



**AGENDA
FOR THE BOARD OF TRUSTEES
OF THE TOWN OF BUENA VISTA, COLORADO
February 25, 2020**

Regular Meeting at 7:00 PM
at the Buena Vista Community Center
Piñon Room – 715 East Main Street, Buena Vista, Colorado

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. AGENDA ADOPTION

The Board approves the agenda at the start of the meeting including modifications.

V. CONSENT AGENDA

Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote)

A. Minutes

1. Board of Trustees Regular Meeting – February 11, 2020
2. Airport Board – January 21, 2020
3. Historic Preservation Commission – January 2, 2020
4. Planning & Zoning Commission – January 22, 2020

B. Town Clerk Report

- C. Adoption of Resolution No. 15, Series 2020 entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPOINTING ROBERT DIMMITT AND MARK MULLER AS REGULAR MEMBERS OF THE AIRPORT ADVISORY BOARD, AND MARK GODONIS AS AN ALTERNATE MEMBER.”**

- D. Adoption of Resolution No. 16, Series 2020 entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, SUPPORTING THE PAWS FOR LEOS NON-PROFIT ORGANIZATION.”**

VI. PUBLIC COMMENT

Citizen participation where the public can sign up prior to the start of the meeting in order to speak up to 3 minutes for matters not on the agenda or for agenda items not scheduled for Public Hearing. Neither Town Board nor Town staff should be expected to respond to matters raised in the Public Comment segment of Board meetings. Nevertheless, Board members will always retain the right to ask questions of the speaker and to respond then or at a later time to remarks made by any citizen.

VII. STAFF REPORTS

1. Town Administrator
2. Town Treasurer
3. Principal Planner

This Agenda may be Amended

Posted at Buena Vista Town Hall, Post Office, and www.buenavistaco.gov on Friday, February 21, 2020

VIII. BUSINESS ITEMS

A. Greater Arkansas River Nature Association (GARNA) Chaffee County Waste Audits, Education, Outreach and Compost Expansion Project

The Board will hear an update from Dominique Naccarato on the County Chaffee Waste Audit, Education, Outreach and Compost Expansion Project. This project will help the Town with recycling decisions for 2021.

B. Should the Board of Trustees approve adoption of Ordinance No. 1, Series 2020 entitled, **“AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO, AMENDING THE BUENA VISTA MUNICIPAL CODE CONCERNING CAMPING, PARKING, AND RECREATIONAL OR CAMPING VEHICLES.”?**

The Board will consider approving an ordinance related to camping, parking, and recreational vehicles.

C. Should the Board of Trustees approve adoption of Ordinance No. 2, Series 2020 entitled, **“AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO, AMENDING CHAPTER 11 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING SPECIAL EVENTS.”?**

The Board will consider approving an ordinance related to the application process and timelines for special events.

D. Should the Board of Trustees approve adoption of Resolution No. 17, Series 2020 entitled, **“A RESOLUTION OF THE TOWN OF BUENA VISTA ENTERING AN AGREEMENT WITH CHAFFEE COUNTY ROAD AND BRIDGE FOR STREET ASPHALT OVERLAY PAVING ON RODEO ROAD.”?**

The Board will consider entering into an agreement with Chaffee County Road and Bridge for asphalt paving on Rodeo Road.

E. Should the Board of Trustees approve adoption of Resolution No. 18, Series 2020 entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, WAIVING THE RECEIPT OF AND APPROVING THE AGREEMENT FOR THE TRANSFER OF FY 2020 ENTITLEMENTS FROM THE CENTRAL COLORADO REGIONAL AIRPORT (CCRA), BUENA VISTA, COLORADO, TO THE HARRIET ALEXANDER FIELD, SALIDA, COLORADO.”?**

The Board will consider approving the agreement to transfer the 2020 entitlements from the Central Colorado Regional Airport (CCRA) to the Harriet Alexander Field in Salida.

IX. TRUSTEE/STAFF INTERACTION

The Board discusses items with staff and staff can bring up matters not on the agenda.

X. ADJOURNMENT



**MINUTES OF THE BUENA VISTA BOARD OF TRUSTEES
Pinon Room, Community Center 715 E. Main Street
Tuesday, February 11, 2020**

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.

Work Session at 6:00 PM – Architectural Guidelines, Historical Preservation Commission and Planning and Zoning Commission

In attendance for the Work Session were Mayor Pro Tem Libby Fay, Trustees Lawanna Best, Mark Jenkins, Cindie Swisher, and David Volpe. Also present were Historic Preservation Commission (HPC) members Katy Welter, John O'Brien, Daniel Courtright, Vic Kuklin, Planning and Zoning Commission members Preston Larimer, Lynn Schultz-Writsel, Craig Brown, and Thomas Doumas. Town Administrator Phillip Puckett, Principal Planner Mark Doering, and Paula Barnett Town Clerk were also in attendance.

Katy Welter and Dan Courtright reviewed with the Trustees that the goals of the Architectural Design Guidelines (ADG) are to:

- Maintain potential for historic districting by providing a resource to aid in preserving existing historic structures that could be considered as “contributing” to a historic district.
- Provide property owners and developers with a reference for design options that will maintain historic integrity and eligibility for local, state and/or federal incentives for historic preservation.
- Protect the sense of time and place conveyed by the collection of historic buildings on East Main Street, enhance livability, and protect investments and economic value of Buena Vista’s historic character.
- To retain a small-town image and atmosphere, encourage pedestrian activity, and to protect the significant views and existing sense of community.

The ADG would apply to the design, construction, modification, rehabilitation and/or maintenance of all structures on historic East Main Street which is defined as the area between the intersection of Main Street and Highway 24 to the west and the intersection of East Main Street and South Main Street to the east, as well as one block both north and south to include alleys.

Courtright stated on February 6, 2020 the HPC unanimously voted to recommend to the Trustees that the Architectural Design Guidelines be implemented first as a guideline with the intent that they be developed into a requirement over time. By implementing the ADG as guidelines first would maximize flexibility during initial adoption, minimize impact of unintended effects, and preserve the opportunity for future regulatory adoption options based on practical experience.

Members of the Board of Trustees, Planning and Zoning Commission, and Historic Preservation Commission had lengthy conversation related to building heights. The Unified Development Code (UDC) requires that no building be higher than 40 feet, and the proposed height restriction in the ADG is 30 feet with a 3-foot parapet. The group discussed the area affected by the guidelines be split into two zones with the dividing line at Court Street. The zone east of the courthouse would have more relaxed building height regulations, while the height restrictions west of the courthouse would be more restricted to preserve sightlines when facing east and the view of the Collegiate Peaks when facing west.

Courtright stated that he will make the suggested changes to the draft ADG, and submit the revised document to the Trustees and Planning and Zoning Commission for comments/edits. He reviewed the proposed timeline for approval and adoption of the ADG.

- Incorporate the Trustees and Planning and Zoning Commissioners requested edits no later than February 28, 2020
- Release Final Draft for public review no later than March 11, 2020
- At the discretion of the Trustees, hold final public question/comment session(s) in mid-March
- Return draft to the Trustees with public comments (public comments will remain separate from draft until and unless Board directs as a condition of adoption)
- Trustees formally consider ADG for formal adoption no later than April 30, 2020, making the ADG the Town's official Architectural Design Guidelines for Historic East Main

A regular meeting of the Board of Trustees was called to order by Mayor Pro Tem Libby Fay, at 7:00 pm, Tuesday, February 11, 2020 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
Duff Lacy	Mayor	Absent
Lawanna Best	Trustee	Present
Libby Fay	Trustee	Present
Mark Jenkins	Trustee	Present
Norm Nyberg	Trustee	Present
Cindie Swisher	Trustee	Present
David Volpe	Trustee	Present

Town Staff Present:

Town Administrator Phillip Puckett
 Police Chief Jimmy Tidwell
 Principal Planner Mark Doering
 Airport Manager Jack Wyles
 Town Clerk Paula Barnett

Treasurer Michelle Stoke
 Fire Chief Dixon Villers
 Public Works Direct Shawn Williams
 Recreation Director Earl Richmond

PLEDGE OF ALLEGIANCE

Boy Scout Troop 67 led the pledge of allegiance.

PROCLAMATIONS

Mayor Pro Tem Fay read a proclamation declaring May 21, 2020 as Arbor Day, a proclamation declaring February 16th thru February 22nd Buena Vista Kindness Week, and a proclamation honoring the 100th anniversary of the League of Women Voters.

AGENDA ADOPTION

MOTION NO. 1:

MOVE TO APPROVE THE AGENDA.

RESULT:	CARRIED
MOVER:	Trustee Best
SECONDER:	Trustee Volpe
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

CONSENT AGENDA

Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote)

A. Minutes

1. BoT Regular Meeting – January 28, 2020
2. Beautification Board – November 7, 2019
3. Recreation Board – January 8, 2020

B. Police Chief Report

C. Fire Chief Report

D. Intergovernmental Agreement (IGA) with Chaffee County Clerk Lori Mitchell to use the ballot drop-off boxes at the Buena Vista Motor Vehicle Branch office during the April 2020 Municipal Election.

E. Letter from Northern Chaffee County Library District Board of Trustees notifying the Town of Buena Vista that Kathy Keidel has been appointed to the Library Board.

F. Adoption of Resolution No. 9, Series 2020 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, RE-APPOINTING MARCUS TRUSTY, GARY CROWDER, AND DANIELLE RYAN AS REGULAR VOTING MEMBERS OF THE RECREATION ADVISORY BOARD."

G. Adoption of Resolution No. 10, Series 2020 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, RE-APPOINTING TOM LIVERMAN, ROY GERTSON, PATTI CLARKE, KATHY HOERLEIN, AND DAN MURRAY AS REGULAR VOTING MEMBERS OF THE TREE ADVISORY BOARD."

MOTION NO. 2:

MOVE TO APPROVE THE CONSENT AGENDA.

RESULT:	CARRIED
MOVER:	Trustee Swisher
SECONDER:	Trustee Jenkins
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

PUBLIC COMMENT

Amy Eckstein, 119 Meadow Lane, Buena Vista shared with the Board the old school gymnasium on Main Street is a 6,000 square foot historical building that could be a beneficial space for the community, and encouraged the Trustees to explore options to find partners to restore and maintain the building.

Karen Dils, 29940 County Road 353E, Buena Vista thanked the Board for stepping up to the thankless job of Town Trustee. Dils expressed her concern with the number of short-term rental (STR) properties in town, and encouraged the Trustees to explore limiting the number of STR's allowed in town as a step to avoid losing Buena Vista's small-town character. Dils also encouraged the Trustees to continue their ongoing support of the Boys & Girls Clubs, and is looking forward to the collaboration of the Board, Town Staff, generous donors, and members of the community to develop a multi-use building for the Boys & Girls Clubs.

BUSINESS ITEMS

Boys & Girls Clubs of Chaffee County

Town Administrator Phillip Puckett reviewed with the Board that he, Trustee Jenkins, and Trustee Best attended a meeting with Brian Beaulieu from Boys & Girls Club and representatives from the Economic Development Corporation to discuss the possibility of utilizing Town owned property to build a multi-use building. Puckett stated Staff is seeking input from the Board to see if they are interested in exploring the project, and invited Beaulieu to discuss aspects of the proposed facility.

Beaulieu thanked the Trustees for their long-time support and dedication to the Boys & Girls Clubs of Chaffee County. He shared the Board of Directors and several members of the community are in the process of developing a long-term strategic plan to design and construct a building for the kids and community. Beaulieu stated although the goal still lacks specifics at this point, they are committed to do whatever it takes to continue serving kids in Buena Vista and have already begun raising funds for the project.

Beaulieu stated there is a sense of urgency to the project since the Club does not have a long-term home and does not know how long they will be able to utilize the school. The plan is to construct a new 9,000 to 14,000 square-foot gymnasium with classroom spaces. During the school year, the Boys & Girls Club is open for four hours after school, and in the summer it operates nine hours daily, Monday through Friday. Beaulieu stated the Directors of the Boys & Girls Club are committed to working with the Town and the Recreation Department to allow programs and events to be held at the facility on evenings, weekends, and possibly during the day when it is not being utilized for Boys & Girls Club. Currently the Recreation Department utilizes facilities at the Buena Vista Schools and Darren Patterson Christian Academy for recreation programs and events.

Trustee Jenkins asked if senior citizens will be allowed to utilize the facility, and Beaulieu replied the building would be designed to meet the needs of residents of all ages, and it would not be a "recreation center" by name but would function as one.

Trustee Jenkins asked how the ownership of the land would be handled, and Puckett stated when a town owned parcel of land has been identified that meets the criteria, legal agreements will be drawn up to ensure the interests of both parties are covered now, and in the future, and would ensure that the Buena Vista Recreation Department would have use of the building for programs and events.

Trustee Nyberg stated he sees the ongoing activities of the Boys & Girls Club at Avery Parsons Elementary School on a daily basis throughout the year, and feels the club is one of the best things this town has for kids, and with the continually increasing number of children and adults in the community, a new facility is needed.

The Trustees agreed that Town should proceed forward in partnering with the Boys & Girls Club of Chaffee County on a new, permanent space for the club which would also be used as a recreation area by the town on evenings and weekends.

MOTION NO. 3:

MOVE TO APPROVE HAVING STAFF EXPLORE OPTIONS AND THE LEGALITIES TO UTILIZE TOWN OWNED LAND FOR THE SITE OF A NEW BOYS & GIRLS CLUB.

RESULT:	CARRIED
MOVER:	Trustee Best
SECONDER:	Trustee Jenkins
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

Paws for LEOs

Puckett reviewed with the Trustees approximately a year ago Marianne Maes, CEO and Founder of Paws for LEOs met with the Board and shared her vision of partnering with the Town to provide police officers, fire fighters, and first responders with a service dog specially trained to work with individuals impacted by post-traumatic stress disorder (PTSD) when the need arises. Puckett stated Maes will provide an update on the organization's current efforts and vision for the future.

Maes shared with the Board that she is continually working with and training her dogs to be of service to law enforcement, fire fighters, emergency personnel, and community members in crisis situations. Maes shared in November there was a tragic incident involving a Chaffee County Sheriff Officer, and it was her honor to be able to bring the dogs to the police/sheriff stations and observe how the dogs provided comfort and peace to those in need. Maes stated she has been contacted by a law enforcement agency outside of Chaffee County requesting details of the Paws for LEOs program and the possibility of acquiring a dog. Maes stated it is her mission to provide dogs when, and where needed.

Maes shared with the Trustees now that the puppies are older and are out and about attending public events, she would like the Board to consider allowing Emy be referred to as “The Town Dog”, and to allow the use of the Town logo on the dogs vest.

Trustee Jenkins asked if there is a financial and/or insurance liability to the Town if the dog is referred to as “The Town Dog”. Puckett stated there is no financial commitment from the Town, and if an incident occurs and the dog is placed with an officer, it would be a personal cost to the officer. Puckett shared he has discussed possible liability issues with Town Attorney Jeff Parker, and he stated there is very minimal or no insurance liability risk to the Town, although he recommends a resolution be drafted and adopted by the Trustees outlining the Town’s and Paws for LEOs responsibilities and restrictions.

MOTION NO. 4:

MOVE TO DIRECT STAFF TO DRAFT A RESOLUTION FOR BOARD APPROVAL OUTLINING THE GUIDELINES FOR PAWS FOR LEOs USE OF THE TOWN LOGO, AND THE PROGRAMS RELATIONSHIP WITH THE TOWN.

RESULT:	CARRIED
MOVER:	Trustee Jenkins
SECONDER:	Trustee Swisher
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

Trails Advisory Board Trail Recommendations

Alex Ware, member of the Trails Advisory Board met with the Trustees to review the recommendations for trails in 2020.

Recommendation 1: Install wayfinding signage for the new Farm Trail

The Farm Trail will connect the new Farm development with Brady Road to provide a safe route to school for children residing in The Farm. Children walking to school can use the Farm Trail instead of walking on County Road 317. The Farm Trail is on a Town water line easement between two homes. Public Works Director Shawn Williams has spoken with both homeowners and received agreements for use of the easement for a trail.

The Trails Advisory Board recommends that the Town install signage for this trail matching other Town trails consisting of boulders at both ends of the trail with the trail name sign attached to the boulder. The estimated cost to complete this project is \$10,000.00 with funding coming from the Trail Construction and Maintenance budget line item.

Recommendation 2: Construct a rock stairway from the upper Arkansas Trail to the Whitewater Trail

The upper Arkansas River Trail has numerous “social trails” created by folks who want to access the river, but do not know where to do so by an established trail. The social trails are steep and once started, continue to erode into the bank. The Trails Advisory Board is working with the Public Works and Recreation Departments on Best Management Practices (BMPs) to avert use of the social trails and allow for restoration. The first BMP is to install barriers consisting of posts connected by rope, with the barriers serving as an indicator that the trail should not be used.

A second BMP is to create another access route that is easier and safer to use to reach the river. Recreation Director Earl Richmond has identified a proposed location for a rock stairway that would provide additional access to the river. He has received a bid in the amount of \$4,500.00 to complete the construction. The Trails Advisory Board recommends that the Town allocate funding for the rock stairway that will provide easy and safe access from the Arkansas River Trail to the river. Puckett stated if approved, funding for this project would be a Capital Project expenditure.

Recommendation 3: Formally name the new connector trail from the South Main Boulder Park to the Arkansas River Trail the “Logan Connector” and install signage.

The area between the South Main Boulder Park parking area and the Arkansas River trail has been a social road and was undergoing severe erosion. As his Eagle Scout project, Logan Trenkle constructed a connector stair trail using materials on site which now provides an attractive access from the Boulder Park to the Arkansas River Trail and the Whitewater Trail and cures the unsightly erosional scar.

To recognize Logan Trenkle’s effort in improving the Town landscape and trail/river access, the Trails Advisory Board recommends that this connector trail be designated Logan Connector and signage added that is consistent with Town trail designation signage.

MOTION NO. 05:

MOVE TO APPROVE THE TRAILS ADVISORY BOARD 2020 TRAIL RECOMMENDATIONS.

RESULT:	CARRIED
MOVER:	Trustee Best
SECONDER:	Trustee Volpe
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

Adoption of Resolution No. 11, Series 2020 entitled “A RESOLUTION OF THE TOWN OF BUENA VISTA, COLORADO, APPROVING A NOTICE OF AWARD TO DL PROPERNICK CONCRETE FOR THE 2020 RAILROAD STREET IMPROVEMENTS PROJECTS.”?

Public Works Director Shawn Williams reviewed with the Board that in 2019 Public Works began reviewing the infrastructure needs for Railroad Street/ Collegiate Heights which became a street improvement project to rehabilitate and improve existing street and street amenity infrastructure, and is included as a project in the 2020 Street Fund Projects. Staff, with assistance from RG and Associates, designed, advertised and produced a request for proposal for the project and received one partial bid proposal from DL Propernick Concrete in the amount of \$142,870.00 which includes the concrete installation and grading portion of the project bid schedule, and reflects estimated engineering cost which keeps the project within the entire projected budget. The scope of the concrete project includes new sidewalks, curb and gutter, stormwater retention grading, concrete cross pans, ADA Pedestrian crossing ramps, and driveway installations at alleys

Although no formal bids were received for asphalt installations, and will still need to be provided, Staff has identified alternative resources and solutions which include Public Works Staff providing striping, new sign installations, drainage improvements, demolition of existing sidewalks, traffic control, and general support and project management, which will allow for significant cost savings associated to this project.

Williams reviewed funding the \$142,870.00 for the concrete portion of the Railroad Street/ Collegiate Heights project would be drawn from the following budget line items.

- 2020 Street Fund Budget \$68,870.00
- 2020 Safe Routes \$24,000.00
- Sidewalk Construction and Repair \$25,000.00
- Stormwater Fund \$25,000.00

MOTION NO. 06:

MOVE TO APPROVE THE NOTICE OF AWARD TO DL PROPERNICK CONCRETE FOR THE CONCRETE AND GRADING INSTALLATION PORTIONS OF THE RAILROAD STREET/COLLEGIATE HEIGHTS IMPROVEMENT PROJECT.

RESULT:	ROLL CALL	CARRIED
MOVER:		Trustee Volpe
SECONDER:		Trustee Nyberg
AYES:	Best, Fay, Jenkins, Nyberg Swisher, Volpe	

Public Hearing – Supplement Amendments to the 2019 Budget

Mayor Pro Tem Fay opened the Public Hearing and Town Treasurer Stoke reviewed with the Board that through the last half of 2019, the Town received unanticipated additional revenues, and the Trustees approved additional expenditures requiring a final budget amendment to be adopted and to appropriate funds to cover these changes.

No public comment was received and Mayor Pro Tem Fay closed the Public Hearing.

MOTION NO. 07:

MOVE TO APPROVE ADOPTING AN AMENDED AND SUPPLEMENTAL BUDGET FOR THE TOWN OF BUENA VISTA FOR THE 2019 CALENDAR YEAR.

RESULT:	ROLL CALL	CARRIED
MOVER:		Trustee Best
SECONDER:		Trustee Swisher
AYES:	Best, Fay Jenkins, Nyberg, Swisher, Volpe	

MOTION NO. 08:

MOVE TO APPROVE ADOPTING THE SUPPLEMENT APPROPRIATIONS FOR THE TOWN OF BUENA VISTA 2019 BUDGET.

RESULT:	ROLL CALL	CARRIED
MOVER:		Trustee Volpe
SECONDER:		Trustee Best
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe	

Revise the 2020 Fee Schedule to add a fee for the use of Paul’s Lot

Recreation Director Earl Richmond reviewed with the Trustees a request to add Paul’s Lot (the overflow parking lot just east of the BV Pump Track) to the 2020 Fee Schedule. Richmond stated the space can host approximately 15 RV’s, 20 tent sites and about 30 vehicles with the proper configurations and is already being utilized by special event organizers at no charge since the facility is not on the Fee Schedule. Richmond stated Staff is proposing a rate of \$80.00 for a half-day (up to 4 hours) or \$130.00 for the entire day (more than 4 hours), with the suggested fees based on the current rates of the other Town owner park/lot facilities.

Richmond also shared with the Board that Staff is recommending Town not allow the Day Use Parking Lot (just east of Paul’s Lot and along the Arkansas River) to be reserved by private parties or for special events. Richmond stated the Day Use Area is a highly used access zone for locals and guests alike to recreate at the Buena Vista River Park, and in the past, special event organizers have used this space as part of their special event camping plan at no cost. The lot only houses seven designated camping spots and Staff feels it is

more important to allow continued public access to the River Park over closing it for special event organizers during the very busy summer season.

The Board agreed with Richmond's recommendation.

MOTION NO. 09:

MOVE TO APPROVE ADDING PAUL'S LOT TO THE FEE SCHEDULE, AND TO NOT ALLOW CAMPING IN THE DAY USE PARKING LOT.

RESULT:	CARRIED
MOVER:	Trustee Jenkins
SECONDER:	Trustee Swisher
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

Buena Vista School Parking Lot License Agreement

Town Administrator Puckett reviewed with the Board the License Agreement with the Buena Vista School District for use of the parking lot north of the School Administration Building, and the lot north of the Maintenance Shop on North Court Street from Memorial Day through the start of the next school year.

MOTION NO. 10:

MOVE TO APPROVE THE PARKING LOT LICENSE AGREEMENT WITH THE BUENA VISTA SCHOOL DISTRICT.

RESULT:	CARRIED
MOVER:	Trustee Nyberg
SECONDER:	Trustee Swisher
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

CDOT Grant Agreement for the Runway Pavement Maintenance Project

Airport Manager Jack Wyles reviewed with the Board the Central Colorado Regional Airport (CCRA) has been awarded the Colorado Department of Transportation Division of Aeronautics grant for runway pavement maintenance in the amount of \$350,000.00. The grant has a \$38,880.00 Town match which was approved in the 2020 Budget.

Puckett stated Dribble Engineering, the airport engineering firm contracted by the Town applied for the grant, and Staff is excited about the upcoming project and improvements to the airport.

MOTION NO. 11:

MOVE TO APPROVE THE STATE AVIATION GRANT AGREEMENT WITH THE COLORADO DEPARTMENT OF TRANSPORTATION-DIVISION OF AERONAUTICS.

RESULT:	CARRIED
MOVER:	Trustee Best
SECONDER:	Trustee Nyberg
AYES:	Best, Fay, Jenkins, Nyberg Swisher, Volpe

STAFF REPORTS

1. Town Administrator - Highlights of the report in the packet were reviewed and Puckett responded to Trustee comments and questions.

Puckett reviewed the Operations and Capital work plan for 2020 with the Trustees and stated the projects are funded in the budget and represent significant resource commitments. Puckett also reminded the Board the work plans do not include day to day activities such as Special Events, Recreation Programming, licensing/permitting, development reviews, training, and elections. Quarterly updates will be provided to the Board and significant issues or blockers will be identified more frequently.

Puckett shared in preparation for the March 5th Strategic Planning Session, staff is preparing a draft report showing projects/accomplishments categorized by our Key Outcome Areas from 2017-2024. The report will be shared with the Board in advance of the meeting with the hope that edits/input discussed during the session are used as a tool to help the Board evaluate which areas should take priority for the 2021 budget cycle.

Puckett reviewed with the Board the BV Safety Core Committee met on January 29th and toured the BV Fire Station, and the group will meet again on February 12th to tour the Police Station and the Community Center.

Puckett shared as anticipated, questions regarding the relationship between BV Fire and Chaffee County Fire have surfaced during the committee discussions. Staff is focusing on educating people about the history of the two entities along with the current operating model. To keep this process focused and not veering off on a tangent, Puckett wanted to be sure the Board is comfortable and in agreement with the following:

- Evaluation of the County emergency providers has taken place in the past including the 2012 Evaluation and Feasibility Study. This study made recommendations to look at merger opportunities and establishment of common standards/equipment/etc.

- This study led to the formation of a countywide Operations Committee to look at the feasibility of forming a single Fire Authority across the County. This group met from mid-2013 and concluded in March 2014. The committee, with input and direction from the elected officials, concluded with the following:
 1. A merger of the agencies was not pursued. Difference in tax models, control of service, and differing priorities were all factors in the decision
 2. Automatic aid agreement between BV Fire and Chaffee County Fire were implemented June 2014. The MOU outlines response protocols, equipment availability, joint training, communications, incident command and incident reporting. **Staff will be reviewing this MOU with Chaffee County Fire this month to make sure it is still correct.
 3. Standardized protocols were developed and implemented between all agencies. This included training and certification requirements and coordination of third-party testing of fire equipment and apparatus.
- When the Town moved BVPD out of the current Fire Station in 2014 it was recommended that the Fire Station be demolished based on its condition. Town never completed the effort to find another location for BV Fire.
- Since 2015 the Town has made a commitment to increasing investment in BV Fire to ensure Town provides high quality and reliable emergency response to citizens and visitors. This includes responding to medical calls, structure fires, local natural disaster management, hazmat, Airport Testing and incidents, law enforcement assist, commercial building inspections, STR inspections, swift water/river incidents, CPR/First Aid training for our community
- The Town of Buena Vista recognizes that the current Fire Station is insufficient and is not meeting requirements for staff safety, space and location egress/ingress.
- The 2020 process is to evaluate our facilities and equipment needs, and is not intended to revisit decisions made by prior Boards. The goal is to create a facility plan to meet the needs of Town staff, citizens and visitors now and in the future.

The Trustees were in total agreement that the goal of the BV Safety Core Committee and the Board, is to proceed forward in evaluating facilities and equipment needs, creating a facility plan to meet those needs, and exploring funding options to ensure the project can be completed.

2. Town Treasurer - Highlights of the report in the packet were reviewed and Stoke responded to Trustee comments and questions.
3. Airport Manager - Highlights of the report in the packet were reviewed and Wyles responded to Trustee comments and questions.

4. Public Works Director – Highlights of the report in the packet were reviewed and Williams responded to Trustees comments and questions.

5. Recreation Director- Highlights of the report in the packet were reviewed and Richmond responded to Trustees comments and questions.

TRUSTEE/STAFF INTERACTION

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

Trustee Jenkins and Town Administrator Puckett followed up with the Public Comment by Amy Eckstein regarding the old school gymnasium. Puckett stated the school district owns the building, and school administration has explored grants and funding option to cover the estimated cost of 1.6 million dollars to restore the building and has determined the structure does not meet their needs. The Boys & Girls Club considered the building as a location for their new site and concluded the structure does not meet their needs. Trustee Volpe will reach out to Amy Eckstein to review the topic.

MOTION NO. 12:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, THAT THE MEETING BE ADJOURNED AT 9:36 PM.

RESULT:	CARRIED
MOVER:	Trustee Best
SECONDER:	Trustee Nyberg
AYES:	Best, Fay, Jenkins, Nyberg, Swisher, Volpe

Respectfully submitted:

Libby Fay, Mayor Pro Tem

Paula Barnett, Town Clerk



Minutes of the Regular Meeting of the Airport Board January 21, 2020

I. Call to Order / Attendance

A regular meeting of the Airport Board was called to order at 8:30 AM, Tuesday, January 21, 2020, at the Central Colorado Regional Airport, 27960 County Road 319, Buena Vista, Colorado by Chair Dennis Heap. Additional Board Members present were Mal Sillars, Bob Dimmitt, Jerry Steinauer, Mark Godonis, Mark Muller, Taylor Albrecht and Airport Manager Jack Wyles and Airport Operations Specialist Chandra Swanson. Tom Moore attended as a member of the public

Board members not present were Dan Courtright and Tom Warren, and Town Trustee Liaison Dave Volpe.

II. Pledge of Allegiance

Heap led in the Pledge of Allegiance.

III. Public Comment

Tom Moore mentioned that for several years there has been discussion of moving the fence at the Carpenter property but never any action taken. At one point he discussed with former manager Jill and she said they couldn't get prisoners to assist any more. Jack said there isn't funding. Taylor mentioned that the fence has been discussed at several meetings and there is action being taken, albeit slowly.

Mr. Moore mentioned that there are at least three hangars being leased for non-aviation interests, mostly storage. There are also non-standard charges.

Steinauer moved that a Board recommendation be sent to the Town that these issues be addressed and as a temporary measure the current small fencing be re-adjusted for between \$5,000 and \$10,000. Sillars seconded and the motion carried unanimously

IV. Approval of Minutes – November 19, 2019

Albrecht moved and Sillars seconded a motion to approve the minutes of the November 19, 2019 meeting. Unanimously approved.

V. Reports

A. Operations

Heap read through the report while Wyles was out helping move aircraft.

Heap noted that the Ft. Collins/Loveland airport is moving forward with installation of the remote control tower facilities.

Heap showed a photo of the new Rocky Mountain Metro airport “brooms.” Their goal is to have no snow/ice accumulation on the primary runway and taxiway. Their old equipment may become available as surplus.

Heap noted that the Salida Air Show is scheduled for July 11, 2020.

B. Financial

The primary financial report discussion is covered under New Business – 2019 Year-end Review

VI. Old Business

A. Airport Advisory Board Members

Tom Warren is the only board member with expiring term. However Tom missed all 2019 meetings. Heap talked with Warren who indicates a continued interest to serve on the board. His experience and community involvement is considered an asset to the board. It was suggested that the Board search for another interested party to serve on the Board, so Tom’s reappointment has been tabled until the February, 2020 meeting.

Steinauer moved that the current officers be re-elected to their respective positions. Sillars seconded and the motion carried unanimously.

B. Central Colorado UAS Club Drone Park

Albrecht speaking on behalf of the Club gave the Board an update of the proposed Park. The location has moved to the southeast quadrant of the town-owned land. This is considered the best location for all interested parties. It moves it closer to airport operations. Albrecht showed a map of the suggested flight patterns and the location of the park. The closest may be considered the turbine aircraft pattern of 1,500’ AGL, one mile from the airport. This puts the closest edge of the park about 1,500’ from that pattern on the surface. Considering the maximum legal altitude for operations is 400’ AGL, this is considered acceptable. Wyles has requested the airport be contacted during any park operations.

VII. New Business

A. 2019 Year-end Review

Wyles and Swanson gave a year-end review. There was a bump in operations over the holidays. The Reach modular facility is still on airport property and they are paying about \$500 per month ground lease. When removed, the septic system will also need to be removed. Fuel sales ended at about 63K gallons of Jet-A and 12K gallons of 100LL, so not quite caught up with last year’s sales.

Overall operations were good. Based-aircraft ops declined primarily due to Reach move. Of note there were 58 days with no operations compared with 37 the prior year

Wyles reviewed the presentation that was given to the Town Trustees. There were many positive events and results during 2019.

There is a CDOT grant of \$350K so the runway work will be rehab. CDOT Aeronautics is picking up 90% of the AWOS maintenance costs now.

There are many Apache helicopters coming to the airport now. Expecting some testing of them during February and March.

Swanson then presented financial overview that was presented to the Town with data through October 2019. She presented some very interesting statistics about the breakdown of revenues between testing and non-testing, and military and non-military. In addition, they provided a very interesting estimate of the economic impact of testing activities to the Town. They estimate \$400,000 just due to testing, and \$600,000 overall.

Albrecht asked about whether revenues from the simulator business were included in the financials. Wyles responded no, that there was still no lease or agreement in place.

Swanson then presented goals for the marketing program. Increasing the quantity and quality of social media postings, increasing that presence. There was discussion of board help to promote more summer activity and engagement with town businesses

B. 2020 Business Plan

Heap reviewed the business plan history and noted that the plan requires updating, especially with the marketing efforts mentioned. Included is an airport history that Steinauer is working on.

VIII. Other Business

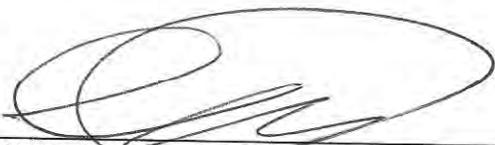
There was not other business brought before the board.

A. Adjournment

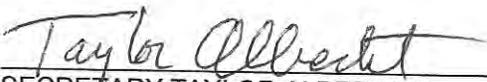
Steinauer moved and Dimmett seconded a motion to adjourn at 10:10am. Unanimously approved.

The next Board meeting is Tuesday, February 18, 2020, 8:30am at the Airport conference room.

RESPECTFULLY SUBMITTED:



CHAIR DENNIS HEAP



SECRETARY TAYLOR ALBRECHT



MINUTES

HISTORIC PRESERVATION COMMISSION TOWN OF BUENA VISTA, COLORADO

January 2, 2020

3:00 PM
Town Hall

I. CALL TO ORDER

Meeting called to order at 3:05pm.

II. ROLL CALL

Present: Katy Welter, Vic Kuklin, Suzy Kelly, Dan Cartwright, John O'Brien

Staff: Mark Doering

Public: None

III. APPROVAL OF AGENDA

Approved unanimously.

IV. APPROVAL OF MINUTES – December 5 , 2019

Approved unanimously.

V. PUBLIC COMMENT

None

VI. BUSINESS ITEMS

A. Architectural Guideline Final Review

- a. Dan led the review of the complete document, with a detailed review of chapter 5 and 6. Minor corrections were made and edits done to the master document as the discussion progressed. A motion was made, by John to accept the design guidelines as edited and forward them to the Trustees for their action along with History Colorado and the Main Street architect. The motion was seconded by Suzy and passed unanimously. Katy recused herself from the vote due to a perceived conflict.
- b. The document will be issued to the Town with the draft minutes in the next two weeks.

B. 300-304 E. Main demolition permit update

- a. Permit has been issued and a meeting is scheduled with P&Z for conditional use permit.

C. Grants update

- a. Residential survey

- i. Town is under contract with Front Range Associates and a phone kickoff meeting with FRA and State Historical Fund is scheduled for our next meeting on February 6th.
 - b. Digital Archives Project
 - i. Suzy, Kiki and Katy have been working on the project with about 400 photos archived to date.
 - ii. Meeting with CHRAB program manager is scheduled at the Court House for January 16th at 11am.
- D. 2020 Budget update
 - a. Budget is approved as submitted for training and historic landmark plaques. Search for plaques will begin with issuance to happen for landmarked properties in 2020.
- E. Saving Places Conference
 - a. Saving places will be attended by Nancy Locke and Melanie Roth in January 2020.
- F. Training update
 - a. Training with History Colorado will be scheduled for the March meeting.
- G. Next Meeting
 - a. Next meeting scheduled for 3pm, February 6, 2020 at Town Hall.
- H. Updates from related organizations
 - a. Vick discussed BV Heritage progress on the Court House project.
- I. Staff Updates
 - a. Mark discussed meeting with Legacy Bank architect and owners representatives.
 - b. Mark discussed missing information for 2019 CLG report.
- J. Adjournment
 - a. Meeting was adjourned at 4:50 pm

Respectfully Submitted:



Katy Welter, Chair



**Minutes of the Regular Meeting of the
Buena Vista Planning and Zoning Commission
January 22, 2020**

CALL TO ORDER

A regular meeting of the Planning and Zoning Commission was called to order at 6:01 pm, Wednesday, January 22, 2020 at the Buena Vista Community Center, 715 E Main Street, Buena Vista, Colorado by Chair Preston Larimer. Also present were Vice Chair Lynn Schultz-Writsel, Commissioners Thomas Doumas, Craig Brown, and Alternate Commissioner Tony LaGreca.

Staff Present: Principal Planner Mark Doering and Planning Technician Robin Mesaric-King.

PLEDGE OF ALLEGIANCE

Chair Larimer led in the Pledge of Allegiance.

ROLL CALL

Mesaric-King proceeded with the roll call and declared a quorum.

AGENDA ADOPTION

Larimer requested to re-order the agenda. Doumas motioned to adopt the agenda as amended, **Motion #1** seconded by Schultz-Writsel. Motion carried.

APPROVAL OF MINUTES

Schultz-Writsel motioned for approval of the January 8, 2020 minutes as presented. **Motion #2** was seconded by Doumas. Motion carried.

PUBLIC COMMENT

Public comments opened at 6:03 pm. With no comments, public comment was closed at 6:03 pm.

STAFF / COMMISSION INTERACTION

Doering discussed the technical problems with the current lpads, and possible different solutions.

There will be a Board of Trustees meeting on February 11, 2020 at 6:00 pm for a work session with the Historic Preservation Commission to have a discussion on proposed Architectural Guidelines for East Main Street.

NEW BUSINESS

Update on the Housing and Health Disparities Grant Presented by Becky Gray, Chaffee County Director of Housing

Becky Gray, the Director of the Chaffee County Health and Housing, gave an overview of the Housing and Health Disparities Grant, who awarded the grant, what the grant is to be used for, the amount of funding, the 2019 events and subject matter experts, the number of participants who attended the associated public meetings, the upcoming events and presenters for 2020, conference, and the time frame of the grant.

Discussion on Proposed Amendments to Chapter 16 of the Municipal Code

Doering explained the reasons that several code clarifications were being brought back to the Planning and Zoning Commission for review, and the criteria for approval for amendments to the Unified Development Code (UDC).

Doering explained the code clarification needed on Table 2.3 to make it match Table 2.8 and 2.9.

Doering explained Table 4.5, relating to monument and pole signs in residential zone and mixed-use zone districts. He stated that certain commercial uses are allowed in a residential and mixed use zone district but the code prohibits pole and monument signs; and that a large number of the existing signs in the zone districts are monument and pole signs (i.e. apartment complex, church, book store). The Commission generally discussed the allowed size of sign in commercial zone districts, square foot sizes of existing signs, height restrictions, pros and cons of allowing signs in those zone districts by use, the possibility of a Comprehensive Sign Plan review, lighting, the effects on surrounding neighbors, context sizes, and introduction of a 40 sq. ft. size limit per property.

The Commission discussed limiting the speed in which electronic message boards change the message.

Doering explained the correction to Table 6.2 to match the written code section 6.7.1.

The use section for kennels does not clarify the setback shall be from residential adjoining properties.

4.2 Access and Circulation: Doering explained that in the residential zone district access must be taken from the alley, but that this is not referenced in the mixed use zone districts. The commission recommended no new curbs in the MU-MS zone district unless an alley is not present, and on side streets for one block north and south off of East Main Street unless an alley is not present. Access must be taken from the alley in all zone districts if one is present excluding I-1 and H-C. No drive through access onto East Main Street or on side streets for one blocks north and south off of East Main Street.

Table 4.1: Add all drive throughs require 3 stacking spaces regardless of use.

3.2.1 Small multi-family: Commissioners generally discussed allowing it west of the highway in the R-1 OT and R-2 OT zone district. Remove only east of Highway 24.

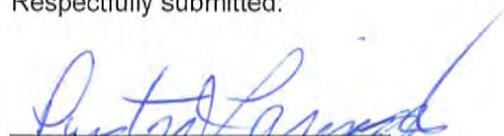
Section 3.2.4.c add "and/or trailer" wherever recreational/camping vehicle shows up.

Section 16.5.3.4 School Fee: change wording and reference fee adopted by the Buena Vista School District.

ADJOURNMENT

There being no further business to come before the Commission, Doumas motioned to adjourn the meeting at 8:30 p.m. Schultz-Writsel seconded. **Motion #3** was unanimously approved.

Respectfully submitted:


Preston Larimer, Chair


Robin Mesaric-King, Planning Technician

**TOWN OF BUENA VISTA**

P.O. Box 2002
Buena Vista, CO 81211
Phone: (719) 395-8643
Fax: (719) 395-8644

DATE: February 25, 2020

TO: Mayor and Board of Trustees

FROM: Paula Barnett, Town Clerk
Melanie Jacobs, Deputy Town Clerk

RE: January Clerk's Office Activities

LIQUOR LICENSES**SPECIAL EVENTS PERMIT**

- **Alliance Against Domestic Abuse** – Chocolate Lover's Fantasy
February 8, 2020 – Buena Vista Community Center 715 E. Main Street
- **Buena Vista Welcome Center and Chamber of Commerce** - Business After Hours
January 16, 2020 - Boneshaker Cycles – 310 E. Main Street
- **Lacy Foundation** – Get Together and Dance
January 17, 2020 and February 14, 2020 - Buena Vista Community Center
715 E. Main Street

LICENSES RENEWED - None**BUSINESS LICENSES****NEW LICENSES ISSUED**

- **Blake Appraisal Company** – 510 Park Ln / Megan Blake (residential appraisals)
- **705 Buzz Blvd** – 705 Buzz Blvd / Erin Kassel (STR)
- **Aguila Resources, LLC dba River Rest Mobile Home Park** – 118 W Sterling Ave / Brian Ellis (real estate rentals)
- **DeFurio Custom Homes** – 29766 Teal Run / Mark DeFurio (home builder)
- **Bombshell Beauty Boutique** – 520 Cedar St / Alisa Macnab (clothing)
- **The Twiggy Tree, LLC** – 801 Front Loop #2C / Phuong-Thuy Hoang Najera (property management)
- **Grover Construction, LLC** – Hartsel / Tanner Grover (construction)
- **Main Street Dental Hygiene** – 413 East Main St #130 / Alane Eisenbrandt (teeth cleaning)

LICENSES RENEWED – 92

CEMETERY

- 0 Site Sales
- 1 Interment

NOTARY SERVICES

- 27 Notarizations Performed

TOWN OF BUENA VISTA, COLORADO

RESOLUTION NO. 15
(Series of 2020)

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPOINTING ROBERT DIMMITT AND MARK MULLER AS REGULAR MEMBERS OF THE AIRPORT ADVISORY BOARD, AND MARK GODONIS AS AN ALTERNATE MEMBER.

WHEREAS, Article VIII, Chapter 2, Sec. 162 of the Buena Vista Municipal Code authorizes the Board of Trustees to appoint individuals to serve as members of the Town of Buena Vista Airport Advisory Board by a majority vote of all members of the Board; and

WHEREAS, the Board of Trustees desires to make the appointments set forth herein, which is as recommended by the respective advisory board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO as follows:

Section 1. The following appointments are made to the Airport Advisory Board:

Robert Dimmitt, regular voting member, with a three (3) year term ending December 2022.

Mark Muller, regular voting member, with a three (3) year term ending December 2020.

Mark Godonis, alternate member, with a three (3) year term ending December 2021.

Section 2. Each advisory board member so appointed shall hold his or her appointment until his or her term expires, or he or she is removed or resigns, or as otherwise provided for in accordance with the ordinances of the Town of Buena Vista.

RESOLVED, APPROVED, AND ADOPTED this 25th day of February, 2020.

TOWN OF BUENA VISTA

BY: _____
Duff Lacy, Mayor

ATTEST:

Paula Barnett, Town Clerk

TOWN OF BUENA VISTA, COLORADO

RESOLUTION NO. 16
(Series of 2020)

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, SUPPORTING THE PAWS FOR LEOS NON-PROFIT ORGANIZATION

WHEREAS, the Town recognizes that Paws for LEOs is an independent non-profit organization based in the Town of Buena Vista that provides service dogs to law enforcement officers (LEOs), emergency service providers, firefighters, search and rescue, and other first responders and their families;

WHEREAS, the Town appreciates that Paws for LEOs has offered its services to local emergency responders and supports its efforts to provide this valuable community service, which benefits the lives of those who receive a service dog; and

WHEREAS, although the Town does not directly provide public funds to financially support Paws for LEOs and the Town does not own any of the service animals trained by Paws for LEOs, the Board of Trustees of the Town of Buena Vista desires to acknowledge the valuable contribution Paws for LEOs provides to the community by training service animals for local emergency responders.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO as follows:

1. The Town of Buena Vista hereby expresses its appreciation for the valuable contribution PAWS for LEOs provides to those in the community; and
2. The Town of Buena Vista hereby supports the mission of PAWS for LEOs, which is to provide highly trained service dogs to Law Enforcement Officers, Emergency Service Providers, Firefighters and First Responders who have been physically or mentally injured on active duty on behalf of the public and to provide solace and support to LEOs' surviving family members, especially children, in cases of fatalities of parents occurring in the line of duty.

RESOLVED, APPROVED, AND ADOPTED this 25th day of February, 2020.

TOWN OF BUENA VISTA

BY: _____
Duff Lacy, Mayor

ATTEST:

Paula Barnett, Town Clerk



TOWN OF BUENA VISTA

P.O. Box 2002
 Buena Vista, CO 81211
 Phone: (719) 395-8643
 Fax: (719) 395-8644

DATE: February 25, 2020
 TO: Mayor and Board of Trustees
 FROM: Phillip Puckett, Town Administrator
 AGENDA ITEM: Town Administrator Report

Key Dates

Topic	Date & Time	Location
Board Strategic Planning Session	Thursday March 5 th 5:45pm – 8:30pm	Airport, 2 nd floor conference room
Joint Work Session with BV Sanitation	May 19 th , 5:00 – 6:00pm	BV Sanitation District
Short Term Rental Work Session	May 26 th	Community Center
Board Training – Water Work Session	May/June	TBD

Updates

- **Strategic Planning Session:** Joel Benson will share a memo outlining the purpose and agenda for the Board session on March 5th. Printed handouts will be provided this evening.
- **Chaffee Housing Authority** – steering committee meets again the morning of February 25th. A verbal update will be given.
- **Boys and Girls Club** – staff has met again with Brian to discuss the potential project in more detail. We are looking closely at the undeveloped Town owned parcels north of New Bees / east of Avery Parsons Elementary. The emphasis from Town is on inside recreation space for Rec Programming and community use.
- **Municipal Judge** – we are taking applications through Friday February 28th. A committee including Trustee Jenkins, Jana Schumann, Jimmy Tidwell, Judy Nyberg, Grant Bryans and myself will select finalists for interviews in early March. The plan is for this committee to bring forward a candidate recommendation to the Board on March 24th for consideration of appointment.

Thank you for your attention to my report. Please let me know if you have questions.

Phillip Puckett, Town Administrator



TOWN OF BUENA VISTA

P.O. Box 2002
 Buena Vista, CO 81211
 Phone: (719) 395-8643
 Fax: (719) 395-8644

DATE: February 25, 2020
 TO: Mayor and Board of Trustees
 FROM: Michelle Stoke, Town Treasurer

AGENDA ITEM: Treasurer's Report

Transparency Portal:

<https://buenavistaco.opengov.com>

Sales Tax:

Sales amounts attributable to December has been received. The 2019 amounts are 15.85% over all of 2018 and 12.99% over the 2019 budget. I have attached the graph for your review.

We have decided to take another look at the remote seller amounts due to other municipality citing a larger percentage of the 2019 increases attributable to remote sellers than I originally thought. The issue arises out of the Department of Revenue marking only sellers that have no brick and mortar stores in Colorado. However, stores which have stores in Colorado but not in Buena Vista qualify as remote sellers to Buena Vista. I will present revised 2019 remote seller data in my report for the March 10th meeting.

Town Expenditures:

Since the February 11, 2020 report the Town has issued:

- 86 accounts payable checks for a total of \$283,996.44
- ACH withdrawals to the IRS, FPPA, CCOERA and Colorado Department of Revenue for pay period ending 02/08/2020 was \$34,176.82.
- Net payroll was \$69,110.47 for the same period.
- The breakdown by Fund for AP and payroll-related check disbursements plus the ACH payments is as follows: *(Note that not all expenditures are expenses since some are reimbursements or withholding from employees' gross payroll)*

○ General Fund -	\$ 163,103.00
○ Water Enterprise Fund -	\$ 144,282.53
○ Capital Improvement Fund -	\$ 2,437.92
○ Stormwater Enterprise Fund-	\$ 0.00
○ Airport Enterprise Fund -	\$ 7,899.81
○ Street Fund	\$ <u>450.00</u>
○ TOTAL	\$ 318,173.26

Expenditures Over \$2,000.00

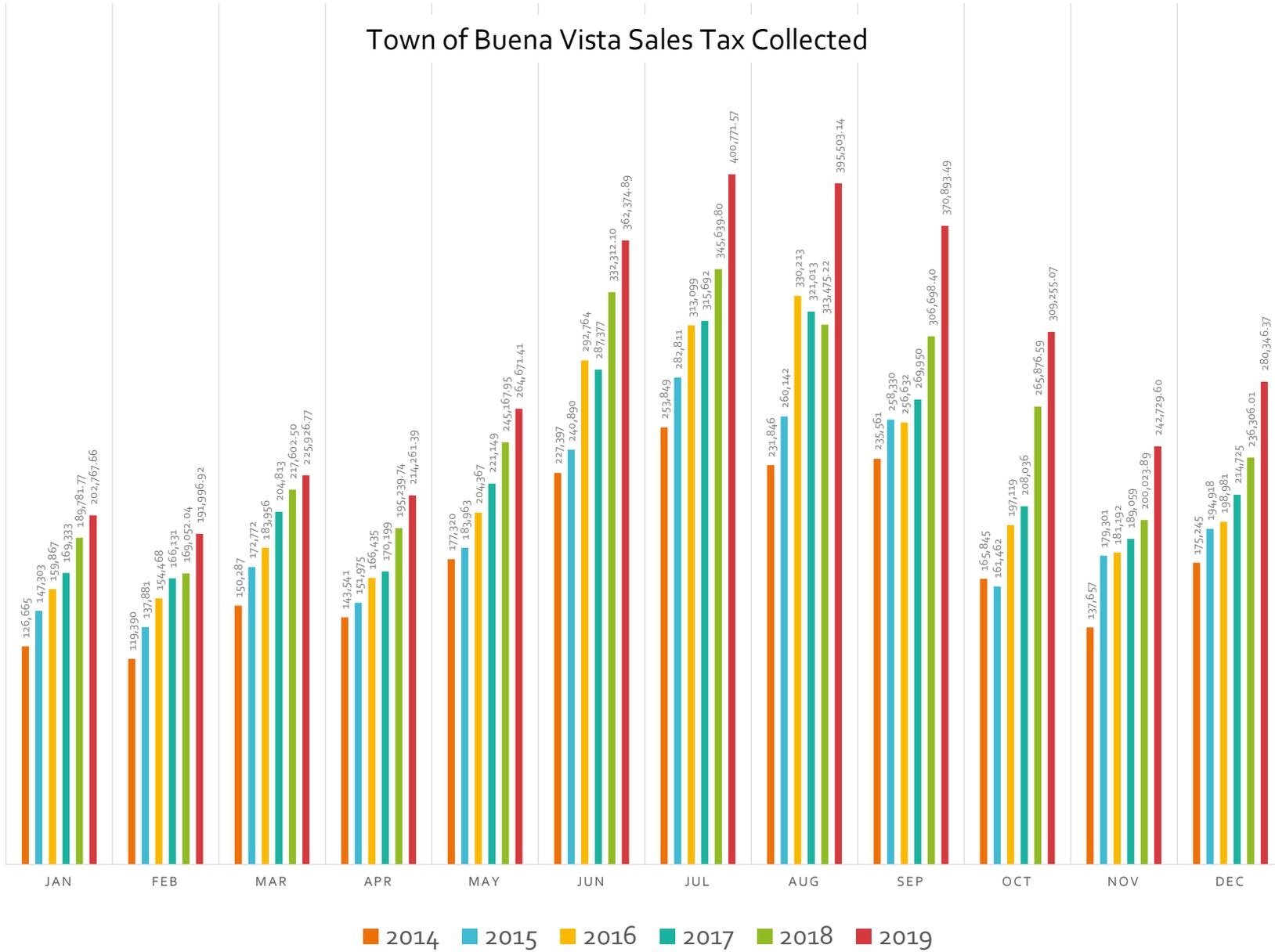
-Atmos Energy for \$4,108.16 for January statement for natural gas
 -CEBT for \$51,136.08 for February medical and life insurance premiums for Employees
 -Clear Gov, Inc. for \$6,487.50 for new transparency portal including budget utility and setup
 -Delta Dental for \$4,171.61 for February dental insurance premiums for Employees
 -Pinnacol Assurance for \$4,797.01 for the second of nine installments on 2020 worker's comp premiums
 -Cumberland Buildings for \$3,270.00 for new shed for Recreation department, 2019 budget
 -Drilling Engineers for \$24,668.00 for drilling and sampling for the surface water plant, 2019 budget
 -Miles Construction for \$98,420.00 for pay application #4 for water system improvement distribution replacement, 2019 budget
 -RG and Associates for \$30,175.45 primarily for development reviews in July and December, 2019 budget
 -Wright Water Engineers for \$3,153.98 for monthly water engineering for November and December, 2019 budget

- Alperstein & Covell for \$2,277.50 for January, 2020 legal fees
- Chaffee County for \$15,950.00 for Buena Vista's pro-rated recycling cost share for 2020
- John Crum for \$2,000.00 for landscaping deposit refund

I will entertain questions at this time.
This concludes my report.

Michelle Stoke, CPA
Treasurer/Finance Director

Town of Buena Vista Sales Tax Collected





Planning Department Monthly Report

January 2020

Planning:

Building Permits: 1 New Residential Permits Issued
0 New Residential ADU Permit Issued
2 Residential Remodel/Addition
0 New Commercial Permits Issued
0 Commercial Remodel/Additions

CO's Issued: 10 Residential
0 Commercial

Planning Permits: 1 Shed
1 Fence
0 Sign

Other Reviews: 1 Minor Subdivision
0 Site Plan Review

2020 Year to Date (as of 2/20/20)

1 New Residential Dwelling Unit Building Permits Issued
0 New Residential Accessory Dwelling Unit Building Permits Issued
0 Attached Apartment Units within a Commercial Building Permits Issued
0 Individual Duplex Dwelling Unit Building Permits Issued

Other Items:

1. **Planning Commission:** Still seeking one alternate member
2. **Historic Preservation:** Working on Design Guidelines and Survey of residential properties in downtown
3. **Site Plans Submitted:** Office Remodel at 707 North Highway 24 (**Administrative**)
O'Reilly Auto Parts at 724 North Highway 24 (Renewed) (**Administrative**)
4. **Site Plans Pending:** Manufacturing Facility for Fading West in Colorado Center PUD (**Administrative**)
5. **Subdivisions Submitted:** Flowers Minor Subdivision – 4 lots from 1 parcel at 352 Waters Avenue
Slycord Minor Subdivision – 3 lots from 1 lot at 420 Arizona Street
6. **Subdivisions Pending:** Colorado Center No. 1 Amendment No. 1 (Fading West)
7. **Special Use Permits:** None
8. **Technical Manual:** Developing Specifications for Planning and Engineering Submittals
9. **Chaffee County IGA:** Working on Planning for areas outside town limits in 3-mile area
10. **Other items:** Alley and sewer improvements north of Arkansas east of Colorado (permits soon)
The Summit (300 E. Main Street) Remodel/demolition/construction
Water Line Improvements in Pine Street
Sunset Vista #4 Phase 8 Public Improvements Agreement for 29 lots
Permit Technician – recruiting/training someone to fill Robin's position

Submitted by: Mark N. Doering, Principal Planner



TOWN OF BUENA VISTA

Post Office Box 2002
Buena Vista, CO 81211
Phone: (719) 395-8643
Fax: (719) 395-8644

February 25, 2020

Eric Heyboer, Recycling Grants Administrator
Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80246

Re: GARNA Chaffee County Waste Audits, Education, Outreach and Compost Expansion Project

Dear Mr. Heyboer,

The Town of Buena Vista strongly supports the Greater Arkansas River Nature Association's (GARNA) application for Recycling Resources Economic Opportunities funds. Implementing multi-season waste audits in conjunction with comprehending state commodities markets will help advise municipal and county government decisions on waste diversion in 2021.

A key outcome from the Town of Buena Vista Vision Statement states "we want to create an environment that is safe, healthy, encourages conservation, and makes for a friendly place where people want to live, work and play". The Town of Buena Vista has partnered with GARNA on successful projects since GARNA's inception in 1996. We're pleased to support GARNA's activation of sustainable materials management strategies, galvanized by their adoption of the Chaffee Green Sustainability Program in 2019, whose volunteer led activities have benefitted our local towns, cities and counties through solid materials management outreach, zero waste initiatives, renewable energy and long-term sustainability planning.

This project will leverage a \$2,000 match from the Town of Buena Vista and \$10,000 in funds from the Chaffee County Community Foundation to create jobs and learn more about variable season waste creation and diversion, from winter to the burgeoning summer festival season. Findings will be used to advise accountable recycling efforts, implement zero waste plans for growing festivals, and advise other community focused waste reduction and diversion strategies.

The proposed project fits well with the benefits that RREO creates, including reduction of waste, pollution and greenhouse gases, conservation of energy and natural resources, economic growth, job creation, increase of accessibility of materials for in-state markets, prevention of more landfills, and raising awareness in the general public.

The Greater Arkansas River Nature Association (GARNA) has a 24-year history of cooperating with and complementing local municipalities, Chaffee County, state and federal land management agencies. These agencies look to GARNA to lead large projects such as the Envision Recreation in Balance initiative and to complete large projects such as the Collegiate Peaks Scenic and Historic Byway designation. Completion of the proposed project is fully endorsed by Chaffee County and the contained municipalities.

We are in strong support of this application. The project combines a variety of values and multiple partners working together towards the wider goal of understanding, educating on and increasing sustainable waste management in Chaffee County. We hope you will consider awarding this funding request.

Thank you.

Duff Lacy, Mayor
Town of Buena Vista



TOWN OF BUENA VISTA

P.O. Box 2002
 Buena Vista, CO 81211
 Phone: (719) 395-8643
 Fax: (719) 395-8644

DATE: February 25, 2020

TO: Board of Trustees

FROM: Grant Bryans, Code Enforcement Officer

AGENDA ITEM: Ordinance No. 1 Series 2020 – AMENDING THE BUENA BISTA MUNICIPAL CODE
 CONVENING CAMPING, PARKING, AND RECREATIONAL VEHICLES

Request: Staff has addressed all concerns brought forth through several regular meetings and work sessions with the Planning and Zoning Commission and the Board of Trustees. It is recommended that the Board review the proposed ordinance or provide feedback on alternative to the proposed code.

Comprehensive Plan: The Comprehensive Plan does not speak directly to camping uses but does touch on a few related points including the economic benefit of special events, striving for compatible land uses by using zone districts and acknowledging the difficulty of housing seasonal workers. As well as this acknowledges the citizens and their use of their property while not allowing a use to become a nuisance.

Overview: After many discussions and work with our legal team, tonight we look at what is being proposed as changes to the Town Code. Staff has taken input from the Board, Planning and Zoning Commission, Town departments and citizens to come up with something that we believe is fair, and enforceable. This proposed code change takes an issue we have discussed for several years, and puts forth our community spirit while not infringing on the enjoyment of private property. A quick outline of what is being proposed follows:

- Temporary Seasonal Camping **16.03.3.2.4(C)**
 - Change the regulations for the industrial zone (I) to allow with a temporary use permit (TUP)
 - The TUP plus other safeguards in code language would mitigate potential nuisances
 - Specific language for suspension and revocation of permit/use
- Short-Term and/or Long-Term Storage of Recreational/Camping Vehicles and Utility Trailers **8-44**
 - Prohibits parking of RV and utility trailers in Town owned right-of-way (ROW) for more than 72 hours
 - Prohibits RV and camping vehicle camping use on ROW
 - Limits use of RV and camping vehicle on private property
 - Must be permitted
 - 21 user days per calendar quarter

- Gives code teeth to enforce
- Camping **Chapter 7 Article IX**
 - Bans the use of camping on public property
 - Includes ROW
 - Allowed with a permit issued through special use permit process
- Special Event Camping
 - Keeping current language which outlines the Administrative review process
 - Going to update policy to include
 - Set back of 150 feet from residential dwelling
 - Appropriate waste management plan
 - No fires
 - No drugs
 - No alcohol unless permitted with a special event liquor license
 - Noise
 - Revocation if found to be a nuisance

Conclusion: Most of these changes just tighten up our code and give us more teeth to enforce the rules in regard to RV and camping use. As we move into the future, we need to ensure that we are addressing the needs of not only our visitors but established residents. Staff believes proposed changes addresses the questions and concerns which have been brought up, and is congruent with our community vision. Thank you for your time and consideration.

**TOWN OF BUENA VISTA, COLORADO
ORDINANCE NO. 01
(SERIES OF 2020)**

**AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO,
AMENDING THE BUENA VISTA MUNICIPAL CODE CONCERNING
CAMPING, PARKING, AND RECREATIONAL OR CAMPING
VEHICLES**

WHEREAS, the Board of Trustees desires to amend the Town of Buena Vista Municipal Code to address camping, parking and recreational/camping vehicles in the Town of Buena Vista.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO:

Section 1. Section 16.03.3.2.4(C) of the Buena Vista Municipal Code is hereby repealed and replaced with the following:

Temporary Seasonal Camping.

1. **Purpose and Intent.** To allow businesses located in the I-1 zone district with a need for seasonal workers to allow such workers to camp on such businesses' property. Allowing camping subject to the restrictions set forth herein will support important businesses in the Town while protecting the public health, safety, and welfare by limiting the impact of unregulated camping by such seasonal employees in other areas of the Town and Chaffee County.
2. **Permit Required.** Camping in the I-1 zone district is prohibited except as permitted herein.
3. **Duration.** Camping may only occur in the I-1 zone district between April 1 and September 31.
4. **Restrictions and Requirements.** Temporary camping in the I-1 zone district shall comply with the following:
 - a. Screening sufficient to block the camping area from view of neighboring properties and public property at street level.
 - b. Toilet facilities sufficient to serve the number of employees camping on the property.
 - c. Waste facilities sufficient to manage all garbage, include food waste for the employees camping on the property.
 - d. Potable water sufficient to provide for the needs of all employees camping on the property.

- e. Camping may only occur on the same parcel or adjoining parcel upon which the primary business activity is located. The property upon which the camping occurs must be owned by the same business for which the employees work.
 - f. Site plan. A site plan showing the camping area, allocated camping spots, and all facilities.
 - g. Management/Operations Plan. A written management plan explaining how the camping area will be managed along with all rules for employees utilizing the camping area. The management plan shall include a point of contact for the town that will be available 24 hours per day 7 days per week. The management plan shall include the applicant’s rules for its camping area applicable to its employees and shall demonstrate how impacts to the neighboring businesses and surrounding area will be minimized. The management plan shall include, without limitation, information on quiet hours, pets, and how the business will enforce any violations of its policies.
5. **Application.** Applicants shall complete an application on a form provided by the Town. Applications shall be reviewed by the Town Administrator or his/her designee for compliance with the provisions set forth herein. If the Town Administrator or his/her designee determines that the proposed temporary camping can be conducted in compliance with the provisions set forth herein and in a manner that is compatible with the neighboring properties and the I-1 zone district, a permit shall be issued for the time period requested or such other time period as determined reasonable by the Town Administrator. The Town Administrator may impose conditions upon the permit as reasonably necessary to minimize the impact of the camping activity on the neighboring properties.
6. **Suspension and Revocation.** The Town Administrator may suspend or revoke a permit for a violation of any provisions set forth in this Section 3.2.4(C) or for any other violation of the Code, including without limitation the nuisance provisions set forth in Chapter 7 of the Code. The permittee may appeal the suspension or revocation of the permit by filing a written appeal with the Town Clerk within five (5) days of receipt of the revocation notice. The written notice shall set forth the grounds of the appeal and may be granted if the permittee demonstrates by a preponderance of the evidence that there was no violation as determined by the Town Administrator. The appeal shall be heard by the Board of Trustees at its next available meeting. The Board of Trustees may rule solely on the written appeal or allow testimony or evidence from the permittee and the Town Administrator.

Section 2. A new use is hereby added to the Temporary Use section in Table 3.1.4 of Chapter 16.03 as follows:

	R-1	R-2	R-3	MU-1	MU-2	MU-MS	HC	I-1	OSR	AP	Use-Specific Standards
Temporary Seasonal Camping								T			3.2.4(C)

Section 3. A new Section 8-44 is hereby added to the Buena Vista Municipal Code to read as follows:

8-44. - Short-Term and/or Long-Term Storage of Recreational/Camping Vehicles and Utility Trailers.

The intent of these regulations is to allow residential owners to store personal recreational/camping vehicles and utility trailers on their property or within approved off-site commercial storage facilities. Further, storage of recreational/camping vehicles and utility trailers shall comply with the following:

1. Recreational/camping vehicles shall be parked on an improved surface such as gravel, asphalt, concrete, or pavers if stored in a front yard.
2. Recreational/camping vehicles and utility trailers may only be parked or stored on public property or in the public right-of-way for a period not to exceed seventy-two (72) hours in any one-week period, regardless of whether the owner of the recreational/camping vehicle or utility trailer is also the owner or occupant of the abutting parcel. The fact that the recreational/camping vehicle or utility trailer is moved along the same right of way, moved for the primary purpose of avoiding the seventy-two (72) hour limitation, or moved away for any period of fewer than twenty-four (24) hours, shall be ignored in determining whether or not a recreational/camping vehicle or utility trailer has remained parked for seventy-two (72) hours or more. This Subsection 2 shall not be interpreted to permit the occupation of Recreational/camping vehicles or utility trailers for dwelling or residential purposes on public property or in the public right-of-way for any period of time, which is hereby prohibited.
3. Notwithstanding any other provision of this Section, a recreational/camping vehicle or utility trailer may not be parked or stored in any manner that constitutes a public safety issue, including without limitation by blocking vehicular sight lines or creating unsanitary conditions.
4. Recreational/camping vehicles and utility trailers may not be parked or stored in the railroad right-of-way, except that a recreational/camping vehicle may be parked in any designated public parking lot subject to the same restrictions on any other vehicle.
5. Any recreational/camping vehicle or utility trailer parked or stored on a public right-of-way for longer than seventy-two (72) hours pursuant to this subsection or parked or stored in the railroad right-of-way in violation of this Section shall be considered abandoned pursuant to this Code.
6. A parked or stored recreational/camping or utility trailer vehicle may not be used for business operations, except as permitted through a temporary use or temporary vendor permit.
7. A parked or stored recreational/camping or utility trailer vehicle may not be used for the storage of waste materials.

8. The parked recreational/camping vehicle or utility trailer must be operable and maintained as not to create a nuisance.

9. Except as provided in this subsection, recreational/camping vehicles shall not be used for dwelling or residential purposes unless within an approved recreational vehicle park.

a. A recreational/camping vehicle may be occupied in residential and mixed-use zoning districts on a private parcel for no more than twenty-one (21) user days in any quarter of a calendar year (January-March, April-June, July-September, October-December). If more than one recreational/camping vehicle is occupied, each recreational/camping vehicle shall be counted separately for purposes of determining user days (for example, if three recreational/camping vehicles are occupied, it shall count as 3 user days for each day they are all occupied, which would allow for a total of maximum of 7 days during a calendar quarter). Occupation of a recreational/camping vehicle shall be subject to the following:

1. A permit from the Town must be obtained after completing an application on a form provided by the Town Clerk.

2. The permit may be revoked by the Town Administrator for a violation of this Section or any section of the Code, including without limitation Chapter 7 of the Code governing nuisances.

b. A recreational/camping vehicle shall be deemed to be used for dwelling or residential purposes if any of the following are evident:

1. Pop-outs and/or side canopies are employed.

2. The vehicle is connected to utilities, including water or electricity.

3. Inside lights, television, radio, or other electrical components are on.

The list set forth above shall not be deemed to be exclusive and any other evidence relating to the use of the vehicle for camping or residential purposes may be considered.

Section 4. The following uses in the Temporary Use section in Table 3.1.4 of Chapter 16.03 are hereby amended as follows:

	R-1	R-2	R-3	MU-1	MU-2	MU-MS	HC	I-1	OSR	AP	Use-Specific Standards
Short-term parking of recreational/camping vehicles	P	P	P					P			8-44
Long-term parking of recreational/camping vehicles	P	P	P					P			8-44

Section 5. A new Article IX is hereby added to Chapter 7 to read as follows:

ARTICLE IX – Camping

7-200. – Definitions.

“Camping” means to reside or dwell temporarily or permanently in a place with or without shelter, but does not include sleeping during the day or picnicking. The term "shelter" includes, without limitation, any tent, tarpaulin, lean-to, sleeping bag, bedroll, blankets, vehicles, or any form of cover or protection from the elements other than clothing.

“Private property” means any real property that is not public property.

“Public property” means any real property, public right-of-way, public park, recreation area or other area owned, leased or under the control of the Town or other public entity.

"Reside or dwell" means to conduct daily life activities, including without limitation, eating, sleeping, bathing, or storing personal possessions.

7-201. – Camping on private property.

It shall be unlawful for any person to camp on any private property or to set up a tent, shack or any other shelter upon such property for such purpose within the town, except that it shall not be unlawful if such activity is conducted:

1. Pursuant to an approved special use permit;
2. By residents of the subject property and their invitees no more than two (2) nights in any calendar month; or
3. Pursuant to an approved permit issued by the Town Administrator upon application of the resident of the property on a form provided by the Town, provided that such camping shall not exceed a total of twenty-one (21) days in any quarter of a calendar

year (January-March, April-June, July-September, October-December), subject to the following:

a. A permit from the Town must be obtained after completing an application on a form provided by the Town Clerk.

b. The permit may be revoked by the Town Administrator for a violation of this Section or any section of the Code, including without limitation Chapter 7 of the Code governing nuisances.

Sec. 7-202. - Camping on public property.

It shall be unlawful for any person to camp in any public park or recreation area or upon any public property, or to set up a tent, shack, recreational/camping vehicle, camping vehicle, or any other shelter upon such property for such purpose within the town, except that it shall not be unlawful if such activity is conducted pursuant to an approved special use permit.

Section 6. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one or part or parts be declared unconstitutional or invalid.

Section 7. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

INTRODUCED, READ, ADOPTED AND ORDERED PUBLISHED this ____ day of _____, 2020.

THIS ORDINANCE SHALL BECOME EFFECTIVE THIRTY DAYS FROM PUBLICATION.

TOWN OF BUENA VISTA, COLORADO

By: _____
Mayor, Duff Lacy

ATTEST:

Paula Barnett, Town Clerk



TOWN OF BUENA VISTA

P.O. Box 2002
 Buena Vista, CO 81211
 Phone: (719) 395-8643
 Fax: (719) 395-8644

DATE: February 25th, 2020
 TO: Mayor and Board of Trustees
 FROM: Earl Richmond, Recreation Director

AGENDA ITEM: Ordinance No. 02 – AMENDING CHAPTER 11 OF THE BUENA VISTA MUNICIPAL CODE CONCERNING SPECIAL EVENTS

Dear Mayor and Board of Trustees,

Background

The Town is experiencing an increase in special event applications each year. We feel it would be advantageous to have additional administrative time to review the applications with other department heads before final approval. Our current code lists time frames that could put unnecessary pressure on the application review teams during certain circumstances.

Overview

Listed below are two sections of town code that staff would like to see altered to align with our current management timelines. With the proposed code changes, staff would have the appropriate time to thoroughly vet all applications.

Current Town Code-Sec. 11-124. - Issuance.

Within ten (10) days of receipt of a complete application for an event permit, the Town Administrator shall consider the applicable criteria and approve, conditionally approve or deny the application. If the application is denied, the Town Administrator shall inform the applicant in writing of the grounds for denial and the applicant's right of appeal. If the application is approved, the Town Administrator shall issue the event permit, including any conditions.

1. Town Code 11-124 comments. Staff suggest we eliminate the sentence containing within ten days of receipt of a complete application. With our town's growth and to better understand the real impacts of these special events, staff prefer more than 10 days to report back to the Town Administrator.

Current Town Code-Sec. 11-122. - Permit application. (c)

Applications shall be submitted not less than fourteen (14) days nor more than eighteen (18) months before an event, except that applications requiring a special event liquor license shall be submitted not less than thirty (30) days nor more than eighteen (18) months before an event. The Town Administrator shall,

upon a showing of good cause, consider an application that is filed after the filing deadline if there is enough time to process and investigate the application and obtain necessary police services for the event. Good cause may be demonstrated by a showing that the circumstance that gave rise to the application did not reasonably allow the applicant to file within the time prescribed. If the Town Administrator refuses to consider a late application, the Town Administrator shall inform the applicant in writing of the reasons therefore and of the applicant's right of appeal.

2. Town code Sec. 11-122 comments. Staff would like to the ability for a special event application to not be submitted more than 12 months before any given start date of an event. The 18 months in advance guideline currently listed is too far out to manage. We tend to change associate fees each year and adjust priorities each year for many facilities. Staff suggest changes to where if your application is only a special event liquor permit request on Town own property, then 30 days would be granted for Town staff to process the application. If your event plans on having the following impacts: street closures, special event camping, expected attendance of more than 200 people, amplified sound, and or multiple vendors, then 45 days would be granted for Town staff to process the application

Request

Staff is requesting approval of updated Town code as it relates to special event applications and to adopt the drafted ordinance presented tonight by the town's attorney.

Thank you for your time and considerations.

Earl Richmond

Earl Richmond

Recreation Director-Town of Buena Vista

**TOWN OF BUENA VISTA, COLORADO
ORDINANCE NO. 02
(SERIES OF 2020)**

**AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO,
AMENDING CHAPTER 11 OF THE BUENA VISTA MUNICIPAL CODE
CONCERNING SPECIAL EVENTS**

WHEREAS, the Board of Trustees desires to amend the Town of Buena Vista Municipal Code to address time limits for special event permits.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF
THE TOWN OF BUENA VISTA, COLORADO:**

Section 1. Section 11-122(c) of the Buena Vista Municipal Code is hereby amended to read as follows:

Applications shall be submitted not less than thirty (30) days nor more than twelve (12) months before an event. The Town Administrator shall, upon a showing of good cause, consider an application that is filed after the filing deadline if there is sufficient time to process and investigate the application and obtain necessary police services for the event. Good cause may be demonstrated by a showing that the circumstance that gave rise to the application did not reasonably allow the applicant to file within the time prescribed. If the Town Administrator refuses to consider a late application, the Town Administrator shall inform the applicant in writing of the reasons therefore and of the applicant's right of appeal.

Section 2. Section 11-124 of the Buena Vista Municipal Code is hereby amended to read as follows:

The Town Administrator shall consider the applicable criteria and approve, conditionally approve or deny the application. If the application is denied, the Town Administrator shall inform the applicant in writing of the grounds for denial and the applicant's right of appeal. If the application is approved, the Town Administrator shall issue the event permit, including any conditions.

Section 3. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one or part or parts be declared unconstitutional or invalid.

Section 4. Safety. This Ordinance is deemed necessary for the protection of the health, welfare and safety of the community.

INTRODUCED, READ, ADOPTED AND ORDERED PUBLISHED this 25th day of February, 2020.

THIS ORDINANCE SHALL BECOME EFFECTIVE THIRTY DAYS FROM PUBLICATION.

TOWN OF BUENA VISTA, COLORADO

By: _____
Mayor, Duff Lacy

ATTEST:

Paula Barnett, Town Clerk

(SEAL)



TOWN OF BUENA VISTA

P.O. Box 2002
Buena Vista, CO 81211
Phone: (719) 395-8643

MEETING DATE: February 25, 2020

TO: Mayor and Board of Trustees

FROM: Shawn Williams, Public Works Director

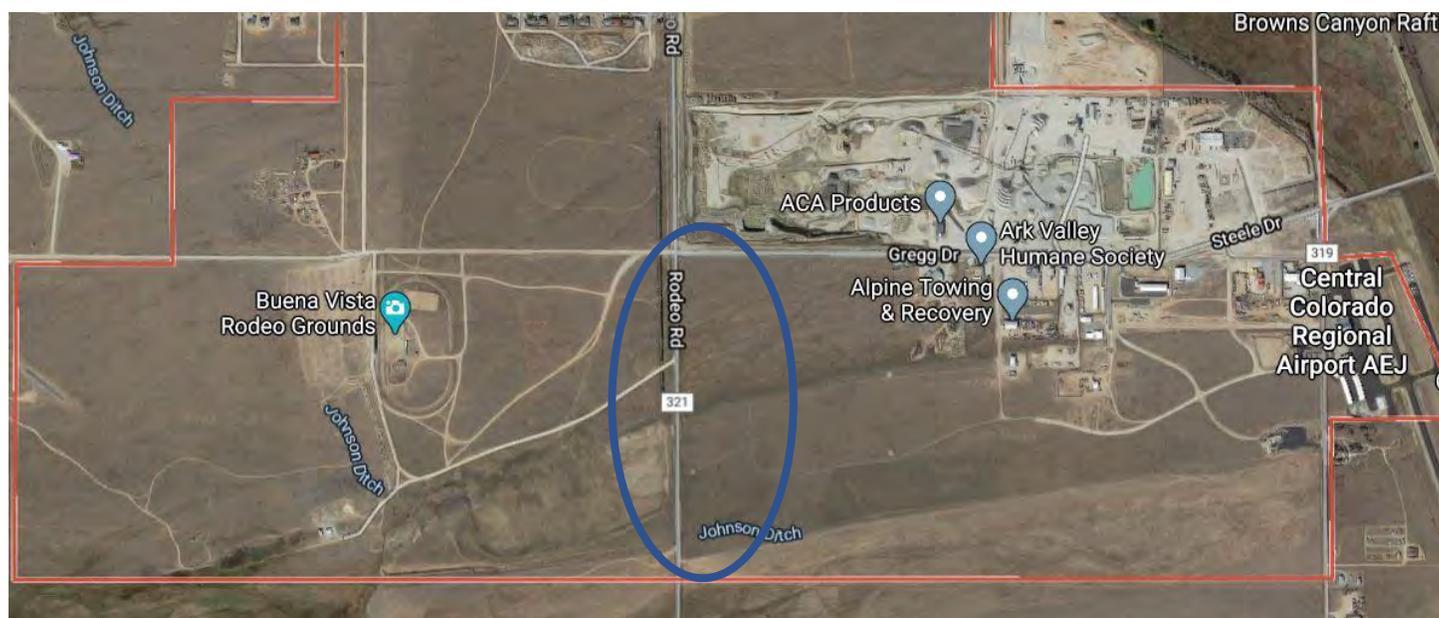
AGENDA ITEM: Resolution #17, Chaffee County Road and Bridge Street Improvement Installation Proposal

Request:

Staff is requesting acceptance of the proposal offered to the Town of Buena Vista by Chaffee County Road and Bridge for street improvements, specifically asphalt overlay installations.

Overview:

Chaffee County Road and Bridge approached Staff with a proposal to perform and install approximately .45 mile of asphalt overlay on County Rd.321/Rodeo Road. This would be a continuation connecting the Town owned (see map) section of Rodeo Road to a much larger county owned paving project connection to County Road 321. Chaffee County Road and Bridge proposed to perform this project at much lower than typical costs.



Analysis:

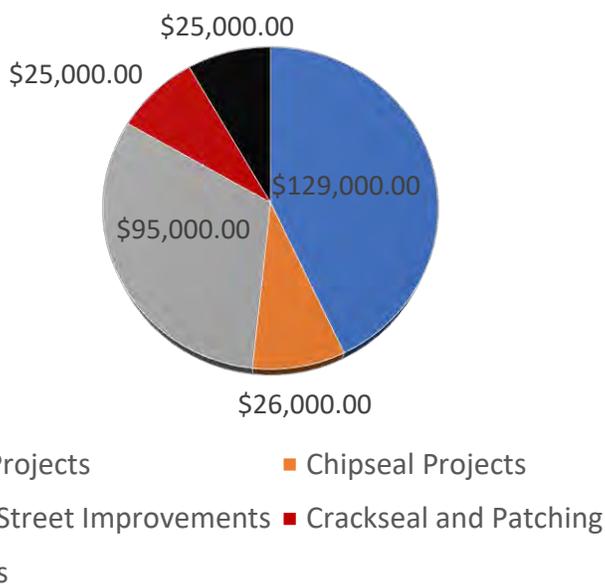
- Impacts to the 2020 Street Fund proposed projects is expected. Staff can modify project list to accommodate this effort.
- Chaffee County Road and Bridge cost estimate for the Rodeo Road paving shall not exceed \$69,696.00.

- Staff performed a cost analysis based on previous projects costs, total material costs and rental fees.
- If the Town (Public Works) were to purchase the asphalt material alone, estimated costs would be \$55,000.00.
- Based on Previous projects with similar scopes, Staff has determined a cost saving of \$19,000.00.

Scope;

- Prep and repair existing road surface
- Install 2" asphalt mat overlay

2020 Proposed Street Fund Expences



Recommendation:

Staff has reviewed and considered submitted costs for the described work. The Town of Buena Vista Public Works Department recommends accepting the proposal from Chaffee County Road and Bridge.

BOT Action:

Staff request that the board make a motion to approve, approve with amendments or deny.

Impact to Street Fund Budget:

\$69,696.00

Respectfully Submitted,

Shawn Williams

Shawn Williams, Town of Buena Vista Public Works Director

RESOLUTION NO. 17
(Series 2020)

**A RESOLUTION OF THE TOWN OF BUENA VISTA ENTERING AN
AGREEMENT WITH CHAFFEE COUNTY ROAD AND BRIDGE FOR
STREET ASPHALT OVERLAY PAVING ON RODEO ROAD**

WHEREAS, Chaffee County Road and Bridge proposed to install asphalt paving at cost for the Town of Buena Vista;

WHEREAS, installation of paving to be provided by Chaffe County Road and Bridge;

WHEREAS, the Public Works Department recommends accepting the Chaffee County Road and Bridge proposal for a not to exceed amount of \$69,000.00; and

WHEREAS, the Board of Trustees of the Town of Buena Vista has reviewed the recommendation of the Public Works Department and finds and determines that it would be in the best interests of the Town and its residents to enter into a professional service agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, approves this proposal, a copy of which is attached hereto and incorporated herein as Exhibit "A", and approves that the Mayor and/or the Town Administrator are authorized and directed to execute a Contract for the Town of Buena Vista Street paving improvements with Chaffee County Road and Bridge on behalf of the Town.

RESOLVED, APPROVED and ADOPTED this 25th day of February 2020.

TOWN OF BUENA VISTA, COLORADO

BY: _____
Duff Lacy, Mayor

ATTEST:

Paula Barnett, Town Clerk



U.S. Department
of Transportation
**Federal Aviation
Administration**

Northwest Mountain Region
Colorado · Idaho · Montana · Oregon · Utah
Washington · Wyoming

Denver Airports District Office
26805 E. 68th Ave., Suite 224
Denver, CO 80249

February 3, 2020

Mr. Phillip Puckett
Town Administrator
210 E. Main Street
Buena Vista, Colorado 81211

Dear Mr. Puckett;

Enclosed are two copies of the Airport Improvement Program (AIP) "Agreement For Transfer of Entitlements". This agreement will transfer \$150,000 of fiscal years (FY) 2020 of Federal funds from Central Colorado Regional Airport to Harriet Alexander Field. Please complete this agreement by having the authorized officials execute the appropriate sections. **Certification by the attorney should be completed following the acceptance and dated on or after the acceptance date.**

Your normal procedures for accepting documents such as this in accordance with local and state law should be followed, but evidence of such procedure is not required by the Federal Aviation Administration.

After execution and certification of the "Agreement For Transfer of Entitlements," please return one copy to this office. The other copy is for your records.

Sincerely,

A handwritten signature in black ink, appearing to read "John P. Bauer".

John P. Bauer, Manager
Denver Airports District Office

Enclosures

**Request for FAA Approval of Agreement for Transfer of Entitlements**

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: Town of Buena Vista, Colorado

hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47117(c) for the:

Name of Transferring Airport (and LOCID): Central Colorado Regional Airport (AEJ)

for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
NP	2020	\$150,000
		\$
		\$
		\$
Total		\$150,000

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements: Harriet Alexander Field (ANK)

Name of Receiving Airport's Sponsor: Chaffee County, Colorado and City of Salida, Colorado

a public use airport in the same state or geographical areas as the transferring airport for eligible projects under 49 USC § 47104(a).

The waiver expires on the earlier of September 30, 2020 or when the availability of apportioned funds lapses under 49 USC § 47117(b).

For the United States of America, Federal Aviation Administration:

Signature: 

Name: John P. Bauer

Title: Manager, Denver Airports District Office

Date: FEB 03 2020

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this _____ day of _____, _____.

Name of Sponsor: TOWN OF BUENA VISTA, COLORADO

Name of Sponsor's Authorized Official: _____

Title of Sponsor's Authorized Official: _____

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of Colorado. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State), this ____ day of _____, _____.

Signature of Sponsor's Attorney: _____

TOWN OF BUENA VISTA

RESOLUTION NO. 18

Series 2020

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, WAIVING THE RECEIPT OF AND APPROVING THE AGREEMENT FOR THE TRANSFER OF FY 2020 OF ENTITLEMENTS FROM THE CENTRAL COLORADO REGIONAL AIRPORT (CCRA), BUENA VISTA, COLORADO. TO THE HARRIET ALEXANDER FIELD, SALIDA, COLORADO.

WHEREAS, the Town of Buena Vista received a request from the Federal Aviation Administration (FAA) that it waive its FY2020 \$150,000 Airport Improvement Program (AIP) entitlements apportioned to the Town of Buena Vista for use at the Harriet Alexander Field (ANK), Salida, CO, in accordance with 49 USC § 4717(c)(2); and

WHEREAS, the Board of Trustees has determined that the Town of Buena Vista has no current ability or plans to use such entitlements and therefore, desire to waive the receipt of such funds and to transfer them to the Harriet Alexander Field (ANK).

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, as follows:

Section 1. The Town of Buena Vista, Colorado hereby waives the receipt and consents to the transfer of entitlements to the Harriet Alexander Field (ANK), Salida, Colorado of funds apportioned in accordance with 49 USC § 4717(c)(2).

Section 2. The Town Administrator, Phillip Puckett, is hereby authorized to execute request form attached hereto as **Exhibit A**.

RESOLVED, APPROVED AND ADOPTED this 25th day of February, 2020.

TOWN OF BUENA VISTA, COLORADO

BY: _____

Duff Lacy, Mayor

ATTEST:

Paula Barnett, Town Clerk

Town of BV



via Rasmussen
la
the

Thanks!
-make a.

Carly S.

Camden 56

Finn Sully

Thank you for
Supporting HCFAA!

Elsie R
Grace Williams
Danni McGrath
Taylor
Rylee Williams

COMDY
Alexis

Leanne
Trace

Joseph
Katie

Davis Evi

Tayam!



Maggie
Bianca K.

Olive

Marley K.
Kaia R.

Rhabel
Savannah
Seb

Bowen

Judy Hamon
HCFAA Board

Brody C

Luil

Liber



**AGENDA
FOR THE BOARD OF TRUSTEES
OF THE TOWN OF BUENA VISTA, COLORADO
March 10, 2020**

Work Session at 6:00 PM –

Regular Meeting at 7:00 PM
at the Buena Vista Community Center
Piñon Room – 715 East Main Street, Buena Vista, Colorado

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. INTRODUCTION AND SWEARING IN OF FIREFIGHTERS
Brandon Evans, Christopher Greene, Miguel Class, and Nathan Allen

V. AGENDA ADOPTION

The Board approves the agenda at the start of the meeting including modifications.

VI. CONSENT AGENDA

Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote)

A. Minutes

1. BoT Regular Meeting – February 25, 2020
- 2.
- 3.
- 4.

B. Police Chief Report

C. Fire Chief Report

VII. PUBLIC COMMENT

Citizen participation where the public can sign up prior to the start of the meeting in order to speak up to 3 minutes for matters not on the agenda or for agenda items not scheduled for Public Hearing. Neither Town Board nor Town staff should be expected to respond to matters raised in the Public Comment segment of Board meetings. Nevertheless, Board members will always retain the right to ask questions of the speaker and to respond then or at a later time to remarks made by any citizen.

VIII. STAFF REPORTS

1. Town Administrator
2. Town Treasurer
3. Airport Manager
4. Public Works Director
5. Recreation Director

This Agenda may be Amended

Posted at Buena Vista Town Hall, Post Office and www.buenavistaco.gov, on Friday, March 6, 2020

IX. BUSINESS ITEM

A. Public Hearing –

B. Historic Structure Assessment for St. Rose of Lima Church (*Invite Chamber reps.*)
Barbara Darden

C. Adoption of Resolution No. XX, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA STREET PROJECTS – 2018 Water System Improvement Project”
Will need a resolution and 30 day Public Notice –

D. South Main Public Improvements Agreement for Pine Street Water Line Project - Mark

E. Unified Development Code (UDC) – Code Updates - Mark

F. Adoption of Resolution No. XX, Series 2020 entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA PUBLIC WORKS Streets”

H. Adoption of Resolution No. XX, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA APPOINTING JUDGES OF ELECTION FOR THE MUNICIPAL ELECTION TO BE HELD APRIL 7, 2020.”

I. Should the Board of Trustees approve adoption of Ordinance No. XX, Series 2020 entitled, “AN ORDINANCE OF THE TOWN OF BUENA VISTA amending code allowing Town Clerk to appoint Judges for Municipal Elections”

J. Fee Wavier Policy Discussion – Earl

K.

X. TRUSTEE/STAFF INTERACTION

The Board discusses items with staff and staff can bring up matters not on the agenda.

XI. EXECUTIVE SESSION

XII. ADJOURNMENT

This Agenda may be Amended

Posted at Buena Vista Town Hall, Post Office and www.buenavistaco.gov, on Friday, March 6, 2020