously approved. The meeting adjourns at 8:15PM.

HPB Board Members

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V. Decision Items:

A. Mural on Main Replacement RFP

BACKGROUND/PURPOSE	<p>Staff has prepared the RFP and would like comments during tonight’s meeting. A copy of the DRAFT proposal was provided for everyone at the last meeting on 07/27/16.</p> <p>Please read through the REVISED RFP and be prepared to provide comments at the meeting. The revised sections are highlighted.</p> <p>Staff would like to bring this draft to Town Council at their September 6th meeting for approval to advertise the project.</p>
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RECOMMENDATIONS	<p>Possible Decisions for Consideration: (Madam Chair, I motion that the Historic Preservation Board....)</p> <ol style="list-style-type: none">1. APPROVE the Revised RFP Language as presented.2. APPROVE the RFP with additional revisions as determined by the HPB during the meeting.
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Request for Artwork Proposals

ARTWORK ON MAIN PROJECT

Response due by: 10/14/2016

Project Description & Overview:

The Town of Pagosa Springs is issuing this Request for Proposal (RFP) to invite interested artists to submit proposals for the design and creation of artwork, to be displayed on the "Mural Wall" on Main Street in the Town of Pagosa Springs, CO, located at 412 Pagosa Street.

This RFP encourages creativity and does not intent to limit proposed artwork to a painted surface only. The public art work is to be designed to fit within the current dimension constraints of the existing mural wall inset area as far as the approximate 28' width and 8' height, and should be limited to no greater than 18" off of the face of the existing painted mural. The proposal must include the secure fastening of the artwork to the wall, which as through bolts for mounting the artwork from behind the wall. The Artwork shall be designed to be removable and shall not be permanently attached to the wall. With sufficient annual maintenance, the final artwork should be durable and able to withstand any wear indicative of Pagosa Springs over a minimum period of 5 years' time.

It is expected the Artwork project would be completed and installed before July 4, 2016 or sooner.

This is a paid public art opportunity for a qualified Artist or team of Artists working collaboratively to create an Artist's interpretation and design depicting a theme relative to aspects of Pagosa Springs and its rich cultural and natural heritage, to be displayed on the "Mural Wall", located at 412 Pagosa Street.

The current artwork on the "Mural Wall" has been displayed since 2010, and it is time for it to be rotated out and replaced. The Artwork is intended to last at least 5 years, at which time the artwork will be replaced with a new artwork project. Relocation or sale of the Artwork will be at the sole discretion of the Town Council.

History of the project:

In May 2010, the Town Completed the construction of a Decorative Structural Mural Wall and small pocket park project to provide a location for revolving artwork displays (approximately 5 years at a time). The project is located on CenturyLink property between the Galles Properties building and The Rose Restaurant located at 412 Pagosa Street in the historic downtown district of Pagosa Springs, Colorado. The use of the CenturyLink property is held under a Land Lease held by the Town. This mural project began with in July 2008 prompted by a vision from the previous Arts Council organization, who commissioned art work to replace the very old mural located at this site between 1999 and 2010. In 2009, the Arts Council disbanded, and the Town and Chamber of Commerce worked together to complete the installation of the previously completed artwork commissioned by the Arts Council.

Project Goals:

The goals for the Artwork on Main Project are to:

1. Visually promote a clear benefit of arts in our community.
2. Generate professional art opportunities for the local art community.
3. Increase community pride and beautify common areas.
4. Provide a positive impact on the community, its people, and all project participants.
5. Educate visitors and the general community alike of the rich history of Pagosa Springs.

Instructions to Artist(s):

- a. Artist(s) should describe in detail the method, steps, equipment, and materials required to complete the proposed mural artwork project, including the coordination of site work, materials, finishes, time frames, and warranties.
- b. Artist(s) should provide details of wall preparation, fastening methods to the wall, materials to be used, including paint colors and materials proposed and upon completion, and materials and paints actually used. Additionally, details regarding the required annual and long term maintenance to ensure a minimum 5-year life span of constant weather and sun exposure.
- c. Artist(s) shall be responsible for:
 1. Wall preparation including a process to maximize adherence of paints and/or artwork including attachment to the wall and additional support for 3-dimensional artwork if needed.
 2. Providing exterior grade panels and/or medium for painted mural proposals and priming the surface of panels prior to painting the mural.
 3. Use of high quality exterior grade paints and materials which will properly adhere to the surface and wall and provide maximum wear ability. The artwork shall remain in good condition for a minimum of 5 years with exposure to sun (UV) and weather conditions and elements.
 4. Use of high quality sealant to seal artwork upon completion if needed.
 5. Clean-up of site upon completion of artwork installation.
 6. Providing evidence of receipts for the purchase of materials to meet the standards of the project.
 7. Adhere to an inspection of materials to ensure the highest quality and wear ability of the final product.
 8. The artist should address any concerns or issues for the removal of the artwork after the 5-year minimum period. At the discretion of Town Council, the artwork will be relocated or sold.
 9. Lastly, the design must be suitable for public viewing of ALL ages.
- d. *Material Restrictions:* All artwork paint and materials used should be able to hold up to Pagosa Springs' weather (extreme heat/cold, rain, snow, wind, direct sunlight, UV protection, etc.). Artwork other than a painted mural may be considered (for example; metal or wood sculptures, tile, or other), however, 3-dimensional artwork must not project from the mural wall no more than 18 inches. If additional structure considerations for artwork that extends of the wall surface is needed, your proposal should provide a detail of such support. All materials are to be inspected by Town staff and must be approved prior to use on the project.
- e. *Mounting Restrictions:* The artwork will be mounted from behind the structural wall. A mounting frame is already in place (there is a wood frame behind the current mural artwork). The wood

frame is attached to the wall with threaded rods that extend through to the back of the wall, permitting hidden mounting of the artwork. Please note, the wood frame is designed for painted artwork panels (3/4" plywood). Artwork proposals different than painted panels may require additional mounting considerations that should be described and included in your proposal. Mounting and fastening hardware of the final artwork to the frame or wall shall be hidden from view.

Policies:

The ownership of the design ideas submitted with this application shall remain the ownership of the Artist(s), until a selection has been made and a contract signed. The artwork produced on the wall will be owned by the Town of Pagosa Springs and images of the artwork work may be used in marketing materials by the Town of Pagosa Springs. At the discretion of Town Council, the artwork will be relocated or sold at the end of the 5-year minimum display period.

Required Proposal Submittals:

Interested artists shall submit deliverables that clearly demonstrate their ability to provide the services as outlined in this Request for Proposals. **All interested artists shall be required to attend the required pre-bid site visit and project review meeting scheduled on October 4, 2016 at 12noon, to be conducted at the "Artwork on Main" site, located at 412 Pagosa Street.** The following submittals shall be organized in the order listed below to facilitate fair and equal evaluation of the responses:

1. **Cover Letter:** A cover letter shall be provided which sufficiently explains the artist's interest in the project. The letter shall contain the name, address, and phone number of the person who will serve as the principal contact with the Town of Pagosa Springs and shall identify individual(s) who will be authorized to make presentations on behalf of the artist, if for some reason the artist cannot be in attendance. The statement shall bear the signature of the person having proper authority to make formal commitments on behalf of the artist.
2. **Artwork Illustration and Details:**
Provide a rendering or Illustration of the proposed artwork, demonstrating content, colors and theme. The artwork design should be reflective of the Town of Pagosa Springs and its aspects of rich cultural and natural heritage. The artwork details shall include specific description of all paint, sealer, materials, wall fastening, etc., to fully complete the artwork project. 3-dimensional artwork must not project from the "Mural Wall" no more than 18 inches. If additional structure considerations for artwork that extends of the wall surface is needed, your proposal should provide a detail of such support and the cost included in your proposal.
3. **Methodology:** Describe the artist's process, planning methodology, and approach for the project. Indicate how the artist's process and approach will accomplish the project objectives. Identify specific assignments of key personnel and the time required to complete each step or phase. Artist(s) should describe in detail the method, steps, equipment, and materials required to complete the proposed artwork project, including the coordination of site work, materials, finishes, and warranties. Include a plan for ensuring a safe work area should also be submitted for approval since work will be completed within a public space.
4. **Artist's Experience and References:** Submittals shall include a detailed description of the artist's overall capabilities, experience, and approach in providing the scope of services described herein. Provide at least five (5) references for projects of similar scope, including at least two references for projects completed during the past two years. Include the name of the organization/client, a brief summary of the work, and the name and telephone number of a responsive contact person. Please attach examples of the artist's work within the last 5 years

5. **Qualifications of Key Personnel:** Submit resumes of all those who will be involved in completing the scope of services. Please include their experience in performing the required and necessary services.
6. **Additional Information:** Provide any additional information that will aid in the evaluation of the artist's qualifications with respect to this project. All artist's shall have appropriate liability insurance coverage including Worker's Comp if applicable. A minimum warranty of five years for the artwork workmanship and durability is encouraged, with explanations of how the artist will mitigate and handle potential warranty issues.
7. **Town Responsibilities:** Identify all services that are expected to be provided by the Town of Pagosa Springs personnel for successful completion of this project. The Town will be responsible for removing the current Mural from the wall.
8. **Timeline:** Include a proposed timeline of all steps or phases of the project, indicating anticipated beginning and ending dates for the project and any significant dates or milestones.
9. **Cost for Services / Itemized Budget:** Each proposal should include a firm, fixed fee for the proposed artwork project. Provide a detailed budget proposal for the work broken down by tasks and materials where applicable. Please include a schedule for reimbursable expenses and any additional related expenses, if applicable, to provide the specified services. Cost for proposed services shall include all materials, supplies, fastening to the wall, set up, clean up, labor, and annual maintenance for a period of 5 years.
10. **Contract Requirements:** Describe the artist's and/or artists' contract requirements, billing procedures, billing schedules, and progress reports, etc. The selected RFP artist will enter into a contact with the Town for the completion of the artwork project as excepted by the Town.
11. **Safe Work Area Plan:** Describe how the artist and/or artists will adhere to safety guidelines, protocols, and clean up before, during, and after the project is completed. The mural project will be taking place in a public space, next to a busy road with many pedestrians, and a safe, clean work area is essential.
12. **Youth Extra Credit:** The Town desires to involve young artists in the project if possible. Extra credit will be considered for proposals that incorporate a Youth involvement component in the production and creation of the artwork. Explain in detail how youth will be involved in your proposed artwork project, the age range of the participating youth and the anticipated educational experience gained.

Proposal Submittal and Deadline:

- The deadline for submittal proposals is 5 P.M. Mountain Daylight Time, **October 14, 2016**
- Mail or delivered in an envelope marked "**Mural on Main Project**" to:
Planning Department
Town of Pagosa Springs
PO Box 1859
Pagosa Springs, CO. 81147
- Late submittals will not be accepted.
- Five (**5**) hard copies of the proposal are required.
- One (**1**) copy of the proposal shall be submitted as an electronic copy in pdf format to:
rnovak@pagosasprings.co.gov.

- Questions regarding this RFP may be directed to Rachel Novak, Associate Planner at 970.264.4151x221 or rnovak@pagosasprings.co.gov

Review of Proposals:

The Town of Pagosa Springs shall appoint a RFP evaluation committee, that at their sole discretion, who shall evaluate RFP's and then recommend a RFP to be awarded to an artist to create the subject artwork, based on the following criteria:

1. The artist's experience in providing similar services and the qualifications of key personnel that will be assigned to the "Artwork on Main" project and their experience with similar projects.
2. Clarity of the RFP, Narrative, and Project Approach.
3. Time frame required to complete the process.
4. Overall proposed artwork creativity and responsiveness to the RFP.
5. Ability of the artist to complete the work within budget and on time.
6. The Evaluation Committee intend to recommend the RFP be awarded the project contract to the artist and/or team of artists submitting the best overall proposal.

All respondents must initially represent themselves solely by their written submittal. The responses will be reviewed by the evaluation committee and, based upon the evaluation committee's findings, the finalists may be requested to provide a personal presentation to such committee at the artist's sole expense or the evaluation committee may conduct telephone interviews. The quantity and quality of responses will dictate this process.

Submission of a proposal indicates acceptance by the proposing artist of the terms and conditions stated herein unless any exception is clearly and specifically noted in the letter of transmittal of the RFP. Any such exception must be mutually agreed upon by the artist and/or team of artists and the Town of Pagosa Springs in the final contract. The Town of Pagosa Springs is not liable for any costs incurred in replying to this RFP. All proposals become the property of the Town of Pagosa Springs (any restrictions thereon should be clearly stated). The Town of Pagosa Springs reserves the right without prejudice to reject any or all proposals, to waive any informalities or minor irregularities in proposals, and to accept the proposal deemed, in the opinion of the Town of Pagosa Springs, to be in the best interest of the project as a whole.

If you would like to know more about this project, please go to: **TownofPagosaSprings.com**

V. Decision Items:

B. Waterworks Site Listing as an Endangered Place

BACKGROUND/PURPOSE

It has been discussed that the HPB is concerned about listing the site as an endangered place. Staff has provided these discussions to Rebecca Goodwin and she has provided some feedback:

“The goal of the program and EPP list is never to place a negative connotation on a site or community; instead the goal is to raise awareness of the community's efforts to save a historic resource that is important. This is especially true in our more rural and under-served communities. We understand that financial and "people" resources often are limited, and the EPP program strives to help by mustering broader support.

As an example, at the Arkansas Valley Fairgrounds here in Otero County, there are 85 WPA adobe stables. As the longest continuous fair in Colorado (139 years this week), that history is important and the structures are an asset to the community. The stables were placed on the EPP list in 2007, with the support of the Fair Board and the City which owns the property. CPI was able to generate interest in the stables and adobe construction, which resulted in two, 2-day workshops. Each of the four days we have over 50 people, from Wyoming, Colorado and New Mexico, volunteer to help make adobe bricks in the traditional manner and repair the walls while also learning the art of adobe making.”

Currently, as no formal decision has been made, she is still preparing the nomination and the deadline is **August 31, 2016**. Staff would like guidance as to how the Board would like to proceed.

SITE NOMINATION: COLORADO'S MOST ENDANGERED PLACES PROGRAM

Historic/Current Site Name: Old Pagosa Springs Waterworks

Property Address: 96 1st Street
Pagosa Springs, CO 81147

County: Archuleta

Ownership: Publicly Owned

The Waterworks is owned by the Town of Pagosa Springs

Owner: Town of Pagosa Springs
PO Box 1859
Pagosa Springs, CO

Phone Number: 970-264-4151

Email: rnovak@pagosasprings.co.gov

Is the Owner(s) aware of this nomination: Yes

If yes, does the owner(s) endorse this application:

The Town of Pagosa Springs and the Town Historic Preservation Board support this nomination. On July 13, 2016 the Historic Preservation Board unanimously approved a motion supporting the submission of the Endangered Places nomination. The Associate Planner for the City provided the nominator with information, photographs and contacts.

Nominator: Rebecca Goodwin
2121 Carson Avenue
La Junta, CO 81050
United States

Phone Number: 719-468-6812

Email: rgoodwin@preserveourhistory.us

Check if you would like to keep nominator information confidential

SITE INFORMATION

Is the site historically designated (click all that apply)?

- National Register of Historic Places
- State Register of Historic Places
- Local Landmark
- Contributing to a Local, State or National Historic District
- Not Designated
- Unknown
- Other

The Waterworks has been designated a Historic Landmark by the Pagosa Springs Board of Trustees. As a WPA project, and one of only three known waterworks project in Colorado, it is probable that the site is eligible for the Colorado State Register. The designation includes the surrounding area.

What Themes are associated with this site? Community development, water, New Deal/WPA projects

Has the site received financial or tax assistance (for example grant funding, foundation support, governmental funding, etc)? If yes please list.

The Town of Pagosa Springs has submitted three grant applications to the State Historical Fund for this site. The first two applications were denied, but it was just announced that the third SHF applications was funded.

Has the site been previously nominated to the Endangered Places Program? No

If yes, what has happened since nomination? N/A

Why would you like Colorado Preservation, Inc. to select this site for Colorado's Most Endangered Places Program?

The Town of Pagosa Springs and Archuleta County are rural and have limited financial and personnel capacity. The community strongly supports preservation and rehabilitation of the Waterworks, which has been demonstrated by the submission of three grant applications to the State Historic Fund. Although it was recently announced that the third grant application was funded, an EPP listing would provide state and possibly national recognition of the site's importance. It also could encourage technical, historic and financial support for site interpretation and long-term viability of the Museum and other possible activities at the Waterworks.

Colorado Preservation, Inc. has a long history of commitment to WPA resources, which has been demonstrated by their survey and subsequent publication of New Deal Resources in Eastern Colorado. Listing on the Endangered Places list has raised awareness and stimulated restoration of other WPA resources, including the Adobe Stables at the Arkansas Valley Fairgrounds. With the support of the City of Rocky Ford, who owns the Arkansas Valley Fairgrounds where the Stables are located, a CPI staff member prepared the successful National Register nomination of the Adobe Stables.

How would this listing benefit the site?

By listing the Pagosa Springs Waterworks as one of Colorado's Endangered Places, CPI would raise statewide awareness of this unique and significant resource. It would also bring the potential loss of the site to national organizations commitment to documentation and preservation of WPA resources. As an EPP site, it would be possible for CPI to assist the Town of Pagosa Springs with technical expertise, possible grant writing and identification of financial resources, project management, and awareness.

The Town of Pagosa Springs hopes that rehabilitation of the Waterworks will strengthen community support for historic preservation, and ultimately lead to the expansion of their Historic District. An EPP listing would provide broad awareness of the site and its' significance, lending support for both the site and other historic preservation efforts in the community and surrounding region.

How would listing benefit/strengthen CPI's Endangered Places Program? For example, what lessons could be learned by listing this site, what partnerships could be gained, what can the site contribute to the story of Colorado's development?

Outreach and support of historic preservation in all areas of Colorado is a primary goal of CPI. Unfortunately, CPI has had limited involvement with Archuleta County and Pagosa Springs. The only historic Archuleta County resource that has been placed on the Endangered Places List is Chimney Rock, which was listed in 2008. The added awareness of the site in part led to its designation in 2012 at a National Monument.

Placement of the Pagosa Springs Workwater on the Endangered Places List would help develop a strong working relationship between the Town of Pagosa Springs and Colorado Preservation, Inc. and could raise awareness of CPI's statewide mission and commitment to south central Colorado. Since New Deal resources are a priority in the State Preservation Plan, listing would also strengthen CPI's collaboration with History Colorado and the State Historical Fund.

Developing compatible and viable uses for historic structures, particularly in small towns and rural areas, is one of the greatest challenges facing preservation. If the Pagosa Springs Waterworks is listed as Endangered, CPI may be able to assist with identifying long-term strategies that will help insure the site is economically and functionally viable. This process could benefit other historic resources in Colorado and result in fewer historic structure becoming threatened due to the lack of potential re-use.

PLEASE ANSWER THE FOLLOWING QUESTIONS:

Construction Date(s) 1938

Please describe the site including information on its current use, condition, and surrounding landscape. If vacant for how long?

The Pagosa Waterworks consists of a stone and masonry building that had enclosed the metal paddle wheel. Three stone and masonry water-settling tanks are attached. When used as a functioning waterworks, water was pumped from the third tank through the Waterworks building to a pipeline and then a water tower on the west edge of the Town.

The Waterworks and settling-tanks stand along the San Juan River. The historic arched stone Rumbaugh Creek Bridge is nearby, and can be seen from the Waterworks building. If the site is rehabilitated, the Town hopes to use the Waterworks as a connecting point for walking trails and a focal point for heritage tourism activities in Pagosa Springs.

A 2015 Historic Structures Assessment identified a number of condition issues. External water flows toward the building undermining the structure and potentially placing the Museum contents at risk. Vegetation is too close to the building and has caused foundation damage. The roof is in poor condition and leaks, again exposing Museum contents to damage. The stucco on the water tanks is in poor condition, increasing the risk of water damage. Soil has become trapped in the tanks, resulting in vegetation and small tree growth; and one tank wall has developed a large bulge.

The Waterworks no longer is used as a water plant, but community members can get water through a filling station at the site. Currently, part of the structure is used by the Town as a museum which is run by the San Juan Historical Society. The remaining portions of the building and settling tanks are not being used at this time.

Please describe the history of the site.

On November 20, 1933 the Pagosa Springs Board of Trustees passed a resolution stating that that the town needed a new water reservoir and aerating plant, along with repairs to the turbine system, pump station, ditches, dams and conduits. The Resolution authorized Town representatives to apply for a loan from the Federal Emergency Administration of Public Works. The loan request was not to exceed \$15,000.00, and the Denver engineering firm of Prouty Brothers were designated as the Consulting Engineers.

A January 24 telegraph to Mayor of Pagosa Spring from the federal government confirmed that a grant in the amount of \$396,500 had been awarded for the construction of the water supply system. The total cost of the project was estimated at \$793,000.

On January 3, 1936 the *Pagosa Springs SUN* reported that approximately 40 men were at work building the new water plant, which also included pipe lines to carry water to the turbine which would provide power for the pumps. A small settling reservoir and large storage reservoir also were part of the project. On June 17, 1938 the newspaper reported that the north settling reservoir was complete, and a new appropriation of funds would be made to build the pump house.

Built at First and Pagosa Streets, alongside the San Juan River, the Waterworks included a stone and masonry building with a wooden roof supported by steel beams to enclose the metal paddle wheel. Three stone and masonry water settling tanks were attached to the structure; and water was pumped from the third tank to a water town on the west side of the community.

The facility was used as a Waterworks until ?????

Years it was vacate or used for other purposes, prior to the Museum???

When did the Historical Society begin using the building for the Museum?

Why is this site important? Please include how it is important to the community/region/state.

The Pagosa Springs Waterworks is important to the community because of its association with early efforts to develop town infrastructure and growth. Pagosa Springs is the commercial and tourism center of Archuleta County which makes it critical that the community develop cultural and historic resources that can serve as a catalyst for heritage tourism efforts.

The site also is important from a regional, state and national standpoint due to its association with the New Deal and WPA programs of the 1930s.

Why is the site endangered and how imminent is the threat?

The current condition of the site can only be described as critical. Exterior water flows toward the building, encouraging vegetation growth and undermining the foundation and structure. Because of the high mountain location and local weather, the freeze and thaw of water has a potentially catastrophic effect on the building. Severely deteriorated roofing exposes the building to on-going damage, in addition to threatening the Museum collection.

The three settling tanks also are in critical condition. There has been water damage which is ongoing and subjects the tanks to additional freeze/thaw damage. Cracks in the tank flooring and wall increases the risk of damage by both water and vegetation growth.

The current condition of the Water Treatment Plant places it at great risk for loss. Although a State Historical Fund grant has been awarded for the development of construction plans, rehabilitation and a maintenance plan; these efforts will not fully address threats to this important WPA site. The Town has limited funding to develop and sustain a long-term use of the building and settling tanks. Currently, the Town has a partnership with the San Juan Historical Society to run and maintain the museum in the building. While expansion of the Museum is a goal, accomplishing that goal will require increased financial and personnel capacity within the San Juan Historical Society. A viable and sympathetic use of the settling tanks also must be developed.

Beneficial uses and educational components have been identified, but must be fully developed and implemented to insure the long term viability and preservation of the site. Key to these efforts is a comprehensive heritage tourism plan and broad community commitment to recognizing the importance of preserving cultural resources and fully integrating them into strategic planning and economic development.

Have any previous measures been taken to protect the site? If yes, please explain.

Prior to the recent successful State Historical Fund grant application, two SHF grant application were declined for funding. The Town has removed some of the vegetation threatening the structures and foundations.

If there community support for preserving the site? Please explain.

The Town of Pagosa Springs, which is a CLG, has made a public commitment to preserving the site. The Historic Preservation Board unanimously supported the nomination of the site to Colorado Preservation Inc.'s Endangered Places list. Conversations with the Chairman of the Archuleta Board of County Commissioners indicate that the BOCC also supports the preservation and re-use of the site.

Are you aware of any opposition (or potential opposition) to saving this site or listing it on Colorado's Most Endangered Places? If yes, please explain.

No opposition to the nomination is known as this time.

Are there any short and/or long-term plans for the site?

The short term plans for the site are to successfully complete the project funded by the recent State Historical Fund grant, and continue to work with the San Juan Historical Society to further develop the Museum located within part of the building.

One of the long term goals is to continue the partnership with the Historical Society, including expansion of the Museum. Additional long-term goals include using the rehabilitated site as a catalyst for future historic preservation within the community; expansion of the current Historic District; and use of the site as a connection point to planned multi-use trails along the San Juan River and Rumbaugh Creek.

If selected, what defines a SAVE for this site?

A Save for this site includes, but is not limited to, the successful rehabilitation of the site through an SHF grant. For the historic Pagosa Springs Waterworks to truly be saved, there must be a sustainable long-term use that will support both the site, and preservation and heritage tourism within the community.

If selected, how would this site be saved?

The Pagosa Springs Waterworks can be saved through successful completion of the SHF funded project, AND development of a long-term use that will support the historic integrity of the site while also providing a sustainable and compatible use.

If selected, what assistance would you look to receive from Colorado Preservation, Inc? Please note we cannot provide funding for sites at this time.

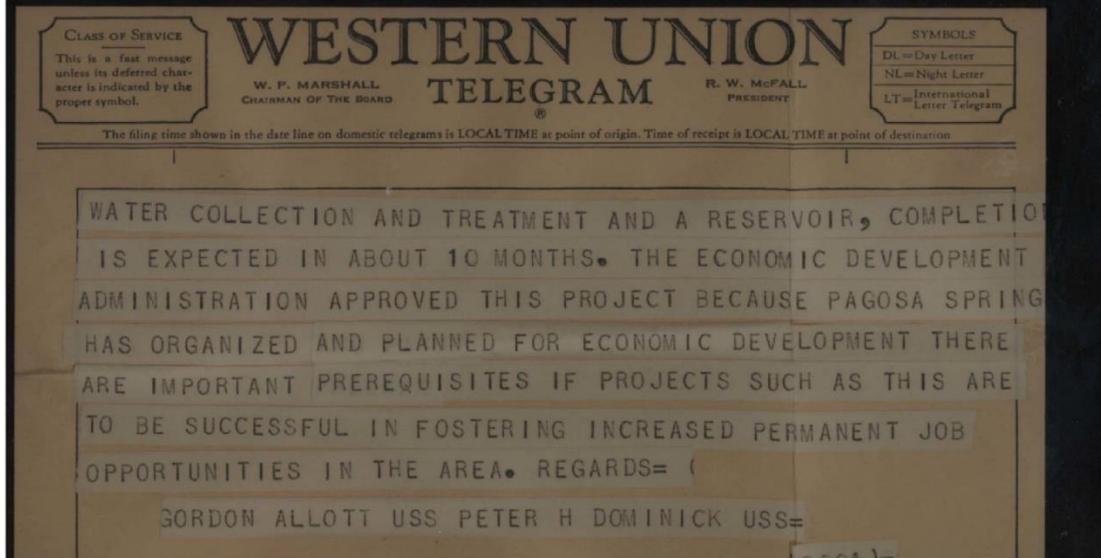
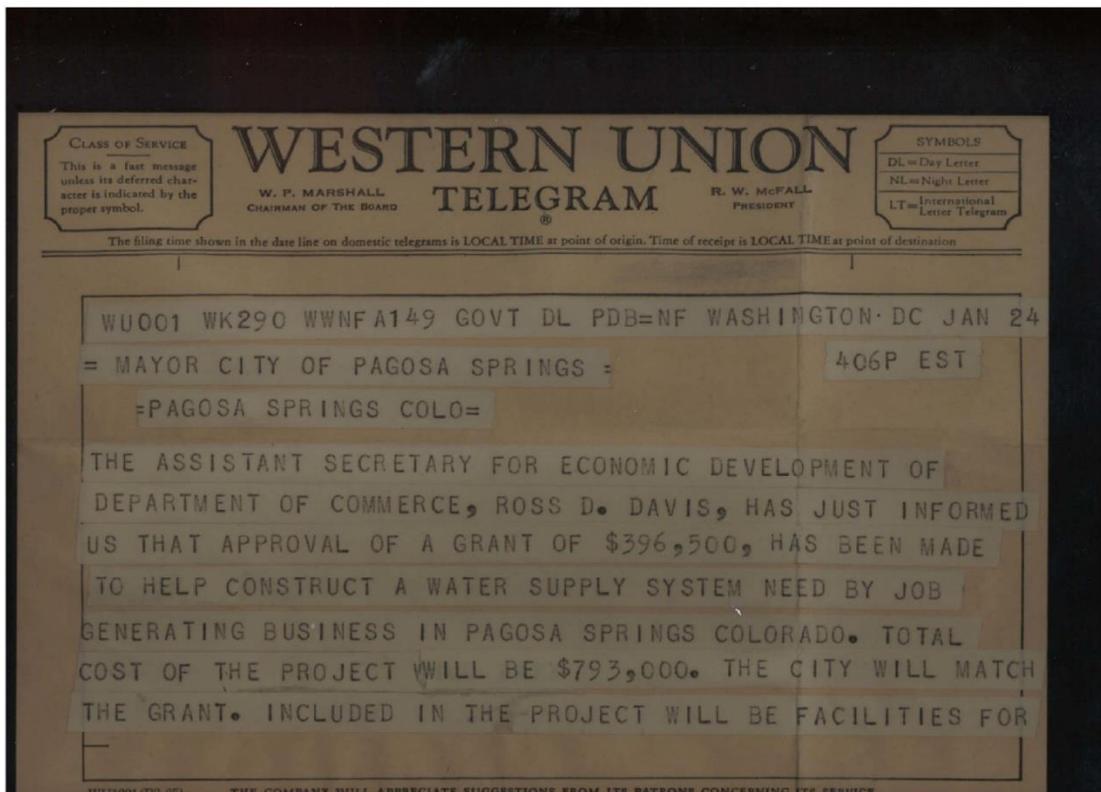
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Please provide any additional information that will help the Endangered Places Program Review Committee understand why this site is a strong candidate for the program.

SUPPLEMENTAL INFORMATION

Contact information for local media outlets (television, radio, web, print, etc.)

Please provide information on any identified future funding, partners, and/or potential sponsors:



Telegraph notifying Pagosa Springs that the grant for the project had been awarded.

November 20, 1933

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES of the Incorporated Town of Pagosa Springs, Colorado, That, WHEREAS, It is necessary to construct a new reservoir (including change of location), a Altering plant and make repairs In and to the water works system of said Town including a turbine system, pump station and ditches, dams and conduits therefor the said Town owning and operating said system, and having been heretofore authorized by vote of the people, to build, construct and operate a water works system for said Town and to issue bonds for such purposes; AND WHEREAS, by action of the United States Congress, a municipal corporation in such circumstances may finance the cost of such work through the channels of the Federal Emergency Administration of Public Works;

NOW THEREFORE, This Board hereby officially declares the necessity for doing such work and making such repairs as an emergency measure and authorizes its agents, officers and attorneys to take the necessary steps toward and make application for a loan from the Federal Emergency Administration of Public Works for such purposes to a sum not to exceed \$15,000.00, upon such terms and conditions, and In the considerations of the Issuance of bonds, In not to exceed the sum stated, as may be required by said Federal Emergency Administration of Public Works-

BE IT FURTHER RESOLVED that the engineering firm of Prouty Brothers of Denver, be and are hereby appointed as the Consulting Engineers of said Town in preparing and submitting plans and specifications required, to the proper officials for said Town, and that R. R Freund is appointed and designated as the agent of said Town to preparing and submitting data and all information necessary for the use of said Administration of Public Works and said Consulting Engineers.

I hereby certify that the above is a true and correct copy of Resolution, as passed by the Board of Trustees of the Town of Pagosa Sprines Colorado, on November 20, 1933, by unanimous vote of said Board. E. H. MULLINS, Clerk.

The vote was: Ayes—Mickey, MuUins, Brown, McComas, Edmisten

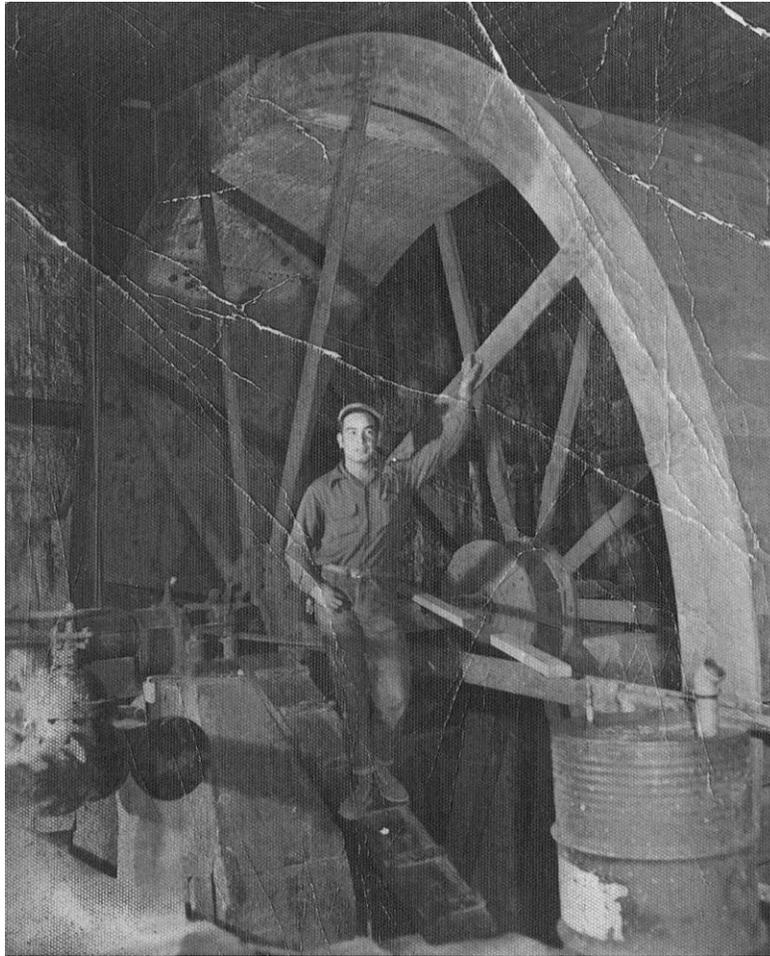
Pagosa Springs SUN
November 8, 1935
WPA Projects

The city water works needed for so long is to be another project. This water system will provide large settling and filtering reservoirs as well as a new turbine type pump. This pumping plant will derive its power from the river and will furnish enough force to pump the water to the reservoirs for consumption in the city. This plant will be a valuable addition to the town and will eliminate the muddy water that the townspeople have to use every spring.

Pagosa Springs SUN
January 3, 1936

CITY WATER WORKS UNDER CONSTRUCTION
Approximately 40 men are at work on the new water system for Pagosa Springs. This new plant calls for a tap in the river bed, pipe lines for carrying the water supply to the turbine that will furnish power for the water pumps, through small settling reservoir and a large storage reservoir. The men are at work at present on the river bed building the sump and digging a diversion channel for the river, it will be necessary for the river to be diverted around the channel and sump until they have been constructed. As soon as these are completed the men will be used to dig the pipeline ditch from the turbine pump to the reservoir. Plans call for all of the plant to be on this side of the river. This will eliminate the necessity of pumping the water across the river to the reservoir. The supply of water from the town in the past has been brought across the river and the pipe line has been a great expense and a source of trouble. This will be eliminated by the new plant. The new reservoir on this side of the river will have a larger capacity than the old one. One of the very latest turbine pumps will be placed in position near the river to do the pumping of the water from the river to the storage reservoir. This turbine will use the water of the river as its power supply and will also pump the water from the river to

fill the storage reservoir above the town. This is the first of the W. P. A. projects asked for last fall by the council. It is hoped that this project will be finished in the spring and a second project will be started at that time.



Modesto Montoya and the waterwheel

Pagosa Springs Waterworks – currently used as a museum by the San Juan Historical Society



This photo show the Plantbuilding and the active museum along the San Juan River (Photo taken from HWY 160).









V. Decision Items:

C. October 4, 2016, 1:45PM Bus Tour - Historic Walking Tour Volunteers

BACKGROUND/PURPOSE

There is a bus tour arriving 10/04/16 and they would like to attend a Historic District walking tour. The HPB had previously committed to providing volunteers for this requested special historic walking tour engagement, back in 2015. The tour will have 52 people and they only have ONE hour for this portion of their trip and have to be back on the bus by 2:50PM. They have two portable microphones for the volunteers to use.

Staff provided an update to the tour representative about the \$200 fee being acceptable and that the Board will provide museum donation jars at the event. Staff recommends locating at least 2 volunteers that can commit to the tours. The tour representative says that if a guided tour is not possible, they would still like a nice historical discussion of the Town, possibly at the Overlook or elsewhere. As of now, it appears that there is one volunteer that can 100% commit at this time (Peggy Bergon). Staff would like guidance on how the Board would like to proceed.

VI. Discussion Items:

A. Waterworks Committee

BACKGROUND/PURPOSE

Recent conversations (August 15, 2016) with our new State Historical Fund staff contact, has indicated that a repurposing of projects that have received SHF grant funding is a negotiation process to ensure the historic nature of a property is not compromised. We had previously received a blanket "NO" to such future repurposing improvement proposals from the previous SHF staff member which is incorrect. In addition, what was conveyed to Town staff regarding the repayment of a loan if SHF did not agree with proposed modifications, was also not accurate. Loan repayment option is not an option ad once the grant funds are accepted; the property is encumbered for 20 years as agreed to in the grant contract.

Our new SHF contact seemed to believe that reasonable adaptations to properties were acceptable given the outcome of negotiations to ensure the historic structure does not compromise the historic integrity. Staff provided examples of a second story and overhead roof structure. What our new SHF contact said was to include her as early in the process as possible. We would want to send her conceptual design plans from an architect to allow SHF staff to determine early on if a project is permissible or not. Again, she says it's about how we do it not what we do. She also suggests a community idea board where the public can select the ideas they like the most that could be summarized at a public meeting. This should be placed in a highly public, well-trafficked area (possible the community center) or presented on our water works web page and during the public meeting.

The planning director intends to provide an update to the Sub-Committee in the very near future.

The committee will be meeting **08/31/16 at 12noon** and will discuss hosting a public input forum on this subject in the near future. To ensure broad community involvement, staff will be test driving a web page for this project to communicate the history of the site, provide potential considerations for repurposing/developing the site, convey updates on the bridge and water works facility restoration projects, and seek public comments.

Staff would like to use this as a test for future projects to keep the public up to date and encourage community involvement. You can access the Draft website at this link: <http://townofpagosasprings.wix.com/waterworkscommittee> Please provide any comments to Rachel or James.

It has been discussed by the HPB to include an agenda for each committee meeting and it has also been discussed to have clarification on the committee's purpose of why they are meeting.

	<p>In Essence, the committee is meeting to ensure aspects of potential repurposing of the site are addressed, flushed out and taken into consideration for future design processes for the bridge repurposing and water works facility.</p> <p>The Planning Commission has asked to have a representative participate on the committee, and Commissioner Greg Giles has volunteered to represent the PC.</p>
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VI. Discussion Items:

B. 2017 Budget Preparations

BACKGROUND/PURPOSE	<p>The Planning Director will be preparing the 2017 draft budget considerations in the very near future. Included will be at the very least:</p> <ol style="list-style-type: none"> 1) All or a portion of the Rumbaugh Creek restoration project. 2) All of the Water Works Facility restoration / stabilization project. 3) Attendance at the saving Places Conference for up to 2 HPB and One TC or PC member. 4) Interpretive Signage Project 5) Historic Preservation Month activities and other events as determined 6) Community Educational Presentations 7) Other projects as determined (Cemetery, etc....) 8) Membership fees, National Alliance of Preservation Commissions <p>Any other suggestions or projects that the HPB would like to pursue in 2017 should be submitted as soon as possible.</p>
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VI. Discussion Items:

C. Chili Cha Cha

BACKGROUND/PURPOSE	<p>The HPB has expressed interest in participating in the 2016 Chili Cha Cha on October 1st in Town Park.</p> <p>At the 08/10/16 HPB meeting it was discussed about possibly sponsoring a performance and/or displaying a banner at the event “advertising” the HPB.</p>
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VI. Discussion Items:

D. Rural Philanthropy Days

BACKGROUND/PURPOSE	<p>At the 08/10/16 HPB meeting it was discussed about sending several members and/or staff on behalf of the Board to attend this year’s Rural Philanthropy Days. This was suggested as a way for outreach on the museums and possible funding discussions/resources. The next RPD conference will take place in the “Heart of Colorado” on September 28-30, 2016 in Summit County. The conference will not be held in SW Colorado until June 2018. A conference agenda for this year’s event can be found here:</p> <p>http://crcamerica.org/rural-philanthropy-days/regional-websites/heart-of-colorado/2016-event/conference-agenda/</p>
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VII. Reports and Updates:

A. Planning Director Report

Planning Commission

Staff has extended the period for accepting letters of intent for a regular planning commissioner until August 31, 2016. We had a few individuals interested that have not been able to submit letters of intent within the original deadline date.

Two Rivers Gravel Pit

On June 28, 2016, the Archuleta County Board of County Commissioners, denied the issuance of a permit for the proposed Two Rivers Gravel Pit, 15 miles south on Trujillo Road. The Town Planning Director had provided concerns regarding the exclusive use of Town roads for transporting deliveries, requesting an equitable delivery route map and plan.

Safe Routes to School Grant

The Project Manager has issued a request for qualifications for design and engineering services in compliance with CDOT regulations. Responses are due back on August 8, 2016. A short list of consultants will be selected to provide a bid proposal for design services.

Construction is planned to occur in 2017.

Our Safe Routes to School Infrastructure grant application was fully funded at \$346,500. The state received 21 applications with our application scoring #4 out of the 7 projects awarded funding.

Following are the financial contributions the Planning Director was able to negotiate and secure for the project: SRTS approved \$346,500, The Town Council approved \$80,000, the BOCC \$10,000 and the School district \$3,500, Totaling \$440,000.

Historic Water Works Facility

Staff received notification that our State Historical Fund Grant application was awarded in the amount of \$167,000! The restoration and stabilization project will occur in 2017.

Historic Water Works Facility Future Repurposing

The HPB has designated a sub-committee to coordinate a public input work session format regarding the future potential of the Water Works Facility site, including the stone arch bridge. This is being initiated to ensure a full understanding of the site is considered for potential future repurposing and use of the Town owned site. The information will be valuable as this site is considered in our 2006 comprehensive plan as an opportunity site. The results will be incorporated into the 2016 Comprehensive Plan Update.

Rumbaugh Creek Bridge Update

We have received the preliminary restoration plans, unfortunately 3 months behind schedule. State Historical Fund staff is currently reviewing the plans for compliance with their criteria, however, due to staff changes at SHF, they are 2 months behind in reviewing our documents. A RFP for restoration services will be advertised once we receive and incorporate SHF comments into the final plans.

Town to Pagosa Lakes Trail, East Phase Update:

This trail segment project has been advertised for construction bids and awarded to UCAL construction services. Town Council elected to include a concrete trail option and street lighting and allocated additional funds for these and other additional expenses. The contractor will begin the project with the next 4 weeks or so.

South Eighth Street Re-construction Project:

Town Council has awarded the project and construction is anticipated to begin before the end of August, with the north end being the focus in 2016 and the south end being completed in 2017.

Town to Pagosa Lakes Trail, West Phase Update:

We have received CDOT Right-of-Way approval and have submitted final plans to CDOT for final review. We are expecting to receive approval to proceed with advertising for construction bids by August 3, 2016 at which time we will advertise for construction bids, to ensure construction can begin in 2016.

Harman Park Drive

We have met with members of the Harman Park Association board, to discuss the considerations for the Town's acceptance of Harman Park Drive, Papoose Court and Red Ryder Court into the Town's Road system. Staff hopes to bring considerations to Town Council in the near future.

Main Street Mural

We have conducted discussions with the High School Art Teacher regarding the potential of a student mural project. Though the interest was very high, it was determined they would not be able to accommodate such a project this school year, but, wanted to have the opportunity during the next round (next art work change out in 5 years) or another appropriate project. The HPB is currently reviewing the RFP prior to advertisement for proposals and bids.

Mill Creek Road Annexation

Staff is working on the annexation process, currently developing the legal description of the area to be considered for annexation. Local surveyors are very busy currently, thus staff hopes to have the legal ready before the August 18 TC meeting, when TC will consider a petition for annexation.

Comprehensive Plan Update

Staff and the volunteer review committee discussed all 6 of the proposals the Town received. The committee got the consultants down to 4 to be interviewed on 08/30/16. The committee will ask the same questions for each consultant and the interviews will be 45minutes (30 minutes for questions and 15minutes for discussion). It is staff's and the committee's hope to have the consultant selected that day if not the following.

County / Town Planning and Development Application Review

The Archuleta County Planning Department and Town Planning Department have been working together to ensure each entity receives an opportunity to comment on projects that are occurring with each other's planning areas. This has helped ensure continuity between the two entity's and consistency within our community. With development at its highest point since 2007-2008, the Town Planning Director has reviewed and commented on approximately 12 County Development projects this year.

Smaller Lot Size TC / PC Work Session

The Planning Director is encouraging the TC to schedule a work session in the very near future, and has started to draft an outline for the work session discussion. Staff hopes to have an update to present at the 08.23.16 PC meeting.

Downtown Development Authority (DDA)

On August 2, 2016, the Town Council denied approving an ordinance to conduct a special election in November 2016 for the formation of a Downtown Development Authority District.

VII. Reports and Updates:

- B. Opportunity for HPB members to briefly present ideas and suggestions as well as potential future agenda items for the HPB's consideration.

This is an opportunity for individual HPB members to bring up ideas and potential future agenda topics. Future agenda topics should be consented to by a majority of the board. Please keep your presentations brief and on topic.

VII. Reports and Updates:

C. Upcoming Town Meeting Schedules

a.	<p>Next Scheduled PC Meetings: ~ Tuesday, September 13 @ 5:30pm in Town Hall, Regular Meeting ~ Tuesday, September 27, 2016 @ 5:30pm in Town Hall, Regular Meeting</p>
b.	<p>Next Regular Scheduled HPB meetings: ~ Wednesday, September 14, 2016 at 5:45pm in Town Hall ~ Wednesday, September 28, 2016 at 5:45pm in Town Hall</p>
c.	<p>Next Regular Town Council Meetings: ~ Tuesday, September 6, 2016 at 5pm in Town Hall ~ Thursday, September 22, 2016 at 5pm in Town Hall</p>
d.	<p>Next Regular Parks and Recreation Board Meeting: ~ Tuesday, September 13, 2016 @ 5:30pm in the Ross Aragon Community Center ~ Tuesday, October 11, 2016 @ 5:30pm in the Ross Aragon Community Center</p>

VIII. Public Comment:

Opportunity for the public to provide comments and to address the Historic Preservation Board on items not on the Agenda.

a.	<p><u><i>TIME LIMIT: Up to 2 minutes per person and a total of 20 minutes.</i></u> At this time, Public Comment will be accepted for items not included as an agenda item. Interested persons have the opportunity to address the Historic Preservation Board and express your opinions on matters that are not on the agenda or not listed as a public hearing item on the agenda. Public comments on any pending application that is the subject of a public hearing at the current or a future meeting may only be made during such hearing. The total time reserved for Public Comment at each meeting is 20 minutes, unless extended by a majority vote of the Planning Commission and each comment is limited to 2 minutes.</p>
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IX. Adjournment: Prepared by: Rachel Novak, HPB staff, Planning Department