



Town Hall 551 Hot Springs Blvd
Pagosa Springs, CO 81147

AGENDA

Town Council Meeting
Tuesday, January 21, 2025 @ 5:00 PM

1. REMOTE PARTICIPATION

A Zoom link is made available, however, the Town does not and cannot guarantee internet service or online broadcasting. Remote attendance is at the risk of the attendee as the public meeting will continue in person regardless of the Town's broadcast capability.

Join Zoom Meeting By Computer - <https://zoom.us/j/89774588646>
Dial by Phone - 1-669-900-6833 US - Meeting ID: 897 7458 8646

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. DISCLOSURES AND/OR CONFLICT OF INTEREST

V. PUBLIC COMMENT

VI. CONSENT AGENDA

1. Approval of the January 7, 2025 Meeting Minutes

[Town Council - 07 Jan 2025 - Minutes - Pdf](#)

2. Quarterly Investment Report

[Agenda Brief - Quarterly Investments Report - Pdf](#)

3. CDC 4th Quarter Report and Invoice Request

[Agenda Brief - CDC 4th Quarter Report - Pdf](#)

VII. REPORTS TO COUNCIL

1. Sales Tax Brief

Sales Tax Report - November 2024

[Agenda Brief - Sales Tax Report - November 2024 - Pdf](#)

2. Other Department Reports

Administration Report

[Agenda Brief - Administration - Pdf](#)

Development Department Reports

[Agenda Brief - Development Department Reports - Pdf](#)

Lodging Tax Report

[Agenda Brief - Lodging Tax Report - Pdf](#)

Municipal Court Report

[Agenda Brief - Municipal Court Department Report - Pdf](#)

Parks and Recreation Report

[Agenda Brief - Parks and Recreation Department Monthly Report - Pdf](#)

Police Department Report

*Public comment and agenda comment item sign-up sheets are available at the meeting
Copies of proposed Ordinances and Resolutions are available to the public from the Town Clerk*

[Agenda Brief Police Department Head Report - Pdf](#)

Public Works Department Brief

[Agenda Brief - Public Works Department Brief - Pdf](#)

VIII. PRESENTATIONS

1. Introduction of Chris Hansen, Chief Executive Officer of La Plata Electric Association

[Agenda Brief - Introduction of Chris Hansen, Chief Executive Officer of La Plata Electric Association - Pdf](#)

2. Pagosa Springs Community Development Corp Update - Emily Lashbrooke

IX. NEW BUSINESS

1. Resolution 2025-01, Supporting the Submittal of a RAISE Grant Application for the Completion of the Town-to-Lakes Commuter Trail and Local Road Network Connectivity

[Agenda Brief - Resolution 2025-01, Supporting the Submittal of a RAISE Grant Application for the Completion of the Town-to-Lakes Commuter Trail and Local Road Network Connectivity - Pdf](#)

2. Discussion and Information Regarding Metropolitan Districts

[Agenda Brief - Discussion and Information Regarding Metropolitan Districts - Pdf](#)

X. EXECUTIVE SESSION

1. Executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice from counsel about pending water rights applications

2. Executive Session pursuant to § 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice regarding trespass onto Town property

[Agenda Brief - Executive Session pursuant to § 24-6-402\(4\)\(b\), C.R.S. for the purpose of receiving legal advice regarding trespass onto Town property - Pdf](#)

XI. PUBLIC COMMENT

XII. MAYOR, COUNCIL, TOWN MANAGER COMMENTS/UPCOMING AGENDA ITEMS

XIII. UPCOMING COUNCIL MEETINGS

- February 4, 2025: Regular Council Meeting
- February 18, 2025: Regular Council Meeting
- March 4, 2025: Regular Council Meeting
- March 18, 2025: Regular Council Meeting

XIV. ADJOURNMENT

Shari Pierce
Mayor



Town Hall 551 Hot Springs Blvd
Pagosa Springs, CO 81147

MINUTES

Town Council Meeting
January 7, 2025 @ 5:00 PM

A regular meeting of the Pagosa Town Council was called to order on January 7, 2025, at 5:00 PM in the Town Hall 551 Hot Springs Blvd.

COUNCIL PRESENT: Mayor Pierce, Council Member Bergon, Council Member DeGuise, Council Member Lindner, Council Member Martinez, and Council Member Williams

COUNCIL ABSENT: Council Member deGraaf

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. DISCLOSURES AND/OR CONFLICT OF INTEREST – Mayor Pierce recused herself from the consent agenda and left the room during this section. Mayor Pro-tem DeGuise stepped in during the consent agenda.

V. PUBLIC COMMENT – Mr. Eddie Archuleta said the jake brake use on Hwy 160 continues to be an issue. He said the State would put up a bigger sign regarding jake brake, but then the Town officers would have to enforce the rules. He said the speed bumps on San Juan Alley are still requested. Town Manager Harris said he will talk with the State person and a speed hump is considered but not until this spring.

VI. CONSENT AGENDA

1. Approval of the December 19, 2024 Meeting Minutes
2. HomesFund Community Center Fee Waiver Request for 2025
3. CBI Persons Who Wander Grant Program Approval
4. Police Officer Life Saving Award

Council Member Bergon moved to approve the consent agenda, Council Member Martinez seconded.

Carried.

VII. NEW BUSINESS

1. Early Childcare and Education 2025 Funding Discussion

The 2025 budget includes \$88,000 for early childcare and education (ECE). This figure includes funding for daycare centers, in-home daycares and other needs related to this goal. March 18th is the application deadline. Council Member Lindner said the past deliberation has not been objective and it is difficult to determine the amount for each applicant. He suggests a criteria for adding slots for underserved demographics. Council Member Williams said expanding ECE is most important and the other criteria are not. A category for the number of slots that are subsidized would allow to discover the demographics served.

VIII. EXECUTIVE SESSION

Town Council
January 7, 2025

1. **La Plata Electric Association Sub-Station Property Request regarding a portion of Town-owned property located at 2140 County Road 500 (Trujillo Rd) with Possible Executive Session per C.R.S. 24-6-402(4)(a) concerning the purchase, acquisition, lease, transfer, or sale of any real property interest.**

This item is postponed to a future meeting.

- IX. PUBLIC COMMENT – None
- X. MAYOR, COUNCIL, TOWN MANAGER COMMENTS/UPCOMING AGENDA ITEMS – Council Member DeGuise said the Town Manager should look into Amazon parcel boxes to take pressure off the post office. These could be set up outside in the town hall parking lot.
- XI. UPCOMING COUNCIL MEETINGS –
 - January 21, 2025: Regular Council Meeting
 - February 4, 2025: Regular Council Meeting
 - February 18, 2025: Regular Council Meeting
 - March 4, 2025: Regular Council Meeting
- XII. ADJOURNMENT – Mayor Pierce adjourned the meeting at 5:32 pm.

Shari Pierce
Mayor



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: April Hessman, Town Clerk

PROJECT: Quarterly Investments Report

ACTION: Council information

PURPOSE/BACKGROUND:

In 2020 the Town Council approved Ordinance 929, adopting municipal investment guidelines specifying limits on municipal investments governed by state statutes and best practices. The policy provides for common elements including safety, liquidity, and yield investment objectives. The guidelines include investment in Local Government Investment Pools and Certificates of Deposits. The Town Council approved Resolution 2020-07 in March 2020 to participate in the COLOTRUST government investment pool.

In 2024 the Town moved funds from FSWB to Bank of the San Juans due to a much higher interest rate. Two savings accounts were opened at BSJ, one for General Fund savings and another for the working checking account funds that can be transferred easily to allow for higher interest earnings.

As part of the investment guidelines, the fund's performance is reported quarterly.

The average yield through the fourth quarter of 2024 in ColoTrust was 5.29%, Bank of the San Juans is 5.00-5.28%, and First Southwest Bank is 0.35%.

The Town budgeted to have a slow decline of interest earnings toward 4.5% by the end of 2024 and 3.5% by the end of 2025.

ATTACHMENTS:

[Quarterly Investment Interest](#)

2024	COLOTRUST			BANK OF SAN JUAN'S SAVINGS (1659)			BANK OF SAN JUAN'S WORKING SAVINGS (3306)			FIRST SOUTHWEST BANK			
	Avg Yield	Amount Earned	Balance	Avg Yield	Amount Earned	Balance	Avg Yield	Amount Earned	Balance	Avg Yield	Amount Earned	Balance	
January	5.56%	\$ 45,007.78	\$ 9,588,023.00							0.35%	\$ 474.77	\$ 1,313,802.96	\$ 45,482.55
February	5.52%	\$ 25,824.70	\$ 5,328,453.40	5.53%	\$ 16,187.31	\$ 4,301,581.61				0.35%	\$ 265.68	\$ 957,601.73	\$ 42,277.69
March	5.45%	\$ 24,658.82	\$ 5,353,112.22	5.48%	\$ 19,965.92	\$ 4,321,547.53		\$ -	\$ 1,000,000.00	0.35%	\$ 252.91	\$ 855,786.24	\$ 44,877.65
April	5.43%	\$ 23,867.02	\$ 5,376,979.24	5.44%	\$ 19,269.85	\$ 4,340,817.38	4.00%	\$ 3,632.87	\$ 1,303,630.87	0.35%	\$ 253.24	\$ 890,499.03	\$ 47,022.98
May	5.40%	\$ 24,661.16	\$ 5,401,640.40	5.41%	\$ 21,173.94	\$ 4,361,991.32	5.41%	\$ 8,327.15	\$ 2,111,960.02	0.35%	\$ 142.69	\$ 94,189.48	\$ 54,304.94
June	5.40%	\$ 23,989.12	\$ 5,425,629.52	5.41%	\$ 18,053.40	\$ 4,380,044.72	5.00%	\$ 8,764.92	\$ 2,120,724.94	0.35%	\$ 28.15	\$ 99,871.47	\$ 50,835.59
July	5.42%	\$ 24,969.81	\$ 5,450,599.33	5.42%	\$ 20,107.51	\$ 4,400,152.23	5.42%	\$ 8,877.13	\$ 1,699,934.22	0.35%	\$ 11.89	\$ 17,882.66	\$ 53,966.34
August	5.40%	\$ 25,008.32	\$ 5,475,607.65	5.41%	\$ 21,463.37	\$ 4,421,615.60	5.41%	\$ 7,214.25	\$ 1,482,148.47	0.35%	\$ 6.26	\$ 23,383.78	\$ 53,692.20
September	5.27%	\$ 23,692.94	\$ 5,499,300.59	5.30%	\$ 17,928.08	\$ 4,439,543.68	5.30%	\$ 6,026.05	\$ 1,488,174.52	0.35%	\$ 7.39	\$ 27,873.85	\$ 47,654.46
October	5.02%	\$ 23,423.82	\$ 5,522,724.41	5.02%	\$ 18,199.70	\$ 4,457,743.38	4.84%	\$ 8,862.30	\$ 1,447,036.82	0.35%	\$ 8.84	\$ 30,906.28	\$ 50,494.66
November	4.88%	\$ 22,075.95	\$ 5,544,800.36	4.88%	\$ 18,085.53	\$ 4,475,828.91	4.79%	\$ 4,679.52	\$ 851,716.34	0.35%	\$ 9.49	\$ 35,449.63	\$ 44,850.49
December	4.71%	\$ 22,142.36	\$ 5,566,942.72	4.81%	\$ 16,839.39	\$ 4,492,668.30	4.81%	\$ 4,859.04	\$ 1,462,899.48	0.35%	\$ 14.23	\$ 52,279.40	\$ 43,855.02
Totals	5.29%	\$ 309,321.80		5.28%	\$ 207,274.00		5.00%	\$ 61,243.23		0.35%	\$ 1,475.54		\$ 579,314.57



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: April Hessman, Town Clerk

PROJECT: CDC 4th Quarter Invoice and Update Report

ACTION: Council information and action

PURPOSE/BACKGROUND:

Since 2015 the Town Council has approved sponsorship of the CDC. It was requested that the CDC report to Council on a quarterly basis for progress reports and invoicing approval. The CDC has expanded its services, including the Main Street program administration, the Community grant writer, Community Housing, and Town/County broadband development. The Town Council budgeted to support the CDC and its programs in the 2024 budget under Economic Development.

The CDC support invoice presented includes 4th quarter economic development reimbursements that are split with the County.

The Town Council approved supporting a shared community resources grant writer for up to a total of \$15,000 each. These grant services are provided to the Town, County, and area organizations needing funding. In late 2024 the grant writer resource was stopped.

The Town entered into a services agreement with the CDC for Main Street Coordination Services. The 2024 budget includes \$30,000 in salary and \$20,000 for the Main Street program and training funds. The Main Street Coordinator normally attends the EDCC conference in October and the Main Street Managers Summit in November.

The broadband development, management, and installation paid from the capital improvement fund is budgeted at \$75,000. This supports the broadband manager's work in moving forward with broadband access throughout the county.

Also attached are the reports for CDC activities in the 4th Quarter of 2024.

ATTACHMENTS:

[Q4 2024 Town Invoice for PSCDC and Main Street](#)

[Q4 2024 Town Invoice for Broadband](#)

[4-ED Report October 2024 Final](#)

[7-ED Report November 2024 Final](#)

[4-Kathleen McFadden October 2024 Board Report Final](#)

[8-Kathleen McFadden November 2024 Board Report](#)

FISCAL IMPACT:

The Town Council approved budgeting \$25,000 in 2024 for participation in CDC Economic Development, \$50,000 for Main Street Program, \$15,000 for Community Grant Writer, and \$75,000 for Broadband Development. The financial information is as follows:

	Economic Development	Main Street Coord/program	Community Grant Writer	Broadband Development
1st Quarter Invoice	\$6,250.00	\$9,776.94	\$3,750.00	\$18,750.00

2nd Quarter Invoice	\$6,250.00	\$9,492.07	\$3,750.00	\$18,750.00
3rd Quarter Invoice	\$6,250.00	\$8,480.46	\$3,750.00	\$18,750.00
4th Quarter Invoice	\$6,250.00	\$22,250.00	\$0	\$18,750.00
Total Invoiced	\$25,000.00	\$49,999.47	\$11,250.00	\$75,000.00

RECOMMENDATIONS:

By approving the consent agenda, Town Council accepts the CDC 4th Quarter reports and approves payment of the 4th Quarter invoice of \$28,500 from 10-84-771 and \$18,750 from 51-80-771 for a total amount of \$47,250.

Pagosa Springs Community Development Corporation

PO Box 1183

Pagosa Springs, CO 81147

Invoice

Date	Invoice #
12/31/2024	BB 1-2252

Bill To:

Town of Pagosa Springs

Attention: David Harris

PO Box 1859

Pagosa Springs, CO 81147

Due and payable upon receipt

DESCRIPTION	QUANTITY	Unit Price	AMOUNT
Q4 Main Street Coordinator Salary	1		\$ 13,750.00
Q4 Main Street Programming			
Website Development	1		\$ 3,000.00
Hosting 12/2024 through 12/202	1		\$ 1,200.00
Main Street Summit Travel	1		\$ 1,433.48
Promotional Materials	1		\$ 2,970.90
Digital Marketing	1		\$ 3,000.00
Events, Advertising	1		\$ 3,145.62
Q4 Economic Development Expenses			
46 Eaton Drive Rent	1		\$ 5,100.00
Meeting Expenses	1		\$ 2,180.51
EDCC Annual Conference Lodging	1		\$ 1,866.62
ACE Appraisal (Workforce Housing Project)	1		\$ 1,000.00
PAWSD (Workforce Housing Project)	1		\$ 2,556.36
Mail Chimp, Adobe Acrobat, Subscriptions	1		\$ 893.70
PLPOA (Workforce Housing Project)	1		\$ 2,356.25
Murray Land Surveying (Workforce Housing Project)	1		\$ 6,300.00
Office Supplies	1		\$ 1,040.95
Next IT Solutions (Tech Support)	1		\$ 93.75
Pagosa Sun Public Notice (Workforce Housing)	1		\$ 202.42
Zito Media Internet	1		\$ 492.92
		<i>Total expenses</i>	\$ 52,583.48
Q4 2024 Main Street Coordination			\$ 7,500.00
Q4 2024 Main Street Programming			\$ 14,750.00
Q4 2024 Economic Development Reimbursement			\$ 6,250.00
Total Billed to Town from PSCDC for Q4 2024 is:			\$ 28,500.00

Pagosa Springs Community Development Corporation

PO Box 1183

Pagosa Springs, CO 81147

Invoice

Date	Invoice #
12/31/2024	BB 1-2251

Bill To:

Town of Pagosa Springs

Attention: David Harris

PO Box 1859

Pagosa Springs, CO 81147

Due and payable upon receipt

DESCRIPTION	QUANTITY	Unit Price	AMOUNT
Echo IT Broadband Services Management Office Project Management Q4 2024	1		\$ 19,545.00
LPEA CNL Building	1		\$ 71.20
Utility Notification Center Location Service	1		\$ 55.47
Broadband Conference Travel	1		\$ 1,480.00
		<i>Total expenses</i>	\$ 21,151.67
Total Billed to Town from PSCDC for Q4 2024 Broadband:			\$18,750.00



September/ October 2024 Board Meeting

Executive Director Report

Broadband: Currently we are working on overhead contracts for the completion of our redundant loop. There is a large amount of overhead lines along the south side of Archuleta County. Our ISPs have started work on Timber Ridge project. The BEADS funding application is open and Due September 28th. All ISPs in our area are working to fulfill grant requirements. We are working with Visionary Broadband for Fiber installation for the More Housing Now grant this is on hold this month due to a grant on BEADS. Our four-way \$2,000,000 grant The SUIT is continuing to work to lay fiber to adhere to the grant requirements. Eric and I are working with the state CBO to help develop a career path for all things Broadband. This effort includes the Workforce Development office, Consortium, Higher education, and Community colleges. This is going to be piloted in Pagosa Springs. Hoping to start with a Fiber Splicing Technician training in January. Currently securing locations and programming materials. SUIT Tribe will participate here in Pagosa Springs.

Working with Next Gen Sector Partnership to establish regional Broadband collaboration as a recognized sector partnership. This will bring funding and other resources to the broadband group across the region. Including career path development. Setting a Regional event on November 20th for regional collaboration. Identify gaps in service and strategize where to bring fiber to home there.

Workforce development: We just recently have had our request granted. In The coming months, we will host more interns and provide special training. We have a request to provide an OSHA 30 class. We have started to investigate options for this training. We feel we can hold one more CDL Class before the end of the year. We have currently spent \$123K and only have 50K left to spend by the end of the year. We have reached out to employers and announced the extension. Some have enrolled their high schoolers into the program if they have not been included previously.

Main Street Kat will give you a very comprehensive report on the movement in the reconstruction project with CDOT. PSCDC is currently looking at some grants that could provide drawings or renderings for the CDOT Project.

Workforce Housing All 10 homes are weathered in. Lancer CT has all siding installed and Drywalled, taped, textured, and painted. Home Ct is Sided, and drywall is started. We think all 10 homes have been sided and will confirm for this meeting.

We are working with a total of 33 registered home buyers to become qualified. Some are for 2025. Looking to hold a next lottery as soon as we have eight qualified buyers. If we have any others in the queue and are close, we will wait for them to hold the lottery

The Prop 123 application opened on Aug 1st due by the end of August. They have raised the limit to \$70K per household. This is the optimal timing for phase 2. We completed our application for \$675,000. For Phase 2 build, covering 67K per household of expense. This application was submitted on time and included all documents including a signed contract with our builder. During our application process it was mentioned that we were early and could be asked to re-submit in December. The September 1st applications were in fact way oversubscribed, and we have been asked to move to the December 1 application. This funding will still be in time for the build season of Phase 2.

We submitted a LOI for Land Banking for properties on Bonita Ct in collaboration with Habitat. This property is in the middle of our current build and would make sense to provide more housing. This program was also oversubscribed, and we are waiting for a decision. We would like to propose to the county if we get grant funding to pay for Bonita Dr properties can the county use this funding to build up a workforce housing fund to help offset costs.

Multijurisdictional Housing Coordinator has begun, and we have taken to meet other housing organizations. We are working together to achieve grant requirements of the Affordable Housing Guidelines and finalizing the deed restrictions. We are also working with Title company to prepare homebuyers for closing. We are currently meeting weekly with Town and County. This is helpful in guiding onboarding and continued collaboration. We have all been working on the Housing Needs Assessment. Should have surveys ready by end of the month.

**Thank you,
Emily Lashbrooke**



October/November 2024 Board Meeting

Executive Director Report

Broadband: Currently we are still working on overhead contracts for the completion of our redundant loop. There is a large number of overhead lines along the south side of Archuleta County. Our ISPs have started work on Timber Ridge project. We had several applications submitted for the BEADS application due on October 28th. This was a heavy application, and we are hopeful the area gets awarded. We know that Aspen Springs was included in the application. This would be a collaboration with the SUIT. Our four-way \$2,000,000 grant The SUIT is continuing to work to lay fiber to adhere to the grant requirements. Eric and I are working with the state CBO to help develop a career path for all things Broadband. This effort includes the Workforce Development office, Consortium, Higher education, and Community colleges. This is going to be piloted in Pagosa Springs. Hoping to start with a Fiber Splicing Technician training in January. Currently securing locations and programming materials. SUIT Tribe will participate here in Pagosa Springs. Eirc and I spearheaded a SW Connectivity Forum conference. This will happen on November 20th in Durango. It will include the Region 9 tech related individuals and ISP's, Electric Companies, and all companies related to fiber and the internet. We are expecting 40 people. At this event the group will also elect to become a Sector Partnership. This designation will bring this group benefits in solving challenges at the state level. It will also open up grant opportunities and other funding options. This is the First Sector Partnership in Southwest Colorado and the First in Broadband in the entire state.

Workforce development: We just recently have had our request granted. In The coming months, we will host more interns and provide special training. We are currently setting a CDL class for the First week in December. We have had some interest from Goal Academy for this training. We have 9 participants in the internship program and 5 of them are brand new to the program. We are watching this funding closely to ensure we do not overspend.

Main Street Kat will give you a very comprehensive report on the movement in the reconstruction project with CDOT. PSCDC is currently looking at some grants that could provide drawings or renderings for the CDOT Project.

Economic Development

Kat and I attended the EDCC annual Conference in Beaver Creek. This conference is required for me. Personally, this could not have been any better of a conference for me. All the workforce development folks were at the conference, and I was able to connect and deal with some struggles we have had with

the Sector Partnership. Great conversation with other ED professionals and City of Durango was Awarded Small Community of the year. SW Colorado was in the house.

Workforce Housing All 10 homes are coming along nicely. We fully anticipate an on time and on budget. Simply amazing that this project did not get stalled any further. We are working with a total of 33 registered home buyers to become qualified. Some are for 2025. Looking to hold a next lottery as soon as we have eight qualified buyers. If we have any others in the que and are close, we will wait for them to hold the lottery. We are looking to hold the lottery the first week of December.

The Prop 123 application The September 1st applications were in fact way oversubscribed, and we have been asked to move to the December 1 application. This funding will still be in time for the build season of Phase 2. Our application was accepted and we are working through the do diligence of items to accompany the Application

We submitted a LOI for Land Banking for properties on Bonita Ct in collaboration with Habitat. This property is in the middle of our current build and would make sense to provide more housing. This program was also oversubscribed, and we are waiting for a decision. We would like to propose to the county if we get grant funding to pay for Bonita Dr properties can the county use this funding to build up a workforce housing fund to help offset costs. We are still waiting for the application invitation to arrive.

The Dragoo enlisted our help for a More Housing Now Application for infrastructure placement on the Property between the Hospital and Walmart. 99 Acre parcel for a multifamily affordable housing project. They worked with the Town on this project. Their hearing with EIAF committee was Wednesday October 30th. The committee recommended full funding. The Last step is the Director of DOLA signs off on the contract. This will significantly increase affordable units in Pagosa Springs

The Housing Needs Assessment survey link has started to circulate and we hopeful for a great response. This information will guide us to creating a Housing Strategy.

We held our first Business Forum in October. We had about 30 business people attend and stay engaged for six hours. We are currently compiling the results and will have them ready for this meeting. It was amazing.

**Thank you,
Emily Lashbrooke**



Kathleen McFadden, Administrative Manager/Main Street Coordinator
Board Meeting Update – October 9, 2024

PSCDC

Innovation Grant Summer Work Program: The program has been a tremendous success this year with 50 students and 32 business partners. Two weeks ago, we received a no-cost extension through December and approval to increase the age range for participants to include youth and adults ages 18 and above from low-income households. Most students have completed the program for the summer, but four students and business partners have elected to continue through the fall as schedules allow. We also have five new enrollments for the fall, and we are working on an OSHA 30 Training. We have processed \$122K in invoices so far and continue receiving wonderful student stories and appreciation for the program.

Main Street Program

Joint Town Council & BOCC Meeting: During the join meeting on September 17, I provided a detailed update on the Pagosa Springs Main Street Program and the MET Task Force. Main Street highlights included the Cone Zone Care Program, Business Assistance Program, Middle School Revitalization Project, and Pagosa History Museum Project.

Cone Zone Care Committee: The committee continues working with the Town, CDOT, and Main Street businesses to help prepare for the Highway 160 Reconstruction Project. On September 17, we learned the Pagosa project got bumped three weeks, but the bid did get posted last Thursday, October 3. CDOT will open bids on November 7. Our next scheduled Cone Zone Update is November 18, and CDOT assures us we will learn how many bids received and if they are within budget. The contractor names and bid amounts will be confidential until CDOT selects a contractor. If the bids are too high and/or no “qualified” bids are received, CDOT will report that to us and work with the Town to determine how to move forward. I’m working on a newsletter draft that will go out this week with this update.

Del Norte Reconstruction Project: Emily and I took a field trip to visit Town officials in Del Norte to gain input on the impacts of their current reconstruction project. The Town of Del Norte received a CDOT Revitalizing Main Streets grant to help with installing new curbs and gutters, sidewalks, ADA-compliant ramps, pedestrian streetlights, crosswalks, pavement markings, signage, drainage improvements, water service lines, and fire hydrants along US Highway 160 (Grand Avenue). The project was scheduled to start in May but had a delayed start until July 8. The project is tackling one side of the main street at a time, and they hope to finish the north side this year.

Del Norte officials shared favorable updates about their schedule and project management team. Their project is not directly comparable to Pagosa Springs, as their economy does not rely on tourism, and they have limited retail presence on their Main Street. However, they do have several restaurants, and officials emphasized the importance of closely coordinating with business owners to minimize disruptions, particularly for those whose livelihoods depend on steady customer access.

One of the critical challenges Del Norte has faced is maintaining access to businesses during construction, especially when the front entrances are temporarily obstructed. On certain occasions, entrances were blocked for 24 hours or longer to allow concrete to cure. While CDOT has installed signage to reroute customers to back or side entrances via the alley, few businesses have alternative

entrances that are usable or suitable for public access. This has complicated efforts to maintain foot traffic during the construction period. Del Norte has been working directly with the CDOT project management team to approach the project in manageable phases, such as staging construction two blocks at a time. This collaborative approach has helped ensure that disruptions are minimized and businesses have as much predictability as possible during the construction process.

Perhaps the most significant takeaway was witnessing the visual transformation from the project's initial stages to its current state. Seeing the "before and after" impact firsthand reinforced the importance of presenting a clear, positive image of the project's final outcome. This visualization helps business owners and residents understand the long-term benefits of the project, fostering greater community buy-in and patience during disruptive periods.

One of the most compelling arguments for the success of Del Norte's project has been their ability to communicate a positive image of the revitalized Main Street, which has helped mitigate concerns and maintain community support. Therefore, we are pursuing grant funding to develop a professional, high-quality illustrative rendering that depicts the completed reconstruction project. Such a rendering would serve as a powerful tool to showcase the vision for our downtown area once the construction is complete. By offering a tangible, visual representation of the end result, we can more effectively communicate the value of the project to local businesses, residents, and visitors. This would help shift the narrative from focusing on short-term disruptions to envisioning a revitalized, pedestrian-friendly, and aesthetically pleasing Main Street that enhances the overall community experience.

Business Assistance Program: Main Street is working with PSCDC and Region 9 to offer a Business Assistance Program to those businesses affected by the reconstruction project. The program will provide a low-cost loan offering to ease the repayment burden. We are also working closely with DOLA to pass grant funding through Region 9 to support business disruption. The goal is to create a flexible program that includes a combination of loans with grant money or even standalone grants. While loan amounts may seem modest in context of a multi-million-dollar highway project, they can make a crucial difference for small businesses trying to stay afloat during reconstruction. These loan and grant funds could be the key to keeping our local businesses open and thriving throughout the project.

Free Digital Training for Main Street Businesses: As part of our Main Street America national accreditation and membership, we are offering free access to MSA's Small Business Digital Trainers program. This program provides virtual and on-demand training to help small businesses enhance their digital presence and e-commerce capabilities to increase customer reach. A copy of the email invitation is attached.

MET Task Force: The task force reconvened on September 9 to discuss downtown parking alternatives during the reconstruction project. The next meeting is scheduled for November 14 at 3:00 PM. Following is the status of options as I reported to the Town Council and BOCC during the joint work session on September 17.

The reconstruction project will eliminate 188 parking spaces along the main Highway 160 corridor, which will have a substantial impact on downtown businesses. During our first meeting last spring, the task force determined that a remote lot with a MET shuttle was not a viable or feasible solution. Consequently, we directed our focus to exploring alternative parking options. We reviewed and ultimately ruled out several options, including: a remote lot with MET shuttle, using school-owned parking lots, and making part of the Town Park athletic field a parking lot.

We are now making substantial progress with several promising solutions, including: the Ruby Sisson Library empty lot (50 spaces), The Springs Resort & Spa lot (120-150 spaces), Hot Springs Blvd Parallel Parking (~30 spaces), and the BWD lot next to The Springs. Additionally, we are exploring an innovative option: a branded Cone Zone Stop & Go bus service. This service would run every 30 minutes, offering shuttle transportation around the highway construction areas. County Road & Bridge has indicated that they can donate a bus, pending ADA accessibility repairs, and provide this service for approximately \$500,000 over the two years of high tourist season.

Middle School Revitalization Project: The board is pursuing a T-Mobile Hometown grant to replace the glass in the middle school greenhouse. The goal of the grant program is to help build stronger, more prosperous small towns and rural communities, with up to 100 grants a year being awarded up to \$50K each with no required match. Replacing the greenhouse panels is a vital component of our larger effort to revitalize the exterior of the middle school property and enhance the aesthetic appeal of our downtown corridor.

The greenhouse project is also a natural extension of the middle school's commitment to health and wellness. The school has been recognized as a Healthy School Champion twice and has received the Governor's Award for being the healthiest school in Colorado. A functioning greenhouse will not only support these values but also provide an invaluable educational resource for our students.

In addition, improving the school's appearance at such a critical location on Main Street will have a positive ripple effect on the entire downtown area. A well-maintained and visually appealing school contributes to the overall charm and attractiveness of Pagosa Springs, drawing more visitors and potential residents. This, in turn, supports local businesses and bolsters the town's economy.

We have received 6 letters of support and are working with Growing Spaces to develop a detailed renovation design plan and budget. The partnership between Main Street and local business Growing Spaces to renovate the school greenhouse is a perfect example of community collaboration in action. Growing Spaces, with expertise in greenhouse design and horticulture, brings invaluable knowledge and resources to the project and strengthens the connection between local business and our educational institutions.

Pagosa Springs History Museum: State Architect for the Colorado Main Street Program Larry Lucas has developed a conceptual design phase for the museum. Design A includes no structural modifications while Design B includes a new facility. We just received these design concepts and the museum board has yet to review them in detail.

What is clear is Main Street's unwavering commitment to historical preservation and our goal to showcase our rich culture and heritage. The envisioned facility aims to offer welcoming views of the river, trail, and mountains, seamlessly connecting a modern gallery space with the historic waterworks building. This design will blend contemporary elements with historical charm to create a compelling visitor experience and offer potential for future expansion.



Kathleen McFadden, Administrative Manager/Main Street Coordinator
Board Meeting Update – November 13, 2024

PSCDC

Innovation Grant Summer Work Program: Our internship program has been a tremendous success this year with 50 students and 32 business partners participating. We currently have ten enrollees this fall, including three students continuing from the summer session and seven new interns. To date, we have processed \$127K in invoices and hope to use up all available funds.

EDCC Annual Conference: Emily and I attended the Economic Development Council of Colorado Annual Drive | Lead | Succeed Conference in Beaver Creek October 13-16. As usual, Colorado State Demographer Elizabeth Garner provided an interesting and informative update on Colorado's population trends, highlighting that the state's growth is slowing, which will have significant implications for our future workforce. Colorado has seen reduced rates of in-migration, and when combined with an aging population and lower birth rates, this slowdown will lead to fewer working-age individuals available to support businesses and industries. Given these changes, it's even more important that we continue our initiatives at PSCDC to develop and strengthen our local workforce.

Business Forum: On October 22, we held our Q3 membership meeting in combination with a highly successful business forum. The forum gave participants an opportunity to provide direct input on the issues and challenges affecting our community. We will use this data to compile a comprehensive report for our elected officials to help shape the direction of future policies and initiatives.

Main Street Program

Cone Zone Care Committee: The committee continues working with the Town, CDOT, and Main Street businesses to help prepare for the Highway 160 Reconstruction Project. Given the bid delay in September, Cone Zone did not host an October in-person update. I created and distributes an October newsletter (see attached) with a status update. CDOT did advertise the Pagosa Springs Highway 160 Reconstruction Project on Bidnet on October 3 and opened bids on November 7. During our next Cone Zone Update on November 18 at Bliss Scoops & Sweets, CDOT will provide an update on the number of bids received and if they are within budget. The contractor names and bid amounts will be confidential until CDOT selects a contractor. If the bids are too high and/or no "qualified" bids are received, CDOT will report that to us and work with the Town to determine how to move forward.

CDOT Regional Communications Manager Lisa Schwantes and the Public Information Managers Tracy Trulove and Meredith Green conducted a site visit on Monday, November 4. We discussed the coordination of a community communications plan. The PIMs will be creating an opt-in email subscription, a project webpage, and phone hotline for our project in the next few weeks. We will use our current email list of 174 subscribers and social media channels to encourage everyone to sign up and connect with these resources. We also will provide direct, convenient access to the official CDOT communications channels at all times before and during the reconstruction project.

CDOT Rendering: We are still seeking grant funding to create a project rendering for the CDOT reconstruction. Such a rendering would serve as a powerful tool to showcase the vision for our downtown area once the construction is complete. By offering a tangible, visual representation of the end result, we can more effectively communicate the value of the project to local businesses, residents,

and visitors. This would help shift the narrative from focusing on short-term disruptions to envisioning a revitalized, pedestrian-friendly, and aesthetically pleasing Main Street that enhances the overall community experience.

Business Assistance Program: Main Street continues working with PSCDC and Region 9 to offer a Business Assistance Program to those businesses affected by the reconstruction project. The program will provide a low-cost loan offering to ease the repayment burden. We are also working closely with DOLA to pass grant funding through Region 9 to support business disruption. The goal is to create a flexible program that includes a combination of loans with grant money or even standalone grants. While loan amounts may seem modest in context of a multi-million-dollar highway project, they can make a crucial difference for small businesses trying to stay afloat during reconstruction. These loan and grant funds could be the key to keeping our local businesses open and thriving throughout the project.

Free Digital Training for Main Street Businesses: As part of our Main Street America national accreditation and membership, we continue to offer free access to MSA's Small Business Digital Trainers program. This program provides virtual and on-demand training to help small businesses enhance their digital presence and e-commerce capabilities to increase sales and customer reach through tools and platforms including website optimization, search engine optimization, social media marketing, online advertising, analytic tools, and ecommerce services.

MET Task Force: The task force last met on September 9 to discuss downtown parking alternatives during the reconstruction project and will meet again on Thursday, November 14 at 3:00 PM. The Town has secured an agreement for parking with Ruby Sisson Library and will add gravel and signage to provide up to 50 spaces on their empty lot. The Springs Resort & Spa has received the first draft of a parking agreement from the Town for ~150 spaces. The Springs also confirmed with BWD that they can incorporate their southern lot into the planning efforts to ensure the best possible solution. These two solutions alone will more than cover the 188 spaces that will be lost during reconstruction. Main Street and MET will continue providing support and solutions wherever possible.

Additionally, we are exploring an innovative option to create a branded Cone Zone Stop & Go bus service with the County. This service would run every 30 minutes, offering shuttle transportation around the highway construction areas. County Road & Bridge has indicated that they can donate a bus, pending ADA accessibility repairs, and provide this service for approximately \$500,000 over the two years of high tourist season.

Middle School Revitalization Project: The board is finalizing a T-Mobile Hometown grant application to renovate the middle school greenhouse. The goal of the grant program is to help build stronger, more prosperous small towns and rural communities, with up to 100 grants a year being awarded up to \$50K each with no required match. Renovating the greenhouse is a vital component of our larger effort to revitalize the exterior of the middle school property and enhance the aesthetic appeal of our downtown corridor.

The greenhouse project is also a natural extension of the middle school's commitment to health and wellness. The school has been recognized as a Healthy School Champion twice and has received the Governor's Award for being the healthiest school in Colorado. A functioning greenhouse will not only support these values but also provide an invaluable educational resource for our students. Improving the school's appearance at such a critical location on Main Street also will have a positive ripple effect on the entire downtown area.

We selected Growing Spaces as our community partner to do the renovation. They have provided a detailed design plan and budget that will include improving the interior and exterior. Growing Spaces, with expertise in greenhouse design and horticulture, brings invaluable knowledge and resources to the project and strengthens the connection between local business and our educational institutions.

Pagosa Springs History Museum: The museum completed the cleaning/abatement a couple weeks ago and the Museum Board conducted a walk-through of the cleaning. Mountain Man Property Brothers did a great job. The museum is now in the process of securing a contractor to put a floor in the new addition. The projected opening date is scheduled for the 2025 season (May 1).

The board reviewed Larry Lucas' conceptual design for the museum. Larry Lucas is the State Architect for the Colorado Main Street Program. Design A includes no structural modifications while Design B includes a new facility. The board has not yet had time to give it their full attention due to insurance claims and cleanup, but they plan to revisit the proposal during the off-season months next year.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: David Harris, Town Manager

PROJECT: Sales Tax Report - November 2024

ACTION: Council Information

ATTACHMENTS:

[Sales Tax Report - Jan 2025](#)

Sales Tax Revenue Report
Town of Pagosa Springs
November 2024

	Nov-24	Nov-23	Δ	% Δ
Total Town & County	1,434,372	1,391,273	43,098	3.10%

Industry breakdown

Categories	Difference	%
Construction	4,783	▲ 15.10%
Manufacturing	12,011	▲ 26.03%
Retail Trade	(18,181)	▼ 2.26%
Information	3,103	▲ 11.82%
Finance and Insurance	385	▲ 19.19%
Real Estate and Rental and Leasing	4,060	▲ 19.98%
Professional, Scientific and Technical Services	(10,010)	▼ 42.20%
Accommodation and Food Services	53,735	▲ 27.84%
Other Services (except Public Administration)	(1,858)	▼ 8.44%
Miscellaneous	(4,931)	▼ 2.21%
Total	43,098	▲ 3.10%

Town distribution

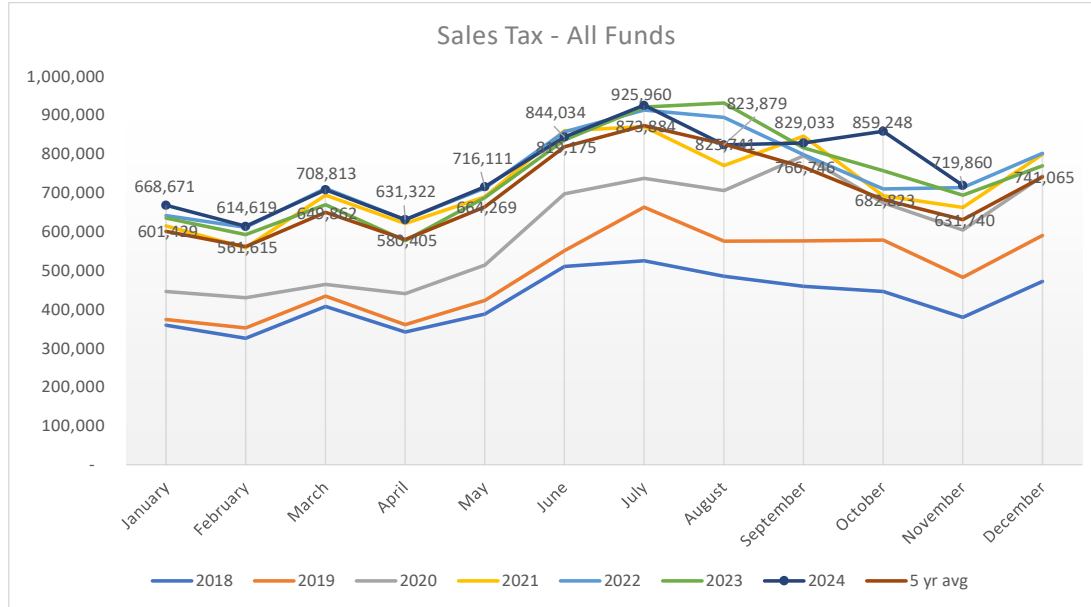
The County and Town split the total sales tax 50/50 with an adjustment made for aviation sales tax which is credited to the County-run airport. *The 2023 figures above include Retail Marijuana Sales which are not included below; The Town discontinued the Marijuana Sales split beginning September 30, 2024.* The Town's portion is split evenly between the General Fund and the Capital Improvement Fund.

	Nov-24	Nov-23	Δ	% Δ
General Fund	359,930	347,307	12,623	
Capital Improvement Fund	359,930	347,307	12,623	
TOTAL	719,860	694,613	25,246	3.63%

Sales tax collections for the Town for the past three years has steadied.

November		
2021	663,125	
2022	713,674	7.62%
2023	694,613	-2.67%
2024	719,860	3.63%

The six year history of the Town's Sales Tax collections is reflected in the chart below, reflecting the stabilization of receipts over the past three years.



The 2024 change to the 2-year average remains flat. No changes in operations are anticipated.

	2022	2023	2024	% Δ	Inflation
January	642,042	635,395	668,671	5.2%	2.7%
February	611,635	592,530	614,619	3.7%	
March	712,017	669,681	708,813	5.8%	2.8%
April	631,818	577,173	631,322	9.4%	
May	712,585	687,568	716,111	4.2%	2.7%
June	857,376	836,245	844,034	0.9%	
July	913,741	921,184	925,960	0.5%	1.9%
August	895,133	932,097	823,879	-11.6%	
September	798,504	816,768	829,033	1.5%	1.4%
October	710,256	757,112	859,248	13.5%	
November	713,674	694,613	719,860	3.6%	2.0%
December	802,396	769,631	-	-4.1%	
TOTAL	9,001,178	8,889,996	8,341,551		



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: April Hessman, Town Clerk

PROJECT: Administration Report

ACTION: Update and Discussion

PURPOSE/BACKGROUND:

Staff has begun work with Hinton Burdick CPAs on the 2024 audit. The auditors should be onsite in mid-April to review documents and will have the audit complete by the end of June. The administration department spends a great deal of time providing documentation for the auditors and having easily accessible items is preferred.

The 2025 Town, Sanitation, and URA budgets have been uploaded to DOLA website as required for the January 31st deadline.

Staff created new general ledger revenue accounts for use in 2025. Once the 2024 audit is complete, the old accounts will be merged with the new accounts.

Business License Process and MuniRevs:

Staff continues to work on processing business licenses and sending out renewal notices through the new iWorq system. There are 904 active business licenses issued within the Town and 10 new business license applications under review. Currently, there are 109 issued vacation rental licenses, two currently in the application and approval stage, and nine (9) on the waitlist. Staff is in the process of renewing vacation rental licenses for 2025. 103 properties have renewed so far, 3 properties will not be renewing their license and 3 properties have not yet responded to the license renewal request.

Personnel/Recruitment:

The Town is actively recruiting for the following positions:

- Administrative Assistant (Public Works)
- Building Code Official (Development Department)
- Community Service Officer (Police)
- Equipment Operator I (Public Works)
- Planning Manager (Development Department)
- Police Officer (Police)

Current Staffing Numbers:

- 59 Full-time Positions - 53 Filled, 6 Open
- 10 Part-time Positions - 10 Filled, 0 Open



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: James Dickhoff, Development Director

PROJECT: Development Department Reports

ACTION: Council information

ATTACHMENTS:

[Development Department Reports - January 2025](#)



DEVELOPMENT DEPARTMENT MONTHLY REPORT

JANUARY 2025

FROM: JAMES DICKHOFF, DEVELOPMENT DEPARTMENT DIRECTOR
BUILDING DIVISION / PLANNING DIVISION / PROJECTS DIVISION / HOUSING DIVISION

RECENT HIGHLIGHTS

CDOT Hwy Reconstruction Project Expected to Begin in March

CDOT has awarded the reconstruction of Pagosa Street and San Juan Street between 1st and 10th Streets to WW Clyde. CDOT has also awarded the project management to RockSol who will be CDOT's on site manager, public information officer and CDOT representative. Town staff will be meeting with the contractor and project manager on January 16th to discuss the coordination of Town infrastructure improvements that will occur in conjunction with the CDOT project, as well as discussing project sequencing and other coordination matters. Over the next two months we will learn more about how the project will be sequenced through downtown. The Main Street Board's Cone Zone Committee will continue to work with our downtown businesses for creative solutions to reduce the impacts of the project. The Town has secured public parking agreements with the Springs Resort and the Library to accommodate public parking needs during the reconstruction project, which is expected to last at least two years.

GOCO Grant Awarded

The Town received notification of a \$420,000 GOCO grant award on December 6th towards the purchase of 1040 E. Hwy 160. The Project Manager presented our second grant application to the Land and Water Conservation Fund (LWCF) grant review committee on Thursday, December 12th regarding our grant application for \$490,000 for the remaining funds needed to purchase and phase one river access improvements. We expect to know the first week of February if our application will be recommended for funding.

Gateway River improvement Project

Staff applied for an additional \$296,000 from the Colorado Water Conservation Board to accommodate increased costs and additional improvements that were identified during the public engagement process. Award notification is expected in March, and there is no additional local match required.

Department Name Change

The Town's Community Development Department will be changing its name as of January 1st to the **Development Department**, to reduce confusion with the Pagosa Springs Community Development Corporation, the local Economic Development organization jointly funded by the Town and County.

Planning Manager and Building Official Positions Advertised

The Development Department is currently advertising to fill the vacant Building Official Position and Planning Manager Position.

GENERAL INFORMATION

DOLA More Housing Now Grant

We received Grant Award notification on November 15, officially awarding \$1,989,000 towards required public infrastructure to serve the proposed Pagosa Peaks Housing apartment development east of the Hospital. The development proposes up to 96 units serving middle income housing needs in the 60%-140% of AMI range, with the entire project averaging below 100% of AMI with a 30-year deed restriction. The developer is expected to begin their Major Subdivision and Development application processes in the 1st quarter of 2025.

Upper San Juan Water Shed Enhancement Partnership (WEP)

The Town's Development Department Director serves on the Board as a Town Representative. WEP has recently identified a grant opportunity to benefit an agricultural related water conservation project that can benefit from the current available state funding, specifically the Park Ditch diversion structure, which needs substantial structural and efficiency improvements. Additionally, WEP continues to effectively manage the Town's Gateway River Improvement Project which is currently in the 60% Design Phase of the project.

Town Purchased property at 229 Hwy 84 #A

Purchase completed on July 17, 2024. Final removal of personal items should be completed by the end of January 2025. The Town holds bonding to ensure all items are removed, expected to be completed by the end of December. Staff has been meeting with the Hospital District regarding the consideration of providing an area for a downtown Ambulance barn and staff quarters. Once this idea matures a bit further, staff will bring details to the Town Council.

FEMA and Colorado Water Conservation Board (CWCB) Phase Two – Floodplain Mapping Updates

In 2022, FEMA and the CWCB completed phase one of a flood hazard mapping project that started at the south end of Town boundaries south through Archuleta County. The Town's Development Director serves as the Town's Floodplain Manager, and has actively advocated that phase two include remapping of the San Juan River and McCabe Creek above and through Town, as well as adding Rumbaugh Creek (Horse Gulch) and West McCabe Creek to Great West Ave. The new mapping technology uses Light Detection and Ranging (LIDAR) equipment that collects data for more accurate mapping for ground and water elevations. Over the years, there have been multiple circumstances in which the current FEMA Flood Hazard map seemed inaccurate in portions of the community for the purposes of determining 100 year flood elevations to inform development approvals through a Certificate of Elevation application process.

Phase two is about to begin, and recently the Development Director convened a meeting of stakeholders, who work with the FEMA Flood Hazard maps on a regular basis, to review the proposed scope of mapping for phase two. Stakeholders included local Engineers, Surveyors, CDOT Hydraulic Engineer, and the County's Floodplain Manager, who also met with State and FEMA staff to discuss our local preferences of areas that needed to be included in phase two. Our efforts were very successful, and phase two now includes the areas of our community identified by the stakeholders as high priorities for remapping or including in the flood hazard maps.

The full phase two mapping process is expected to take 18-24 months, with a public review period prior to final adoption by the State and FEMA.

BUILDING DIVISION, PLANNING DIVISION, PROJECTS DIVISION AND HOUSING DIVISION REPORTS FOLLOW



BUILDING DIVISION

MONTHLY REPORT

JANUARY 2025

Community Development Department

Building Official Job Opening Posted:

The Town's Building Official position is open and currently being advertised to fill this important supervisor position. Interviews are expected to occur in early February.

Building Division Activity:

During November and December, the Building Division processed three building applications, conducted 28 building inspections, and issued 3 building permits – 2 residential and 1 commercial. Year to date, 73 building permits have been issued and the Division maintains an active caseload of 82 building permits. Twelve (12) building permits expired through December with owner contacts in the process for reissuance.

	September	October	November	December	Year to Date
Building - Plan Review/Permits	10	1	3	3	78
Building – Inspections	28	19	28	20	288
Building Permits - Commercial	2	0	1	2	21
Building Permits - Residential	8	1	2	2	54
Contractor/Property Service Providers	4	8	2	1	267
New In-Town Businesses - Inspections	0	5	2	2	37
Vacation Rental – Inspections	3	7	10		23

Building Permit Summary:

	Month	Year to Date	Jan – December Year Ending		
	December	2024	2023	2022	2021
Commercial Addition	0	7	3	4	4
Commercial New	0	1	8	7	2
Commercial Other (Demo/Mech)	1	6	12	20	14
Commercial Repair/Remodel	1	7	17	17	14
Residential Addition	1	19	7	5	7
Residential New	0	10	11	21	26
Residential Other (Demo/Mech)	0	17	16	21	10

Residential Repair/Remodel	0	7	5	6	10
Total Building Permit	3	71	79	101	87
Total Project Valuations	35,000	22,731,900	55,459,731	13,822,049	16,333,056

Commercial/Multifamily Building Permits Issued During December:

- Pagosa RV (Contractor-Redstone), 1647 W Hwy 160, commercial demolition of laundry, shower and toilet building permit issued 11/18/24. The owner is in the process of applying for a new/remodeled building.

Commercial/Multifamily Active Building Permits:

- A&M Marijuana, 84 Goldmine Drive, commercial building interior remodel for retail store building permit issued during August. Framing is complete. It is planned to finalize the project during January.
- Archuleta Country Transit Facility (Contractor -Buildings by Design), 83 Harman Drive, new commercial building - 2,652 sq. ft. transit facility and 3,262 sq. ft. bus bay. Groundbreaking took place on April 15, 2024, and it is planned to complete the project in January 2025. An onsite pre-construction meeting took place between the Town, County and Buildings by Design representatives during May. The foundation footers, stem walls and piers are complete. Wall framing has begun. Project changes include groundwork and underground plumbing which do not affect the value of the project. Building staff met with contractor BBD and reviewed the exterior sheathing and new metal stud framing. Fasteners are approved and installed. Metal stud framing is 90% completed. Fasteners are complete at roof sheathing onto TJI's above the lobby. Interior wood backing is in process.
- Best Western [Lodge] (Contractor-Patel), 3505 W. Hwy 160, pool building reconstruction building permit was issued May 2021 extended, and expired September 2024. The exterior is complete except for snow racks on roof. Interior framing is in process. Staff is working with owner and contractor to extend the respective building permit.
- Casas at Two Doves- Boutique Hotel Phase 1 (Contractor-McMullen), 320 Hot Springs Blvd, approved 6 living units on 5/10/23, expires 5/10/25. Foundations, framing, and roofs are complete. Windows, doors and siding are in process. Rock veneer is complete.
- Parish Hall (Contractor-Dutton Creek), 451 Lewis Street, interior remodel, roof demolition permit issued 11/17/23. Roof demo and remodel is complete. An additional Interior remodel application was submitted. Fire district approval was received. The Planning Division received and approved the plat amendment and mechanical screening during December 2024. Work is in process.
- Quality Inn (Contractor-Patel/Alley), 174 Hot Springs Blvd., lobby addition, building permit issued March 2020. The project is nearly complete, interior items needed flooring, bathroom, and fixtures. Staff is working with contractor and owner to address items to complete the project.

- Springs Resort (Contractor-FCI Constructors), 323 Hot Springs Blvd., Food and Beverage Building (1500 sq. ft) non-sprinkled to include commercial kitchen, mechanical equipment rooms, restrooms and covered outdoor seating area. The foundation is complete. The roof and walls are complete, interior work has begun.
- Springs Resort (Contractor-FCI Constructors), 323 Hot Springs Blvd., Springs Resort Expansion – three story hotel, spa, lounge, and restaurant (85,000 sq. ft). Building permit was issued 5/26/23. Projects foundation and framing are complete with insulation, drywall and mechanical in process on all floors. First floor is completed; fixtures are in process. Second and Third floors are framed, and drywall is in process. Drywall, tape and mud in process on Level 3 as well as metal framing and insulation on-going. Aluminum storefront windows in progress at the stairways. Exterior stucco work is on-going at the East side of building. Staff reviewed drywall fasteners on the walls of main lobby area. VRP heating and cooling units being installed at Level 2. Reviewed metal stud framing at Level 3 Kitchen and restaurant areas. Drop-ceiling on-going at Level 2 main hallway. Drywall at Units 334-336 in progress.
- Springs Resort (Contractor FCI Constructors) 165 Hot Springs Blvd., commercial addition of 707 square feet freestanding cabana and trellis structures. The building permit was issued 9/11/24.
- Sunridge of Pagosa (Contractor-Z-Carpenters), 480 Boulder Drive, 10 townhome units, in 5 buildings building permit issued October 2022, expires October 2024. Two buildings – four units are complete, and Certificate of Occupancies issued. The remaining three buildings' foundation and framing are complete. Exterior sheathing is in the process.
- Timberline/FCBMD at Pagosa Springs (Contractor-Watermark Commercial Contractors), 135 Legacy, Multi-Family Residential Complex (50 dwellings, leasing office and clubhouse within two buildings). The building permit was issued 7/25/24. During November, the perimeter foundation and Building A. Foundation for Building B was completed, staff confirmed that the contractor had installed plastic chairs to support the welded wire mesh. Insulated blankets are on-site. Trautner Geo-Tech is taking regular samples. Vertical construction started in December.
- Quality Inn (Contractor-Whispering Pines) 174 Hot Springs Blvd., commercial repair - install drywall fasteners (screws) and vertical jigs to attach ceiling to rafters in all second-floor rooms. Safeguards are installed at the front entry and access to the second floor during construction activity. Building permit was issued on 5/28/24. The last ceiling is in process and Staff is working with owner and contractor to finalize the project.
- Upper San Juan Hospital District (Contractor-Nunn Construction), 95 S Pagosa Blvd, Oxygen generator enclosure to be located on the west side of the building, permit issued 5/9/24. Foundation, framing, insulation and roof are complete. Final electrical and site items are in process, it is anticipated the project will finish during January.

Completed Commercial Projects:

- *None.*

New Contractor/Commercial Businesses:

Two new contractor/property service provider business licenses were issued during December – a total of 268 contractor licenses are on file.

The following seven new businesses opened within the Town during October, November and December. Year to date, the Town has approved 37 new business operations within the town limits.

- Black Bart's Brunch, 274 Pagosa Street, formally Riff Raff, retail food establishment serving waffles, fried chicken, coffee, boba, alcoholic beverages, pizza, and brunch foods.
- 7Five Spice Co, 84 Goldmine Drive, manufacture and sell hot sauce.
- Pagosa Peak Restaurant, 230 Country Center Dr., formally Chato's Restaurante, full-service restaurant.
- Abundant Wellness, 729 San Juan., Ste E, healing center and energy therapy.
- Les Schwab Tire Centers of Colorado, 3087 Country Center, Existing business with new owner - retail sales of new car and truck tires in combination with automotive related services.
- Time Out Restaurant, 729 San Juan, formally The Den, full-service restaurant.
- Pagosa Hat Bar, 458 Pagosa Street, retail specializing in clothing and semi-custom hats.



PLANNING DIVISION MONTHLY REPORT

JANUARY 2025

FROM: JAMES DICKHOFF/KATELYN TUNNELL

Planning Commission Meetings

The upcoming scheduled PC meeting is January 28, 2025.

The Planning Commission will determine their regular meeting schedule and Chair and Co-chair elections on January 28th.

The Planning Division has recently conducted several pre-application conferences for proposed developments. We are expecting a busy start to 2025 with several expected development applications to be submitted in the 1st quarter.

The Town Planning Division has issued 2 Outdoor Commercial Establishment (OCE) permits for food trucks/trailers for the 2025 season thus far. There has been 1 sign permit approved for 2025.

CURRENT DEVELOPMENT PROPOSAL UPDATES:

811 San Juan Street, Ruby Sisson Library Expansion

The library has submitted a Final Design Review application which was approved by the Design Review Board on December 10th 2024. The proposed project includes a renovation of the existing facility along with a 3,300 SF building addition, exterior facade upgrades, and full site improvements. The site improvements will include reconfiguring the existing parking lot, a large community reading garden and a smaller children's garden.

232 Pagosa Street, Eagle Mountain Mixed Use Project: The applicant has submitted a request for extension of their Final Design Review approval by July 2026 due to the potential conflict with the Main Street reconstruction project. The Planning Commission approved the requested extension on December 10th. No changes in the previously approved development are proposed.

2737 Cornerstone Drive, Pagosa Peak Family Dentistry

New proposed development of a vacant parcel for a two-story 4,932 S.F. (4,058 S.F. first floor and 865 S.F. second floor) Dental office/clinic facility. The Design Review Board approved the Final Design Review application on Tuesday, October 22nd.

140 Hot Springs Blvd. The Healing Waters Spa Resort and Spa have submitted a Sketch Major Design Review application for the phased redevelopment of the entire property. The Design Review Board approved the sketch concept plan on July 23rd.

Town's Enclave Workforce Housing Project: Council conducted a work session on July 25th 2024, and supported continuing to work on a means to pencil the project out with Servitas. The Housing Coordinator is working with Servitas to identify a path forward for this project.

2911 Cornerstone Drive, Circle K Stores: Town staff recently conducted a meeting with the project design team to review the numerous outstanding submittals needed to complete the building permit and Major Design Review conditions of approval. It is uncertain when the outstanding items will be received and when the project intends to break ground.

600 W. Highway 160, Pagosa Views PUD: The applicant is now expected to move forward with their subdivision application process in the 1st Q of 2025, for consideration by the Planning Commission and subsequently by the Town Council. The recorded PUD agreement for the 80 acres just west of the Elementary School includes a mix of up to 675 housing units, to include 78 deed-restricted workforce units, along with 144 lodging units and recreational and commercial level amenities. Subsequent applications would include Major Design Review for each phase.

400 Hot Springs Blvd. Mixed-Use: The Planning Commission granted a one-year approval extension for this Sketch MDR proposal (to January 10, 2025) to submit a complete Final MDR application for consideration.



PROJECT DIVISION MONTHLY REPORT

JANUARY 2025

FROM: DAVID HILBORN, PROJECT MANAGER

Middle School Sidewalk Improvement

The Town has been granted the Revitalizing Main Street (RMS) grant for the proposed sidewalk enhancements along Pagosa Street, adjacent to the Middle School. This grant allocates \$250,000, requiring a 10% contribution from the applicant. The project aims to encompass the replacement of the sidewalk spanning from the middle school to the Hwy. 160 curbside, alongside the incorporation of various amenities including benches, a bus stop, trash receptacles, and a solar bike repair station.

Due to the delay in the CDOT Mainstreet Reconstruction project staff has requested a grant extension through the end of April 2026. Preliminary engineering and design phases have already been completed.

400 Block Sidewalk Reconstruction

The reconstruction of the Pagosa Street 400 block sidewalk is planned to coincide with CDOT's Main Street Reconstruct Project. The Town will assume the financial responsibility for the demolition and reconstruction of a large portion of the sidewalk on the 400 block, in addition to the installation of new street trees with 4'x4' flush-mounted tree grates and standard Town streetlights. Three public meetings have been convened by staff with property and business owners along the 400 block to outline the tentative placement of the street trees and lights, offering an avenue for input.

The sidewalk design is complete. Staff will hold a meeting with the chosen contractor for the CDOT Mainstreet Reconstruction Project to discuss the project details and the contractor's ability to complete the sidewalk project in coordination with the Mainstreet Reconstruction.

Main Street Reconstruction Project

The Town's scope of work integrated into the project encompasses several components, including sidewalk replacements, storm drainage facilities, landscaping, geothermal line relocation and replacement, sanitary sewer improvements, crosswalks, side street tie-ins, and street lighting, among others. Furthermore, the Town's Piedra Road / Hwy 160 crosswalk project will be included into this overarching main street reconstruction project.

The Colorado Department of Transportation (CDOT) solicited bids for the Main Street Reconstruction Project in October and received three submissions in November. CDOT has recommended awarding the contract to the lowest bidder and is currently planning to finalize contracting with the selected bidder in January. Following the completion of the contracting process, CDOT and Town staff will begin discussions with the contractor to include the Town's adjacent projects as a separate scope of work. Estimates for all the Town add-ons are currently between \$4 and \$4.3 million. Construction activities are anticipated to occur between 2025 and 2026, with a potential extension into 2027.

First Street Pedestrian Bridge – Design/Engineering Phase

In an effort to design the bridge structure to accommodate the installation of a potential future waterline, BCS has recommended the Bowstring style truss for consideration due to its structural efficiency. The Town Council approved the Bowstring style truss during the November 5th meeting. BCS is currently updating the bridge design draft set. Upon completion of the bridge design and engineering, BCS Fabrication will require a 25% down payment to commence fabrication. This expense is projected to occur in early to mid-2025. The projected timeline for project completion is fall of 2025.

Gateway River project

The Gateway project, aimed at enhancing the river ecosystem and improving water quality, is progressing under the oversight of the Watershed Enhancement Partnership (WEP). Thus far, FlyWater, the contractor, has completed a riparian health assessment, river surveys, endangered species surveys, identified and pre-ordered a portion of the required containerized plantings, organized meetings with all property owners along the project reach, and concluded a public comment period. Two public meetings have occurred for this project and comments received were used to inform the design progression. The Town has expended the obligated \$54,000 match for this project. The project is advancing according to its outlined schedule with final design expected to be in-hand in April 2025 and construction expected to be completed by the end of 2025.

Yamaguchi South River Improvements Project and Grant

The Yamaguchi South River Improvement Project aims to enhance stream and river access for recreational and ecological purposes. The Town has secured funding for this project through grants from the Colorado Water Conservation Board (CWCB), Southwest Water Conservation District, Archuleta County, and Town matching funds.

Surveys, biological assessments, 60% designs plans, and project cost estimates have been completed to-date. Two public meetings have taken place and comments received are being used to inform the final design. The project is advancing as scheduled with final design and permitting expected to be completed in June and project completion expected in November of 2025.

Town-to-Lakes: 10th St to Great West Ave

The Town was awarded Congestion Mitigation and Air Quality (CMAQ) Improvement Program funds for the design and construction of the Town to Pagosa Lakes Trail segment, spanning from 10th St to Great West Ave. These funds were granted as part of the last available funding through the CMAQ program in late 2019, as the CMAQ program no longer exists. The Town was awarded \$662,320 in funding with a local match obligation of \$137,680. This project involves the design and construction of a ten-foot-wide asphalt or concrete non-motorized shared-use path between 10th Street and Great West Ave.

In alignment with the Pagosa Views Planned Development set to proceed in 2025-26, the development bears the responsibility of constructing the trail along their frontage. The Town's role is to finalize engineered construction plans and execute the connections to the Pagosa Views property from 10th St and Great West Ave. The awarded CMAQ funds are expected to cover the expenses associated with the Town's portion of the project.

Site surveys are completed, and trail design is currently on schedule for 2025 completion. The engineered construction plans are scheduled to be finalized in 2025, with construction set to commence during the 2026 construction season.

East Gateway River Park Project

Town staff has submitted funding applications to the Great Outdoors Colorado (GOCO) and the Land & Water Conservation Fund (LWCF) programs to support the purchase of the property located at 1040 E. Highway 160 (Basin Coop). This funding will facilitate the initial phase of the East Gateway River Park Project, focusing on the strategic acquisition and development of 4.315 acres adjacent to the San Juan River. Upon acquiring the property, the first phase will include conducting an environmental assessment, site cleanup, refining park improvement designs, enhancing parking areas, and installing a boat ramp to provide public river access.

On December 6, 2024, the Town was awarded \$420,000 through GOCO's Community Impact grant program. Additionally, the Archuleta County Commissioners have committed \$30,000 from their 2025 Conservation Trust Fund, and the Town has pledged \$50,000 from its 2025 Conservation Trust Fund, bringing total committed funds to \$500,000. Town staff delivered an in-person presentation to the LWCF subcommittee on December 12, 2024, with award announcements anticipated in March 2025.

The Town has entered into a contract to purchase the property, contingent upon the successful award of both the LWCF and GOCO grants. If the LWCF grant is awarded, the Town plans to finalize the purchase in April 2025 and commence project design in May 2025.

Town of Pagosa Springs ADA Accessibility Grant Program

Staff has established an ADA working group consisting of key departmental personnel. The purpose of this working group is to establish the required ADA standards for Title II entities (includes municipal facilities, parks, programs, and employment). Some of these standards include acceptable grievance procedures, employee accommodation request procedures, facility and program self-assessments, and accessibility transition plans. To date, the working group has conducted six meetings and has established a plan to complete the ADA self-assessment and transition plans for all applicable Town facilities and parks by the middle of 2025. Additionally, staff has completed seven ADA inspection checklists and has generated self-assessments for Town Hall, the Community Center, the Visitor Center, and the Public Works Facility.

Town Hall Remodel

The Safety Committee has identified the security of the Town Hall building as a significant concern for staff. In response, a minor remodel aimed at limiting uninterrupted public access to the entire Town Hall has been included in the 2025 budget. Town staff is currently collaborating with Archis Architects to develop construction documentation, with the goal of soliciting contractor bids in February 2025.

Departmental Collaborative Efforts

Projects staff is working with the Public Works Department to complete engineering and design for various projects including 5th St. sidewalk, Hot Springs Blvd. reengineering, 14th St. curb and gutter, and 2nd St. drainage and parking. Additionally, projects staff has helped engage CDOT to secure \$38,000 in CMAQ funding for the purchase of MgCl₂ storage and equipment tanks. Furthermore, projects staff is working with the Parks & Recreation department for the possible development of a mountain bike skills park in the Yamaguchi South property, in addition to acting as a Town representative for the Pagosa Area Recreation Coalition (PARC) recreational plan.

CALSTART and Drive Clean Colorado

The Projects staff has received free technical assistance from the Colorado Energy Office to help develop an Electric Vehicle (EV) fleet transition plan. Additionally, the National Renewable Energy Laboratory

(NREL) provided a fleet conversion analysis, which assessed the Town's current fleet and evaluated available EV and Hybrid Electric Vehicle (HEV) options on the market. Drive Clean Colorado has created a basic fleet transition plan based on staff input and the fleet analysis provided by NREL.

In parallel, staff has been approached by the non-profit organization 4CORE to assist in developing a zero-emissions mobility plan for the greater Pagosa Springs area. This plan is expected to be a valuable resource as staff pursues future funding opportunities. 4CORE has secured a \$135,000 grant to create the plan and is seeking Community-Based Organizations (CBOs) to assist in conducting current condition inventories and community outreach. Staff from the Town, Archuleta County, and Pagosa Springs Community Development Corporation (PSCDC) are being asked to help coordinate these efforts as designated CBOs. In return for their committed time, the CBOs will receive compensation from the grant funding.



HOUSING DIVISION MONTHLY REPORT

JANUARY 2025

FROM: JEFF SAMS, HOUSING COORDINATOR

Housing Needs Assessment (HNA)

Continue to work with Emily Lashbrooke, James Dickhoff and Pam Flowers including biweekly meetings with ECONorthwest. The survey was closed out on December 20th. Our next meeting with EcoNorthwest is on January 9th, where we will review the results of the survey. Also, need to confirm when final report will be available. Target is end of January/early February, but we did move out some of the survey deadlines which may impact delivery of the final assessment.

Phase 1 CDC Chris Mountain Work Force Ownership Housing

Continued contact with buyers that have applied to purchase. We have several buyers in the final stages of loan approval and working with them to make sure they are ready for our Home Opportunity Process. Our next Home Opportunity Process (Lottery) has been pushed to the end of January. The CDC is planning another open house towards the end of January or early February. The last one was very well attended and proved to be a great way to promote the program. We are pushing hard to make sure all homes are placed under contract. Several meetings with Lenders to review financing options. Pushing to review interest rate buy down options, down payment assistance and other programs to drive down the monthly payment.

Deed Restrictions have been approved by the County. This was the final approval, and the Deed restrictions can now be used for Phase 1.

Workforce Housing Guidelines will also need to be in place prior to the sale of Phase 1 homes. I have completed an RFP and once approved it will be posted to start the process of finding a consultant to create and implement these guidelines. The Guidelines will be referenced by Town and County officials, Other Government Agencies (including state agencies and those working on Prop 123), Developers, those looking for housing, etc.

The Formal Application process for Land Banking Funds is being released and we were approved to move forward. This program has funds available to purchase land and have that purchase amount forgiven once developed. The goal of the program is to set aside land for future workforce housing projects. The formal application is not due until February 10th.

Potential Developments

- Pagosa Views is still working towards submitting subdivision applications for getting their project being built.
- Town's Enclave property with development agreement with Servitas is on hold as they look at other financial and construction options. I had an initial meeting with this developer. They are still wanting to move forward with a multifamily development. There is a discussion around

rent amounts and what that target should be since that was a previous requirement from the Town. We are looking at different models to see what makes the most sense. We are setting up regular meetings to keep on track. I recently visited a Modular Construction Company, [Vederra](#), to review options that could be utilized for this property as well as others.

- Colorado Outdoors, LLC is moving forward with a proposed middle income (60-140% of AMI) apartment rental project east of the Pagosa Springs Medical Center. At this point we are waiting for their major subdivision development application. Once that is submitted, we will have a better idea of what steps will be needed for the proposed workforce housing apartments. The County recently changed it's position on buying a lot in this potential development which will result in the site for the workforce housing apartments moving to the site previously contemplated for the County Admin Offices. The Town received a \$2 million DOLA More Housing Now grant that will be used towards the costs of the public infrastructure needed to serve the housing project.
- Timberline Apartment LITCH project next to Walmart has broken ground. I had an initial meeting with their team and reviewed the overall project. The projected rental range is broad, which helps us hit multiple income ratios in the lower income brackets, with units serving 30%-80% of AMI. The target is to have occupancy late 2022, but could move into 2026.

Other Work in Progress

I have also been attending several meetings with Region 9, DOLA and other Prop 123 groups and updates. It helps to keep up with changes and helps me understand what is going on in the industry.

Continued attending C.A.S.T. (Colorado Area Ski Towns) Housing Task Force Meetings. This group has had a big focus on Workforce Housing. Emily presented a bill to change the AMI requirements to allow a petition process to increase the AMI level. They were all in agreement and will support a bill.

Continue to review alternative construction methods, mostly focused on modular construction. Met with first manufacturer and will continue to look at other companies.

Started working towards Phase 2 of the Chris Mountain Workforce housing project. Many buyers that have inquired are looking at purchasing in 2025. Will be working to get them qualified.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025
FROM: Jennifer Green, Tourism Director

PROJECT: Lodging Tax Report
ACTION: Update and Discussion

PURPOSE/BACKGROUND:

TOURISM BOARD MEETINGS

The Tourism Board held its most recent regularly scheduled meeting on Tuesday, December 17th at 4pm at the Visitor Center. The Board voted to change their regular meeting schedule for 2025 to be held on the first Wednesday of each month at 4pm at Town Hall. The next regularly scheduled meeting is Wednesday, February 5th at 4pm at Town Hall.

LODGERS TAX FINANCIAL REPORT

Town lodging tax collections are due on the 20th of each month, following the month of collections. Reports from the Town are usually available at the beginning of each month. County collections are received quarterly from the State and are typically received about two months after the last month of the quarter.

For Town collections, 2024 has seen increases compared to 2023. YTD 2024 (through November) shows a 11.79% increase over 2023, or \$86,456. November was up 27.45% over 2023. Director will work with the finance team to have the amounts applied to the months they were due, versus when they were paid. However, given the number of payments, we are going to wait to review all of 2024 for a more accurate end of year report.

The full detailed report has been excluded in the packet, however is available through google drive:
https://drive.google.com/drive/folders/1RcO8Ltlch9OGATGXGO1hm_Oh2LYcQO1I?usp=drive_link

BLUE ROOM RESEARCH WORKSHOP

The Tourism Board scheduled the onboarding workshop for Wednesday, February 5th at 9am at the Ross Aragon Community Center. Blue Room will lead the session and work with the Tourism Board to determine the monthly reports and data they would specifically like measured. Blue Room has offered to have a meeting with stakeholders once a draft report has been created to walk through data with area businesses.

VISITOR CENTER UPDATE

The Visitor Center lobby is open 7 days per week from 10am - 4pm. We aim to be open 362 day a year, closed only on Thanksgiving, Christmas and New Years. However, we do adjust the schedule and hours based on inclement weather, if needed. We remain able to seamlessly switch to virtual operations if needed. Continuous promotion of the app across all channels helps complete the virtual operations.

STAFFING UPDATE

Director is evaluating staffing needs, given recent change. The Tourism Department currently has three (3) full time employees: Director, Marketing Manager and Administrative Assistant, plus 3 part time visitor center employees. All employees report to the Director and the Director oversees all tourism-related activities and projects. We do not anticipate adding any staff, however will utilize an intern during the summer, if that is an option for 2025.

SOCIAL MEDIA UPDATE

- Facebook - www.facebook.com/visitpagosasprings: 38,269 followers, and decrease of 202 over last month
- Instagram - www.instagram.com/visitpagosa: 25,694 followers, an increase of 205 over last month
- Twitter / X - www.twitter.com/visitpagosa - 2,215 followers
- Youtube - www.youtube.com/visitpagosa - 1,530+ subscribers; 293,115 video views, and increase of 2,069 video views (exact number of subscribers is not available)
- Pinterest - www.pinterest.com/visitpagosa - 1,023 followers
- TikTok @visitpagosa - 3,559 followers, 18,200+ likes, an increase in followers by 20 and an increase in likes by 300+

All detailed social media data can be reviewed in the google drive by month:

https://drive.google.com/drive/folders/10DVMc8EcHxfk82J_Z-qmTHaz8EZt-ARs?usp=sharing

TOURISM BOARD INFORMATION

The google drive folder featuring all materials related to the Tourism Board continues to be updated. The folder includes a variety of information, such as meeting minutes, contact information, brand overview, marketing plan, budget, research, bylaws, data, statewide research, mission statement and much more.

https://drive.google.com/drive/folders/12Cy6vSyq_8oF5_nEMsG0tfe8aZgPV3Hu?usp=sharing

RECENT & UPCOMING PROMOTIONS

The 2025 Marketing Plan was presented to the Tourism Board during the December meeting. The plan can be reviewed at: <https://docs.google.com/presentation/d/1ySwY7ZRPgoS3vWGk1Lv2C06wOBMGj1tqMa-i4weK9wU/edit?usp=sharing>

Staff is currently working on 2025 placements and late winter / early spring campaigns. Director attended Go West Summit January 6th - 10th in Palm Springs, CA to meet with international tour operators and receptives. Pagosa currently has 4 properties with contracts with Rocky Mountain Holiday Tours, a CO-based international receptive tour operator, which provides inventory for key Tour Operators in Europe.

PRESS & MEDIA RELATIONS

All media tracking can be found at: https://docs.google.com/spreadsheets/d/1d1pXYOK_IUk6dxSps9b9GRvNJ2_-4UNh5XLRvzFls2g/edit?usp=sharing. It was a busy year of hosting media and travel trade. 2025 requests will begin soon.

DESTINATION BLUEPRINT

The CTO team led a discussion at Town Hall on the evening November 4th and the 1/2 day workshop with stakeholders on November 5th. Director is working with CTO and consultant on a plan to present to the Tourism Board. The plan and recommended actions are still being reviewed between Tourism Director and CTO consulting team.

UPCOMING EVENTS

The Tourism Board asked staff to create an RFP to see if there were event organizers willing to take over various events, such as Halloween Hootenanny. Director proposed the Tourism Board purchasing reusable cups for event organizers to help reduce waste at events. Staff has secured recycling services through Elite for 2025 events, however, only for cans. Branded reusable cups would be available to event organizers for event that do not use canned products.

2024 offered a change in reserving the event stage and trailer that was received well by all involved. The 2025 event funding, stage and trailer reservations were sent out in late December. The Tourism Board will begin



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: Candace Dzielak, Court Administrator

PROJECT: Municipal Court Department Report

ACTION: Council Update

PURPOSE/BACKGROUND:

IN-COURT ACTIVITY UPDATE AND SUPERVISION CASELOAD UPDATE

COURT SESSIONS ~ Three (3) court sessions were conducted in December 2024.

- Please see attachment for Case Characteristics and Supervision Caseload.

COURT FILINGS -- YEAR TO DATE

	<u>2024 (through December)</u>	<u>2023 (through December)</u>
Traffic	341	316
Parking	196	200
Criminal Adult	103	72
Criminal Juvenile	28	58
Civil	0	0

DEBT RECOVERY REPORTS

- **UPDATE ~** During November and December, the Municipal Court Clerks resumed the referral process for delinquent client accounts. Internal collection rates remain between 70%-80%, but accounts remaining delinquent, after court staff has exhausted all internal collection options, will be referred for debt recovery.
- Please see the Debt Recovery Report included in the attachment.
- One hundred sixty-four (164) cases have been referred for debt recovery. Six (6) of the referred cases are traffic matters in which the defendant did not have sufficient insurance coverage at the time of an accident. The restitution owed, on these 6 traffic cases, is \$23,948.89.
- Of the \$57,513.69 remaining in collections, \$28,530.69 (50%) is unpaid restitution owed to the victims of the original offenses. Since debt recovery started in 2018/2019, \$1,812.00 has been recovered from referred accounts.

ATTACHMENTS:

[Supervision Caseload and Case Characteristics for December 2024, Report to Council January 2025](#)



Pagosa Springs Municipal Court
Report to Council
January 21, 2025

Pagosa Springs Municipal Court Activity December 2024	
Cases Docketed	27
Criminal	18
Adults	14
Juveniles	4
Traffic	9
Adults	9
Juveniles	0
Civil	0
Adults	0
Juveniles	0

Pagosa Springs Municipal Court Supervision Caseload December 31, 2024		
Cases Under Supervision	Total	Percentage of Caseload
Criminal	15	50.00%
Adults	13	
Juveniles	2	
Males	9	
Females	6	
Diversion	2	6.67%
Adults	0	
Juveniles	2	
Males	1	
Females	1	
Traffic	13	43.33%
Adults	13	
Juveniles	0	
Males	6	
Females	7	
Civil	0	0.00%
Adults	0	
Juveniles	0	
Males	0	
Females	0	

Pagosa Springs Municipal Court Debt Recovery Report December 31, 2024						
Year Referred	CRIMINAL			TRAFFIC		
	Cases Referred	Amount Referred	Amount Recovered	Cases Referred	Amount Referred	Amount Recovered
2018	0	\$0.00	\$0.00	0	\$0.00	\$0.00
2019	11	\$3,155.45	\$35.00	2	\$8,643.14	\$0.00
2020	16	\$3,438.72	\$0.00	3	\$1,680.00	\$0.00
2021	10	\$3,065.00	\$328.00	4	\$12,429.25	\$0.00
2022	16	\$2,425.00	\$0.00	34	\$8,721.50	\$156.00
2023	11	\$3,640.63	\$135.00	20	\$5,627.00	\$823.00
2024	10	\$1,435.00	\$0.00	27	\$5,065.00	\$335.00
TOTALS	74	\$17,159.80	\$498.00	90	\$42,165.89	\$1,314.00
Criminal Restitution Owed \$4,581.80				Traffic Restitution Owed \$23,948.89		
Amounts Unrecoverable \$0.00				Amounts Unrecoverable \$450.00		



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: Darren Lewis, Parks & Recreation Director

PROJECT: Parks and Recreation Department Monthly Report

ACTION: Information

PURPOSE/BACKGROUND:

Recreation:

A total of 797 people utilize our free programs in December. That included Yoga, Dance, Pickleball, Open gym, and drop-in volleyball. Youth basketball ages 9-12 started 1/13 and will last through February. Staff is reaching out to different bands for ComFest this summer.

Parks:

The Parks staff have been continuing tree and brush cleanup throughout the parks. Staff have recently excavated and repaired the landscape for the camera installation in the Hippy Dip area of Mary Fisher Park. Parks Staff have installed a Labyrinth in the area behind the Yamaguchi baseball field. Parks staff are currently working on the removal of the seasonal holiday lights. Staff have been working to identify parking lights that are needing to be upgraded to LED and performing the conversions. The Parks Department has welcomed a new team member to the crew. Mike Baer started on January 6th and is working well with the rest of the crew.

Staff is currently gathering quotes for budgeted projects for 2025.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: Bill Rockensock, Police Chief

PROJECT: Police Department Report

ACTION: Update and Discussion

PURPOSE/BACKGROUND:

POLICE DEPARTMENT INCIDENT REPORTING

The Pagosa Springs Police Department Statistics for December 2024.

Officers responded to 497 calls for service.

Officers completed 70 incident offense reports.

Officers completed 15 accident investigation reports.

<https://docs.google.com/spreadsheets/d/1NPLiQVvSBDPWqpC4aDtG1XZdRMgQnqiS/edit?usp=sharing&ouid=110596842914264149875&rtpof=true&sd=true>

OFFICER TRAINING UPDATE

Training for December 2024.

Daily training bulletins are administered to each officer by Lexipol to keep current on police department policy, officers reviewed and were tested on 345 scenario based policy questions in 2024.

All officers completed PPCT / FBI holds and restraints training.

Chief Rockensock completed Communication in times of crisis training.

Chief Rockensock completed Problem Oriented Policing (SARA) training.

RECRUITING UPDATE

The police department has 1 position open - Patrol Officer

COMMUNITY EVENTS UPDATE

The police department participated in the Salvation Army bell ringing campaign.

The police department participated in Shop with a Cop campaign.

The police department participated in a local toy drive.

The police department participated in the old fashioned Christmas.

The police department has increased foot patrol in the downtown area and the community policing effort.

The police department is participating in the statewide DUI Enforcement Campaign.

You can follow the police department's updated events and local information on Twitter and Facebook.

CAPITAL IMPROVEMENTS UPDATE

The police department has received the CBI "Persons who wander" grant of \$13, 678 for 2025.

The police department has received a Colorado POST in-service training grant of \$4,475 for the 2024/2025 fiscal year.

The police department has received multiple regional POST scholarships for advanced training in multiple disciplines.

The police department has been awarded a DUI enforcement grant(s) of over \$14,000 for DUI enforcement for the 2023 / 2024 fiscal year.

The Police Department has received the 2024 patrol F-150 from the dealer and it is being upfitted.

TOWN COUNCIL GOALS & OBJECTIVES:

Parking Enforcement: The police department is actively enforcing parking violations in the restricted areas.

Community Communications: The police department has an active online presence to provide information flow to the public through its use of Facebook.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: Karl Johnson, Public Works Director

PROJECT: Public Works Department Brief

ACTION: Council Information

PURPOSE/BACKGROUND:

Staffing/Other:

- Public Works is advertising for open positions of Administrative Assistant and Equipment Operator.
- Staff continues to review and edit the construction standards for work on public property including Streets, Sanitation, and Facilities.
- Staff has found additional language to continue updates to the Right of Way permit to better reflect Town's Municipal Code, and updates in industry standards, additional changes to verbiage under review.
- The Town continues to promote iWorq as a way for the community to bring maintenance items to the Town's attention.
- Staff has been in training for new Iworq modules including fleet, permitting, and cemetery.

PROJECTS/ADMINISTRATION:

Status of projects:

- 2024 Street Chipseal projects have been completed.
- 2024 Paving projects are scheduled for October and have begun on Navajo St with Hot Springs and Spring St to follow.
- 1 St Street Pedestrian Bridge Design continues to move forward with pre-design locating, verifications and investigations nearing completion. Initiation of outside agency approvals started with FEMA flood plain reviews and environmental impacts.
- Staff has been re-working 10 year Capital Plan to a more manageable 5 Year Plan for current budget and near future budget processes.

Streets Division:

- Staff has been performing maintenance on equipment.
- Staff has been making additions to heavy equipment for safety improvements.
- Staff has been working on converting an old V-box sander into a material spreader to improve shoulder rehabilitation after paving operations.
- Staff has reviewed work completed by Black Hills energy's sub-contractor for satisfactory completion. Project areas are being monitored for warranty issues.
- Staff has received the 2025 proposed Black Hills steel pipe replacement project plans for review, and is developing a sequencing plan to minimize sanitary system and paving improvement conflicts.
- Staff has been removing holiday decorations.
- Staff assisted with the Old Fashion Christmas.
- Performing a sign inventory with inspection, repair and replacement.
- Staff has been requesting quotations for new equipment purchases.

Facilities/Fleet Division:

- Staff has been performing maintenance on heat units at all Town facilities.
- Staff has ordered two new pickups with the Fleet/Facilities F150 being the electric Lightening version.
- Staff is assessing fleet vehicles to be auctioned off before end of 2024.
- Staff has serviced snow blowers for start Winter season.
- Completed repair and replacements at Town Hall of roof snow stops.

- Staff working on ADA compliance improvements.

Utilities Division:

- Staff is monitoring Geothermal daily for heating loop efficiency with reduces flows.
- Staff worked with contractor to replace KOA lift station pumping equipment and controls.
- Worked with Contractor on 3rd St emergency replacement project. Approximately 650 lineal feet of sewer main replaced.
- Staff working with Municipal Advisor Joey McKliney.
- Jetting of trouble spots in PSSGID collection system.
- Repair and replace Manhole ring and covers during CCTV inspection project to ensure MH access.
- Geothermal grant award contract paperwork in final stages.
- Pump and Lift Station routine maintenance.
- Jetting of Category 4 areas before camera inspection.
- Staff is completed video inspection of all known Category 5 areas. Working on RFQ for replacement engineering and construction.
- Staff working on lagoon decommissioning budgetary numbers with contractors and Roaring Fork Engineering.
- Staff working on replacement budget for Category 5 and 4 location.
- Staff completed repairs of Category 4 segment on Rainbow.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: David Harris, Town Manager

PROJECT: Introduction of Chris Hansen, Chief Executive Officer of La Plata Electric Association

ACTION: Council Information

PURPOSE/BACKGROUND:

Chris Hansen serves as the Chief Executive Officer of La Plata Electric Association (LPEA), a cooperative utility based in Durango, Colorado. With over 25 years of experience in the global energy industry, he brings a deep expertise in energy sector economics and data analytics.

Before joining LPEA, Hansen represented central and east Denver in the Colorado State Senate from 2020 to 2025. During his time in the Senate, he served on several key committees, including Senate Finance, Joint Technology, State Affairs, and Appropriations. Notably, he chaired the Colorado Property Tax Commission. Previously, as Vice-Chair of the Joint Budget Committee and Chair of Appropriations, he played a pivotal role in shaping the state's budgetary policies. In the Colorado House of Representatives from 2017 to 2019, Hansen was instrumental as a member of the Capital Development, House Transportation & Energy, Natural Resources, and Joint Budget Committees, as well as serving as Chair of the House Appropriations Committee.

Hansen's professional career before his public service was distinguished by his role as Senior Director at IHS Markit (now S&P Global), where he led a global portfolio of energy products, events, and partnerships. He co-created the OptGen analysis tool, a pioneering financial portfolio approach to power generation. Prior to IHS Markit, Hansen worked as a Research Fellow at the Oxford Institute for Energy Studies, focusing on electricity and gas sector reforms in India and contributing numerous papers to professional energy journals.

Academically, Dr. Hansen holds a BSc in Nuclear Engineering from Kansas State University, a Graduate Diploma in Civil Engineering from the University of the Witwatersrand in South Africa, a Master of Science in Engineering Systems from MIT, and a PhD in Economic Geography from Oxford University.

Hansen's leadership extends beyond his role in government and LPEA. He was selected as a Marshall Memorial Fellow by the German Marshall Fund in 2012 and was named a Public Leadership Fellow by Harvard University's Gates Family Foundation in 2017. In 2019, he was one of fifteen leaders chosen to join the NewDEAL, a national network of rising state and local elected officials. He also serves as Executive Director of the Institute for Western Energy, a non-profit focused on advancing energy policy in the American West. Furthermore, he is the Co-Founder and Director of the Colorado Science and Engineering Policy Fellowship, which fosters a deeper understanding of policy and technology among future leaders.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: David Hilborn, Project Manager

PROJECT:	Resolution 2025-01, Supporting the Submittal of a RAISE Grant Application for the Completion of the Town-to-Lakes Commuter Trail and Local Road Network Connectivity
ACTION:	Council action

PURPOSE/BACKGROUND:

Staff has received approval to move forward with submitting a U.S. Department of Transportation (DOT), Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant application to fund the completion of the Town-to-Lakes Trail (TTLT) Project. The completion of the TTLT is the final link that will achieve comprehensive non-motorized connectivity between existing infrastructure in both uptown and downtown Pagosa Springs.

A previous resolution (2024-23) for this grant application submittal was previously authorized by the Town Council during the November 21, 2024 meeting, however, continued material price escalations and discussions with a state funded grant writing consultant has lead staff to consider an increase in the contingency line item from 20% to 30%.

The revised grant application will request up to \$20.5 million (originally \$17 million) towards funding the trail project. This is a conservative number that is based on staff and consultant cost estimations and include a 30% contingency to account for inflation and unanticipated expenditures. 93% of the project is located within 2020 Census Tract 9743, identified as a rural and Historically Disadvantaged Community, granting us the opportunity to request "no match" funding.

The scope of work outlined in the application encompasses several key components:

1. Design and construction of a 12-foot-wide concrete commuter trail extending from Great West Avenue to Harman Park Drive.
2. Design and construction of a connecting road and adjacent trail from Harman Park Drive to Cornerstone Drive.
3. Design and construction a 12-foot-wide concrete commuter trail extending from Pinon Causeway to S. Pagosa Blvd, including a trail connection to the existing Hospital trail.
4. Design and construction of trail between the Hospital and Village Drive, providing safe routes to the existing crosswalk facility at Hwy 160 and Pagosa Blvd.
5. Federal Uniform Act Right-of-Way (R.O.W.) process services and acquisition of easements and/or real property along the entirety of the proposed trail alignment.

If awarded, the funding obligation deadline will be September 30, 2030 and all funds must be expended by September 30, 2035.

This grant opportunity is exceptionally rare as it requires no matching funds. If awarded, the Town will not be required to allocate any funds, provided that the project expenses do not surpass the amount awarded by the U.S. Department of Transportation.

ATTACHMENTS:

[Res 2025-01 Authorizing submittal of RAISE grant application](#)

FISCAL IMPACT:

This grant opportunity is exceptionally rare as it requires no matching funds. If awarded, the Town will not be required to allocate any funds, provided that the project expenses do not surpass the amount awarded by the U.S. Department of Transportation.

TOWN COUNCIL GOALS & OBJECTIVES:

2022-2023 Goals: Land Acquisition and Town to Pagosa Lakes Trail.

2024-2025 Goals: Land Acquisition Strategy.

RECOMMENDATIONS:

1. Move to Approve Resolution 2025-01, Supporting the Submittal of a RAISE Grant Application for the Completion of the Town to Lakes Commuter Trail and Local Road Network Connectivity.
2. Move to Deny Resolution 2025-01, and provide direction to staff.



TOWN OF PAGOSA SPRINGS, COLORADO

RESOLUTION NO. 2025-01

**A RESOLUTION SUPPORTING THE SUBMITTAL OF A REBUILDING
AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY
GRANT APPLICATION FOR THE COMPLETION OF THE TOWN TO LAKES
COMMUTER TRAIL AND LOCAL ROAD NETWORK CONNECTIVITY**

WHEREAS, the Town of Pagosa Springs ("Town") is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Pagosa Springs Home Rule Charter of 2003, as amended ("Charter"); and

WHEREAS, the Town and Archuleta County have adopted the Town to Lakes Trail Master Plan in April 2011 which identifies the need for a non-motorized pedestrian and bicycle commuter trail for community residents and visitors to safely navigate between downtown and the Pagosa Lakes uptown district without the need for vehicular travel; and

WHEREAS, the Town is very interested in completing the Town to Lakes non-motorized commuter trail, which is the missing link for pedestrian and bicycle connectivity between downtown and the Pagosa Lakes district as well as connectivity with the numerous previous pedestrian and bicycle infrastructure investments and future planned multimodal infrastructure investments throughout our community; and

WHEREAS, the Town and Pagosa Lakes Property Owners Association have completed numerous trail, sidewalk, pedestrian bridge and crosswalk improvements since 2011 that provide safe non-motorized options for travel within our community that will naturally tie into the completed Town to Lakes non-motorized commuter trail providing connectivity within our entire community; and

WHEREAS, the Town, Archuleta County and the Colorado Department of Transportation (CDOT) have adopted an Access Control Plan (ACP) in 2010, to help plan for safer points of access to and from U.S. Highway 160, and to guide future planning and construction for connectivity of our local roadway network; and

WHEREAS, the Town and Archuleta County have worked together for planning the community's need for a local road between Harman Park Drive and Cornerstone Drive which will remove an existing vehicular bottleneck and will provide an important connectivity and functionality improvement for our local road network as envisioned in the adopted ACP;

Town of Pagosa Springs, Colorado
Resolution No. 2025-01
Page 2

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PAGOSA SPRINGS, COLORADO, that:

1. The Town Council of Pagosa Springs strongly supports the submission of a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application in an amount of up to Twenty Million Five-Hundred Thousand Dollars (\$20,500,000.) for the completion of the Town to Lakes Commuter Trail and the completion of the Harman Park Drive to Cornerstone Drive local road connection.

2. The Town Council fully understands that project costs above and over the budgeted project and awarded grant funding are the financial responsibility of the Town.

3. The Town Council confirms the Town of Pagosa Springs is capable of providing the appropriate staff and staff time to execute the proposed project.

4. If the grant is awarded, the Town of Pagosa Springs will work with the U.S. Department of Transportation to comply with the required expenditure of awarded grant funds pursuant to an executed grant contract.

5. The Town Council authorizes the Town Manager and/or the Town Mayor to sign the grant application and grant contract documents.

7. Severability. If any part, section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

8. Effective Date. This Resolution shall take effect and be enforced immediately upon its approval by the Council.

ADOPTED THIS ____ DAY OF _____, 2025 BY THE TOWN COUNCIL OF THE TOWN OF PAGOSA SPRINGS, BY A VOTE OF ____ IN FAVOR, ____ AGAINST.

TOWN OF PAGOSA SPRINGS, COLORADO

By: _____
Shari Pierce, Mayor

ATTEST:

By: _____
April Hessman, Secretary



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025

FROM: James Dickhoff, Development Director

PROJECT: Discussion and Information Regarding Metropolitan Districts

ACTION: Council information and possible action

PURPOSE/BACKGROUND:

The Development Director introduced Metropolitan Districts (Metro District) to Town Council on December 19, 2024. As a follow-up, the Town's attorney, Robert Cole, will share additional information on Metro Districts and discuss considerations for developing a policy for Metro Districts.

The Development Director has been approached regarding the Town's receptiveness to allow Metro District within Town Boundaries. Currently there are none within Town's Boundaries. There are a few Metro District within Archuleta County. This agenda item is not intended to represent any specific development currently. The first eventual decision for the Town Council is whether to allow Metro Districts or prohibit them. In the end, if allowing Metro Districts, the best approach is to develop a Metro District policy to set ground rules for any development considering proposing a Metro District.

A Metro District within a municipality's boundaries may only be organized following the governing body of the municipality approving the Metro District's service plan. Once organized the Metro District is a quasi-municipal government and political subdivision of the state, with its own elections and Board of Directors. The Town's role in the organization and governance of the Metro District is predominantly in the approval of the initial service plan and any amendments. The Town can require Metro Districts to annually provide information regarding the district's financial picture and implementation of its service plan. Once approved, the Town does not have authority to manage the Metro District, but may enter into further agreements with the Metro District, approve or reject changes to its service plan, or if the Metro District no longer serves its purpose and the Town can provide services previously provided by the Metro District, proceed with its dissolution.

The Colorado Special District Act allows several types of special-purpose districts, including the Title 32 Metro District. A Metro District can provide any two or more services within its boundaries. These services can include:

- Street improvements
- Water facilities and services
- Sanitation facilities and services
- Park and recreation facilities
- Transportation facilities and services

Throughout Colorado, developers establish Metro Districts to issue tax-exempt bonds to finance public infrastructure and amenities necessary to support a new master planned community. Subsequently, the new community's future residents will pay for the infrastructure through property taxes. The tax revenue generated is used to make payments on the outstanding bonds. While the Town would approve a service plan for the formation of a Metro District, the Metro District would operate as an independent unit of government that exists separately from the Town. Much like Town Council, the Metro District board is accountable to the taxpayers in the Metro District and must follow similar requirements such as:

- Provide transparency (hold open meetings, give public notice of all meetings, and keep minutes and other records).
- Conduct elections for the governing board of directors.
- Ensure fiscal responsibility (adopt annual budgets, submit to annual financial audits, and comply with the [Taxpayer Bill of Rights](#) (TABOR)).

Accordingly, the Town would not assume any of the rights or responsibilities of the Metro Districts within its boundaries. The Colorado Department of Local Affairs is the agency that regulates Metro District activities, and it maintains a [Special District Repository](#) of individual Metro District documents. Staff is bringing this matter forward as a very initial introduction to Metro Districts.

RECOMMENDATIONS:

- 1) Move to Direct staff to draft a Metro District policy document, to include at least the following....
- 2) Move to Direct staff to provide additional information, including
- 3) Move to Prohibit Metro Districts within Town Boundaries.



AGENDA BRIEF

MEETING: Town Council - 21 Jan 2025
FROM: James Dickhoff, Development Director

PROJECT:	Executive Session pursuant to § 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice regarding trespass onto Town property
ACTION:	Council information and possible direction to staff