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

- I. CALL MEETING TO ORDER** – Mayor Aragon, Council Member Cotton, Council Member Holt, Council Member Jackson, Council Member Lattin, Council Member Pierce
- II. APPROVAL of MEETING MINUTES FROM MARCH 1 & 24, 2011** – Minutes were approved as read.
- III. LIQUOR LICENSE**
- 1. Liquor License Renewal – Wild Spirits Gallery Ltd., 480 San Juan Street Pagosa Springs to renew Art Gallery Liquor Permit** – Council Member Jackson moved to approve the liquor license renewal for the Wild Spirits Gallery, Council Member Lattin seconded, unanimously approved.
 - 2. Special Events Liquor Permit – GECKO (Giving Every Child Knowledge of the Outdoors) Pagosa Springs Rapids and Rhythms River Festival, held at Town Park May 21, 2011**
 - 3. Special Events Liquor Permit – GECKO Mountain Chile ChaCha, held at Town Park August 27, 2011**
 - 4. Special Events Liquor Permit – GECKO Bike Fest Four Corners, held at Town Park September 24 and 25, 2011**
 - 5. Special Events Liquor Permit – Pagosa Springs Rotary Club, Inc Community Picnic and Concert, held at Yamaguchi Park May 28, 2011** – Council Member Pierce moved to approve the special events liquor permits for GECKO May 21, August 27, September 24th and 25th, and Pagosa Springs Rotary Club May 28th, Council Member Holt seconded, unanimously approved.
- IV. NEW BUSINESS**
- 1. Res 2011-06, Appointing TTC Board Members** - The TTC board was informed of the resignations of recently reappointed TTC Board members, Pam Schoemig, Lodging Association Member representative, and Angel Preuit Stahr, Chamber of Commerce representative. The Town Tourism Committee voted to accept the nominations of (1) Valerie Green by the Lodging Association to complete the two-year term held by Pam Schoemig and (2) Madeline Lyon by the Chamber of Commerce to complete the two-year term held by Angel Preuit Stahr. Council Member Jackson moved to approve Resolution 2011-06, appointing the following to the Town Tourism Committee: Valerie Green for a two (2) year, Lodging Association term; Madeline Lyon for a two (2) year, Chamber of Commerce term, Council Member Lattin seconded, unanimously approved.
 - 2. Proclamation Naming of the Ross Aragón Community Center** - The Community Center was built in 2002 with a tremendous amount of community support organized largely by the Mayor Ross Aragón. The mayor helped to form the Pagosa Springs Community Facilities Coalition to gather funding for the matching of grants for the building of the community center. Since the completion of the Center, Mayor Aragón has chaired the Pagosa Springs Community Facilities Coalition. In response to the citizens' desire to recognize Mayor Aragón many years of dedicated service to the community, the Pagosa Springs Community

Facilities Coalition voted (over the mayor objection) to name the facility the Ross Aragón Community Center. On September 15, 2009 a dedication ceremony was held and a plaque was attached to on the building. However, as we provided IRS W-9 (Request for Taxpayer Identification Number and Certification) forms to State of Colorado agencies renting meeting space at the Center, it came to our attention that while there was universal support for renaming the Center, no formal action was ever taken by the Town Council. To correct this oversight, Council Member Holt moved to proclaim the Pagosa Springs Community Center be renamed the Ross Aragón Community Center in honor of the mayor's selfless dedication to the Pagosa Springs community over the past thirty-three years, Council Member Jackson seconded, motion carried with one abstention (Mayor Aragon).

3. **Ordinance 761, Amending Sign Code to Allowing Tourist Oriented Directional Signs** – The town sign code prohibits off site signs, unless associated with a temporary sign permit for non profit events. On March 22, 2011, the Town Planning Commission approved for staff to prepare an amendment to the Town's Sign Code, allowing Tourist Oriented Directional Signs (TODS) as an exemption to prohibited off site signs. Eligible TODS signs are related to: Services, Cultural, Commercial, Recreation, Historical, Scientific, Religious and Natural Phenomena, the Town can also put the brown signs related to activities. TODS are managed by Colorado Logos, Inc. and requires an annual renewal at a cost of \$250 per year. CDOT limits TODS to no more than two sets of 4 signs at an intersection per direction of travel, but the Town can decide how many signs will be placed at certain intersections. The amendment to the Sign Code would be the addition of section 6.12.4.E. Tourist Oriented Directional Signs (TODS) which reads; 1. Tourist Oriented Directional Signs (TODS) require an annually approved town sign permit as pre-approval to the Colorado Department of Transportation TODS annual application approval; 2. Specific TODS locations are contingent on Town Planning Department administrative approval with the Colorado Department of Transportation TODS program administrator; and 3. TODS applicants are required to be annually approved and renewed by the Colorado Department of Transportation TODS program administrator. Council Member Pierce would like to name the intersections that the council agrees to allow these signs as well as to gather more information about signs the town would like to install. Council Member Jackson would like the ordinance to limit these types of signs in the downtown district, for instance along Hwy 160 from 1st street to 6th or 8th street. Mayor Aragon tabled this item until the next meeting.
4. **Lewis Street Engineering Update** – Mr. Mike Davis, with Davis Engineering, explained the phases of the Lewis Street reconstruction project including evaluation of the road and public meetings held over the last several months. Davis Engineering is completing the design and engineering plans and will be advertising the IFB (invitation for bid) for the Lewis Street reconstruction project by April 7, 2011. The IFB will close on April 28th, at which time bids will be opened for review. Town Council will be presented the bid ranges received at their May 3rd meeting for their consideration in moving forward with selecting a contractor for a project start date by June 3, 2011. The preliminary estimated reconstruction project cost is \$1,686,705 for the section from 1st street to 4th street. Mr. Davis gave the Council some suggestions regarding local preference, as well as geothermal sleeving. He explained the costs savings might be \$50,000 if the project is completed all at once rather than in phases. Town Manager Mitchem suggests bidding the project as one project and finance it due to potential rising interest rates. Mayor Aragon announced a meeting for 10am on Thursday April 7th to discuss the details of the project and bidding.
5. **Review of Joint Town/County Worksession**
 - a. **Skate Park** –The skate park design is complete and ready for the RFP phase. The RFP will be completed by Larry Walton, County Procurement Officer.
 - b. **Pagosa Springs CDC** – The CDC Board and has added two new members, Morgan Murri and Bill Kingsley. Interviewing for interim director is this Thursday and the board will appoint an interim director on Monday afternoon.
 - c. **Gov. Hickenlooper's Economic Development Plan** – This effort is still underway and the local residents are taking the online survey through the state's website. A joint Town/County meeting on the 14th of April to vote on Archuleta County's plan submission to the State's is scheduled, the plan will then go to Region 9.

- d. **Geothermal Research Project** – The NREL study which includes drilling new wells to discover the effects on existing wells will cost \$36,000. The Town and the County have suggested redirecting \$15,000 each to the funds that were originally directed to the CDC for the cost of this study. The well owners are in favor of the study and have committed to raising the \$6,000 balance. This effort will quantify the effect of pumping on the geothermal wells. Mr. James Denny, with the Healing Waters Resort and Spa, explained the GGP has contracted with NREL to do a study on the effects of the well pumping and re-injection. He said the GGP would like the study to be completed by NREL. The council is in agreement to wait to complete this study until after the heating system RFP vendor is chosen. Mr. Robert Sparks, Hardin Group, said the RFP requires the vendor to complete the study of the effects on the wells.

V. DEPARTMENT HEAD REPORTS

1. **Parks and Recreation Department Report** – The adult basketball leagues will end the last week of April. Registration for tee-ball for ages 5 and 6 has a lower participation rate than last season. Youth baseball will begin this week and run through May 1. Indoor soccer, a free intramural program, has been moved outside with the beautiful weather. Two parks maintenance vacancies will be filled this week after interviews. Mrs. Dawn Robel, who was instrumental in developing the toddler playground at Yamaguchi Park, is working to secure PROST funds for swings at the park. An RFP should be ready by the end of April for the approved skate park at Yamaguchi Park. A decision on a GOCO grant submitted for the Yamaguchi Park restrooms will not be received until mid-June.
2. **Community Center Report** – Magical Mountain Music was held on March 25th. The rummage sale is scheduled for April 9th. The Cinco de Mayo dance will be held May 6th. The new curtains are up in the multi purpose room.
3. **Planning Department Report** – The planning commission approved a variance on Lewis Street and LUDC sign code allowing TODS at their March 22nd meeting. The historic preservation board approved a new sign on Pagosa Street for La Bella. A \$3,500 Certified Local Government grant was awarded to the HPB for property designation plaques and board member attendance to the 2012 Saving Places Conference. The HPB is looking for information to put digital records of Hill Top Cemetery on the Town’s website. The safe routes to school grant for Lewis Street sidewalks was not awarded due to lack of funds. However, the funds for the San Juan Street sidewalk has been awarded, the planning department hopes to begin this project in 2011. The Greenways Group should have a plan for the Town to Lakes trail ready by the end of April.
4. **Town Tourism Committee Report** - Lodgers tax collections were down 1.29% in January 2011, as compared January 2010, or \$351.35. Tax collections were down 0.62% in February 2011, as compared to February 2010. February 2011 saw a 6.55% decrease in fulfillment requests versus February 2010; Requests appear to be down in almost all lead sources – however both online and social media traffic is increasing. Traffic in the Visitor Center was up 44.1% in February, as compared to 2010 (or 280 people). Marketing Pagosa Springs as a tourism destination remains a focus of the TTC. A variety of new efforts will be launched in the next few weeks - digital billboard campaign in Albuquerque, additional contests driven through facebook, enewsletter, banner ads, etc, increased press & media focus and much more.
5. **Town Manager Report** - On April 20th – 22nd, the Economic Development Council of Colorado will hold it 2011 Spring Conference at the Hilton DoubleTree Hotel in Durango. Actions taken in support of the Town-wide geothermal heating initiative: the Town’s initial application for a \$355,000 geothermal installation training grant from the Governor’s Energy Office was not approved. However, the Governor’s Energy Office asked that the Town clarify information provided in our initial application and reapply. We have provided the information requested and resubmitted the application. The total project cost is estimated at \$505,000, with \$150,000 in match coming from a variety of sources (includes \$29,625 in in-kind match from the Town of Pagosa Springs). If funded, the Town will partner with the CO Workforce Training Center in Durango; Geo-Net-Zero (a Michigan based training geothermal training firm); and New Century Career Centers (an Ohio firm who will oversee reporting and verification) to implement the geothermal training courses for local plumbing contractors and

their employees. The Town received its new street sweeper. CMAQ grant funding paid for all but \$33,000 of the \$192,000 machine. Town Manager Mitchem explained the owner of the Town's former health insurance carrier, RHPI, was indicted in federal court.

6. **Geothermal Report** – In response to inquiries by vendors to the geothermal RFP. We have refined the RFP and extended the deadline one week to the 22nd of April. The award date would then be the 9th of May.

VI. Next Town Council Meeting April 14, 2011 at 12noon

VII. ADJOURNMENT – Upon motion duly made, the meeting adjourned at 6:50pm

Ross Aragón
Mayor