



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

**TOWN COUNCIL SPECIAL MEETING MINUTES
TUESDAY, OCTOBER 9, 2012
Town Hall Council Chambers
551 Hot Springs Blvd
5:00 P.M.**

- I. **CALL MEETING TO ORDER** – Mayor Aragon, Council Member Alley, Council Member Bunning, Council Member Cotton, Council Member Lattin, Council Member Schanzenbaker, Council Member Volger
- II. **APPROVAL of MEETING MINUTES FROM SEPTEMBER 27, 2012** – Minutes were approved as read
- III. **PUBLIC COMMENT** – Mr. Udgar Parsons representing the CDC told the council about an initiative for downtown revitalization with Downtown Colorado Inc who will be in town November 13th and 14th to speak to stakeholders and look at the downtown to suggest improvements. Mrs. Muriel Eason with the CDC read a press release explaining that the CDC are in the final stages with Kroger to purchase the former downtown City Market. The plan she said is to have the Education Center, Business Incubator, Cooking School, and Restaurant move into the building. The CDC is looking for grants and support from the business and government entities.
- IV. **DELEGATION**
 1. **Stevens Field Economic Impact** – The Airport Advisory Commission presented a detailed power point to the Town Council with information regarding the economic impact study, finances and upcoming improvements for the airport. Also, the committee’s efforts to attract retired pilots to the community.
- V. **LIQUOR LICENSES**
 1. **Liquor License Renewal – Mountain Spirits Inc, 135 County Center Dr. Pagosa Springs** – Council Member Volger moved to approve the liquor license renewal for Mountain Spirits Inc at 135 Country Center Dr. noting the violation, Council Member Bunning seconded, unanimously approved.
 2. **Special Events Liquor Permit – Pagosa Springs Rotary Club Inc, Fundraiser November 1, 2012 at the Ross Aragon Community Center Pagosa Springs** – Council Member Lattin moved to approve the special liquor permit for Pagosa Springs Rotary Club Inc fundraiser November 1st, Council Member Volger seconded, unanimously approved.
- VI. **NEW BUSINESS**
 1. **Resolution 2012-16, 2012 Three-Mile Plan** - A 3-Mile plan and map is a long range planning tool for municipalities to consider where they want to annex, how they will provide service in the newly annexed areas, and how they will sustain adequate levels of service throughout the rest of the municipality. Municipalities in Colorado are required to prepare and adopt a three-mile plan map prior to annexing property into their territorial boundaries per C.R.S. 31-12-105. The Planning Commission recommended approval by Council at their September 11th meeting. Staff recommends reviewing the comprehensive plan and possible expansion on the annexation plan. Council Member Lattin moved to approve Resolution 2012-16, a resolution adopting the 2012 Three Mile Plan and Map of the Town of Pagosa Springs, Council Member Alley seconded,

unanimously approved.

2. **Preliminary 2013 Budget** – The preliminary budget is required to be submitted by October 15th of each year. The 2013 budget includes 2012 estimated end of year sales tax revenues 2.5% higher than 2011 actual receipts, and a conservative prediction that 2013 sales taxes will be steady. The estimated reserves in both the general and capital funds leaves the town with an abundance should sales tax decline unexpectedly. Work sessions will be scheduled for late October and November.
3. **Town Manager Employment Agreement with Possible Executive Session per C.R.S. Section 24-6-402(4)(f)** – In October of 2008, the Town Council executed a four year employment agreement to employ the town manager. That employment agreement expires on October 31, 2012. Mayor Aragon asked Town Manager Mitchem if he would like to enter executive session to discuss his employment agreement, he agreed to executive session. Council Member Lattin moved to enter executive session per CRS 24-6-402(4)(f) for discussion of a personnel matter involving the employment agreement of the Town Manager, Council Member Volger seconded, unanimously approved. Mayor Aragon declared the meeting back in session at 6:45pm. Council Member Lattin moved to approve the employment agreement with Town Manager David Mitchem with changes to paragraph 6 last sentence to read cost of living increase may be made effective April 1st of each year, Council Member Schanzenbaker requested additional changes in the sentence above that changing shall to may, Council Member Lattin agreed and amended her motion. Council Member Lattin then moved to approve the employment agreement with Town Manager David Mitchem changes paragraph 6 to read, the amount of the merit increase shall be dependent upon the results of the performance evaluation conducted under the provision of section 12 of the agreement provided, however, that for each year this agreement or any extension thereto is in effect commencing in calendar year 2009 the town may provide a minimum fixed annual increase to the employee's salary equal to the reported Denver Boulder Consumer Price Index, all sectors the cost of living increase. The cost of living increase may be made effective April 1st of each year, Council Member Volger seconded, unanimously approved. Council Member Lattin made a motion to continue the Town Manager's four year contract, Council Member Volger seconded, unanimously approved.

VII. OLD BUSINESS

1. **Iverson property purchase offer consideration** - At the September 27, 2012 Town Council meeting, staff presented the possible opportunity to acquire 4 lots at the NE corner of San Juan Alley and S. 10th Street. Town Council directed staff to provide additional information regarding the usability of the 4 lots for public parking. Staff contacted SME Environmental and Davis Engineering to provide a brief summary of the 4 lots, regarding any floodway and/or environmental issues. In general a survey for endangered species or wildlife as well as a wetland survey and permitting, costs estimated about \$10,000. This property could potentially be used as a trailhead for Town to Pagosa Lakes Trail, or a possible parking lot. The land is valued at \$5,000 to \$10,000 per lot. Mayor Aragon believes the wetland environmental issues will be a struggle. Council Member Lattin agrees that the funding may be more than proposed with all the studies. Council Member Cotton suggests the library get involved in a swap with the property owner. He is concerned about contamination from the old state yard being located on the property. Council Member Bunning and Volger are not interested in the land at this time. Council Member Alley suggests staff work with the library to alleviate parking, and if the CDC is interested, but at this time to let it ride. Council directed town staff to have discussions with the library about their potential interest in the property and to let the property owner know that the town is not interested in purchasing the property at this time.

VIII. **PUBLIC COMMENT** – Ms. Phyl Daleski asked the council to give consideration to the CDC's request for funding. Mr. Mark Weiler made the council aware of tanker trucks parking overnight in front of the Centerpoint Church in Aspen Village and asked the Mayor to look into the problem.

IX. **NEXT TOWN COUNCIL MEETING OCTOBER 25, 2012 AT 12:00PM**

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

Ross Aragón
Mayor