

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

Town Board Members Present: Trustee Nelson, Trustee Nyberg, Trustee Polites, Trustee Sanders, Mayor Salka

Town Board Members Absent: Trustee Dallison, Trustee Davenport

Staff Present: Chris La May (Town Manager), Jeff Robbins (Town Attorney), Kathleen Cathcart (Town Clerk), Joseph McIntyre (Marshal), Erin Dunavant (Finance Director)

Media Present: Carol McWilliams with the Pine River Times

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

Approval of Minutes: Trustee Nyberg made a motion to approve the minutes from August 16, 2016 as presented. Trustee Sanders seconded.

All were in favor.

Motion passed unanimously.

Approval of Bills: Trustee Nyberg made a motion to approve the bills dated August 17 through September 1, 2016. Trustee Sanders 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: Consideration Of Authorization For Brand Promotional Video Service Contract With 101 Media Company

Town Manager La May stated that Mr. Tyler Millar is in attendance of tonight's meeting. Mr. Millar is the owner/operator of 101 Media Company, a video production company. Mr. Millar produced a promotional video for the August 25, 2016 Block Party, at no cost to the Town. This video was posted on the Town of Bayfield's Facebook account, advertising for the event. Staff believes that it may be beneficial to have a promotional video for the Town supporting the new logo. A proposal, from 101 Media, for a promotional video is included in the Board's packet. This is not something that was specifically budgeted for in 2016. We do have funds available in Economic Development that could be used for this project, if the Board desires to move forward.

Mayor Salka stated that he believes that this would go hand in hand with the Branding Initiative.

Trustee Nelson stated that she thinks this fits well with everything that the Town is doing.

Trustee Sanders asked what the video would be about, besides Mill Street.

Mr. Millar stated that the video would be custom fit to the entire Town of Bayfield. It would be a process, showing the seasons, the people, the businesses and the parks.

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Town Manager La May stated that the intent of the video would be to showcase the Town of Bayfield in it's entirety.

Trustee Sanders made a motion to approve authorization for a Brand Promotional Video Service Contract with 101 Media Company. Trustee Nyberg seconded.

Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #2: Discussion And Possible Action – 2017 Community Non-Profit Funding

Town Manager La May stated that the Town requires an application from non-profit organizations requesting funding from the Town of Bayfield. A notice is placed in the Pine River Times informing organizations of the opportunity to submit an application for funding. Staff also contacts previous year recipients. Based on the submittals, the Board is asked to make the decision of who the Town will and will not fund. Staff has received six applications, two of which have never applied before. In the past, all requests have been included in the preliminary budget and then modified through the budget process.

Trustee Nelson asked if the Town's property tax receipts would decrease in 2017.

Town Manager La May stated that based on assessed values, it appears that the Town will experience an approximate \$6,000.00 decrease in property tax receipts.

The Board agreed that staff should exclude the request from Know Your Dough (KYD) from the preliminary budget. They also agreed, that staff should include all other requests in the preliminary budget and the Board will discuss them further while going through the budget process.

Action Agenda Item #3: Consideration Of Approval Of Use Of Sections Of Mill Street For BeFrank Foundation Liquor License October 29, 2016

Town Manager La May stated that the BeFrank Foundation is requesting a special event liquor license for Saturday, October 29, 2016. Liquor will be served and contained in an area on Mill Street. They are also requesting a special event liquor license for Saturday, September 24, 2016 for the Heritage Days Event. Liquor will be served and contained in an area in Joe Stephenson Park. As part of the liquor license process, the applicant is required to have the Board's approval to use Town owned property for liquor sales.

Trustee Nelson made a motion to approve the use of sections of Mill Street for the BeFrank Foundation liquor license on October 29, 2016 and approve the use of Joe Stephenson Park for the BeFrank Foundation liquor license on September 24, 2016. Trustee Sanders seconded.

Roll call: 5 – 0

Motion passed unanimously.

Action Agenda Item #4: Consideration Of Approval Of Use Of Joe Stephenson Park For BeFrank Foundation Liquor License September 24, 2016

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Action Agenda Item #5: Discussion And Possible Action – Building And Fire Code Updates

Town Manager La May stated that the Town's Building and Fire Codes are out dated. Staff believes that it is time to update our codes to more current versions. 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 agrees 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. The Board can subsequently place the item on the agenda for consideration. Key changes to the updated codes are included in tonight's packet for the Board's review. Staff believes that we should reach out to the building community and get their input on these changes.

The Board agreed that they would like to move forward with updating the Town Building and Fire Codes after they have discussion with the Town's Building Inspector, Fire Marshal and local contractors.

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

Trustee Nelson stated that SWCCOG met last Friday. They received an update on the Broadband Planning. Also discussed was the Rural Healthcare funds available to tie Rural Healthcare Facilities into fiber optic. CDOT will also help fund that project. SWCCOG was able to get grant money to fund a program called Grant Finder. All entities within the SWCCOG will have access to this program for three years. The SWCCOG may participate in a Regional Transportation Planning Project next year, with the states of the Four Corners.

Town Manager La May stated that SWTPR will meet in October.

Trustee Sanders stated that Region 9 will meet in three weeks.

Trustee Nyberg stated that the Planning Commission will meet next week.

Carol McWilliams stated that the Senior Board will meet next week.

Mayor Salka stated that LPCEA met today and discussed "Yes On DRO". The Investor's Meeting is September 13th and September 17th is the Durango Air Show.

Action Agenda Item #7: Unfinished Business

Trustee Sanders thanked staff for trimming the trees on the trail at the Senior Center.

Town Manager La May stated the CML District 9 meeting is Tuesday, September 27th from 4:00 to 8:00 pm in Silverton. Please let Town Clerk, Kathy Cathcart, know if you plan on attending.

Town Manager La May stated that a prospective developer has requested that the Town waive the Geotechnical Report and Traffic Study requirements. Staff does not recommend waiving these requirements.

The Board agreed that the requirements would not be waived.

Trustee Nelson stated that before changing the Block Party location, the downtown businesses should be asked their opinion.

Mayor Salka thanked Town Hall staff and the Marshal's office for their role in the three Block Parties.

Meeting was adjourned at 7:43 pm.

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