



551 Hot Springs Boulevard  
Post Office Box 1859  
Pagosa Springs, CO 81147  
Phone: 970.264.4151  
Fax: 970.264.4634

**TOWN COUNCIL MEETING MINUTES  
TUESDAY, FEBRUARY 1, 2011  
Town Hall Council Chambers  
5:00 P.M.**

- I. **CALL MEETING TO ORDER** – Mayor Aragon, Council Member Cotton, Council Member Holt, Council Member Lattin, Council Member Pierce, Council Member Volger
- II. **APPROVAL of MEETING MINUTES FROM JANUARY 4 & 20, 2011** – The minutes were approved as read.
- III. **NEW BUSINESS**
  1. **Memorandum of Understanding between Town, County, TTC and CDC for Community Grant writer** - On August 30, 2010 during an open community Pagosa Springs Community Development Corporation (CDC) meeting, it was determined that a Community Grant Writer is a high priority for our community. Town Council has allocated \$9,000 in the 2011 budget for funding one quarter of the annual salary, as did the BOCC, TTC and CDC, each to fund one quarter of the annual salary. On November 01, 2010, Mary Tighe was hired as the Community Grant Writer. Most recently, Mary assisted Phil Starks in completing a grant for Solar Photovoltaic electricity generating panel system for the Geothermal building roof on S 5th Street. Town Manager Mitchem explained the CDC and Steve Vassallo will manage the grant writer who will report directly to Mr. Vassallo. Council Member Pierce would like to add a clause to require the CDC to provide quarterly reports to the Council in order to gauge the success of program; this information will allow the Council to decide if the program is working or if it is necessary to change or cancel the agreement and for budgeting for the following year. Council Member Holt moved to approve the Memorandum of Understanding between Archuleta County, the Town of Pagosa Springs, the Town Tourism Committee and the Pagosa Springs Community Development Corporation, regarding a cooperative effort to fund a shared community grant writer for the purpose of writing grants that will positively benefit our community; also to include the addition Council Member Pierce suggests regarding reporting and allowing staff to negotiate with other members of the MOU regarding the addition of this reporting, and to authorize the Mayor to sign the MOU, Council Member Pierce seconded, unanimously approved.
  2. ~~Hot Springs Boulevard Pavilion~~ **POSTPONED**
  3. **Discussion of Downtown Pedestrian Crosswalk** – A lot of concern has been expressed regarding the safety of the downtown crosswalks and some possible suggestions to increasing the safety of pedestrians. One resident has suggested flags on either side of the street that pedestrians would carry to the other side, making themselves more visible to motorists. Council Member Volger believes this will make a difference for pedestrian safety. Council Member Holt suggests modifying the lights to angle in to be closer to the middle of the road. Council Member Pierce suggests educating the public to the safety and penalties of using a crosswalk. Chief Rockensock explained the law states if a crosswalk is available, you must use it. Mr. Stanley Quaranta lives on 7<sup>th</sup> Street and says he walks throughout downtown constantly and believes the public employees should be the first to set an example by stopping. Council Member Cotton says an education campaign might be the best start. Mayor Aragon is very sensitive to this issue and would like to see something done to make pedestrians more visible. Council Member Pierce asked the police department to work with the school kids to educate them on crosswalk safety. Chief Rockensock suggests public

service announcements, newspaper ads, and radio spots; he will contact State Patrol to add to their newspaper service announcements.

#### IV. OLD BUSINESS

1. **Ordinance No. 760, (second reading) Schedule Time, Date and Place of Regular Town Council Meetings** - Section 3.1 of the town charter requires the Town council to hold regular meetings at least once a month and that the schedule for those meetings are made by ordinance, setting a time, date and place for the regular meetings. This ordinance sets regular meeting for the first Tuesday and third Thursday of each month. It also sets the location of Town Hall where the agenda will be posted. Council approved the first reading of this ordinance at the January 4<sup>th</sup> meeting. Council Member Pierce moved to approve second reading of Ordinance No. 760, Identifying Town Council Regular Meeting Dates, Locations, Times and Agenda Posting Requirements those are to be the 1<sup>st</sup> Tuesday at 5pm, the 3<sup>rd</sup> Thursday at 12noon and agendas will be posted in Town Hall 24 hours prior to the meeting, Council Member Volger seconded, unanimously approved.

#### V. DEPARTMENT HEAD REPORTS

1. **Parks and Recreation Department Report** - This year's youth basketball season for ages 9-12 began Jan. 24 and will run through the first week of March. Thanks to the volunteer efforts of Matt and Cheryl Bowdridge, pick-up style indoor soccer will be offered at the Ross Aragon Community Center. Registration for this year's adult basketball seasons will begin this week. The parks crew remains busy assisting the streets and maintenance crews with snow removal, and is still clearing and resurfacing the ice-skating pond behind River Center Park. Parks Superintendent, Jim Miller, explained that all of the elements required for the construction of the two new whitewater features upstream from the Hot Springs Boulevard Bridge have been completed. The environmental assessment for additional downstream features is now underway, a task that is being undertaken by Ecosphere Environmental Services. Staff will continue to work with Mary Tighe, community grants coordinator, toward the completion of a GOCO application for restroom funding, due March 4. Staff will also pursue additional funding from Archuleta County through a proposal to the County Parks, Recreation, Open Space and Trails task force. The design for the skate park will be completed and ready to be put into bid format by the end of this month. Once construction documents are received, Larry Walton, county contracts and procurement officer, will issue a request for proposal. After a call from a local resident regarding the use of the bathrooms in Town, Mr. Jim Miller explained that retrofitting the Town Park restrooms in order to keep them open year round would be extremely expensive, and so has placed a portable toilet at the Mary Fischer Park for those using the sledding hill on reservoir hill and the downtown area.
2. **Community Center Report** – The Center has some new programs coming up including Health and Awareness, and three others. The Center is looking forward to an exciting year working with Paul Roberts and the Elation of the Arts for some wonderful concerts and variety shows. The work has started in the multi-purpose room. The electricians have started changing up the lighting system; the curtain system is getting the final takeoff list completed in preparation for the order of the drapes and the sound system upgrades. Final paint touchups have been completed as well.
3. **Planning Department Report** - A few HPB members are able to attend the Saving Places Conference this week in Denver. This Historic preservation conference is the best and largest in the country and provides a multitude of preservation related presentations and seminars. HPB attendees will be energized with new ideas and enthusiasm when they return. The HPB now has 5 regular board members and is seeking two alternate members. One of the HPB members is a presenter at the Saving Places Conference and is a great asset to the board. The Greenways team will be presenting their final Town to Lakes Trail Plan on February 2nd at 6pm in the BOCC meeting room. Staff has worked to provide a clearer direction on proceeding with realistic and attainable preferred and secondary routes for this project. Mayor Aragon said the County has deviated from the original plan which the Town worked so hard to produce; this has costs the Town three years of planning and lost funding due to delays of the project. Council Member Holt said the option to build the trail along the highway would be the last choice. The TTC way finding subcommittee is looking at additional Pedestrian and Vehicular Directional Signs, Recreational related Signs, and a

banner program that may include; light pole banners, entrance monument sign banners and over the highway banners. Staff has updated the LUDC and Zoning Map with approved amendments made last year. The New updated versions are available on line on the Town's WEB Page, TownofPagosaSprings.Com > Departments > Planning

4. **Town Tourism Committee Report** - Lodgers tax collections for December 2010 were up 13.25% over December 2009, or a difference of \$4,700. December 2010 saw a 67.63% increase in fulfillment requests versus December 2009; 2010 requests are 41.59% above 2009. Traffic in the Visitor Center was up by 436 people in December, as compared to 2009 (or 42.17%). YTD 2010 saw a minor increase in visitors of 2.38% (or 947 visitors) in the visitor center compared to 2009. Texas, Florida and Colorado are the top three states requesting fulfillments. Interestingly, in-state requests have increased 40% and requests from Texas grew by 70% over 2009. The Tourism Conference & Business Expo is scheduled for Tuesday, February 22<sup>nd</sup> at the Ross Aragón Community Center; this conference is a full day of educational sessions, with over 20 advertising vendors participating in the business expo. The Town's attorney provided a review of the contract with the Cassio Group for 2011 fulfillment services. A minor modification was made to protect the town in regards to the up-front payment in case of early contract termination; the contract will be signed this week.
5. **Town Manager Report** - Chief Rockensock explained there are employee changes in the police department. Two officers have currently left and the department will be understaffed for some time until replacement officers can be hired and trained. The current staff will make up shifts and the Sheriff's department has offered to be available. The Town of Pagosa Springs is applying to the Governor's Energy Office for a geothermal installation training grant, deadline for submitting grant applications is January 31<sup>st</sup>. A partnership that includes the Town, the CO Workforce Training Center in Durango, Geo-Net-Zero, and New Century Career Centers is also being established for this project. The chair lift acquired at the cost \$41,000 of dismantling and transporting it to Pagosa Springs is being stored on the Town's Sanitation District property. The TTC with assistance from Rich Lindblad is developing a business plan addressing the economic merits of constructing the lift on Reservoir Hill. The business plan will be presented to the Town Council for their determination. Preliminary estimate for lift construction is \$300,000 (including the \$41,000 for dismantling and transportation).

**VI. Discussion regarding the Town's group health insurance with possible executive session per C.R.S. Section 24-6-402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators** – Council Member Pierce moved to enter executive session under C.R.S. Section 24-6-402 (4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, Council Member Volger seconded, unanimously approved. Mayor Aragon declared the meeting back in session at 6:41pm. Council Member Pierce moved to authorize staff to reimburse town employees for payment of medical bills that should have been paid by RHPI and that these costs are paid out of the Town's Health Account, Council Member Volger seconded, unanimously approved. Council Member Pierce moved to instruct Mr. Mitchem and Mr. Cole to work together to find a stronger performance clause for the Service Agreement and have Mr. Cole review the agreement before the Town moves forward to hire Innovante Benefit Administrators to negotiate on the Town's behalf and pay the costs of the contract from the Town's Health account., Council Member Volger seconded, unanimously approved.

**VII. Next Town Council Meeting February 17<sup>th</sup>, 2011 at 12noon**

**VIII. ADJOURNMENT** – Upon motion duly made, the meeting adjourned at 6:45pm.

**Ross Aragón  
Mayor**