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TOWN COUNCIL MEETING MINUTES
THURSDAY, DECEMBER 19, 2013
Town Hall Council Chambers
12:00 P.M.

- I. **CALL MEETING TO ORDER** – Mayor Aragon, Council Member Cotton, Council Member Lattin, Council Member Schanzenbaker, Council Member Volger
- II. **APPROVAL of MEETING MINUTES FROM DECEMBER 3 & 12, 2013** – The minutes were approved as read
- III. **PUBLIC COMMENT** – None
- IV. **LIQUOR LICENSE**
 1. **Special Events Liquor Permit – Pagosa Springs Rotary Club Casino Night February 22, 2014 at the Ross Aragon Community Center** – Council Member Lattin moved to approve the special events liquor permit for the Pagosa Springs Rotary Club for February 22, 2014, Council Member Volger seconded, unanimously approved.
- V. **NEW BUSINESS**
 1. **Resolution 2013-28, Amending Budget for Year 2013** - During the 2013 year, several budgeted items have been amended by council to improve the Town’s functionality, capital structure improvement and others. In March, Council approved the expenditure of \$12,500 from the Capital Reserves to purchase a streets water truck and \$9,000 expenditure from Capital Reserves to fund Geothermal Utility Research by Pagosa Verde. In May, Town council approved salary increases associated with a salary survey. In October, Council approved the expenditure of \$65,500 for Geothermal Utility. Amendments to the General Fund are \$84,166 leaving the amended budget year end cash reserves at \$1,068,735, amendments to the Capital Fund are \$94,532 leaving the amended budget year end cash reserves at \$864,752. Council Member Volger moved to approve Resolution 2013-28 amending the Town’s 2013 approved budget to include increases in revenue and expense items, thereby decreasing budgeted reserves in the General Fund by \$59,398, and Capital Fund by \$94,532, Council Member Lattin seconded, unanimously approved.
 2. **Resolution 2013-29, Appointing Historic Preservation Board Member** – Mr. Brad Ash has submitted a letter of intent to serve on the Historic Preservation Board. The HPB members support Brad Ash's appointment to the HPB. Council Member Volger said he is thrilled by young people who have grown up here and chosen to return after schooling and who support the community by participating on these boards. Council Member Volger moved to approve Resolution 2013-29, appointing Brad Ash to a 4 year term, commencing on January 1, 2014 and concluding on January 1, 2018, as a regular member of the Town's Historic Preservation Board, Council Member Schanzenbaker seconded, unanimously approved.

VI. OLD BUSINESS

1. **Sales Tax Brief** – Sales tax receipts in December for the month of October were up 24.18% compared to the same time in 2012. Year to date sales tax is up 4.5% or \$143,796.

VII. DEPARTMENT HEAD REPORTS

1. **Community Center Report** - The community center just completed its 8th Annual Festival of Trees. The event was a huge success. There were about 206 people in attendance. We brought in \$19,542.00 for 22 various non-profits. The community centers income from the event is approximately \$2900. The total event was about \$8800 more than 2012. December 31st: New Year's Eve Party/Dance with the Two Mile Train Band from Albuquerque. The Multi- Purpose room upgrade is 100% complete. The new LED lighting was utilized for The Festival of Trees and for Hazel Miller. Archuleta Seniors Inc. has committed to keeping the senior services in the community center building and are working to complete the lease agreement. This change will allow the community center access to the commercial kitchen on weekends and evenings, allowing us to better serve our clients.
2. **Parks and Recreation Department Report** - In addition to routine assignments and snow removal duties, the parks crew has started the annual refurbishing of the remaining, wooden picnic tables collected from town parks. Despite some setbacks due to the recent bout of frigid weather, Trophy Construction continues to work on the Reservoir Hill Gazebo foundation and has completed the first of three concrete pours. If temperatures permit, the second and third pours should be completed in the next 10 days. When the foundation is cured, construction will begin on the remainder of the gazebo. The anticipated completion date is now mid-January.
3. **Town Tourism Committee Report** - The January 2014 meeting will be held on the 21st of the month. September currently reflects a flat month over 2012, while October reflects a strong month, with payments still outstanding. Negotiations for potential visitor center locations as well as the posting for the visitor center manager position are underway. The TTC thanked Chris Gallegos and the Streets Department and Mike Alley with LPEA for their efforts to enhance the holiday lighting downtown.
4. **Planning Department Report** - The Town was recently notified that we were not awarded a GOCO grant for the purchase of the downstream property. Town staff will be meeting with CDOT on Wednesday December 11 to discuss the McCabe Creek Bridge project and other potential options for acquiring the downstream property, as well as other Town related issues. Town staff has begun a quarterly meeting with the CDOT region 5 Director and lead staff members. Staff has been able to address concerns and work to find common ground on issues affecting our community. Thus far, the quarterly meetings have been very beneficial. The 6th Street Pedestrian Bridge GOCO grant was not awarded. The town's application was 13 out of over 40 applications, and was 2 applications away from being funded. Town staff will be recommending to TC that the Town reapply in April 2014 for the grant. Staff will continue to work with Davis Engineering Services to ensure the project is 100% shovel ready prior to apply for the next Grant Round. The South 8th Street sidewalk extension project has been completed except for the remaining dry creek feature and live landscaping, which will be completed in the spring, by town parks and recreation staff. Tractor supply is nearing the completion of the exterior shell of the building. The Steel superstructure package is anticipated to arrive within a couple of months, at which time construction will reconvene.
5. **Project Manager Report** - The DOLA Scan project is now at 95% completion. The new phone system is in place. A complete change over to VOIP will occur in the first weeks of January. The Funder & Government Listening tour thru Southwest Rural Philanthropy Days has been scheduled for the first week in February. This tour of the region allows funders to meet with governmental officials and high level community partners to grasp a sense of the key issues within the community. Trustees will be invited to attend 2 meetings on Friday February 7th in Durango. One will be for Archuleta County/Pagosa Springs officials and community partners exclusively and the other will be attendance at the SWCOG meeting at 1:30. Council is strongly urged to attend these sessions. This event is critical to assisting many of our not for profits financially and the funders are energized to work with the governmental entities to make sure all of our needs are being met to the best of their ability.

VIII. APPROVAL OF NOVEMBER FINANCIAL STATEMENT AND ACCOMPANYING

PAYMENTS - Council Member Volger moved to approve the November financial statement and accompanying payments, Council Member Lattin seconded, unanimously approved.

IX. PUBLIC COMMENT – Mr. Mark Weiler asked about a payment to the Visitor Center budget for 2014. Ms Jennie Green said the \$134K budgeted for the Visitor Center includes the entire year of servicing the visitor center. Also, fulfillment will be included in the costs of the line item. The County has agreed to support the Visitor Center with funding to the Chamber for the beginning of the year and then moved to the TTC after May 2014. The Council may complete a revenue budget amendment after the Town Manager gets confirmation from the County.

X. OLD BUSINESS

1. Geothermal Electric Utility with Possible Executive Session Pursuant to C.R.S. 24-6-402(4)(b) for Conference with Town Attorney for the Purposes of Receiving Legal Advice Related to Geothermal Electric Utility and C.R.S. 24-6-402(4)(e) Determining Positions Relative to Matters that may be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators Concerning Geothermal Electric Utility – Council Member Lattin moved to go into executive session pursuant to C.R.S. 24-6-402(4)(b) for conference with town attorney for the purposes of receiving legal advice related to geothermal electric utility and C.R.S. 24-6-402(4)(e) determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators concerning geothermal electric utility, Council Member Volger seconded, unanimously approved. Mayor Aragon called the meeting back in session at 2:02 pm. Council Member Volger moved to approve the Geothermal Energy Development Agreement with modifications discussed in executive session and those changes reviewed and verified by staff and legal counsel and subsequently authorize the mayor to sign such agreement, Council Member Lattin seconded, unanimously approved.

XI. NEXT TOWN COUNCIL MEETING JANUARY 7, 2014 AT 5:00PM

XII. ADJOURNMENT – Upon motion duly made, the meeting adjourned at 2:05pm.

**Ross Aragón
Mayor**