



IGNACIO TOWN BOARD MEETING MINUTES

Monday, April 14, 2025 – 6:00 PM

Abel F. Atencio Community Room, 570 Goddard Avenue
and via Remote Public Meeting

- I. **CALL MEETING TO ORDER:** Mayor Craig called the meeting to order at 6:01 PM by leading in the pledge of allegiance.

II. **ROLL CALL**

Present: Mayor Clark Craig, Mayor Pro Tem Alison deKay, Trustee Audrey Atencio (arrived 6:35), Trustee Tom Atencio, Trustee Jordan Bulwan, Trustee Jeremy Schulz

Absent: Trustee Joseph Atencio

III. **APPROVAL OF AGENDA**

Mayor Craig asked if there were any changes to the agenda from the Board Members or staff; he called for a motion to approve the agenda as amended.

Action: Trustee Schulz moved to approve the agenda as amended; Mayor Pro Tem deKay seconded the motion. The motion passed unanimously.

IV. **PUBLIC COMMENTS**

None

V. **CONSENT AGENDA**

A. Regular Town Board Meeting Minutes from March 10, 2025

B. March 2025 Accounting Reports

Mayor Craig asked if there were any questions or comments on the consent agenda items. Ms. Dunton stated that the copy of the minutes that were included in the packet had an incorrect date in the footer; she corrected that and the printed copy for the Mayor to sign has the correct date. Mayor Craig called for a motion to approve the Consent Agenda.

Action: Trustee Bulwan moved to approve the Consent Agenda as presented; Trustee Schulz seconded the motion. The motion passed unanimously.

VI. **STAFF REPORTS**

A. Police Department

Chief asked if there were any questions on his report. Mayor Craig commented that he presumed the shooting training went well. Chief stated that it did.

B. Public Works

Mr. Mickey stated that irrigation should be on between now and May 1; Public Works will need to test and pressure up the system after that.

Phase V Gas Line Replacement project is out for rebid. There were not enough qualified bids in the first round; the engineers redesigned the system and, hopefully, the new design will bring qualified bidders for the job.

Browning Storm Drain project set to kick off May 5; will start at Rock Creek and move North. Mayor Craig asked if traffic would be impacted by this project. Mr. Mickey said that there should be no traffic impact; everything should be able to be done on the shoulder. This has been reviewed and approved by the State.

C. Clerk / Treasurer

Ms. Dunton reminded Board Members to register themselves if any of them planned to attend the CML Annual Conference. There are openings on the CML Board for small communities; if any members are interested in serving on that Board, please inform her to get the application process in motion. CML Spring District Meetings are coming up; signups will be taken at the next Board Meeting. Information regarding changes in Election Law is in the packet. Town of Ignacio Day that was planned for this Summer is being postponed due to other responsibilities.

Mayor Craig commented that the Spring District Meeting will take place in Mancos on May 19 and requested that the Board Members add that to their calendars.

D. Town Manager

Safe Routes to School Grant application was not successful; more applicants than available funding. No projects in Region 5 (Ignacio, Durango and Mancos all submitted applications) were funded. Looking at a Federal Grant to see if we can get funding through that program.

State is ending Downtown Revitalization Program and Mr. Garcia will look for funding in this final round.

Tribe's water and sewer agreements have been updated; Mayor and Mr. Garcia met with representatives from the Southern Ute Utilities Division and Growth Fund to discuss those updates. Mr. Garcia suggested a work session to discuss the changes in these agreements; the Town Attorney is currently reviewing them as well. Also we can discuss the sewer rate structure and calculations.

E. Attorney

Mr. Liberman stated that he has been working on Irrigo deed and Ordinance; the raw water right diligence application, and helped Tuggy with CORA requests.

Mayor Craig dismissed staff that were able to leave.

VII. UNFINISHED BUSINESS

A. Rock Creek Housing Update

A lot happening right now at Rock Creek: crews completing the stitching of the units; Fading West repairing discrepancies and deficiencies that they have identified with plumbing, the mini-splits, and electrical; exterior wings; porches, stucco, and electrical work; Public Works working on water meter pit finishing touches. Garry Montoya is managing all the subcontractors and doing a good job. Hoping to close on some of the units at the end of May or beginning of June. Trustee Atencio asked about solar for the first ten homes; Mr. Garcia stated that we have received additional funding from IHOI for the installation of rooftop solar, 6.5 KW for each unit. IHOI funding does not cover this 100%, but there is a 30% Federal rebate after installation that will cover the remainder of the cost.

VIII. NEW BUSINESS

A. Ignacio Creative District Report – Eva Lewis

Mayor Craig welcomed Eva to the meeting and expressed excited about the report that she will give. Eva expressed appreciation for the opportunity to present to the Board.

Museums on Main Street happened last April; part of the purpose was to get information from our community regarding their opinions and desires for our collective future. We got creative in collecting data and made it engaging and fun.

Mayor Craig stated that the slide deck that is being shown is not what is in the packet. Ms. Dunton stated that Eva had updated the slide deck, but she did not know that until this evening. She will ensure that the updated presentation is sent to the Board tomorrow.

Eva talked about the “Living String InfoGraphic,” which represented each person who came through the exhibit; they used string based on their age group and lined up the string based on their answers to certain questions. 87 individuals responded to the survey. 50 and up age range was the largest group, 10-20 was second largest. Our community is made up of people who live and work in our Town, pass through our Town, attend our events, and invest money here. Only 37% of those who responded live within the Town limits. Almost ½ the people surveyed consider themselves “cow pokes.” 100% of those who identified as “city slickers” reside in Durango. 64% of the people surveyed prefer slow-paced and bright stars. The majority of the community enjoys spending time with others, but prefers staying home over traveling. She presented multiple other statistics and including information from conversations that were held at that time. Some of the things that people felt were missing in our community: town square, food trucks, farmers market, make-over and maker’s space; most people voted for a town square. The Town already has a maker’s space in the Library, but most people don’t know about it. Options for filling out a postcard with various questions they could choose from. The question chosen most often was “If you were granted one wish, what change for good would you make in your town?” The theme of the responses was to keep to our roots of a small town and ranching community. If the Town and Creative District work together, we can give the community what they are asking for. Eva expressed excitement over the possibilities of the future.

Mayor Craig commented that the string info-graphic contains some of the best feedback that we have received from the community, especially as it might relate to the ELHI Property. He thanked Eva for her work in gathering the information and sharing it. He asked if there was any other news that she wanted to share about the Creative District.

She stated that the Ignacio Creative District has been invited to apply for State Certification! The application is due May 6 and we should be notified in June or July. She requested letters of support from the Town Board Members for the application to CCI. She handed out sample letters of support and requested that they be emailed to IgnacioCreativeDistrict@gmail.com.

Mayor Craig asked if the Board would approve him signing a letter on behalf of the Town Board in support of the Creative District; the consensus was a resounding yes.

B. National Small Business Week Proclamation

Mayor Craig stated there is a proclamation in the packet; the Small Business Conference will be held at the Casino and he requested that the Board review and approve the Proclamation.

Action: Mayor Pro Tem deKay moved to approve the National Small Business Week Proclamation for 2025; Trustee Bulwan seconded the motion. The motion passed unanimously.

C. Ignacio Elementary Field Day Funding Request – Action Item

Oscar Cosio expressed appreciation for the opportunity to present; he introduced himself as an Ignacio Elementary School teacher for the past 15 years; he has taught for 23 years overall. He

is requested \$500 in funding for t-shirts for the Ignacio Field Day, which is the biggest school event of the year, which a lot of the students have called “The Best Day Ever.” He interacted with the Board Members regarding which one had done some of the classic games of 3-legged race, potato sack race, egg and spoon race; this brought much laughter and reminiscing. Mr. Cosio stated that this is not just a school event; it is a community event. Many families come and request t-shirts and put in orders ahead of time, even without having kids in the school anymore. He gave details of when the events will take place; some of the money that is raised from the sale of the t-shirts goes into the “Be Well” program that helps fund equipment and helps PE teachers go for training.

Action: Trustee Tom Atencio moved to approve the Ignacio Elementary Fund request; Trust Audrey Atencio seconded the motion. The motion passed unanimously.

Trustee Tom Atencio suggested that this request be added to the list of funding requests that are approved at the time of adopting the budget each year. Ms. Dunton stated that can happen; she requested a letter from Mr. Cosio by August of each year so that it can be included in the budget for the following year.

D. Zoning Change Request for 1130 Goddard Avenue – Public Hearing & Action Item

Mr. Garcia stated that the address has not been formalized through the County yet, but that will come in time. In February, the Planning Commission reviewed this request with the proper public notices in place; there was a Public Hearing at the Planning Commission level, and no comments were submitted. The Planning Commission made the recommendation to approve the zoning change. The publication and posting requirements were not met in time for the March Town Board Meeting; they have been fulfilled and this is before the Town Board for another Public Hearing and action. The request is to change the current zoning, which is Community/Public Zone because all Town-owned and school-owned properties were designated with that zone when the new Land Use and Development Code was adopted in 2019. The proposed request is to change the zoning to Mixed Use. No written comments have been received on this requested zoning change.

Mayor Craig requested that Ms. Dunton review the process that should be followed for this quasi-judicial action item. Ms. Dunton stated there is a background given (which Mr. Garcia just did), the Board asks any questions and/or makes comments, the applicant has the opportunity to comment if they so desire, the Board makes comments and/or asks the applicant any questions, the Public Hearing is opened and comments are taken, the Public Hearing is closed, the Board has further discussion or asks further questions, and then the Board takes action.

Mayor Craig asked Mr. Lee if he had anything he wanted to add to the conversation; he did not. Mayor Craig brought it back to the Board for questions and comments; there were none.

Mayor Craig opened the Public Hearing at 6:51:48 PM; there were no public comments. Mayor Craig closed the Public Hearing at 6:52:06 PM and brought the discussion back to the Board. There were no further comments or questions. Mayor Craig called for a motion.

Action: Trustee Bulwan moved to approve the Zoning Change Request for 1130 Goddard, changing the zoning from Community/Public to Mixed Use; Trustee Schulz seconded the motion. Mayor Craig called for a roll call vote; the motion passed unanimously.

E. Ignacio Housing Authority Operations Funding Request – Action Item

Mr. Garcia stated that the Town stood up the Ignacio Housing Authority in 2024; he is requesting that the Town provide \$20,000 to the Housing Authority for operational expenses such as legal

fees for deed restrictions and IGA's, administrative costs (such as ordering checks), etc. This transfer would come from the Town General Fund to the Housing Authority. The \$20,000 is the requested amount; the actual amount is at the discretion of the Board.

Mayor Craig asked Mr. Garcia if this would be a loan from the Town to the IHA or not. Mr. Garcia responded that there is no dedicated funding source for the IHA. Discussion ensued among the Board Members regarding a loan or a donation. Mayor Craig asked Mr. Garcia to clarify the request. Mr. Garcia stated that he is requesting that the Board approve a \$20,000 transfer of funds from the Town General Fund to the Ignacio Housing Authority for administrative expenses.

Trustee Bulwan stated that he would like to make it a grant. The Town Board stood up the Housing Authority and he would like to help kick it off. Trustee Schulz stated that he agreed and that he hopes this would help the IHA get to a point of funding itself in the future, not propping it up in perpetuity. Several Board Members stated they agreed and Mayor Craig stated that the hope is that the IHA will be self-sustaining. He called for a motion.

Action: Trustee Schulz moved to grant the IHA the \$20,000 from the Town's General Fund for operational and administrative expenses; Trustee Bulwan seconded the motion. Mayor Craig called for a roll call vote; the motion passed unanimously.

F. ADA Website Compliance Proposal – Action Item

Ms. Dunton stated that there is legislation that requires the Town website to be ADA compliant by July 1 of this year; the proposal is to train staff in creating ADA compliant documents and in remediating the documents that are already on the website. Clint Grounds was recommended to the Town by Region 9 and his proposal is in the packet. This proposal can be officially terminated at any time that we feel we no longer need his services. Ms. Dunton stated that her request is for the Board to approve the entire proposal, knowing that it can be terminated if we believe we no longer need his services.

The Board asked questions about ADA Compliance, which Ms. Dunton answered to the best of her ability; she stated that this is new to her and there were some questions she could not answer. She also stated that various communities and even some State Departments have recognized the enormity of remediation and have chosen to simply put a single web page up with an ADA Compliance statement that refers people to contact that organization directly for any information and/or ADA assistance. She stated that, per current legislation, the fine is \$3,000 per document that is not compliant. The Board, by consensus, requested a Work Session with Clint Grounds, which Tuggy stated she would schedule with him. She reminded the Board that, if they want the website remediated, time is of the essence as the July 1 deadline is fast approaching.

Mr. Garcia commented that this agenda item is simply requesting that the Board approve the agreement to retain this individual to help the Town with compliance. The focus would be training staff to create ADA Compliant documents moving forward; the Board can have discussion and made decisions concerning remediation after the work session.

Trustee Bulwan asked if he could make a motion; Mayor Craig assented.

Action: Trustee Bulwan moved to retain Clint Grounds; Trustee Schulz seconded the motion. Mr. Garcia stated that this has been a discussion on the Managers' ListServ as an unfunded mandate; some communities are adding additional staff to simply manage the website. We need to move this forward. Trustee Schulz clarified that the proposal includes a "not to exceed" statement on the amount of the contract. Mayor Craig asked if Trustee Bulwan would amend his motion; he

concurred and Trustee Schulz seconded the motion. Mayor Craig called for a roll call vote; the motion passed unanimously.

G. Planning Commission Member Re-Appointment of Michael Montoya – Action Item

Mayor Craig stated that he presumed Mr. Montoya meets the requirements to continue his tenure as a Planning Commissioner and is interested in continuing to serve in that capacity. Ms. Dunton concurred. Mayor Craig asked if there were questions or comments from the Board; there were none. He called for a motion.

Action: Trustee Schulz moved to reappointed Michael Montoya to the Planning Commission for a three-year term; Trustee Tom Atencio seconded the motion. The motion passed unanimously.

H. Ordinance 367 Sale of Town Property – Action Item

Mr. Garcia stated that the rezoning was approved earlier in this meeting and the sale of the property was contingent upon the rezoning of the property. This Ordinance ratifies the sale of the property to Irrigo, LLC; the intended use of this property still needs to go through the Conditional Use Permit process which will be handled at the Planning Commission level. This Ordinance gives Mayor the approval to sign the Quit Claim Deed.

Action: Trustee Bulwan moved to approve Ordinance 367; Trustee Tom Atencio seconded the motion. Mayor Craig asked if there was further discussion by the Board and/or if Mr. Liberman had anything to add. Mr. Liberman stated that he drafted the legal description based on County Records, but he recommended that a Title Company look over that legal description and deed to ensure its accuracy. There was no other discussion. Mayor Craig called for a roll call vote; the motion passed unanimously.

Mayor Craig expressed appreciation to Mr. Lee for his patience with the Town as we have walked through this process. Mr. Lee expressed appreciation and stated that he would reach out to the Town Manager.

I. Rock Creek Housing Project Funding – Action Item

Mr. Garcia stated that there are funds due to Fading West for the supply agreement for the 11 homes in Phase II. The School District approved the purchase of four of those homes and committed 1.1 million toward the Supply Agreement; the remaining balance due is still required and Mr. Garcia is requesting that the Town approve payment of the remaining balance. First Southwest Bank has looked into AHIF Funding for this acquisition, but they do not have an answer at this time. They cannot commit at this time to complete a loan in short order to satisfy the remaining balance with Fading West. The Town can carry the loan to IHA with interest accrual or it can be rolled into the construction loan that First Southwest Bank will grant the Town for the construction of Phase II. Mr. Garcia acknowledged that this is a repeat of what occurred in Phase I; Fading West approached the IHA to fill a production gap in their plant and offered a reduced rate per home that amounts to approximately \$600,000 savings on the project, which helps with the lower grant funding in Phase II than we had in Phase I.

Mayor Craig stated that this is unique because, at this point, we are discussing this at the Town Board level; we will discuss it again at the Ignacio Housing Authority Board Meeting.

Mayor Craig restated that Mr. Garcia is asking that the Town offer a loan to the IHA for the remaining balance on the Fading West Supply Agreement; the funds that Mr. Garcia is proposing be used in this loan are currently receiving about 4% interest in ColoTrust and he would expect that the IHA would repay the funds at a minimum of 4% interest to cover what the Town would lose for not having the funds in ColoTrust.

After discussion regarding the amount that would be needed, an estimate of the time before the IHA can repay the loan to the Town, interest rates on the loan from the Town to the IHA, discussion on when the homes in Phase II might sell and how the repayment of the loan might be structured, the risk associated with gap funding and the fact that no homes have actually been sold yet, the desire that the Town be repaid as quickly as possible, etc.

Mr. Garcia stated that, when all is said and done, the Town will not have lost any money on this project. The loans that the Town has made to the IHA will be paid in full and possibly extra funding for additional interest lost will be paid from the IHA back to the Town. He acknowledged that staff time has been used, but no additional Town Funds will be used and 21 homes will have been delivered to our community with virtually no cost to the Town.

Mayor Craig asked Mr. Garcia when the Town can expect to receive the funds that the County has promised; Mr. Garcia stated that he has spoken with the County Manager and that those funds will be forthcoming, but there is not a definitive date of when the Town can anticipate receiving them.

Board Members reviewed discussion items. Mayor Craig called for a motion.

Action: Mayor Pro Tem deKay moved to loan the IHA \$683,985 from the Town's General Fund reserves with priority for repayment, repayment to be made by January 1, 2026, and interest paid that would exceed what has been lost through not having the funds in ColoTrust. Trustee Bulwan seconded the motion. Mayor Craig called for a roll call vote. The motion passed with four ayes and Trustees Jeremy Schulz and Audrey Atencio voting nay.

Mayor Craig expressed appreciation to the Board for their open conversation and working through these stressful situations that they were elected to address.

IX. TRUSTEE REPORTS

None.

X. MISCELLANEOUS

Mayor Craig suggested a 5:00 PM Work Session on May 12 to discuss ADA Compliance. That time did not work for some of the Board Members. By consensus, the Work Session was set immediately after the Regular Board Meeting and prior to the IHA Board Meeting.

XI. ADJOURNMENT

Being no further business before the Board, the meeting was adjourned at 8:10 PM. The next regularly scheduled meeting will be on Monday, May 12, 2025, at 6:00 PM in the Abel F. Atencio Community Room and via Remote Public Meeting.

Clark Craig, Mayor

Date

Attest: Tuggy Dunton, Town Clerk