

**Town of Bayfield
Regular Town Board Meeting
August 18, 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), Erin Dunavant (Finance Director), Mike Goldman (Attorney)

Media Present: Carol McWilliams with the Pine River Times

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

Approval of Minutes: Trustee Davenport made a motion to approve the minutes from August 4, 2015 as presented. Trustee Salka seconded.

All were in favor.

Motion passed unanimously.

Approval of Bills: Trustee Salka made a motion to approve the bills dated August 5 through August 14, 2015, as presented. Trustee Nyberg seconded.

Roll call: 7 - 0

Motion passed unanimously.

General Public Input: Mr. Ed Morlan, 118 W. Mill Street, stated that the S.O.S. Committee has begun distributing brochures to local businesses. Mr. Morlan asked if staff, later in the meeting, would explain the process of submitting "Pro – Con" statements. He also stated that he believes that it would be effective advertising to have a picture of the Town Board wearing red noses to accompany the S.O.S. Committee's slogan "The Need Is as Plain as The Nose On Your Face".

Town Updates: Trustee Davenport asked if the work to be done on the underground storage tanks would interfere with Heritage Days. Town Manager La May stated that Heritage Days will be the weekend before the work on the storage tanks is scheduled to begin.

Action Agenda Item #1: Consideration of Approval of Agreement for Exchange and Use of Conduit, Innerduct, Fiber Optic Cable and Dark Fiber with FastTrack Communications

Town Manager La May stated that this is a long awaited agreement that will allow for swapping of fiber and conduit between the Town of Bayfield and FastTrack Communications. The agreement has been approved by the attorneys and both parties. Staff is recommending approval of the agreement.

Trustee Salka made a motion to approve the agreement for exchange and use of conduit, innerduct, Fiber Optic Cable and Dark Fiber with FastTrack Communications. Trustee Davenport seconded.

Roll call: 7 – 0

Motion passed unanimously.

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Action Agenda Item #2: Consideration of Contract Award for Town Hall and Senior Center Roof Replacement to Whittle Inc. dba TL Roofing

Town Manager La May stated that the Town had an insurance claim on the roofs of the Town Hall and the Senior Center for hail damage. The project was advertised for bid. Staff received one bid from Whittle Inc. dba TL Roofing. This project will be covered by insurance. Staff is recommending approval of the contract with Whittle Inc. dba TL Roofing.

Trustee Nelson made a motion to approve the contract award for the Town Hall and the Senior Center roof replacement to Whittle Inc. dba TL Roofing. Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #3: Discussion and Possible Action Downtown Community Assessment Implementation Grant Scope

Town Manager La May stated that the Department of Local Affairs has granted Southwest Colorado Council of Governments a grant for the communities of Pagosa Springs, Ignacio, Silverton and the Town of Bayfield to carry forward with their Downtown Community Assessments. The grant in total is \$45,000.00 over a two year period. The first year we have a match of \$6,250.00, the second year goes to a 50/50 match. Use of the grant dollars are limited by what is in the Community Assessments. Staff believes that a Branding Initiative would be a worthwhile project, but is looking for suggestions from the Board. In September the Town will have to do its own request for proposals for professional services that we seek. When speaking with the other communities, Silverton and Ignacio have expressed their interest in a Branding Initiative. If three communities do the same project there may be an opportunity for economies of scale for consulting.

Mayor Smith stated that when this process began the biggest discussion was the “Brand” for Bayfield. He also stated that he feels this is a critical step for Bayfield to move forward.

Trustee Nelson stated that she would like to see something concrete come out of this project.

Trustee Morlan stated that he feels this is a great program but someone will have to be responsible. Has staff given any thought to a committee or focus group to educate and involve the community?

Town Manager La May stated that this may be an opportunity to do just that. Once completed, we can share the final document with those who have participated in this process. We can ask for their suggestions and opinions on what they feel would be worthwhile projects. We could then look into forming a Downtown Advisory Committee.

Trustee Davenport stated that she thinks staff’s recommendation for Branding is a good place to start. She also stated that she feels it is critical to have key stakeholders involved. Since this project involves revitalization and Economic Development the Chamber of Commerce should be involved.

Trustees Salka, Nyberg and Sanders agreed that we should move forward.

Trustee Morlan stated that this is a process and we will need to have participation to make it successful.

Town Manager La May stated that these funds cannot be spent on Capital Expenditures. What staff envisions is initial community input, coming up with an actual brand and then a Branding Implementation Plan.

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Mayor Smith directed staff to set up a meeting with those who participated in this process in the beginning.

Action Agenda Item #4: Consideration of Approval of Participation in the La Plata Archuleta Water District Water Line Project Phase 1H

Town Manager La May stated that the Town has an agreement with La Plata Archuleta Water District that we can share in facilities or pay for additional capacities in any of their facilities. In this instance we are talking about a water line that will be going through the Town of Bayfield's water service area. Staff would like to reserve capacities in that line to serve properties within the service area. In order to reserve the capacities the Town needs to provide written notification of our intent to participate.

Trustee Nelson made a motion to formally approve the participation in the La Plata Archuleta Water District Water Line Project Phase 1H, and to instruct Mayor Smith to sign the letter of participation. Trustee Salka seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #5: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)

Town Manager La May stated that a report on the SWCCOG was included in tonight's packet.

Mayor Smith stated that LPCEA did not meet this month.

Trustee Davenport stated that RHA and La Plata Homes Fund held a joint meeting the end of July. Director Iverson reviewed the Strategic Plan and the goals for RHA and La Plata Homes Fund through 2020. The main focus is to have La Plata Homes Fund to become more self-sufficient and to build other programs for development beyond home buyer assistance.

Town Manager La May stated that a report on the SWTPR was included in tonight's packet.

Trustee Sanders stated that Region 9 will meet in September.

Trustee Morlan stated that the Senior Board met about a month ago, discussing the possibility of purchasing a bus. They will meet again in September to start organizing for the Christmas Bazaar on November 14th.

Trustee Nyberg stated that the Planning Commission discussed policies and procedures.

Action Agenda Item #6: New/Unfinished Business

Town Manager La May stated that he had received correspondence from a resident about the Sales Tax Increase. The correspondence basically said that they would support the increase only if the Town would allow marijuana businesses in Town.

Town Manager La May stated that the CML District Meeting is September 30th in Pagosa Springs.

Town Manager La May stated that the Downtown Colorado Inc. Annual Conference will be held in Durango October 6th through the 9th.

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Trustee Morlan asked what the process was for drafting a Pro-Con Statement.

Town Manager La May stated that citizens are entitled to provide a letter to the Town Clerk stating their position on a ballot measure. The Town Clerk will summarize those comments and send them to the La Plata County Clerk, who will in turn include them in the Tabor Blue Book that is sent to all registered voters.

Trustee Morlan stated that the S.O.S. Committee has developed one approach to get attention. They will be using the tag line "The need is as plain as the nose on your face". He also stated that he would like to have a picture of the Town Board all wearing the red noses.

Attorney Goldman stated that he would suggest using caution. The collective putting the nose on the face by the Town Board could possibly cross the line regarding Fair Campaign Practices. The Board has very limited roles when it comes to an election. The Board can pass resolutions with regards to positions of advocacy.

Trustee Morlan asked if it would be proper procedure to pass a resolution with the Board stating their support.

Attorney Goldman stated that if everyone is unanimously on board and part of the resolution states that as part of the Boards support they are going to don red noses and take a picture, then a picture would be appropriate.

Mayor Smith asked the Board if they were inclined to have staff prepare two resolutions for the Board's consideration. Both resolutions stating support of the Tax Initiative, one with the Board taking a picture wearing red noses, the other without the red noses and picture.

Trustee Davenport asked if a resolution would be redundancy, considering the Board has already agreed to propose a tax increase on the November ballot.

Mayor Smith stated that in this particular case if the Board was so inclined we would be agreeing to a collective picture being taken with the Board wearing red noses.

Trustee Morlan stated that what he is looking for is publicity to support the Sales Tax Initiative.

The Board agreed to direct staff to prepare two resolutions for the Boards consideration.

Trustee Nelson stated that she would like to see the Board start reviewing the people that do contract work for the Town.

Trustee Salka asked if staff had received any calls regarding the smell and taste of the water.

Town Manager La May stated that staff has received calls regarding the water. He also explained the turnover of the reservoir being the reason for the change in the water.

Mayor Smith stated that he would be in Denver next Tuesday to meet with Senator Cory Gardner about transportation issues.

Trustee Nelson made a motion for the Board to move to Executive Session in accordance with C.R.S. 24-6-402(4)(e) determining positions relative to matters that may be subject to negotiations; developing strategy for negotiation; and instructing negotiators as it relates to Dove Ranch Drainage, to include Town Manager La May and Attorney Goldman. Trustee Davenport seconded.

Roll call: 7 – 0

Motion passed unanimously.

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Board moved to Executive Session at 7:48 PM.

The Board came out of Executive Session at approximately 8:09 PM.

Mayor Smith stated that no actions were taken during the Executive Session.

The meeting was adjourned at approximately 8:10 PM.