

**Town of Bayfield
Regular Town Board Meeting
December 6, 2016
1199 Bayfield Parkway, CO 81122**

Town Board Members Present: Trustee Dallison, Trustee Polites, Trustee Sanders, Trustee Yost, Mayor Salka

Town Board Members Absent: Trustee Davenport, Trustee Nyberg

Staff Present: Chris La May (Town Manager), Jeff Robbins (Town Attorney), Joe McIntyre (Marshal)

Media Present: Carol McWilliams with the Pine River Times

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

Approval of Minutes: Trustee Yost made a motion to approve the minutes from November 15, 2016 as presented. Trustee Dallison seconded.

All were in favor.

Motion passed unanimously.

Approval of Bills: Trustee Polites made a motion to approve the bills dated November 16 through December 1, 2016 including the bills that were emailed to the Board on December 6, 2016. Trustee Dallison seconded.

Roll call: 5 – 0

Motion passed unanimously.

General Public Input: There were no comments.

Town Updates: There were no comments.

Action Agenda Item #1: Presentation – Next Door Program Marshal McIntyre

Marshal McIntyre gave a presentation to the Board describing the Next Door Program, a free and private social network for neighborhoods.

Action Agenda Item #2: Consideration Of Resolution 374, A Resolution Of The Town Of Bayfield, Colorado Adopting A Budget For The Calendar Year Beginning The First Day Of January 2017 And Ending The Last Day Of December 2017

Town Manager La May stated that the next three items on the agenda involve the adoption of the 2017 Budget. The Public Hearing for the Budget was held on November 15, 2016. There were no comments made at that hearing, so no changes have been made to the Budget since its presentation at that time. Resolution 374, adopts the 2017 Budget, Ordinance 404 appropriates money from the various funds to meet the expenditures and Resolution 375 certifies the Mill Levy for the 2017 budget year.

Trustee Yost made a motion to approve Resolution 374, a resolution of the Town of Bayfield, Colorado adopting a budget for the calendar year beginning the first day of January 2017 and ending the last day of December 2017. Trustee Sanders seconded.

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Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #3: Consideration Of Ordinance 404, An Ordinance Appropriating Sums Of Money To The Various Funds, In The Amounts And For The Purpose As Set Forth, For The Town For The 2017 Budget Year

Trustee Polites made a motion to approve Ordinance 404, an ordinance appropriating sums of money to the various funds, in the amounts and for the purpose as set forth, for the Town for the 2017 budget year. Trustee Dallison seconded.

Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #4: Consideration Of Resolution 375, A Resolution Of The Town Of Bayfield, Colorado To Set The Mill Levy For The Year 2017 To Help Defray The Costs Of Government For The 2017 Budget Year

Trustee Dallison made a motion to approve Resolution 375, a resolution of the Town of Bayfield, Colorado to set the Mill Levy for the year 2017 to help defray the costs of government for the 2017 budget year. Trustee Sanders seconded.

Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #5: Consideration Of Approval Of Ordinance 405, 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 the Town has four water/sewer accounts that we have had difficulty collecting delinquent charges. The Town has already placed liens on the properties for outstanding balances; however, by certifying the outstanding charges, the Town is placing a levy on the property, which will be collected with property tax payments.

Trustee Yost made a motion to approve Ordinance 405, 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, including the change of the spelling of the last name on the second property listed on Exhibit A. Trustee Sanders seconded.

Roll call: 5 – 0

Motion passed unanimously.

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Action Agenda Item #6: Consideration Of Approval Of Professional Services Agreement Between The Town Of Bayfield And Groundwork Studios For Parks, Trails, Open Space And Recreation Master Plan

Town Manager La May stated that the Town of Bayfield, as an initial project advertised a request for proposals (RFP) from consulting firms for the preparation of a Parks, Trails, Open Space, and Recreation Plan. The Town advertised the RFP for consultant services for the project beginning on September 16, 2016 through September 30, 2016 in the Durango Herald, and September 23, 2016 and September 30, 2016 in the Pine River Times. Staff also had DCI publish on their website, and staff directly contacted firms known to specialize in this discipline. Proposals were due in electronic form by 5:00 p.m. (Local Time), October 14, 2016. The Town received 2 proposals prior to that date and time including proposals from DHM Design and Groundwork Studio. Parks and Recreation Director Scott Key, Recreation Program Coordinator Becky Eisenbraun and myself reviewed the proposals and interviewed both firms on November 9, 2016. Upon conclusion of the interviews, staff agreed that both firms were competent and would likely do a good job on the project; however, Groundworks Studio demonstrated slightly more creativity in involving the public and appeared to have stronger interest in the project. The Groundworks Studio team also includes Russell Engineering and Planning, which has familiarity with the Town of Bayfield as it relates to planning. Staff recommends approval of the professional services agreement between the Town of Bayfield and FBT DBA Groundworks Studio for the Parks, Trails, Open Space and Recreation Plan.

Trustee Dallison made a motion to approve the Professional Services Agreement between the Town of Bayfield and Groundwork Studios for Parks, Trails, Open Space and Recreation Master Plan. Trustee Yost seconded.

Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #7: First Reading – Ordinance 406, An Ordinance Adopting By Reference The International Building Code, 2015 Edition, The International Plumbing Code, 2015 Edition, The International Mechanical Code, 2015 Edition, The International Fire Code, 2015 Edition, The International Fuel Gas Code, 2015 Edition, The International Residential Code, 2015 Edition, The International Energy Conservation Code, 2009 Edition, The International Property Maintenance Code, 2015 Edition, The International Existing Buildings Code, 2015 Edition, All Promulgated By The International Code Council, And The National Electric Code, 2014 Edition, Published By The National Fire Protection Association

Town Manager La May stated that the International Building Codes (I-Codes) are developed by construction industry professionals and adopted around the United States as model codes based on the best, most recent building science. The International Code Council (ICC) conducts an ongoing code development process. Changes to the codes may be proposed by anyone. Hearings are held on the proposed changes, and the changes are voted upon by national committee members and the ICC membership. Major editions of the International Codes are published every three (3) years. The most current are the 2015 editions, which other than the Energy Conservation Code and Electrical Code, are being proposed for adoption and application in the Town of Bayfield. Updated I-Codes are published every three years by the ICC. The ICC was created in 1994 when three separate model building code groups from the South, East and West parts of the United States merged. The Town of Bayfield adopted the 2003 versions of the International Building Code, International Residential Code, International Mechanical Code, International Plumbing Code, and International Fuel and Gas Code on September 7, 2004. The Town adopted the 2003 version of the International Fire Code January 16, 2007. 2003 International Energy Conservation Code applies to all jurisdictions that adopt and enforce codes. Staff proposes to move forward with adopting the latest 2015 editions of the International Building Code, International Residential Code, International Mechanical Code, International Plumbing Code, International Fuel and Gas Code, and International Fire Code. Additionally, staff recommends adoption of the International Existing Building Code, 2015 Edition; which information used to be contained in the IBC, but was deleted and is replaced by a new *International Existing Building Code (IEBC)*. Staff also recommends adoption of the

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International Property Maintenance Code, 2015 Edition and International Energy Conservation Code, 2009 Edition, and National Electric Code, 2014 Edition. The purpose of any of the International family of codes is to establish **minimum** requirements to safeguard the public safety, health and general welfare through; affordability, structural strength, means of ingress/egress, energy conservation, stability, sanitation, light and ventilation, safety to life and property from fire and other hazards.

Adoption of up-to-date codes also benefits the Town and citizens by:

- Establishing consistency of code adoptions with other local jurisdictions (La Plata County has proposed to adopt 2015 codes and Durango currently on 2012 suggests they will follow).
- Ensuring a high Town rating by the Insurance Services Organization (ISO). Much as it rates fire departments with an "ISO rating, ISO collects information nation-wide on building codes in effect in communities, as well as how the communities enforce their building codes. ISO analyzes the data using a Building Code Effectiveness Grading Schedule and assigns a grade to each community. Insurers can use the grade to grant premium credits for buildings constructed under strictly enforced codes. The single most important weighting factor used by ISO is how up-to-date a jurisdiction's adopted codes are. The ISO surveys and rates building departments all over the country with ratings from 1 – 10, with lower ratings being better. Jurisdictions whose building departments earn lower ISO BCEGS ratings have lower insurance premium ratings for commercial and residential buildings. Discounts begin if a building department achieves a rating of 9 or lower.
- Maintaining eligibility for FEMA, DOLA and other grants (i.e., FEMA has the option of rejecting grant if recent code editions are not adopted by the requesting jurisdiction). DOLA requires Energy Code for facilities funded through their programs.

Key Changes

The International Residential Code (IRC) as written requires new one and two single family dwelling units to have automatic fire sprinkler systems. The Town's proposed ordinance provides an exception to this requirement requiring new single family homes greater than 5,000 sq. ft. to have automatic fire sprinkler systems.

- A drip edge is now required at eaves and gables of shingle roofs.
- A new section detailing rules for installing photovoltaic systems.
- Carbon monoxide detectors are required for construction under the International Building Code in occupancy groups R and I with fuel burning appliances or attached garages.
- Floor-level exit signs are required in Group R-1 Occupancies (hotels/motels) where general-use exit signs are required.

Colorado Revised Statutes provides a specific process for municipalities to adopt codes by reference. That process calls for a first reading of the ordinance and if the Board desires to move forward, the Board then directs staff to schedule a public hearing on the topic, which shall be published at least twice in the newspaper. Staff recommends the Board of Trustees schedule a public hearing for the December 20, 2016 regularly scheduled meeting for Ordinance 406, An Ordinance Adopting by Reference the International Building Code, 2015 Edition, the International Plumbing Code, 2015 Edition, the International Mechanical Code, 2015 Edition, the International Fire Code, 2015 Edition, the International Fuel Gas Code, 2015 Edition, the International Residential Code, 2015 Edition, The International Energy Conservation Code, 2009 Edition, the International

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Property Maintenance Code, 2015 Edition, the International Existing Buildings Code, 2015 Edition, All Promulgated by the International Code Council, and the National Electric Code, 2014 Edition, Published by the National Fire Protection Association.

The Board participated in a discussion with members of the audience including the Upper Pine Fire Protection District.

Trustee Yost made a motion to approve the first reading of Ordinance 406 and set a Public Hearing for December 20, 2016 and order that the Public Hearing be publicly noticed twice. Trustee Dallison seconded.

Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #8: Discussion And Possible Action – Snow Removal

Town Manager La May presented the current Snow Removal Policy to the Board. Staff is seeking direction on the possibility of changing portions of this policy, particularly the requirement of the Town Manager to declare a snow emergency in order for the emergency snow routes to be in effect.

The Board and staff, including the Marshal's office and the attorney, participated in a discussion regarding the issues of snow removal within the Town of Bayfield, primarily in the downtown area.

Town Manager La May stated that he would bring back to the Board an amendment to the code regarding the designation of a snow emergency by making the snow emergency effective if there is a certain measurement of snow.

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

Trustee Dallison stated that the Senior Board will meet in January.

Trustee Sanders stated that Region 9 will meet next month.

Trustee Yost stated that the SWCCOG voted to take over the defunct portion of the RHA, not the Homes Fund. Town Manager La May was nominated and voted in as the Treasurer for the SWCCOG.

Mayor Salka stated that LPCEA is wrapping up the Airport Initiative, the Broadband and the Business District. Mayor Salka is now the secretary of LPCEA.

Action Agenda Item #10: Unfinished Business

Town Manager La May stated that the Broadband meeting scheduled for December 8, 2016 is being rescheduled for potentially January 18th, 19th or 20th.

Town Manager La May stated that Department of Local Affairs Director, Irv Halter, is coming out to the Region. There will most likely be a breakfast meeting on the morning of the 21st.

Town Manager La May stated that the holiday schedule for Town Hall would include a 12:00 pm closure on December 23rd and an all day closure on December 26th. This same schedule will be in effect for the New Years Holiday.

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Town Manager La May invited the Board to attend the Staff's holiday lunch on Monday December 19th from 12:00 pm to 2:00 pm.

The meeting was adjourned at approximately 8:30 pm.