



TOWN OF BUENA VISTA

MINUTES OF THE BUENA VISTA BOARD OF TRUSTEES Pinon Room, Community Center 715 E. Main Street Tuesday, February 28, 2017 7:00 PM REGULAR MEETING

MINUTES OF THE MEETINGS OF THE BOARD OF TRUSTEES ARE A TRANSCRIPT OF THE GOVERNING BODY'S ACTIONS RATHER THAN A VERBATIM RECORD OF DELIBERATIONS.

CALL TO ORDER OF REGULAR TRUSTEE MEETING

A Regular meeting of the Board of Trustees was called to order by Mayor Benson at 7:00 PM on Tuesday, February 28, 2017 at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado having previously been noticed in accordance with the Colorado Open Meetings Law.

ROLL CALL

Attendee Name	Title	Status
Joel Benson	Mayor	Present
Lawanna Best	Trustee	Present
Mark Jenkins	Trustee	Absent
Duff Lacy	Trustee	Present
Phillip Puckett	Trustee	Present
Devin Rowe	Trustee	Present
David Volpe	Trustee	Present

Town Staff Present:

Town Administrator Brandy Reitter
 Town Treasurer Michelle Stoke
 Public Works Director Greg Maggard
 Assistant to the Town Administrator Emily Katsimpalis

Principal Planner Mark Doering
 Town Clerk Janell Sciacca
 IT Director Larry Deffenbaugh
 Recreation Supervisor Emily Osborn

PLEDGE OF ALLEGIANCE

Mayor Benson led the pledge of allegiance.

AGENDA ADOPTION :00

Mayor Benson requested removal of Items C and E to the regular agenda as Business Items G & H and the addition of Items I Wayfinding discussion and J Pinon Street Water Line Discussion.

MOTION NO. 1:

TO APPROVE THE AGENDA AS AMENDED.

RESULT:	CARRIED
MOVER:	Duff Lacy, Trustee
SECONDER:	Phillip Puckett, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT:	Jenkins

CONSENT AGENDA :54

A. Minutes

- 1. Economic Vitality – October 18, 2016
- 2. Economic Vitality – November 15, 2016
- 3. Economic Vitality – December 20, 2016
- 4. Economic Vitality – January 17, 2017

B. Town Clerk Report.

C. Colorado Main Street/DOLA Mini-Grant Application for Buena Vista Main Street.

D. Should the Board approve adoption of Resolution No. 14, Series 2017, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A CONTRACT BETWEEN THE TOWN OF BUENA VISTA AND THE COUNTY OF CHAFFEE, STATE OF COLORADO, ACTING BY AND THROUGH THE BOARD OF COMMISSIONERS OF CHAFFEE COUNTY, COLORADO.”?

E. Should the Board approve adoption of Resolution No. 20, Series 2017, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA APPOINTING JUDGES OF ELECTION FOR THE SPECIAL MUNICIPAL ELECTION TO BE HELD APRIL 4, 2017”?.

There was a brief discussion relative to tracking of short-term / vacation rentals and enforcement of business licenses. The Board generally felt short-term / vacation rentals were something to be aware of for the future.

MOTION NO. 2:

TO APPROVE THE CONSENT AGENDA AS AMENDED.

RESULT:	CARRIED
MOVER:	Duff Lacy, Trustee
SECONDER:	Lawanna Best, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

INTRODUCTION OF NEW TOWN EMPLOYEES 08:12

Mayor Benson noted there would be a brief introduction of new Planning Department employees. Code Enforcement Officer Grant Bryans, Planner I Robert Messenger, and Planning Tech Robin Mesaric-King gave brief introductions of themselves and their responsibilities. The Board welcomed them to BV.

PUBLIC COMMENT 11:30

Cindy Swisher, 100 Baylor, asked the Town take in to account the short-term housing market and felt it was taking away from long-term housing. She stated her support of the Farm development and felt it would bring affordable housing back into the community. Swisher thanked the Board for voting to approve the project.

RESPONSE TO PUBLIC COMMENT 14:55

The Mayor briefly responded to public comment. He thanked Swisher for attending Trustee meetings and staying engaged.

BUSINESS ITEMS

A. Chaffee County Building Department 2016 Year-End Update. 15:14

Dan Swallows, Chaffee County Director of Development Services, presented the report in the packet and answered or responded to questions and comments from the Trustees.

B. Buena Vista Community Ice Rink Update. 33:30

Daniel Hamme provided an update regarding the Buena Vista Community Ice Rink. A preliminary artist rendering was distributed to the Board and once finalized will be aggressively marketed. Fundraising has been successful and will continue with local restaurants wanting to sponsor/hold events. Recreation Supervisor Osborn reported that the Town planned to applying for a GOCO grant later in 2017. After additional discussion regarding the grant timeline, shading of the rink, and the site in general, Hamme informed the Board his goal is to use volunteers as much as possible so as to minimize impacts and financial support from the Town.

C. Should the Board approve adoption of Resolution No. 22, Series 2017, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH MUNICIPAL CODE CORPORATION FOR RECODIFICATION SERVICES RELATED TO THE BUENA VISTA MUNICIPAL CODE.”? 51:37

Town Clerk Sciacca presented the Staff Report and answered or responded to Trustee questions and comments. Following discussion regarding the budget, timeline and incorporation of the Uniform Development Code, the Trustees generally felt more information was needed before any decision could be made.

MOTION NO. 3:

TO TABLE RESOLUTION NO. 22, SERIES 2017, TO MARCH 14, 2017.

RESULT:	CARRIED
MOVER:	Mark Jenkins, Trustee
SECONDER:	Phillip Puckett, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

D. Should the Board approve adoption of Resolution No. 23, Series 2017, “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA ENDORSING THE PASSAGE OF BALLOT QUESTION NO 1.”? 01:11:57

Mayor Benson presented reminding the Board this resolution was a result of discussions held at a previous meeting. Town Clerk Sciacca advised that Town Attorney Parker had reviewed the document and had no issues with it.

MOTION NO. 4:

TO APPROVE RESOLUTION NO. 23, SERIES 2017, ENTITLED A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA ENDORSING THE PASSAGE OF BALLOT QUESTION NO 1 AS PRESENTED.

RESULT:	CARRIED
MOVER:	Lawanna Best, Trustee
SECONDER:	Duff Lacy, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

E. Town of Buena Vista Fee Waiver Policy and Application Form. 01:13:16

Mayor Benson reminded this was a result of the policy discussion previously held by the Board. Benson noted a typo on page 1, second to last bullet may be granted “if”. He also questioned under acknowledgement the word “all” stating he felt it was excessive. Following discussion, the paragraph was reworded to “Recipients of a fee waiver or reduction shall acknowledge the Town of Buena Vista or the Buena Vista Recreation Department in publicity relating to the event or activity. Promotional opportunities should be detailed in the fee waiver application.” Benson reminded that the Board decided t

it would not allow fee waivers for parks with the exception of certain historical events that had been previously waived and following discussion the word facility was changed to non-park in the second bullet under Policy General Principles.

MOTION NO. 5:

TO APPROVE THE BUENA VISTA FEE WAIVER POLICY AND FORM AS AMENDED.

RESULT:	CARRIED
MOVER:	Lawanna Best, Trustee
SECONDER:	Phillip Puckett, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

F. Letter of Support to Colorado Creative Industries for Buena Vista Arts Community. 01:20:42

Mayor Benson presented noting the letter in the packet which was approved by the previous Board. Town Administrator Reitter and Assistant to the Town Administrator Katsimpalis responded to and answered comments and questions from the Board regarding a sponsor / champion of the initiative, adding to Staff's work load, and reasons for lack of success in the past. Katsimpalis explained this is only the application and the Town is just starting out in the process. She also advised that the AmeriCorp Vista provides assistance with this Town initiative. Reitter added that past applications were unsuccessful due to lack of a cohesive group, community support and an overall organization. The Economic Vitality Board is now fully functional and will hopefully provide the final link. Mayor Benson stated that he felt there was disconnect with prioritization and Staff workload as well as where it will be housed and then recommended the presentation of this be done in a very different manner for the benefit of new Board members.

MOTION NO. 6.

TO APPROVE MAYOR BENSON SIGNING THE LETTER OF SUPPORT TO COLORADO CREATIVE INDUSTRIES FOR THE BUENA VISTA ARTS COMMUNITY.

RESULT:	CARRIED
MOVER:	David Volpe, Trustee
SECONDER:	Duff Lacy, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

G. Colorado Main Street/DOLA Mini-Grant Application for Buena Vista Main Street. 01:38:57

Assistant to the Town Administrator Katsimpalis presented and responded to or answered comments and questions from the Board. Following discussion relative to budget discussions regarding the banners and poles, the Board generally agreed to approve the application for \$2,500 for a kiosk only. Reitter proposed that Staff prepare a presentation to the Board on all the economic development items the Town is working on explaining what they are, why they are needed and how they benefit the community.

MOTION NO. 7:

TO APPROVE THE COLORADO MAIN STREET / DOLA MINI-GRANT APPLICATION AS AMENDED WITH \$2,500 FOR A KIOSK.

RESULT:	CARRIED
MOVER:	Duff Lacy, Trustee
SECONDER:	Phillip Puckett, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

The Board took a 5 minute break at 9:07 PM and returned to regular session at 9:13PM.

H. Should the Board of Trustees approve adoption of Resolution No. 15, Series 2017, entitled A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A SERVICE AGREEMENT CONTRACT BETWEEN THE TOWN OF BUENA VISTA AND CHILDREN'S PLAY STRUCTURES FOR PLAYGROUND EQUIPMENT AT THE COMMUNITY CENTER.”? 02:11:56

Mayor Benson stated the Board had questions regarding the Scope of Work and generally agreed they had not seen a conceptual drawing nor a complete list of what was being purchased. Following an explanation by Recreation Supervisor Osborn of the process followed by the Recreation Department and Recreation Advisory Board, the Board generally felt they needed to see more detail on what exactly was being purchased along with a rendering before an informed decision could be made. The Board also generally agreed that in the future they would like all resolutions regarding expenditures to include a “Whereas” statement including a specific budget amount that would not be exceeded for any contract or agreement. The Board also agreed this item could be put back on the Consent Agenda with the requested information included in the packet.

MOTION NO. 8:

TO TABLE RESOLUTION NO. 15, SERIES 2017, TO MARCH 14, 2017.

RESULT:	CARRIED
MOVER:	Duff Lacy, Trustee
SECONDER:	Devin Rowe, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT	Jenkins

I. Wayfinding Discussion. 02:18:52

Mayor Benson reported this matter was being added to the agenda due to Board concerns about the process. Town Administrator Reitter explained the rationale behind the decision to allow Norris to complete the project and felt it would be consistent to use them. Following discussion regarding the Town RFP process as well as negative feedback some Board members had received relative to Norris, the Board generally agreed that wayfinding services was not high priority at the time and wanted to see an RFP process done later in the year in 2017.

J. Pinon Street Water Line Discussion. 02:27:20

Mayor Benson distributed and reviewed a 2 page proposal he drafted of potential solutions for completing a water line on Pinon Street. Following discussion, the Board generally agreed they would like to pursue initiation of a special assessment to begin moving the project forward. Principal Planner Doering noted there is other infrastructure that will need to be done which the Town does not control i.e. sewer. He also noted the other expenses of streets, alleys, trees, etc. and clarified this is just for the water line. The Board agreed. Doering stated that that there are other areas in Town with the same or similar circumstances – 11 lots along the west side of Gunnison south of Oak, all of Crossman Addition, lots on the south side of Williams north of Arkansas. Town Administrator Reitter suggested that Staff prepare and present the Board a full scope of work with costs for Pinon Street for Town resources only by March 14, 2017.

STAFF REPORTS:

1. Town Administrator 02:49:18

Highlights of the report in the packet were reviewed and questions from the Trustees were answered about miscellaneous items.

2. Town Treasurer 03:12:45

Highlights of the report in the packet were reviewed and questions from the Trustees were answered about miscellaneous items.

3. Principal Planner 03:16:11

Highlights of the report in the packet were reviewed.

MOTION NO. 9:

TO APPROVE THE FEE WAIVER FROM THE BUENA VISTA HIGH SCHOOL INTERACT CLUB AS REQUESTED.

RESULT:	CARRIED
MOVER:	David Volpe, Trustee
SECONDER:	Duff Lacy, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT:	Jenkins

TRUSTEE/STAFF INTERACTION 03:20:15

Trustees and Staff reported on or commented about recent and upcoming events and activities.

Trustee Lacy asked for a Policy Discussion as follow up to the Advisory Board work session. The Board generally agreed to put this matter on the March 14, 2017 agenda.

Town Administrator Reitter reported that the Planning & Zoning Commission was seeking direction from the Board regarding whether or not they completed sections of the UDC forwarded to them for review as they are ready instead of all at once. Principal Planner Doering added that he did not want to take up a lot of meeting time and suggested a separate study session instead of policy discussion on the 3rd Tuesday of every month starting in March with sufficient notice to the public so they could attend. The Board felt this was something to consider and they requested hard copies of the completed sections.

ADJOURNMENT 03:33:28

MOTION NO. 10:


TO ADJOURN AT 10:33 PM, THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD.

RESULT:	CARRIED
MOVER:	Phillip Puckett, Trustee
SECONDER:	Duff Lacy, Trustee
AYES:	Best, Lacy, Puckett, Rowe, Volpe
ABSENT:	Jenkins

Respectfully submitted:


 Janell Sciacca, CMC
 Town Clerk




 Joel Benson, Mayor