

**Town of Bayfield  
Regular Town Board Meeting  
December 15, 2015  
1199 Bayfield Parkway, Bayfield CO 81122**

**Town Board Members Present:** Trustee Davenport, Trustee Morlan, Trustee Nelson, Trustee Nyberg, Trustee Salka, Trustee Sanders, Mayor Smith

**Town Board Members Absent:**

**Staff Present:** Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Josh Mack (Town Attorney)

**Media Present:** Carol McWilliams with the Pine River Times

The meeting was called to order @ approximately 7:00 p.m.

Mayor Smith asked if the Board would agree to moving Action Agenda Item #3 ahead of Action Agenda Item #2.

Trustee Nelson made a motion to rearrange the agenda and move item #3 ahead of item #2. Trustee Davenport seconded.

All were in favor. Motion passed unanimously.

**Approval of Minutes:** Trustee Davenport made a motion to approve the minutes from December 1, 2015 as presented. Trustee Salka seconded.

All were in favor.

Motion passed unanimously.

**Approval of Bills:** Trustee Nelson made a motion to approve the bills dated December 2 through December 11, 2015, as presented. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

**General Public Input:** No comments

**Town Updates:** Trustee Morlan asked if staff's recommendation for the Branding Project is public information. Town Manager La May stated that he would prefer to have a contract in place before publicly announcing the company that has been chosen.

**Public Hearing:** 2015 Supplemental Budget.

Town Manager La May stated that staff is asking the Board to supplement three funds. The Garbage Fund needs to add \$10,532.00 to account for overage. The Town pays Transit Waste one month in arrears for garbage collection services; however, the January monthly fee has traditionally been recorded in current year. Therefore in 2015, staff intends to record 13 months of contract expenditures to reconcile. Going forward the monthly contract expense will be recorded with 12 monthly payments based on the year the expense is incurred. The Equipment Replacement Fund needs to add \$90,000 to account for two new police vehicles that were not included in the initial budget. The vehicles are partially funded through a \$40,000 JAG grant. And finally, the Sewer Fund needs an additional \$371,208.00 to account for a portion of the infiltration project (slip lining). The entire project was budgeted in 2014,

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but was not fully completed until February of 2015. Expense was recorded in 2015. The amendment carries over a portion of the budget for the project from 2014 to 2015. Additionally, the Town experienced a lightning strike to the Wastewater Treatment Facility, which damaged equipment. The Town incurred \$45,000.00 in expenses to repair equipment and reprogram equipment. The Town has filed an insurance claim seeking reimbursement for these expenditures. Staff is recommending approval of Resoution 349, which will supplement the 2015 Budget.

No comments were made.

The Public Hearing was closed.

**Action Agenda Item #1: Consideration Of Resolution 349, A Resolution Of The Town Of Bayfield, Colorado Adopting A Supplemental Budget For The Calendar Year Beginning On The First Day Of January 2015 And Ending On The Last Day Of December 2015 And Appropriating Additional Sums Of Money to The Various Spending Funds For The 2015 Budget Year**

Trustee Morlan made a motion to approve Resolution 349, a resolution of the Town of Bayfield, Colorado adopting a Supplemental Budget for the calendar year beginning on the first day of January 2015 and ending on the last day of December 2015 and appropriating additional sums of money to the various spending funds for the 2015 Budget Year. Trustee Davenport seconded.

Roll call: 7 – 0

Motion passed unanimously.

**Action Agenda Item #2: Discussion And Possible Action – Chamber Building Roadside Park**

Town Manager La May stated that the Board has previously discussed the possibility of donating the Town's rights in the Chamber Building, at Roadside Park, to the Chamber of Commerce. This would allow the Chamber to remove and dispose of the building as they see fit.

Town Attorney Josh Mack stated that he has reviewed the contract between the Town of Bayfield and the Chamber of Commerce. The contract renews annually, and is valid. The building becomes the property of the Town upon termination of the contract. The Town can donate it's interest to the Chamber of Commerce and end the contract.

Mrs. Melanie Mazur, President of the Chamber of Commerce, stated that the Chamber has a couple of interested parties for the building. The Chamber is concerned that they do not have the equipment to restore the building site back to preconstruction condition. Would the Town be able to use it's equipment to restore the building site.

The Board of Trustees agreed to donate the building to the Chamber of Commerce.

Mayor Smith stated there are some conditions that staff has asked the Board to put on this agreement. One is dealing with the foundation that will be left once the building is moved.

Town Manager La May would like to memorialize this decision with an agreement between the Town and the Chamber of Commerce. Staff will work out the details and return with an agreement for approval at the next meeting.

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The Board agreed that staff bring an agreement, for approval, to the next meeting.

**Action Agenda Item #3: Discussion And Possible Action – Redevelopment of Downtown School Site**

Town Manager La May stated that the Downtown Colorado Inc. Community Assessment identified a number of items that the Town could consider in assisting in the revitalization of Downtown Bayfield. One of those items suggested was a joint-use public facility. Coincidentally, the Upper Pine Fire District is in the planning stage for a new fire station and has looked at the Old Middle School site as a possible option. The Fire Department Officials see a benefit in having the new fire station adjacent or near a community recreation center. The Fire District hired Oz Architecture to complete conceptual plans for these uses on the Old Middle School Site. At this time the Fire District does not have a cost estimate for the plans, but would like to have the costs identified. The University of Colorado Technical Services (UTA) has suggested that they could assist in arriving at those cost estimates. UTA uses architectural students to complete project work on behalf of local governments. The cost for these services from UTA would be nominal compared to a licensed architect. Staff recognizes that this is a rather large undertaking, but likely worth exploring.

Town Manager La May gave a Power Point Presentation of the conceptual drawings for the Fire Departments proposed Fire Station and Community Center Building.

After much discussion, the Board of Trustees agreed to instruct staff to work with the Fire District on an agreement to work with UTA for cost estimates on this proposed project.

**Action Agenda Item #4: Consideration Of Resolution 350, A Resolution Of The Board Of Trustees For The Town Of Bayfield, Authorizing Application For Affiliate Membership In The Colorado Main Street Program**

Town Manager La May stated that the Town has received approval for a grant from the Department of Local Affairs for our Downtown Effort. As a requirement to receive these grant funds, we are asked to become Affiliate Members of the Colorado Main Street Program. There is no cost to the Town for the Affiliate Membership.

Trustee Morlan made a motion to approve Resolution 350, a resolution of the Board of Trustees for the Town of Bayfield, authorizing the application for Affiliate Membership in the Colorado Main Street Program. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

**Action Agenda Item #5: Consideration Of Ordinance 393, An Ordinance Of The Town Of Bayfield, Colorado Authorizing The Certification Of Certain Charges, Fees And Assessment To The Treasurer Of La Plata County, Colorado For Collection**

Town Manager La May stated that Ordinance 393 will allow the certification of charges, for past due utility accounts, to the La Plata County Treasurer. The past due amounts will then be levied in the same fashion as a property tax. The Town will then collect payment once the property taxes are collected.

Trustee Davenport made a motion to approve Ordinance 393, an ordinance of the Town of Bayfield, Colorado authorizing the certification of certain charges, fees and assessment to the Treasurer of La Plata County, Colorado for collection. Trustee Nyberg seconded.

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Motion passed unanimously.

**Action Agenda Item #6: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)**

Trustee Nelson stated that SWCCOG met last Friday. Discussion was about the 2016 Budget and the appointment of new Board Members. Four Core has expressed interest in coming in the organization under the SWCCOG. This will be discussed further. The SWCCOG is concerned about taking on a defunct organization. Things are moving forward with the Broadband Planning Grant. Also discussed was the increasing issue of the homeless/transient/panhandling population.

Trustee Salka stated that the LPCEA held their retreat on December 4<sup>th</sup> and 5<sup>th</sup>. They approved their 2016 Budget and participated in Team Building exercises. The monthly investment meeting was held December 7<sup>th</sup> and discussion was about the retreat.

Trustee Davenport stated that RHA met on December 2<sup>nd</sup>. Discussion was regarding building partnerships with Archuleta and Montezuma Counties.

Town Manager La May stated that SWTPR discussed the fact that CDOT is considering reallocating some of the money that is assigned to the US 550 South Project by Sunnyside School and moving those dollars to the US 160 Dry Creek Project.

Trustee Sanders stated that Region 9 will meet in January.

Trustee Morlan stated that the Senior's Christmas Lunch is this coming Friday. The Senior Board will meet in January.

Trustee Nyberg stated that the Planning Commission was canceled.

**Action Agenda Item #7: New/Unfinished Business**

Nothing else was discussed

Meeting was adjourned at 8:21 pm.