

**Town of Mancos  
Board of Trustees Meeting  
November 10, 2015  
7:00 p.m.**

**A. CALL TO ORDER:** Mayor Rachael Simbeck called the meeting to order at 7:04 p.m.

**B. ROLL CALL:** Present: Mayor Rachael Simbeck, Mayor pro tem Todd Kearns, Trustee Will Stone, Trustee Michele Black, Trustee Darrel Ellis, Trustee Queenie Barz entered the meeting late  
Absent: Trustee Matthew Baskin

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

**C. APPROVAL OF AGENDA:** Trustee Michele Black made the motion to approve the agenda. Mayor pro tem Todd Kearns seconded the motion to approve the agenda. Motion passed.

**D. APPROVAL OF THE MINUTES OF October 28, 2015:** Trustee Michele Black made the motion to approve the minutes of October 28, 2015 as written. Trustee Darrel Ellis seconded the motion. Motion passed.

**E. APPROVAL OF THE MINUTES OF Special Meeting on November 4, 2015:** Mayor pro tem Todd Kearns made the motion to approve the minutes of the special meeting on November 4, 2015 with the correction of “telephonically” to “by telephone.” Trustee Michele Black seconded the motion. Motion passed.

**F. AUDIENCE BUSINESS**

- Ed Tauer, LiveWell – addressed the Board regarding marijuana within Town. He complemented the Board on their work on this issue. Mr. Tauer is requesting the Board consider extending the hours of operation be amended from 7:00 p.m. to 9:00 p.m. He feels this will bring shoppers from outside the community during those two extra hours. With regard to late night security, there have been no issues with their Glendale and Aurora stores, both of which are open later. He stated there have also been no issues with the store in Mancos.

**G. ANNOUNCEMENTS**

- Town Administrator Andrea Phillips invited the Board to attend the Rudolph Run and Holiday Tree Lighting on December 4, 2015.
- The Town Holiday Dinner is December 11 this year from 5:00 p.m. to 7:00 p.m.
- The Cottonwood Grant Application has been submitted to GOCO. The Town will be notified in January or February of the results.
- Staff is applying for several grants and a loan to fund the Raw Water Improvement System Project in the amount of approximately \$550,000.
- Montezuma County Multi-Jurisdictional Hazard Mitigation Plan will be published on the Town website for public comment.

- A new coin mechanism for the water dock has been purchased and should be here within a few weeks.
- Trustee Queenie Barz advised the Veteran's Day Motorcycle Run will begin at 11:00 a.m. and the American Legion Parade begins at 1:00 p.m. Dolores Schools also has a Veteran's Day program beginning at 9:00 a.m. tomorrow.

#### H. **TREASURER'S REPORT: OCTOBER BILLS AND CLAIMS**

Mayor pro tem Todd Kearns made the motion to approve the October bills and claims per signed purchase orders. Trustee Michele Black seconded the motion. Motion passed.

#### I. **UNFINISHED BUSINESS**

##### 1. Off Leash Designation for Cottonwood Park

Based on community feedback, the town held a planning forum on Oct. 19 to hear from residents about how the park should be managed. Town Administrator Andrea Phillips is proposing to fence in the two entrances with a gate and to post signage with rules of the area.

- Patty Harpham, 224 W. Menefee, Mancos – she does not feel that there was a large enough sampling to make a decision. She feels this item should be placed before all citizens of Mancos before a decision is made. She enjoys the Cortez Dog Park, and she would like to see something similar in Mancos. She would prefer a section of Cottonwood Park be designated to allow other citizens to enjoy the park without dogs.

Trustee Will Stone commented that there is a Town park which requires leashes. He feels Cottonwood Park should be designated entirely off leash with the right signage. Trustee Will Stone would like to add "owners are responsible for their dog's behavior", the word "please", and "off leash" added after "no aggressive dogs allowed." Trustee Michele Black questions if designating the entire park off leash is the best use of the land. Trustee Michele Black would also like to have a time limit set to revisit this decision in the event the designation needs to change. Trustee Darrel Ellis is concerned that the citizens on the southwest part of Town will not go to Cottonwood Park to walk. He would like to see a section of the park designated as off leash instead of the entire park. Trustee Queenie Barz inquired as to if dog owners are cleaning up after their dogs now. Parks and Recreation Coordinator Leslie Hopkins advised that it's not too bad at this time. Mayor pro tem Todd Kearns agrees with Trustee Will Stone's comments regarding signage. He feels that there is a fairly significant indication of support for designating the entire park as off leash. Trustee Queenie Barz supports a section of the park being designated as off leash. She would like to see the park continue to be used for festivals and events. Mayor pro tem Todd Kearns suggested adding language to the sign that states dogs must be leashed if there is an event or festival. Mayor Rachael Simbeck does not want to section off a portion of the park. Mayor Rachael Simbeck inquired as to where the fence would be installed. Town Administrator Andrea Phillips advised that fencing would be installed at the north entrance and along the existing split rail fence. Trustee Will Stone made the motion to designate the entirety of Cottonwood Park as an off-leash area and install signage with park rules. Mayor pro tem Todd Kearns seconded the motion. Trustee Darrel Ellis is concerned that regardless of signage, the Town will be liable if something happens. Motion passed with the following: Mayor pro tem Todd Kearns voted in favor, Trustee Darrel Ellis voted against, Trustees Michele Black and Queenie Barz abstained, Trustee Will Stone voted in favor. Per Town Attorney David Liberman, motion passed.

2. Ordinance 705: Mayor, Trustee & Planning Commission Compensation

At its regular meeting on October 28<sup>th</sup>, the Board directed staff to bring back an ordinance that would increase the monthly compensation to for elected officials by \$50.00 per month and to add a monthly compensation for regular members of the Planning and Zoning Commission of \$50.00 per month. This ordinance will take effect after the April 2016 Municipal Election. Trustee Queenie Barz made the motion to approve Ordinance 705 Series 2015 Adjusting the Monthly Compensation for Mayor, Members of the Board of Trustees and Regular Members of the Planning and Zoning Commission. Trustee Michele Black seconded the motion. Trustee Queenie Barz amended her motion to remove the “t” from the sixth “whereas.” Trustee Michele Black seconded the amended motion. Motion passed unanimously by roll call vote.

3. Public Information Specialist

Town Administrator Andrea Phillips is proposing the Town hire a Public Information Specialist to assist with writing press releases, articles and media relations related to specific projects and initiatives on an as needed basis. Mayor Rachael Simbeck advised the Town does not do a very good job of messaging. She is in favor of this proposal. Trustee Darrel Ellis offered to assist with this process. Trustee Will Stone would prefer the Board be a part of this process. Mayor pro tem Todd Kearns feels that a consistent message and delivery is important. Trustee Queenie Barz is concerned about the Board being involved in this process. Trustee Queenie Barz made the motion to hire someone on an hourly rate, as needed, to be the Public Information Specialist. Mayor pro tem Todd Kearns seconded the motion. Motion passed by roll call vote with Trustee Darrel Ellis and Trustee Will Stone voting against.

**J. NEW BUSINESS**

4. Main Street Bridge Off System Funds Grant Application

The Main Street Bridge over the Mancos River at Grand Ave. and South Main Street was built over one hundred years ago. It is in need of structural repairs and potentially a full replacement. The current structural rating of the bridge is 43.2. Town staff is seeking funding through the CDOT Off-Highway Systems grant funds. If the grant is awarded, staff will bring the budget and design back to the board for approval and to ask the Board to designate funds. CDOT funding will most likely not be available until 2017 at the earliest. Staff and Russell Engineering are seeking other funding sources to assist with the project cost. Total estimated replacement cost is approximately \$1,254,979 with the Town match being \$250,966. Mayor pro tem Todd Kearns made the motion to apply for the grant through the Special Bridge Fund Bridge Project. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

5. Monthly Administrator Report

Town Administrator Andrea Phillips submitted her November monthly report for Board review and discussion. She advised the Board she’s been receiving complaints on noise issues. Volunteers are needed to fill open spots on Design Review Board, Planning Commission and Tree Board.

6. November 24, 2015 Board of Trustees Meeting

Staff is seeking direction regarding this meeting. Board will advise Staff to cancel this meeting if there are no items on the agenda by November 20, 2015.

**K. EXECUTIVE SESSION FOR LEGAL ADVICE**

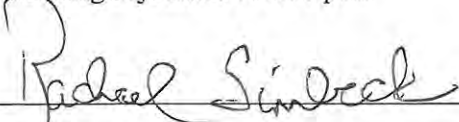
Trustee Queenie Barz made the motion to enter executive session for a conference with the Town Attorney for purposes of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b). Mayor pro tem Todd Kearns seconded the motion. Motion passed.

Executive session started at 8:16 p.m.  
Executive session ended at 9:15 p.m.

Mayor Rachael Simbeck, Mayor pro tem Todd Kearns, Trustee Darrel Ellis, Trustee Michele Black, Trustee Queenie Barz, Trustee Will Stone, Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Town Attorney David Liberman participated. No comments with regard to executive session.

**L. ADJOURNMENT**

Meeting adjourned at 9:16 p.m.



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Mayor Rachael Simbeck



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Town Clerk/Treasurer Heather Alvarez