

**Town of Mancos  
Board of Trustees Meeting  
November 12, 2014  
7:00 p.m.**

**A. CALL TO ORDER:** Mayor Rachael Simbeck called the meeting to order at 7:00 p.m.

**B. ROLL CALL:** Present: Mayor Rachael Simbeck, Mayor pro tem Todd Kearns, Trustee Queenie Barz, Trustee James Maestas, Trustee Will Stone, Trustee Matthew Baskin  
Absent: Trustee Michele Black

Staff Present: Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Town Attorney David Liberman, Public Works Director Robin Schmittel, Parks & Recreation Director Leslie Hopkins

**C. APPROVAL OF AGENDA:** Trustee Queenie Barz made the motion approve the agenda. Trustee James Maestas seconded the motion to approve the amended agenda. Motion passed.

**D. APPROVAL OF MINUTES OF October 22, 2014 and November 5, 2014:** Trustee Queenie Barz made the motion to approve the minutes of October 22, 2014 and November 5, 2014 as written. Trustee James Maestas seconded the motion to approve the minutes. Motion passed.

**E. AUDIENCE BUSINESS**

- Chip Tuthill, 849 Riverside Ave. – he advised the Board that his procedural questions were answered today by Town Administrator Andrea Phillips. He also advised that he attended the arraignment hearing for Western Excelsior as a member of the Concerned Residents of Riverside.

**F. ANNOUNCEMENTS**

- Town Administrator Andrea Phillips distributed a draft schedule of events for the Mancos Olde Fashioned Christmas.
- Trustee Queenie Barz advised the pancake supper benefitting hospice was a huge success.
- The VFW will be putting up the veteran's tree on November 22, and the public is welcome to submit names to Trustee Queenie Barz.

**G. TREASURER'S REPORT**

Mayor pro tem Todd Kearns made the motion to approve the October Bills & Claims. Trustee Will Stone seconded the motion. Motion passed unanimously by roll call vote.

**H. UNFINISHED BUSINESS**

1. 2015 Proposed Budget

The 2015 Proposed Budget was presented for Board review and comment. This item will be discussed at the December 3, 2014 Board workshop. Staff will bring detailed information

regarding recent changes to this workshop.

## I. NEW BUSINESS

### 2. Millwood Junction Liquor License Renewal

The liquor license for Millwood Junction will renew on December 13, 2014. Roma Riffel has submitted her renewal application to the Town for Board review. There have been no violations in the last twelve months, and there are no objections from the Mancos Marshal's Office. Mayor pro tem Todd Kearns made the motion to approve the Millwood Junction Liquor License Renewal. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

### 3. Real Estate Services RFP

The purpose of this RFP was to solicit qualifications from area realtors to serve as selected realtors/brokers to represent the town on municipal business. Scope of services could include providing research on comps for town-owned properties that it may wish to sell or lease, purchasing of new property, and other like services. Trustee made the motion to add Bill Stanley and Carrie Baike to a preferred vendor list for Real Estate Services with. Trustee Will Stone seconded the motion. Trustee Queenie Barz inquired as to how the charges will be figured for Bill Stanley if he does not work on an hourly basis. Town Administrator Andrea Phillips would not recommend paying either realtor on an hourly basis. When a realtor is needed, the commission scheduled will be outlined in the sales contract. Motion passed unanimously by roll call vote.

### 4. Speed Trailer Grant

The Board of Trustees authorized town staff to apply for the speed trailer grant in September. This reimbursement grant will cover 68% (or \$4,950) of the cost. At its July 9 meeting, the Board was provided with three quotes for moveable radar trailers ranging in price from \$7,220 to \$10,261. Trustee Queenie Barz suggested using existing Town vehicles which are already equipped with a hitch. Trustee Will Stone feels the hitch is necessary. Mayor pro tem Todd Kearns feels this is a decision best left to the Department Head. Trustee Matthew Baskin made the motion to accept the reimbursement grant awarded by CDOT in the amount of \$4,950 for the purchase of a speed radar trailer and authorize the expenditure of \$7,220 for the purchase of the speed trailer. Trustee James Maestas seconded the motion. Motion passed unanimously by roll call vote.

### 5. Discussion on Boyle Park Traffic Options

Prior to its regularly scheduled meeting on October 8, members of the Board walked the perimeter of Boyle Park with town staff and the town engineer to determine what, if any, improvements could be made to enhance vehicular circulation and wayfinding at Boyle Park. Two adjacent property owners were also in attendance. The Board was provided several options with regard to the east side access road and the west side parking lot/Park St. access. Trustee Will Stone inquired as to the possible start-up date of the potential RV Park. Town Administrator Andrea Phillips advised there is still significant information needed for the Town & CDOT, so at this point a date is not set. Trustee Will Stone feels that, for safety reasons, the west side of the park should be opened up to allow the connection of the two parking lots. Mayor Rachael Simbeck would like more information regarding the history of closing off the route behind Town Hall and the east side access road. She also wants to be sure there is full Board support for the idea. Mayor pro tem Todd Kearns would like to add signage on the fence at Bauer Ave/Park St and a sign at the entrance to the west side parking lot to alleviate the immediate issue. He also likes the idea of

a turn-around gravel parking area on the southeast side of Boyle Park at the end of the access road. Parks & Recreation Director Leslie Hopkins advised that there is irrigation and utility taps that need to be considered. Trustee Will Stone would like a survey of the park to be completed. Planning Commission Chairperson Cindy Simpson advised there are standard traffic control signs that are probably the best option. The Board directed Staff to order signs for Bauer Ave/Park St. and the entrance to the west side parking lot before the end of the year. Historical information will be presented to the Board at the January 7, 2015 workshop.

6. Discussion on Historic Preservation Code

Cindy Simpson, Planning Commission Chairperson was present. The Planning and Zoning Commission has been researching potential preservation code changes. A joint workshop with the Board of Trustees was held on September 29 and included Heather Bailey from History Colorado. Discussions include potential changes to the existing code. Before P and Z takes further action, which would include public hearings and additional research, the Commission would like feedback from the Board of Trustees. Suggested changes at this time include: 1) **separate Historic Preservation Board:** Currently, the P and Z serves as the HPB. They feel that the boards should be separate. If the town seeks local government certification (which provides potential historic preservation grants and technical assistance), they will need to be separate boards; 2) **Clarify and simplify sections of the code that are redundant;** 3) **Remove requirement for public hearing at P and Z level** for nomination to local historic property register for a single property. Chairperson Simpson advised that the Planning Commission is attempting to simplify the code so it works in the event that Mancos becomes a certified local government. She advised that a Historic Preservation Board would offer more expertise than the Planning Commission. Mayor Rachael Simbeck would like to caution the Historic Preservation Board against being too restrictive. Chairperson Simpson advised that this topic was addressed during the workshop with Heather Bailey. The Board would like the Planning Commission to continue with these changes and bring suggested changes back to the Board at a future meeting.

7. Citizen Recognition – October

The Board selected the entirety of town with a focus on Halloween decorations for its October award. Nominees include: 842 W. Grand Ave, 650 W. Grand Ave., Lion's Club. After discussion, both (residences) and Lion's Club (business) were chosen.

8. Code Enforcement Process

Town Administrator Andrea Phillips submitted the current Code Enforcement Process for Board discussion. Mayor pro tem Todd Kearns inquired as to whether Town Staff should be handling nuisance abatement rather than hiring a contractor to take care of the issue.

9. Monthly Administrator Report

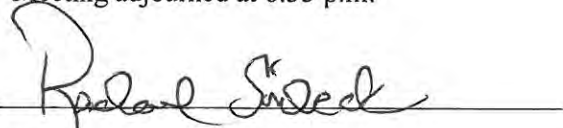
Town Administrator Andrea Phillips submitted her November report for Board review/comment.

**J. ITEMS FOR November 26, 2014 AGENDA**

- *Trustee Queenie Barz made the motion to cancel the November 26, 2014 meeting due to Mayor & Mayor pro tem being out of Town and because the meeting is the night before Thanksgiving. Trustee James Maestas seconded the motion. Motion passed.*

**K. ADJOURNMENT**

Meeting adjourned at 8:33 p.m.

A handwritten signature in black ink, appearing to read "Rachael Simbeck", written over a horizontal line.

Mayor Rachael Simbeck

A handwritten signature in blue ink, appearing to read "Heather Alvarez", written over a horizontal line.

Town Clerk/Treasurer Heather Alvarez