Town Hall 551 Hot Springs Blvd
Pagosa Springs, CO 81147

AGENDA

Town Council Meeting
Tuesday, July 1, 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/83666411478
Dial by Phone - 1-669-900-6833 US - Meeting ID: 836 6641 1478

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. DISCLOSURES AND/OR CONFLICT OF INTEREST

V. PUBLIC COMMENT

Please sign in to make public comment

VI. CONSENT AGENDA

1. Approval of the June 17, 2025 Meeting Minutes

Town Council - 17 Jun 2025 - Minutes - Pdf

VII. NEW BUSINESS

1. Pagosa Springs Town Hall Renovations

Agenda Brief - Pagosa Springs Town Hall Renovations - Pdf

VIII. PUBLIC COMMENT

Please sign in to make public comment

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

X. EXECUTIVE SESSION

1. Executive session pursuant to C.R.S. 24-6-402(4)(d), concerning details of security arrangements or investigations regarding potential Town Hall Remodel

XI. UPCOMING COUNCIL MEETINGS

July 15, 2025: Regular Council Meeting
July 17, 2025: Work Session Town Council
July 28, 2025: Joint Town-County Board Meeting
August 5, 2025: Regular Council Meeting
August 19, 2025: Regular Council Meeting
August 25, 2025: Joint Town-County Board Meeting

XII. ADJOURNMENT

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

Shari Pierce
Mayor

Town Hall 551 Hot Springs Blvd
Pagosa Springs, CO 81147

MINUTES

Town Council Meeting
June 17, 2025 @ 5:00 PM

A regular meeting of the Pagosa Town Council was called to order on June 17, 2025, at 5:00 PM in the Town Hall 551 Hot Springs Blvd.

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

COUNCIL ABSENT: Council Member DeGuise

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. DISCLOSURES AND/OR CONFLICT OF INTEREST – Mayor Pierce said she will recuse herself from Resolution 2025-12 due to her daughter being on the library board.

V. PUBLIC COMMENT – Mr. Eddie Archuleta said the hotels need to be restricted in their water and sewer usage during the duration of the pump issues. He said the Town needs to control the use by the lodging facilities.

VI. CONSENT AGENDA

1. Approval of the June 3, 2025 Meeting Minutes

2. May Financial Statement and Payments

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

Carried.

VII. REPORTS TO COUNCIL

1. Sales Tax Brief

a. Sales Tax Report - April 2025

The sales tax receipts for April are 9.12% up over 2024 April receipts. This is an increase of $57,811, divided between the general and capital funds.

VIII. UNFINISHED BUSINESS

1. Enclave workforce housing project

This item is tabled until the July 1st meeting.

IX. NEW BUSINESS

1. Resolution 2025-12, Library development review fee exemption

Mayor Pierce recused herself and left the room.

The Upper San Juan Library District is requesting an exemption from the development review fees for their upcoming remodel and expansion project set to begin in August 2025. The project is approximately $5.1 million. The design review application fees are $750, and the building permit application fees are $22,500, totaling $23,250. Exemption of fees does not include any third-party review expenses.

Council Member Williams moved to approve Resolution 2025-12, granting an exemption of development review fees for the Upper San Juan Library District,
Council Member deGraaf seconded.

Carried.

2. **Review of Council Goals and Objectives 2024-25**

Town Manager Harris provided Council with an update of their goals and objectives for the 2024-2025 year. Mayor Pierce said she would like a work session to discuss the goals for the next budget season. The council will rank the items and bring their results to a work session scheduled for July 17th at 5:00 pm.

X. PUBLIC COMMENT – None

XI. MAYOR, COUNCIL, TOWN MANAGER COMMENTS/UPCOMING AGENDA ITEMS – Mayor Pierce said she wants to encourage staff to clean up the sanitation site for access for future development. Council Member Williams said he would like to reconsider the URA board and how to make it useful. He said the time might be right to create a recreation district. Staff will provide information on the URA history at the July 17th work session. Council Member deGraaf said he is supportive of a recreation district, and perhaps the URA can assist. Council Member Bergon said an effort is underway to create a recreation district by a local group. Council Member Lindner said the SOS meeting today was presented professionally and had a good turnout. Council Member Martinez said there seems to be a groundswell to hear the message in the SOS presentation. He said the SOS meetings are for listening and getting the message out. He also mentioned taking the SOS presentation to other local groups.

XII. **EXECUTIVE SESSION**

1. **Executive session pursuant to C.R.S. 24-6-402(4)(a), Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest near or around Hot Springs Blvd.**

Council Member Lindner moved to enter executive session pursuant to C.R.S. 24-6-402(4)(a), Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest near or around Hot Springs Blvd,Council Member deGraaf seconded.

Carried.

Town Council entered executive session at 5:58 pm. Mayor Pierce called the meeting back into regular session at 6:52pm.

XIII. UPCOMING COUNCIL MEETINGS –

- June 23, 2025: Joint Town-County Board Meeting
- July 1, 2025: Regular Council Meeting
- July 15, 2025: Regular Council Meeting
- July 28, 2025: Joint Town-County Board Meeting
- August 5, 2025: Regular Council Meeting
- August 19, 2025: Regular Council Meeting
- August 25, 2025: Joint Town-County Meeting

XIV. ADJOURNMENT – Mayor Pierce adjourned the meeting at 6:53 pm.

Town Council
June 17, 2025

Shari Pierce
Mayor

AGENDA BRIEF

MEETING: Town Council - 01 Jul 2025
FROM: Karl Johnson, Public Works Director

PROJECT: Pagosa Springs Town Hall Renovations

ACTION: Council action or information

PURPOSE/BACKGROUND:
The Town of Pagosa Springs has solicited bids for a minor interior remodel of the Town Hall building. The scope of work primarily includes renovations to the administrative offices, security access upgrades, and an optional alternate bid item for modifications to the Police Department.

All work is required to be performed in compliance with applicable codes, regulations.

Scope of Work Categories to be discussed in Executive Session for details of security arraignments.

During the two different bidding processes there was much interest, but resulted in only one submitted bid at $88,995. The current budget for these building improvements is $142,775. During both of the bidding request processes Echo It was the sole technology contractor and their security upgrade proposal was considered by all renovation contractors at $36,758. There was also an Architect that was used by the Town to provide construction drawings prior to the RFP for a renovation contractor costing $15,000.

Out of the budgeted $142,775 there is $140,753 spoken for if project is to be awarded and moved forward with $2021.86 remaining. There is also proposals as part of these security upgrades for window treatments to inhibit breakage. These quotations have come in ranging from $27,000 to $37,000. If the window treatments are to be considered as part of this upgrade the budget would need to be increased by a minimum of $25,000 or a maximum of $35,000.

FISCAL IMPACT:
Minimum financial impact would be $140,753.14 and a maximum of $177,753.14.

RECOMMENDATIONS:
1. Award Synergy Builders the renovation project utilizing Echo IT and Architect plans for $140,753.14.
2. Option 1 plus additional budget increase to also award window proposal for $177,753.14. Staff preferred option so project is complete without having to budget in 2026 to complete.
3. Advise staff on project direction.