



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES OF THE  
TOWN OF BUENA VISTA, COLORADO**

**September 28, 2016**

**Work Session Regarding Chaffee County Housing Needs Assessment & Strategy 6:00 PM**

Present for the work session: Mayor Joel Benson, Trustees Eric Gibb, Mark Jenkins, Duff Lacy, and David Volpe. Staff present were Town Administrator Brandy Reitter, Principal Planner Mark Doering, Town Clerk Janell Sciacca, and IT Director Larry Deffenbaugh.

Reitter presented reviewing the high points of the document which was presented to the Chaffee County governmental entities at the last intergovernmental meeting held in Poncha Springs. She introduced Read McCullough of the Chaffee Housing Trust who was also in attendance.

Reitter presented an overview of the Affordable Housing history for Chaffee County:

- 2008 Housing Needs Assessment conducted
- 2014 Chaffee County Housing Summit held
- 2014 Affordable Housing proposals drafted
- 2015 Buena Vista Workforce Housing Citizen Group formed
- 2015 Buena Vista Workforce Housing Policy recommendations made
- 2016 Chaffee County Housing Needs Assessment updated

Reitter also provided definitions of affordable housing, cost burdened and area median income and reviewed many tables, graphs and charts from the assessment document providing highlights and expanding on related information. Reitter advised the Trustees that the Town's biggest opportunity for leveraging affordable housing is in land costs and fees. She added that Buena Vista does have the lowest building and impact fees in Chaffee County. Reitter reviewed the Housing Needs & Goals and associated charts and graphs noting 351 households are needed to support job growth for the 60% area median income (AMI) category and 82 for the 60-80% AMI category. She expanded that in order to keep up with demand created by job growth, 556 new housing units are needed below 120% of AMI. Reitter stated the recommendations are to construct 25 to 30 units per year over the next 10 years. Implementation recommendations were reviewed and Reitter stated the Town needs to continue supporting affordable housing efforts and the things needing to be done like creation of a multijurisdictional housing authority, exploration of funding mechanisms, development of policies that create affordable housing, and implementation of the recommendations of both the Housing Needs Assessment and Workforce Housing Study.

McCullough advised the Board that he felt the entire County needs to act now and every year after producing 22 units. Future demand is critical. The Housing Needs Assessment recommends the County have a CHDO agency, local funding sources and perpetual management countywide. Each entity needs to look at zoning and incentivizing desirable projects. He would like to see another work session to talk about the next steps. Benson replied there is opportunity in November. McCullough reported that Community Builders is offering a workshop on community economic development, Wed. Nov. 2 - Fri. Nov. 4, and he hopes to send a team of 8 representatives from Chaffee County. There are already 2 people committed from the City of Salida, 1 from the EDC and himself. He would like 4 from this end of County. Jenkins indicated he might be able to attend and would get in touch with McCullough. The Board thanked Reitter and McCullough for the information and the work session ended at 6:57 PM.

**CALL TO ORDER 00:44**

A Regular meeting of the Board of Trustees was called to order at 7:02 PM on Wednesday, September 28, 2016 at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado by Mayor Benson.

**ROLL CALL :52**

Town Clerk Sciacca proceeded with the roll call and declared a quorum.

Present were Mayor Joel Benson, Trustees Eric Gibb, Mark Jenkins, Duff Lacy, and David Volpe.

Town Staff present were Town Administrator Brandy Reitter, Town Attorney Jeff Parker, Principal Planner Mark Doering, Planner I Scott Reynolds, Treasurer Michelle Stoke, Public Works Director Greg Maggard, IT Director Larry Deffenbaugh and Town Clerk Janell Sciacca.

**PLEDGE OF ALLEGIANCE 1:07**

Mayor Benson led the Pledge of Allegiance.

**PROCLAMATION – FIRE PREVENTION WEEK OCTOBER 9-15, 2016 01:38**

Mayor Benson read the proclamation into the record and signed it declaring October 9-15, 2016 Fire Prevention Week.

**AGENDA ADOPTION 04:16**

Mayor Benson noted one change being the addition of the Update on Town Water Projects. He requested the item be moved down on the agenda to after the Public Hearings.

**Motion #1** by Trustee Jenkins and seconded by Trustee Lacy to approve the agenda as amended.  
**Motion carried, 4-0.**

**CONSENT AGENDA 04:55**

**A. Minutes**

- 1. Regular Meeting – September 14, 2016
- 2. Planning & Zoning – September 7, 2016
- 3. Airport – July 19, 2016

**B.** Should the Board of Trustees approve Resolution #90 entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPOINTING DONNA SHAFFER AS A REGULAR MEMBER AND SUE KUKLIN AS AN ALTERNATE MEMBER OF THE TOWN OF BUENA VISTA BEAUTIFICATION ADVISORY BOARD.”?**

**C.** Should the Board of Trustees approve Resolution #91 entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPOINTING DAN ROBERTSON AN ALTERNATE MEMBER OF THE ECONOMIC VITALITY ADVISORY BOARD.”?**

**Motion #2** by Trustee and Gibb seconded by Trustee Volpe to approve the Consent Agenda as presented. **Motion carried, 4-0.**

**PUBLIC COMMENT 05:20**

Earl Richmond, 412 Cedar Street, spoke regarding speeding on Cedar Street and in Town generally. He stated people are using Cedar as a bypass to Main to avoid congestion. Richmond reminded that he spoke about the benefits of street trees for slowing traffic with the Board several months ago. He also felt new signs had been successful and requested two more at Cedar and Colorado. Richmond reminded that Cedar is designated as part of the Safe Routes to School and he hoped additional signs at Cedar and Colorado would help slow down traffic.

**RESPONSE TO PUBLIC COMMENT 08:41**

Mayor Benson thanked Richmond for his comments and also for planting the trees in front of his place. Benson requested Maggard address the matter and Maggard stated the Town is looking at putting in trees all the way down the North side of Cedar. He felt the Town may want to look at 4 way stop at Colorado and Cedar and will it discuss with Chief Tidwell.

**BUSINESS ITEMS**

**Presentation Regarding Detox & Rehabilitation Facility Proposal. 10:55**

Jack Still, resident of Minnesota and native of Buena Vista, presented reviewing the presentation in the packet. He stated he and Maggie Kemp were spearheading this vision and goal of a Detox and Inpatient Facility with Men and Women's transitional programming. He stated this is a broad vision of what they hope to eventually accomplish. Following the presentation Jenkins stated that Kemp had approached him about this awhile back and he suggested this be presented to the Trustees. It is an important part of the community and it is key to have a program like this in the Town. Benson inquired about a land donation. Still stated they would be requesting 5 acres at the rear of the Rodeo Grounds along with water and electric. Benson inquired about the numbers of people going through the facility. Still reported this will be ministry and Christ based, but open to anyone in the community. It will be a 30 bed facility and he believes it will be full year round. Gibb echoed Jenkins comments and added he has been working for the last 20 years trying to place people in substance abuse programs. The big problem he sees is the operating costs. He applauded the group's energy and stated this is a big health issue in Chaffee County. He would love to see it happen but noted it might be hard for the Board to put aside money without them having a formal business plan. Benson noted this will have to be put in the budget conversations. The Board generally supported the proposal. Still stated the group is aware this is a broad vision and if he accomplished nothing else but continued discussion and open dialogue he would be ecstatic. Benson advised Still the Trustees needed time to process the information and thanked him for coming forward to plant the seed.

**Should the Board of Trustees approve adoption of Resolution #92 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO FORMALLY DESIGNATING THE STAGE AND RAIL TRAIL."? 35:10**

Alan Robinson, volunteer advisor to Stage & Rail project, reported the purpose of tonight is to provide introduction of Kathryn Wadsworth who joined them as Project Coordinator. She will be the point of contact over the multi-year project seeking to develop a trail from Salida to Leadville. The group is approaching each of the management partners to ask they formally designate the Stage & Rail Trail through their individual jurisdiction. Commitment from Lake County and Salida has been received and they will be going to Leadville and Chaffee County next. The Master Plan is a work in progress and will take years to develop. They also would like the Trustees to designate a member to the Partner Board. Robinson distributed a map showing where the Trail is proposed to be located and stated most of the trail is an overlay on existing routes and financial commitments in the future should be no more than the normal maintenance budget for those already existing trails. Robinson noted both AHRA and CPW have indicated commitment and will be significant primary partners. He reported the trail was granted status earlier this year within Governor Hickenlooper's Colorado the Beautiful Initiative of 16 Trails for receipt of his political administrative support. Benson thanked Robinson and Wadsworth for the presentation and congratulated them on being #16 on the Governor's initiative. Gibb requested confirmation that there is no future financial obligation. Reitter replied there is not and noted only Staff time. Lacy noted he and Benson were the only members of the current Board that have served since the inception of this idea. He also indicated the resolution does not state trails, just direction and those will be designated later by the Partner Board. Robinson agreed noting the designation is generally within Buena Vista along existing trails. Lacy questioned who the designee should be. After discussion, Benson suggested the Town Administrator and his/her designee and the Board generally agreed.

**Motion #3** by Trustee Volpe and seconded by Trustee Lacy to approve Resolution #92 as amended with "the Town Administrator and his/her designee" inserted in Section 2. **Motion carried, 4-0.**

**PUBLIC HEARING – TABLED FROM SEPTEMBER 14, 2016 – Should the Board of Trustees approve adoption of Resolution #87 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO APPROVING A MINOR SUBDIVISION FOR THE PROPERTY LOCATED AT 28211 COUNTY ROAD 319, BUENA VISTA, CO 81211."? 57:00**

Benson noted this item was continued from September 14, 2016 at which time the Public Hearing was opened and there were no comments received. Sheila Moore, 1146 Valley Lane, Lathrop, representing owner Paul Moltz reviewed the purpose of the request. Reynolds presented the Staff Report and reviewed a PowerPoint presentation detailing the specifics of the request. He reported that both Staff and the Planning and Zoning Commission were recommending approval with conditions.

Mayor Benson opened the floor to public comment and there being no one wanting address the matter, the floor was closed to public comment.

Benson inquired where language for the Trail easement dedication is. Reynolds replied it is on the plat that will be recorded. Benson asked if street lighting is required. Parker stated that should go in section 1 if the Board decides that it's not appropriate. Benson noted the Board has to decide about the sidewalk as well. Reynolds noted the proposed language that was included for the Boards use. Doering clarified that code requires downcast and shielding and the code gives the Board authority to not require lighting in specific uses. The Board agreed that street lighting and sidewalks were not necessary for this request. Mayor Benson closed the Public Hearing.

**Motion #4** by Trustee Lacy and seconded by Trustee Jenkins to approve Resolution #87 as amended with conditions. **Motion carried, 4-0.**

**PUBLIC HEARING – Should the Board of Trustees of the Town of Buena Vista approve adoption of Resolution #93 entitled “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO APPROVING A SPECIAL USE PERMIT FOR THE PROPERTY LOCATED AT 209 NORTH COLORADO, BUENA VISTA, COLORADO.”? 01:14:17**

Zarko Vukelic, 209 N. Colorado Avenue, stated he applied to construct an Accessory Dwelling Unit (ADU) on the back of his property. It will be 800 sf and 2 floors. Reynolds presented the Staff Report and reviewed a PowerPoint presentation detailing the specifics of the request. He reported that both Staff and the Planning and Zoning Commission were recommending approval with conditions. Gibb inquired if the off street parking included the utility easement and wondered if it was appropriate that a parking area was also an easement. Reynolds replied yes. Whoever owns the easement has right to use the easement so in this situation the applicant can put a gravel parking lot down. He added that the easement is not platted or in in place at this time and the matter would be discussed at time of subdivision.

Mayor Benson opened the floor to public comment. Linda Swanson, 207 North Colorado, stated the applicant is a good neighbor and has always tried to work with the neighborhood. There being no further comments the floor was closed to public comment.

Benson reminded the Board they were looking at the Special Use and ADU criteria. He asked if there was any way to save the tree or does removal have to do with the utility easement. The applicant said it was due to excavation of the sewer lines and an already compromised and leaning tree. Mayor Benson closed the Public Hearing. Jenkins stated that he had been through a lot of these before Doering came along and he appreciated Staff making these clearer.

**Motion #5** by Trustee Gibb and seconded by Trustee Lacy to approve Resolution #93 as presented with conditions. **Motion carried, 4-0.**

**Update on Town Water Projects. 01:31:35**

Reitter ran down the list of projects. She stated Staff is still working on expansion of the dam on Cottonwood Lake with Upper Ark. The required feasibility study should be done end of year or first part of 2017 in order to reconstruct the dam and application for the Forest Service Permit will occur mid-year 2017. This will provide the Town extra water storage, but will never be 75 acre feet and will never be enough, but it better than nothing. Well #3 is completed and water tests are in progress to determine surface water influence. The idea is to convert all irrigation to this well and there is an idea to make it a dual purpose well. Gibb inquired how much of the Town this well might be able to provide potable water to. Maggard replied they were hoping for 100-150 gpm. Gibb asked how many houses it could serve. Maggard stated this fluctuates from season to season. Gibb just wondered if big or small back up. Reitter and Maggard both replied small backup. The point of this well is to shift resources to Arkansas because Cottonwood is over allocated. Benson inquired about costs. Maggard thought it was approximately \$175,000. Reitter felt there was a cost benefit in favor of turning it potable due to the issues on Cottonwood and having more of the Town's drinking water coming from the Arkansas would be really helpful especially when there is a call on Cottonwood. There was discussion regarding conservation and Reitter reported Staff is working on a tiered rate structure for this matter. She next reported that there is

progress on Well #2 and Scanga with Upper Ark has an agreement that will help eliminate augmentation issues of that well when there is a call. She is reviewing the document and will be obtaining Water Advisory Board comments. McPhelmy is legal and Town is following rules. The Town is augmenting evaporation on it and purchasing more Frying Pan / Arkansas water and the Town will need a lot of that water. Staff is working on St. Charles Mesa Agreement and it was sent to everyone for review. The summary is that if nothing else works, the Town could provide them water when they need it during severe drought. The Upper Zone Tank application is into Colorado Rural Power Authority. The needs assessment and survey were completed. Benson inquired if this is a loan. Reitter replied yes, of \$1.5M but includes Well #4 and distribution upgrades. Town borrowed a similar amount before and a portion of the debt will be sun setting in 2018 so it is basically swapping one debt for the other. The purpose of borrowing is to keep cash for water right acquisitions because the Town has to move fast. There is not much of an update on water right acquisition, but there are a couple irons in the fire. Benson stated there were many questions coming up about debt burden on the community. Reitter replied there was concern about how much the community can afford with some of the other debts out there.

Maggard informed the Board McPhelmy would be drained at the end of the month as this is the end of the calendar water year and this will be done every year at this time. Gibb inquired about the use of Ivy League loop. Maggard replied it is finished but not in use and the Water Board is developing a new design for point of entry testing and when approved by the State the Town will make the switch over.

Should the Board of Trustees approve adoption of Resolution #94 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING A GRANT AGREEMENT WITH THE STATE OF COLORADO DEPARTMENT OF LOCAL AFFAIRS FOR THE BUENA VISTA COMMUNITY BROADBAND INFRASTRUCTURE PROJECT.**"? 01:48:16

Reitter presented the Staff Report noting this is a follow up to the project approved at the last meeting. She met with Colorado Central Telecom and worked out issues that were presented by Maisie Ramsey.

**Motion #6** by Trustee Lacy and seconded by Trustee Jenkins to approve Resolution #94 as presented. **Motion carried, 4-0.**

**Everbridge Mass Notification and Community Engagement Agreement for Chaffee County.**  
01:49:24

Reitter reported this was requested by the 9-1-1 Board as they will be switching the vendor for mass notifications. Per the IGA negotiated in 2006, the Board has to ask the municipalities for approval. There is no budget implication and if not approved, the 9-1-1 Board will move forward anyway. Benson inquired if this was part of fees already paid. Reitter stated this is paid for with the sales tax funds.

**Motion #7** by Trustee Lacy and seconded by Trustee Jenkins to approve the service agreement with Everbridge as presented. **Motion carried, 4-0.**

#### **STAFF REPORTS**

Town Administrator **01:52:30**

- Thanked Staff for coming together and helping with BV Strong Community Dinner
- October 4 is Flu Shot Clinic at the Community Center
- Budget workshop is next week at Airport on October 6
- Staff is holding its quarterly strategic planning session tomorrow
- Staff accepted Governor's Award for Downtown Excellence for Splash Park in Pueblo last week
- Town was awarded \$1 Million Tax Credit Project for affordable housing and Reitter gave thanks to Staff and Trustees
- Space to Create and other Arts Space partners will be conducting a site visit October 10

Town Treasurer **01:56:39**

- Sales Tax for July is \$313,099
- Legal and engineering breakdown fees are in report per request at last meeting
- Departmental breakdown income statements included per request at last meeting

- Volpe emailed questions on reserves and explanation and reserve statements are in the packet
- Expenses and breakdown by fund also included in the packet
- Gibb asked how much of \$300,000 in infrastructure subsidy funds have been spent and Reitter replied the paving on Beldan was budgeted and even though one request for \$30,000 was approved, no money has actually been spent out of the three funds
- Jenkins inquired about Community Investment funding and do those

**Town Clerk 02:04:49**

- Sciacca began answering Town Hall phone on August 9 to better serve citizens

**Principal Planner 02:06:52**

- Code Enforcement Officer Alex Junker's last day is Friday and Town will seek to refill position
- Town awarded tax credits for 48 units as noted earlier in Reitter's report and Staff will be working to bring to fruition
- Tree clippings week is this week with drop off location being Pubic Works Building
- UDC timelines are being looked at with final version from consultant and December 7 is proposed for joint work session between Trustees and P&Z Commissioners
- UDC Steering committee meeting is next week on October 6
- Verizon cell tower at Airport is under construction and should be up and running in October
- Jenkins thanked Planning Staff for hard work to move Woodland Brook forward
- Lacy asked if detached garages are also required to be compatible like the ADU earlier in the evening and Doering replied this should be brought up during UDC discussions
- Benson inquired if the width of Highway 24 is to accommodate a bike lane and Maggard replied it is for one that is 4 feet wide while Doering added there is also some on-street parking
- Gibb noticed that construction is going right up to the front door of some businesses and Maggard elaborated on plans
- Reitter reported that during construction the Town is getting conduit installed under the highway along with a couple water service lines which should have been done some time ago

**TRUSTEE/STAFF INTERACTION 02:17:49**

Lacy recognized the turnout in the number of people supporting the Detox Center. Benson asked the Trustees for initial thoughts. Gibb reiterated his earlier comments and Jenkins felt it was important to support them but needed more information. Gibb asked if there was a problem donating to something clearly religious. Parker stated it was a red flag but did not mean it could not be done. After additional discussion about funding, Benson stated the Board was not in a position to fund water, sewer or electric lines and should keep thinking about it.

Lacy inquired if the DCI representatives could attend the Community Builder Workshop in November on housing. Reitter stated the offer was extended to Planning & Zoning, but she will send out an email to them, the Economic Vitality Board and other downtown groups.

Jenkins reported he will be attending the CML Policy Committee on October 14 and requested input from the Mayor and Trustees on the agenda topics.

Benson reported the League of Women Voters Candidate Forum is October 6 at the Community Center.

Volpe reported Puckett just texted the Board from Mexico. He also thanked Parks & Rec for coordinating National Public Lands Day and they just opened another 2 miles of single track at the top of 1450A.

Gibb asked if the Tiny Home topic was part of the UDC discussions. Doering replied yes. He added Tiny Homes on wheels are not regulated by the building code and Staff is trying to address this in the UDC.

Gibb thanked everyone for supporting the Community Dinner. It is a special part of what BV is and he thanked his colleagues on the Board for agreeing to the safety net, but it looks like they will only need \$1,000 to \$1,500 as the rest was covered by donations. Reitter asked if there were discussions about

how big is too big. Gibb indicated there was a meeting next week on this dinner and the Town is becoming famous for the event.

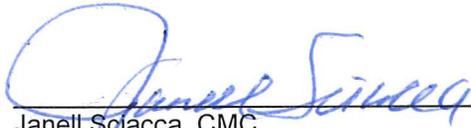
**ADJOURNMENT 02:29:55**

**Motion #8** by Trustee Lacy and seconded by Trustee Volpe, noting that there being no further business to come before the Board, declared that the meeting be adjourned at 9:31 PM. **Motion carried, 4-0.**

Respectfully submitted:



Phillip Puckett, Mayor Pro Tem



Janell Solacca, CMC  
Town Clerk

