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**TOWN COUNCIL MEETING MINUTES  
TUESDAY, MARCH 6, 2012  
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 FEBRUARY 7 & 23, 2012** – Minutes were approved as read.
- III. **LIQUOR LICENSES**
  1. **Liquor License Renewal – Marilyn Dach dba Silver Dollar Liquor Store, Hwy 160**
  2. **Liquor License Renewal – Los Garcia’s Inc dba Tequila’s, 439 San Juan Street**
  3. **Liquor License Renewal – Los Bernal LLC dba Chato’s, 230 Country Center Drive** – Council Member Volger moved to approve the liquor license renewal for Marilyn Dach dba Silver Dollar Liquor, Los Garcia’s Inc dba Tequila’s, and Los Bernal LLC dba Chato’s, Council Member Lattin seconded, unanimously approved.
- IV. **DELEGATIONS**
  1. **2011 Audit – Michael Branch, CPA** – Mr. Branch reviewed the audit with the Council and there are currently eleven months of reserves totaling \$2.9 million in cash at the end of 2011. Revenues were \$5,035,045 with over 63% of that figure received from sales tax. Actual expenditures were well below budgeted amounts, while actual revenues were \$52,742 below budget. Sanitation fund revenues were more than the expenditures by over \$100,000. It appears the existing rate structure in the sanitation district is more than adequate to meet the new system debt service whichever that may be treatment plant or pipeline. The Geothermal fund brought in less than they spent in 2011 due to a large amount of repairs necessary.
  2. **Pagosa Springs Community Development Corporation – Rich Lindblad** – The PSCDC mission is to enhance the quality of life for citizens of Pagosa Springs and Archuleta County. They provide the tools and support necessary for businesses to create jobs; encourage new capital investment; and create a business friendly community. They also help residents with housing support, daycare, elderly care, and employment opportunities. Some of the accomplishments include Growth Company Initiative sponsored by Region 9, Habitat for Humanity Support, Business Counseling, Leading Edge for Entrepreneurs National Program, Business Plan Award with the Colorado Governor, Business Incubator, IMPLAN economic impact analytic tool, workforce development, new business attraction, Bottoms-Up economic plan, new market tax credit, updated website and newsletter, youth training, Positive About Pagosa talk show, scholarships, loan program with Region 9, rural entrepreneurial marketplace conference, jobs creation which in 2011 was 47.5 new jobs, as well as job retention helped 35.5 jobs. Mr. Mark Weiler recently contributed \$20,000 to the CDC on behalf of his business. Council Member Volger praised Mr. Lindblad for his dedication and commitment to the Town and the CDC. Mr. Lindblad said that most communities that have CDC’s in existence have a 50/50 split between government and private funding after approximately 5 to 10 years. The Town currently supports the CDC with \$75,000 in 2012.

**V. NEW BUSINESS**

- 1. 2012 Budget Amendment** - In 2011, the Town Council approved the construction bid and expenditures of approximately \$185,000 for the new Yamaguchi Park restrooms. This amount includes a reimbursement from a GOCO grant of approximately \$105,000. As of December 31, 2011 the project was 80% complete but the town had only expended \$128,000, leaving approximately \$57,000 to pay during 2012. Town Auditor, Michael Branch, recommendations amending the actual 2011 expenditure for the travel vehicle line item to \$0 and the 2012 budget to reflect the \$30,000 expenditure for the travel vehicle. Also, he recommends a new revenue item for the Lewis Street Proceeds and an expenditure item for Lewis Street Reconstruction to be included in the Capital Fund budget for 2012 both for \$1,196,850. Council Member Lattin moved to approve the amendment to the Capital Fund Reserves of; \$57,000 for the completion of the Yamaguchi Park restrooms, \$30,000 for the Town Travel Vehicle, \$1.2 Million for the Lewis Street Reconstruction Revenue and Associated Expenditures, Council Member Holt seconded, unanimously approved.
- 2. Town Retention Policy** – Regarding council meeting minutes retention, the Town Council approved Resolution 2003-03, formally adopting the Colorado State Archivist Municipal Records Retention Schedule. Section 45.140 B of the Colorado Municipal Records Retention Schedule recommends that recordings of meetings be retained for a period of six months. Additionally, a town resident has requesting meeting minutes from the previous meeting be approved at every meeting to provide for timely publication on the town’s website. The council currently approves the prior months minutes during the first meeting of the month. Council Member Pierce would recommend retaining the recording for up to 5 years. Council Member Cotton believes the six months is adequate and once approved by town council becomes the official minutes. Council Member Lattin agrees with keeping the recordings longer. Mr. Rick White said he would like to have the recordings available for longer and for all of the public to listen to on the web. Mrs. Terri Pritcher believes having the recordings retained longer would be better. Mr. Glenn Walsh would like to push the current technology and put the recordings on the Town’s website. Mrs. Mary Jaramillo believes the recordings should be retained longer. Mrs. LaVonne Wilson would like to have the recordings available for those that cannot attend the meetings. Mr. Mark Weiler suggests archiving the recordings for fact and data, utilize the technology, and use manpower efficiently. He offered to give cameras to the Town to use if they desire. Mrs. Vivian Rader believes the transparency and openness of the recordings is most valuable for the public. Council Member Volger moved to change the retention schedule of the Town Council meetings for a minimum of ten years and authorize the approval of Town Council meeting minutes at each Council meeting, rather than once per month, Council Member Pierce seconded, motion carried with one nay (Council Member Cotton).

**VI. OLD BUSINESS**

**VII. Next Town Council Meeting March 22 , 2012 at 12noon**

**VIII. ADJOURNMENT** – Upon motion duly made, the meeting adjourned at 6:30pm.

**Ross Aragón  
Mayor**