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TOWN COUNCIL MEETING MINUTES THURSDAY, NOVEMBER 17, 2011 Town Hall Council Chambers 12:00 P.M.

- I. **CALL MEETING TO ORDER** – Mayor Aragon, Council Member Cotton, Council Member Hart, Council Member Holt, Council Member Lattin, Council Member Pierce, Council Member Volger

- II. **LIQUOR LICENSE**
 1. **Liquor License Renewal – Bear Creek Saloon, 475 Lewis Street, Pagosa Springs** – Chief Rockensock explained the Bear Creek has had several police contacts in the last year and will keep the council informed on their calls. Council Member Volger moved to approve the liquor license renewal for the Bear Creek Saloon, Council Member Pierce seconded, unanimously approved.
 2. **Special Events Liquor Permit – Buckwild Productions Inc. Outlaw Snowdown Fundraiser at Town Park January 13-15, 2012** – Council Member Volger moved to approve the special events liquor permit for Buckwild Productions Inc. Outlaw Snowdown Fundraiser January 13-15, Council Member Pierce seconded, unanimously approve.

- III. **NEW BUSINESS**
 1. **2012 Fireworks** - The annual firework show presented by the town staff draws a huge crowd to Pagosa Springs. The 2011 budget reflects the intention to pay for the 2012 fireworks through public donations and a portion from the Town Tourism Committee budget. Donations received in 2011 minus costs for this year's show leaves \$524 toward the 2012 fireworks show. The TTC has been unable to appropriate 2011 funds toward the fireworks show. By paying the fireworks well in advance the town receives a 20% discount. The town manager's 2011 budget has a line item for economic development incentives (10-44-515) for those businesses who request tax rebates. Out of the \$40,000 budgeted, it is estimated that less than \$9,000 will be requested. Town staff is requesting the 2012 fireworks show be paid in advance out of the unused economic development incentives line item. The fireworks for 2013 will be in the town tourism committee budget in 2012. Council Member Lattin moved to approve the expenditure of \$16,300 from 2011 budget line item 10-44-515 for the 2012 annual fireworks show, Council Member Holt seconded, unanimously approved.
 2. **Park User Fees** - During the past several years, the number of events occurring in the Town parks system has grown exponentially. As a result, the level of financial and staffing resources required to coordinate events and maintain the parks has increased dramatically, as well. In response, with direction from the Parks and Recreation Commission and Town Council, staff has developed a set of fee schedules which will potentially alleviate some of the growing impacts to the park system and parks department budget. The revenues resulting from the adoption of the attached fee schedules will be assigned to a budget line item to be used specifically for the upkeep and improvement of park facilities. A large event that would be subject to the fee is defined as over 150 attendees and the ticket fee rate will be negotiated with each event. Park Superintendent, Jim Miller, explained that the event fees were proposed in 2007 and he

has worked with event organizers to supply picnic tables, portable toilets, trash cans, etc. He believes this large event application will assist in reducing the work required by town staff. Town Manager Mitchem had talked with Crista Munro with Folkwest and many of the concerns they had were resolved. Folkwest would like to secure a contract for their event timeline; Mr. Mitchem agreed that a contract for Reservoir Hill during their events would be advantageous to both parties. Council Member Holt agrees and supports a fee policy to help with the ever increasing demands on our parks. Mayor Aragon believes the current proposed rate fee is fair and would encourage review of the rates in the future. Director, Mary Jo Coulehan, of the Chamber of Commerce, would have liked additional involvement in the formation of the fee structure. She believes the program is cumbersome and takes the control out of the producer's hands and would like clarification on the fee structure. Mrs. Stacy Kirby is the event organizer for the chamber; she explained she is part-time because the chamber cannot afford to hire her full time with benefits. She said last year was the first year the chamber had made enough money from the six events they host to fully fund her position. The chamber staff is requesting the council create a task force to review the fee structure before passing the proposal. Town Manager Mitchem believes the chamber has been involved in the development of the fee structure and the chamber and town agree the fees received are needed to be put toward upkeep of the parks. The Folkwest timeline of December 1st is what has facilitated the forward movement on the fee structure. Council Member Volger has concerns about the communication and would like to wait to decide on this proposal until further meetings have occurred. Council Member Holt said the work session held months ago with Folkwest resulted in an agreement of \$1 per wristband fee. Mayor Aragon explained that he has stalled this item in an attempt to encourage communication and participation in this proposal. Mr. Rick Bullhouse (Bear), manager of security for Folkwest events, says that Folkwest does not resist the fees and agrees that council is on the right track with the proposal. His only concern is the control of the reporting of the wristbands. Council Member Pierce explained the town wants the events here in Town and agrees more discussion is required to get to the details of the fees but that approving this proposal will not restrict the discussion of the fees. Council Member Cotton agrees with Council Member Pierce. Director Carosello said additional discussion regarding the use of the fees be refined. Council Member Pierce moved to adopt the admissions fee policy for large events, park fees and damage deposit schedule and public spaces use permit application, and to include that Town staff meet with the Chamber of Commerce and Folkwest to go over structures and fees and to recognize what might have to be tweaked in the documents after these meetings, Council Member Holt seconded, motion carried with one nay (Council Member Volger). Council Member Volger urged staff to work closely and quickly with the Chamber and Folkwest to come to an understanding and iron out any wrinkles. Council Member Pierce volunteered to sit down with staff and entities to assist in the fee structure.

3. **Resolution 2011-12, Economic Development Incentives** – In 2009, to promote growth in our community's economy and to establish a pro-development climate in the Town, council implemented a portfolio of incentives to encourage public/private partnerships. The town reduced building, planning and impact fees through 2011. In addition, property owners/developers could apply for sales tax rebates of 25% on locally purchased construction and building materials and 25% for the hiring of local construction laborers. Sales tax rebates have totaled \$8,390 and lodger's tax rebates have totaled \$132.50. The original resolution 2009-20 that began the incentives has been modified slightly to include the exclusion of businesses whose square footage is over 25,000 sq ft. Council Member Hart moved to approve Resolution 2011-12 authorizing the Town Manager to implement economic development incentives, with the correction in the document to replace the named AEDA to Pagosa Springs Community Development Corporation, Council Member Volger seconded, unanimously approved.
4. **Resolution 2011-13, Support for CDOT Transportation Enhancement Funds** – This resolution formalizes support and authorization for the application and contract with CDOT for Transportation Enhancement Funds for the previously Council approved realignment and re-scoping of the San Juan Alley sidewalk project. CDOT has awarded \$238,296.00 toward the project that is estimated at \$297,870.00. The Town's matching

requirement portion of this grant is \$59,574.00. The scope of this project includes the design and construction of portions of sidewalk connections along the north end of South 8th Street and a multi use trail between South 8th Street and South 10th Street. Council Member Holt moved to approve Resolution 2011-13 supporting the application and contract with CDOT for Transportation Enhancement Funds for sidewalk connections along South 8th Street and multi-use trail between South 8th Street and South 10th Street, Council Member Volger seconded, unanimously approved.

IV. OLD BUSINESS

- 1. November Sales Tax Brief** - In November, the Town of Pagosa Springs' sales tax revenue increased by 14.43% or \$39,557 compared to November, 2010 (base on September retail sales). Year-to-date (January through November) sales tax revenue reflects an increase of +5.24% or +\$143,001. If the audit related increases are excluded, the Town's year-to-date sales tax revenue reflects an increase of +1.28% or +\$34,791 when compared to the same period in 2010. Initial information from the State showed the additional funds in the Warehouse and Transportation category received over the last few months were a result of an audit, however he believes more research is required as he believes it may be a new tax the town will continue to receive.

- V. APPROVAL OF OCTOBER FINANCIAL STATEMENT AND ACCOMPANYING PAYMENTS**
– Council Member Holt moved to approve the October financial statement and accompanying payments, Council Member Volger seconded, unanimously approved.

VI. NEXT TOWN COUNCIL MEETING DECEMBER 6, 2011 AT 5:00PM

- VII. ADJOURNMENT** – Upon motion duly made the meeting adjourned at 1:27 pm

Ross Aragón
Mayor