

**Town of Mancos  
Board of Trustees Meeting  
February 25, 2015  
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, Trustee Michele Black

Staff Present: Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Town Attorney David Liberman and Public Works Director Robin Schmittel

**C. APPROVAL OF AGENDA:** Trustee made the motion to amend the agenda by adding discussion regarding the airport property as item #8. Mayor pro tem Todd Kearns seconded the motion to approve the amended agenda. Motion passed.

**D. APPROVAL OF MINUTES OF February 11, 2015:** Mayor pro tem Todd Kearns made the motion to approve the minutes of February 11, 2015 as written. Trustee Michele Black seconded the motion to approve the minutes. Motion passed.

**E. AUDIENCE BUSINESS**

None

**F. ANNOUNCEMENTS**

- Town Administrator Andrea Phillips reminded the Board that Lifeline Screening is being held Tuesday, March 24 at the Community Center.
- Town Administrator Andrea Phillips advised the Board that paint has been ordered to remove the graffiti at the Skate Park. Foam will be installed on the components in an attempt to cut down the noise. New signs have been ordered as well.
- Deputy Marshal Dave Huhn has tendered his resignation to return to the Montezuma County Sheriff's Office. The Town will begin advertising to fill the vacancy.
- The Mancos Valley Summit will be held from 9:00 a.m. to 2:00 p.m. on April 18 at the Community Center. All business owners and community members are invited.

**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

1. Appointment of Municipal Court Judges  
The Municipal Court Judge resigned in December. Four candidates (all attorneys) were interviewed for the position. The Judge presides over monthly court. A flat fee is paid for this purpose and is budgeted in town funds. Trustee Queenie Barz made the motion to approve

Resolution 7 Series 2015 A Resolution Appointing Mancos Municipal Judge and Substitute Mancos Municipal Judge. Trustee Michele Black seconded the motion. Motion passed unanimously by roll call vote. James Shaner was sworn in as the Mancos Municipal Judge. Michael Goldman was sworn in as the substitute Mancos Municipal Judge.

2. Appointment of Planning Commission Member

John Bolton submitted a letter of interest to serve on the Planning Commission. At its regular meeting on February 18, the Commission recommended his appointment to the Board of Trustees. Mayor pro tem Todd Kearns made the motion to appoint John Bolton to the Planning and Zoning Commission as a regular member for a term ending April 2015. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

3. Community Center Flooring Options

Parks & Recreation Coordinator Leslie Hopkins has researched flooring options for the Community Center, and she has obtained quotations from four companies. The current flooring and carpet pose a trip and fall hazard due to bubbling, lifting and tearing. CIRSA has recommended the flooring be replaced. The quotations range from \$4,225 to install carpet throughout to \$12,837 for planking. The 2015 budget includes \$8,000 for this project. The Board will visit the Community Center prior to the March 4, 2015 workshop at 6:30 p.m. This item will be placed on the March 11, 2015 agenda for a decision.

4. Mancos Chavolo's Restaurant Liquor License Transfer

Public hearing opened at 7:46 p.m.  
No one signed up to speak  
Public hearing closed at 7:46 p.m.

Chavolo Ortiz is purchasing Chavolo's Mexican Restaurant from his brother. This purchase also entails transferring the liquor license from Edgar Ortiz to Chavolo Ortiz. All paperwork and fees have been submitted. This is a change in ownership only at this point. Trustee Will Stone made the motion to approve the application to transfer ownership of Mancos Chavolo's Mexican Restaurant from Edgar Ortiz to Chavolo Ortiz. Mayor pro tem Todd Kearns seconded the motion. Motion passed unanimously by roll call vote.

5. DOLA Grant Opportunity – Downtown Consultant

Ken Charles, regional manager of the Department of Local Affairs (DOLA), has approached four small towns in the region with a grant opportunity to help with downtown redevelopment. Mancos, Silverton (or Bayfield), Pagosa Springs, and Ignacio are the potential shared grant recipient communities. The purpose of the grant is to implement the strategies and recommendations in the DCI study. This would be a Tier One grant application due on April 1, with one community as the main applicant and the other three applicants as partners, solidified through an MOU. At this time, a two-year contract is being considered. Through the grant, the communities would hire a consultant or team of consultants to work in each community. Ideally, they would have experience in financing (to create a DDA or other funding mechanism) real estate development (for strategic parcels) and project management. Estimated expenses would be \$100,000 each year for two years. In the first year of the grant, DOLA would pick up \$75,000 and the four local communities would split the remaining 25%. Mancos share would be \$6,250 in 2015. In the second year the grant would pick up 50%, so the four communities would split the \$50,000. Mancos would have to budget \$12,500 in 2016. After discussion, the Board declined to move forward with this grant.

6. Colorado Tree Coalition Grant Acceptance

The Town Tree Board has applied for and been awarded a \$2,000 grant from the Colorado Tree Coalition. The purpose of the grant is to provide funds for tree care and planting. Matching funds are already budgeted within the 2015 budget. Mayor pro tem Todd Kearns made the motion to authorize the Town Administrator to accept the Colorado Tree Coalition grant in the amount of \$2,000 on behalf of the Town Tree Board. Trustee Matthew Baskin seconded the motion. Motion passed unanimously by roll call vote.

7. Training

Mayor Simbeck has discussed bringing CIRSA in to do a joint training for all board members including the Board of Trustees, Planning Commission, Design Review Board and Tree Board. April 1, 2015 and April 29, 2015 at 7:00 p.m. were suggested. Town Administrator Andrea Phillips will contact Tami Tanoue from CIRSA and the other boards/commissions to coordinate.

8. Airport Property Discussion

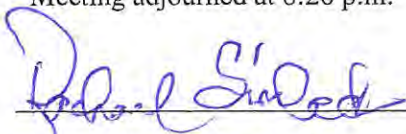
A draft letter to the Montezuma County Commissioners was submitted to the Board for review and comment. This letter was drafted by Town Administrator Andrea Phillips with input from Mayor Rachael Simbeck and Town Attorney David Liberman. The Board suggested several changes, which will be incorporated in the letter. Town Administrator Andrea Phillips will send the letter via email and hard copy to the County Administrator and County Commissioners.

**I. ITEMS FOR March 11, 2015 AGENDA**

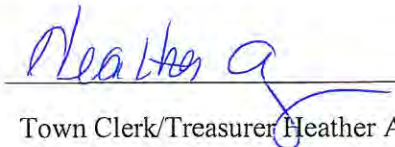
- *Ordinance 695: Land Use Criminal Violations*
- *Ordinance 696: Criminal Penalties for Violations*
- *Ordinance 697: Administrative Citation Procedure*
- *Water Lines Leak Detection Study*
- *The Bud Farm RMJ License*
- *Community Center Flooring Options*

**J. ADJOURNMENT**

Meeting adjourned at 8:26 p.m.



Mayor Rachael Simbeck



Town Clerk/Treasurer Heather Alvarez