

**Town of Bayfield
Regular Town Board Meeting
October 15, 2013
1199 Bayfield Parkway, Bayfield CO 81122**

Town Board Members Present: Mayor Smith, Trustee Au, Trustee Renfro, Trustee Nelson, Trustee Davenport, Trustee Morlan, Trustee Nyberg

Town Board Members Absent:

Staff Present: Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Joe McIntyre (Marshal), Erin Dunavant (Finance Director), Dirk Nelson (Attorney)

Media Present:

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

Roll Call: 7 present

Pledge of Allegiance:

Approval of Minutes: Trustee Au made a motion to approve the minutes from October 1, 2013 as presented, Trustee Nyberg seconded.

Motion passed unanimously.

Approval of Bills: Trustee Nelson made a motion to approve the bills dated October 2 through October 10, 2013, Trustee Au seconded.

Roll call: 7 - 0

Motion passed unanimously.

General Public Input: No public input was offered.

Town Updates: Mayor Smith asked about the Dillon Redwine Memorial that is proposed for Eagle Park. Town Manager La May stated that staff would like to protect the openness of the park and make it a more global memorial for children rather than identifying one specific person. Trustee Nelson stated that she felt any ideas for the memorial should be brought before the Town Board before a decision is made.

Action Agenda Item #1: Consideration of Request for 2014 Funding – Axis Health System

Town Manager La May introduced Bern Heath with Axis Health Systems.

Mr. Bern Heath gave a presentation describing Axis Health Systems and the programs that they offer. Mr. Heath is requesting Community Funding in the amount of \$1,500.00.

Mayor Smith stated that he feels this is a good investment for the Town of Bayfield and would be in favor of contributing the \$1,500.00.

Trustee Nelson stated that she would be in favor of contributing \$1,500.00.

Trustee Morlan asked what the Town of Bayfield contributed last year.

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Trustee Nelson stated that the Town of Bayfield contributed \$1,000.00 in 2013 and has listed \$1,500.00 in the preliminary budget for 2014.

Trustee Davenport made a motion to instruct staff to include \$1,500.00 in the 2014 budget for Axis Health System, Trustee Nyberg seconded.

Roll call: 6 – 1 (Trustee Au voted against)

Motion carried.

Action Agenda Item #2: Consideration of Request for 2014 Funding – Road Runner Transit

Town Manager La May introduced Peter Tregillas with Road Runner Transit.

Mr. Peter Tregillas introduced Mr. Clay Richter, Road Runner Transportation Director and Mr. Dan Gosney, the primary driver on the Bayfield route.

Mr. Tregillas stated that Road Runner Transit is requesting a contribution of \$15,000.00, an increase from the \$12,000.00 that the Town contributed in 2013.

Trustee Morlan asked what figure was in the 2014 Preliminary Budget.

Trustee Nelson stated that the Town had contributed \$12,000.00 in 2013 and \$15,000.00 is what is listed in the 2014 Preliminary Budget.

Trustee Morlan asked how much money Road Runner Transit would be requesting from La Plata County.

Mr. Tregillas stated that they would be requesting \$16,000.00 more than they received in 2013.

Trustee Morlan asked if the Town of Bayfield could base its contribution on what La Plata County agrees to.

Mr. Tregillas stated that he would be submitting his packet to La Plata County after tonight's meeting.

Trustee Au stated that according to Mr. Tregillas' letter that was included in the Board packet, Road Runner Transit was requesting an increase from \$29,000.00 to \$66,000.00 from La Plata County.

Mr. Tregillas stated that Trustee Au was correct.

Mayor Smith asked if this was a one-time request of La Plata County.

Mr. Tregillas stated that this would be a one-time request of such a large amount.

Mayor Smith asked if the Board was inclined to vote in favor of a \$15,000.00 contribution what would be the chance of the fourth route being returned to Bayfield.

Mr. Tregillas stated that would not happen without private funding.

Trustee Morlan asked what the effects would be if the Town only contributed \$12,000.00.

Mr. Tregillas stated that service would remain status quo.

Trustee Morlan asked if Road Runner Transit sold advertising.

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Mr. Tregillas stated that they do not sell advertising at this time.

Trustee Renfro asked if they had considered advertising on the inside of the buses.

Mr. Richter stated that they have considered advertising on the inside of the buses.

Trustee Nelson stated that this is a difficult decision because the riders picked up in Bayfield are not necessarily Bayfield residents.

Trustee Nyberg asked if there was route between Bayfield and Ignacio.

Mr. Tregillas stated that there was not a route between Bayfield and Ignacio.

Trustee Nelson made a motion to approve \$12,000.00 in Public Funding for Road Runner Transit in the 2014 Budget, Trustee Renfro seconded.

Roll call: 4 – 3 (Trustee Au, Trustee Nyberg and Trustee Davenport voted against)

Motion carried.

Action Agenda Item #3: Consideration of Approval of Intergovernmental Agreement for Funding of the Regional Housing Authority (RHA)

Town Manager La May introduced Karen Iverson, the new Executive Director for the Regional Housing Authority.

Ms. Iverson gave a presentation detailing RHA's programs.

Ms. Iverson is asking that the Town of Bayfield approve the Intergovernmental Agreement with the City of Durango, La Plata County and the Town of Ignacio for funding of the Regional Housing Authority. The amount requested is the same 5% (\$14,283.00) as contributed in 2013.

Trustee Davenport asked when the numbers are adjusted to reflect median incomes.

Ms. Iverson stated that those numbers are put out by HUD in January of each year.

Trustee Morlan asked if RHA was a Community Development Finance Institution.

Ms. Iverson stated that the Community Development Finance Institution designation enables them to access capital for their mortgage assistance lending.

Mayor Smith asked if they were looking for a repeat of the contribution of 2013.

Ms. Iverson stated that she was looking for a repeat of the contribution made in 2013.

Trustee Davenport made a motion to approve the Intergovernmental Agreement for funding of the Regional Housing Authority and include the amount of \$14,283.00 in the 2014 budget, Trustee Renfro seconded.

Roll call: 6 – 1 (Trustee Au voted against)

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Motion carried.

Action Agenda Item #4: Consideration of Approval of Resolution 304, A Resolution of the Town of Bayfield Authorizing The Continuation of the Emergency Telephone Charge under the provisions of C.R.S. 29-11-102 & 29-11-103

Marshal McIntyre stated that with the approval of Resolution 304 the E911 surcharge of \$.70 will increase to \$1.30 per month per telephone line. The Public Utilities Commission has approved this new rate and Emergency Telephone Service Association is asking the Town to adopt the new rate by resolution.

Trustee Morlan asked if this new rate only affects the residents of the Town of Bayfield.

Marshal McIntyre stated that this will affect everyone in La Plata County that has a land line or cell phone line. Marshal McIntyre also stated that the approval of this increase is vital to the way this program operates. The additional funds will be used for technology upgrades that would otherwise be unaffordable.

Trustee Nelson made a motion to approve Resolution 304, a resolution of the Town of Bayfield authorizing the continuation of the Emergency Telephone Charge under the provisions of C.R.S. 29-11-102 and 29-11-103, Trustee Nyberg seconded.

Roll call: 7 – 0

Motion passed unanimously.

Action Agenda Item #5: Discussion and Possible Action – Town Manager Performance Evaluation

Mayor Smith stated that the form the Trustees had before them was the evaluation form used in the past. He asked if they had a desire to change the form or the way the evaluation was completed last year. It has been suggested that we do a 360* evaluation.

Town Manager La May asked how far out in the community would the Board like to reach for a 360* evaluation.

Mayor Smith stated that he would prefer to keep the evaluation “in house” and involve the staff.

Trustee Davenport stated that she believes it would be important to receive input from the staff.

Trustee Nelson stated that she did not think it had to be all staff.

Trustee Au suggested that Department Heads be asked to participate in the evaluation.

Mayor Smith asked the Board if they would like the Department Heads to use the same evaluation form or create a new one.

Trustee Morlan suggested that a different form be used by Department Heads.

Trustee Nyberg asked if the Board thought it would be a good idea for Town Manager La May to do a self-evaluation.

The Board agreed that they would like for Town Manager La May to complete a self-evaluation form.

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Mayor Smith stated his understanding of the Board's request regarding the Town Manager's evaluation is that they would like to have a three-tiered process that consists of (1) a self-evaluation from Town Manager La May, (2) an evaluation from the Department Heads, and (3) an evaluation from the Town Board of Trustees.

Trustee Morlan stated that he feels that the Board should receive some input from the general public.

Trustee Nelson suggested creating an email address to which the public could respond regarding their comments on the Town Manager's evaluation.

The Board agreed that Trustee Morlan and Trustee Nyberg would create an evaluation form for Department Heads to complete.

Mayor Smith stated that staff would create an email address for the public to submit their comments regarding the Town Manager's evaluation and all comments, evaluation forms from Department Heads and Trustees would be due to the Mayor by the November 5th, 2013 meeting. At the end of the November 19th, 2013 meeting the Board will go into Executive Session to discuss the evaluation forms and comments amongst themselves. They will then go into a second Executive Session to include Town Manager La May to discuss his evaluation.

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

Trustee Nelson stated that at the last SWCCOG meeting they offered the Executive Director position to Miriam Gillow-Wiles.

Mayor Smith stated that the Alliance is gearing up for the Economic Summit on October 23rd at the Sky Ute Casino. Also, the Alliance has hired a new office manager.

Town Manager La May stated that RHA is considering changing their by-laws so that communities can have members at large.

Trustee Renfro stated that at the last SWTPR meeting they discussed long range planning with the State Planner.

Finance Director Dunavant stated that Region 9 has not met since our last Board Meeting.

Mayor Smith stated that he would like the Board to attend the Thanksgiving Dinner at the Senior Center.

Action Agenda Item #7: New/Unfinished Business

Town Manager La May stated that there will be an open forum regarding the Access Control Plan on November 12, 2013.

Town Manager La May asked if the Board was interested in having a Budget Workshop and discussing the Utility Rate Study on October 29, 2013 at 6:00 pm.

Town Manager La May asked for clear direction on the Bayfield Center Landscaping.

Trustee Nelson stated that she agreed with staff's suggestion of removing the medians with the exception of the ones on each end of Bayfield Center Drive and mirroring the landscape in front of Lewis Mercantile and First National Bank.

Mayor Smith suggested asking First National Bank's opinion.

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Trustee Morlan asked if there was a possibility of refinancing the SID Bonds to help with road repairs on Bayfield Center Drive.

Attorney Nelson stated that he would look into that possibility.

Trustee Nyberg asked about the irrigation pipe on Mars.

Town Manager La May stated that he was looking into it.

Trustee Au asked if Source Gas had been in contact regarding the installation of gas lines through Town right of ways.

Town Manager La May stated that he has been contacted by Source Gas and most of the permits that are needed will come from CDOT.

Trustee Davenport asked if the Board was going to have another Budget Workshop.

Town Manager La May stated that there would be a workshop on October 29th to discuss the budget and the utility rate study.

Marshal McIntyre stated that there would be a benefit for Jim Harrington on Friday November 1st, 2013 at the Pine Valley Church on County Road 501.

Meeting was adjourned at 9:03 pm.