

**Town of Bayfield
Regular Town Board Meeting
June 17th, 2014
1199 Bayfield Parkway, Bayfield CO 81122**

Town Board Members Present: Mayor Pro-Tem Nelson, Trustee Nyberg, Trustee Salka, Trustee Sanders

Town Board Members Absent: Trustee Davenport, Trustee Morlan, Mayor Smith

Staff Present: Chris La May (Town Manager), Kathleen Cathcart (Town Clerk), Joe McIntyre (Marshal), Jeff Robbins (Town Attorney), Ron Saba (Public Works Director), Erin Dunavant (Finance Director), Corporal Dan Abdella

Media Present: Carol McWilliams with the Pine River Times.

The meeting was called to order @ approximately 6:57 p.m.

Roll Call: 4 present 3 absent

Pledge of Allegiance:

Approval of Minutes: Trustee Nyberg made a motion to approve the minutes from June 3, 2014 as presented. Trustee Salka seconded.

All were in favor.

Motion passed unanimously.

Approval of Bills: Trustee Nyberg made a motion to approve the bills dated June 4, 2014 through June 13, 2014 as presented. Trustee Sanders seconded.

Roll call: 4 – 0

Motion passed unanimously.

General Public Input: No comments were offered.

Town Updates: No comments were offered.

Action Agenda Item #1: Consideration Of Appointing Isaac Fleener To The Bayfield Planning Commission

Town Manager La May stated that Mr. Isaac Fleener would like to be appointed to the Bayfield Planning Commission. He also stated that Mayor Smith is recommending this appointment.

Mr. Fleener introduced himself. He stated that he was born and raised in the Bayfield area. After being out of the area for a while he moved back two years ago to take over the operations of Bayfield Realty.

Trustee Nyberg made a motion to approve the appointment of Mr. Isaac Fleener to the Bayfield Planning Commission. Trustee Salka seconded.

Roll call: 4 – 0

Motion passed unanimously.

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Action Agenda Item #2: Pine River Library District – Strategic Assessment

Ms. Judy London, President of the Board of Trustees for the Pine River Library District and Ms. Amy Dodson, Director of the Pine River Library District gave an update on the recently completed projects at the library. They also asked for the Town of Bayfield Board of Trustees' participation in a survey that will be used for the library's Strategic Plan for 2015.

Trustee Sanders asked if he could hand out the library's survey to his neighbors.

Ms. Dodson stated that there were plenty of surveys at the library. If Trustee Sanders would like some to hand out.

Action Agenda Item #3: Consideration Of Initiating An Amendment To The Land Use Code To Allow More Than One Detached Single Family Dwelling Unit On Properties In The Town Center Zoning Classification

Town Manager La May stated that he is seeking the Board's opinion on amending the Land Use Code to allow for more than one detached single family dwelling unit on properties in the Town Center Zoning. Staff has received a couple of inquiries lately from residents in the downtown area wanting to convert garages to livable units. The downtown area currently has three zoning classifications; Town Center, Mill Street and Single Family Residential. The Town Center classification was intended to be a mixed use. It allows for townhomes, duplexes and multi-family. It does not specify for use of two detached units. The Town currently allows for Accessory Dwelling Units in the R10, R20 and R40 zoning classifications, with the stipulation that the owner occupies one of the two units. Staff is seeking direction, in allowing more than one detached single family unit in the Town Center or for allowing an Accessory Dwelling Unit in zoning districts other than the R10, R20 or R40. And, or removing the ADU restrictions that the owner of the property must occupy one of the units.

Trustee Salka asked if the garage in question was allowed to be converted, would it have water and sewer.

Town Manager La May stated that the converted units would have water, sewer and other amenities. They would be considered livable space.

Trustee Sanders stated that no matter what the Board's opinion is, there is a process to go through.

Town Manager La May stated that if the Board feels these changes would be advantageous, staff would start the process. If the Board does not support these changes then staff will not move forward.

Mayor Pro-Tem Nelson stated that she felt the Planning Commission should look at the different zoning districts allowing for ADU's and Single Family Detached Units. She also stated that the guidelines for the ADU's were just recently adopted and there was a considerable amount of public comment on those regulations. She would be less inclined to change those guidelines at this point.

Trustee Nyberg asked what the advantage is to an owner occupying one of the residences with an ADU.

Mayor Pro-Tem Nelson stated that at the time the ADU's were being discussed, the thought was if the owner occupied one of the units the property would be better maintained.

Trustee Nyberg asked if an additional water or sewer tap had to be purchased for an ADU.

Town Manager La May stated the Town does not currently charge tap fees for Accessory Dwelling Units.

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Mayor Pro-Tem Nelson stated that she felt the Board was in agreement, that this item should be taken to the Planning Commission.

Action Agenda Item #4: Twin Bridge Replacement Update

Town Manager La May stated that he had included an update on the bridge design, in the Board packet. A pedestrian underpass is trying to be incorporated with the bridges to connect Eagle Park to Joe Stephenson Park. Staff is seeking the Board's approval on the dimensions of the new bridges. There will be two 12' travel lanes, two 4' bike paths and a 5' sidewalk on the south side. He also stated there are grant funds available through the Transportation Alternative Program. Staff will submit an application for this grant to help pay for some of the pedestrian components to the bridges.

The Board of Trustees agreed that the plans look good.

Trustee Sanders asked what AASHTO stood for, on the bridge plans.

Town Attorney Robbins stated that AASHTO were Engineering Standards.

Action Agenda Item #5: Consideration Of Approval Of Contract With Crossfire LLC, For 2014 Sewer Replacement Project

Town Manager La May stated that a bid opening was held at 9:00 am on June 11, 2014 at the Bayfield Town Hall. Two bids were received, one from Crossfire LLC the other from F & M Construction. The bids ranged from \$430,173.42 to \$504,089.00. The low bid was submitted by Crossfire LLC. The Town Engineer has examined the bid documents. Staff did not check references since the company has done work for the Town before. Staff is recommending approval of the contract with Crossfire LLC for the 2014 Sewer Replacement Project.

Mayor Pro-Tem Nelson asked which sewer project would prevent the most infiltration, the Replacement Project or the Rehabilitation Project.

Public Works Director Saba stated that he feels the Replacement Project is a priority. The replacement of lines will address some of the infiltration but not all of it. The lines that will be replaced will be upsized and will put the Town in a better position for future growth. He also stated that he would like to see the Replacement Project done before the new asphalt is put down.

Mayor Pro-Tem Nelson asked if doing the Replacement Project before the Rehabilitation Project would have any effect on the grants that the Town was awarded for infiltration repairs.

Town Manager La May stated that the grants would not be affected.

Trustee Nyberg made a motion to approve the award of contract to Crossfire LLC, in an amount not to exceed \$430,173.42. Trustee Salka seconded.

Roll call: 4 – 0

Motion passed unanimously.

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Action Agenda Item #6: Consideration Of Authorization Of Additional Funds For 2014 Crack And Sand Seal Project

Town Manager La May stated that the 2014 Crack and Sand Seal Project, has been underway for the last 6 days. The contractor is nearing completion of the Crack Sealing portion of this project. When this project and the Resurfacing Project were awarded there was a savings of approximately \$120,000.00 in budgeted funds. Staff would like to increase the Crack Sealing portion of the project by an additional \$20,000.00.

Trustee Salka asked if \$20,000.00 would get the project completed.

Town Manager La May stated that \$20,000.00 may not get all of the crack sealing done but he doesn't want to use all of the savings at once, in case they need additional funds in the Resurfacing Project.

Trustee Salka made a motion to recommend authorization of additional funds for the 2014 Crack and Sand Seal Project in an amount not to exceed \$20,000.00. Trustee Nyberg seconded.

Roll call: 4 – 0

Motion passed unanimously.

Action Agenda Item #7: Discussion – Board Of Trustees Compensation

Town Manager La May stated that at the last Board Meeting, Trustee Sanders asked for discussion on the possibility of increasing the compensation for the Board of Trustees. He also stated that the increase that was proposed by Trustee Sanders was an additional \$125.00. The Board cannot vote to give themselves an increase. Therefore, the increase would not be effective until new Board Members are elected in 2016.

Trustee Sanders stated that he would like to see the Board discuss this matter and form a recommendation.

Trustee Nyberg stated that he felt \$125.00 increase was a little too much. He would recommend an increase of \$100.00.

Trustee Salka stated that he feels funds are too low to consider an increase for the Board of Trustees. The Town is going to ask voters in November for a tax increase and he does not feel that raising the Board's compensation right now is in good timing.

Trustee Sanders stated that the increase would not go into effect for 2 or 3 years.

Town Manager La May stated that an increase would not go into effect until 2016.

Mayor Pro-Tem Nelson stated that this item could be voted on as late as the fall of 2015.

Town Manager La May stated that there is a year before this would need to be voted on.

Mayor Pro-Tem Nelson stated that she was glad this subject was brought up. She would like to discuss this further when the entire Board is present.

Action Agenda Item #8: Board Reports (SWCCOG, LPCEA, RHA, SWTPR, Region 9, Other)

Mayor Pro-Tem Nelson stated the SWCCOG is still discussing bringing in other agencies to work with them, such as AAA, in hopes of making themselves more viable. She also stated that SWCCOG will not meet in July.

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Town Manager La May stated that the topic of discussion at LPCEA was the gluttony of office space available because of Mercury Payment Systems move into their new facility.

Town Manager La May stated that the RHA meeting was canceled.

Trustee Salka stated that SWTPR will meet on June 27, 2014.

Mayor Pro-Tem Nelson stated that Region 9 did not have a meeting.

Trustee Nyberg stated that the Planning Commission approved an application for an in-home daycare in Dove Ranch.

Carol McWilliams stated that the Senior Board met last Friday to discuss selling their bus. The Board voted to advertise the bus for sale for \$5,000.00 or best offer.

Action Agenda Item #9: New/Unfinished Business

Trustee Nyberg stated that he would like to discuss raising the rates at the Water Salesman.

Town Manager La May stated that on July 1, 2014 from 9:00 to 11:00 am there will be a CML Elected Official Training at the Durango Library.

Trustee Nyberg made a motion to adjourn to Executive Session in accordance with C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as it relates to USA Communications Franchise Agreement, to include Town Manager La May and Town Attorney Robbins. Trustee Sanders seconded.

Roll call: 4 – 0

Motion passed unanimously.

The Board adjourned to Executive Session at 7:46 pm.

The Board came out of Executive Session and adjourned at approximately 7:52 pm.