

**Town of Mancos  
Board of Trustees Meeting  
April 13, 2016  
7:00 p.m.**

**A. CALL TO ORDER:** Mayor Rachael Simbeck called the meeting to order at 7:02 p.m.

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

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

**C. APPROVAL OF AGENDA:** Trustee Queenie Barz made the motion to approve the agenda. Trustee Lorraine Becker seconded the motion to approve the agenda. Motion passed.

**D. APPROVAL OF THE MINUTES OF March 23, 2016:** Trustee Queenie Barz made the motion to amend the minutes of March 23, 2016: 1) Easter Egg Hunt at 10:00 a.m.; 2) Item H1 – remove duplicate P&Z; 3) Trustee Will Stone made the motion to approve Design Option A on item H3. Mayor pro tem Todd Kearns seconded the motion to approve the amended minutes. Motion passed.

**E. AUDIENCE BUSINESS**

None for items not on the agenda.

**F. ANNOUNCEMENTS**

- The Town received DOLA grant funding for the Raw Water Project and GOCO grant funding for Cottonwood Park
- SGM was in Town this week as part of the Capital Asset Inventory
- Yard waste drop offs are available on the third Saturday of each month through October
- The Town wide cleanup will be Friday & Saturday, June 3 & 4
- A mock crash will be taking place on April 14
- The Mancos Library will be presenting a video regarding law enforcement starting at 6:00 p.m. on June 23

**G. TREASURER'S REPORT: MARCH BILLS AND CLAIMS**

Trustee Queenie Barz made the motion to approve the March bills and claims per signed purchase orders. Mayor pro tem Todd Kearns seconded the motion. Motion passed unanimously by roll call vote.

**H. PRESENTATION ON NATIONAL HEALTH CARE DECISION DAY**

Michelle Cameron from Hospice of Montezuma presented information on National Health Care Decision Day on April 16, 2016. They are conducting community outreach regarding advance directives and other planning items on Saturday, April 23 at 8:00 a.m. at the Cortez Conference Center, and they will be offering free consulting services.

**I. PRESENTATION ON COUNTY WIDE HAZARD MITIGATION PLAN**

Paul Hollar, Montezuma County Emergency Manager, presented information on the county's hazard mitigation plan. A resolution will be presented to the Board at a future meeting to formally adopt the plan.

**J. UNFINISHED BUSINESS**

1. Four Corners Recycling Drop Off Site Service Levels

Casey Simpson from the FCRI Board was present. Several years ago, FCRI partnered with the Mancos School District and the town to set up a large recycling dumpster behind Mancos Schools to accept cardboard, paper, and aluminum products. Six months ago, plastic was added as an option. The site is heavily used. The dumpsters are currently being emptied every other week due to budget constraints. FCRI is requesting funds from the Town to empty the dumpsters every week. To fund weekly pulls, the total amount is \$4,040 through December. Trustee Matthew Baskin would like to see the bins emptied every week. Trustee Queenie Barz would like to see other businesses in Town contribute funds as well. Trustee Matthew Baskin made the motion to fund two additional pulls per month through October and four pulls in November and December as lined out in the Staff report. Trustee Will Stone seconded the motion. Motion passed unanimously by roll call vote.

2. Resolution 9 Series 2016: Adoption of Creative District Strategic Plan and Transfer to Mancos Valley Resources

Tami Graham, Betsy Harrison and Rena Wilson were present. This summer will mark the second year of candidacy for the Mancos Creative District as a certified creative district through Colorado Creative Industries (CCI), a division of the state Office of Economic Development and International Trade. Similar to the Mancos Farmer's Market, the town served to get the program up and running and donated some funds and staff time to get it established. Trustee Queenie Barz made the motion to approve Resolution 9 Series 2016 Adopting the Mancos Creative District Strategic Plan and Authorizing the Town Administrator to Transition the Mancos Creative District to Mancos Valley Resources, Inc. as a fiscal sponsor project under MVR by June 1, 2016 through a Memorandum of Understanding and authorize the Town Clerk to send MVR remaining funds in the town's General Fund that have been held in the Mancos Creative District line item. Trustee Lorraine Becker seconded the motion. Motion passed unanimously by roll call vote.

3. Resolution 10 Series 2016: Space To Create Application

DOLA, Boettcher Foundation, CCI and other partners are seeking to invest in an affordable housing live/work project in the southwest part of the state. The Creative District Steering Committee is supportive of the application and would like to see a project in Mancos. Trustee Matthew Baskin made the motion to approve Resolution 10 Series 2016 Supporting the Mancos Creative District's Application to Colorado Creative Industries for the Space to Create Program to Develop Affordable Live/Work Housing in Downtown Mancos, to Authorize the Town Administrator to Enter Into a Memorandum of Understanding with the Mancos Creative District and to Authorize the Expenditure of Up to \$5,000 from the General Fund Towards the Required Program Match. Trustee Queenie Barz seconded the motion. Motion passed unanimously by roll call vote.

4. Update on Hwy 160 Corridor Plan

The town has been working with CDOT Region 5 staff and Russell Engineering over the past year to discuss options to improve the Hwy 160 Corridor. Representatives from CDOT Region 5 and Russell Engineering presented conceptual ideas for improvements to the Hwy 160 through Mancos at the Board meeting on September 9, 2015. Public input has been gathered and design ideas include adding separate sidewalks or walking paths, opening access to and from the highway onto town collector streets, creating alternatives to the wire “access control fence” and placing gateway signage and landscaped medians at each entrance of town. In order to open up new access points, CDOT requires a demonstration of traffic impacts through a “synchro” modeling analysis, which is being paid for by CDOT and is being conducted by Russell Engineering. In addition, future streets connectivity is required to show transportation networks throughout town to alleviate congestion onto the corridor. The next step will be to achieve agency concurrence from FHWA and work with CDOT on a revised Access Management Plan (AMP)/Corridor Plan and MOU between the Town and CDOT. It will come back to the Board for adoption.

**K. NEW BUSINESS**

5. Ordinance 716 Series 2016: Board and Commission Attendance Requirements

This ordinance was requested by Trustee Queenie Barz for consideration by the Board. The town used to have a similar ordinance requiring Trustee attendance at meetings but it was removed several years ago. Trustee Queenie Barz inquired as to if the monthly workshops could be added so Board compensation would be reduced by 1/3 if a workshop or meeting is missed in a given month. After discussion, no action was taken.

6. Façade Improvement Grant Application-Momentum Fitness

Momentum Fitness is a 24-hr gym located at 200 E. Frontage Rd. The property owners are seeking to give the façade a facelift through new siding, 6 X 6 pillars with gabion baskets, raised decks, dark sky lighting, and other improvements. The town’s matching program provides up to \$1,000 towards façade improvements for businesses to upgrade their existing storefronts. It is provided to the property owner on a reimbursement basis. Trustee Matthew Baskin made the motion to approve the grant proposal from Momentum Fitness for the Mancos Improvement Program (mini-grant for façade improvement) and authorize the expenditure from the General Fund of up to \$1000. Trustee Will Stone seconded the motion. Motion passed.

7. Monthly Administrator Report

Town Administrator Andrea Phillips submitted her April report for Board review and discussion.

**L. ITEMS FOR April 27, 2016 Agenda**

- *Swearing in of Elected Officials*
- *Selection of Mayor Pro-Tem*
- *Appointments of Board Liaisons to Town Boards and Commissions*
- *First Quarter Financial Review and 2016 Work Plan Update*

Meeting paused at 9:07 p.m.  
Meeting restarted at 9:16 p.m.

**M. EXECUTIVE SESSION PERSONNEL – Town Administrator Annual Review**

Mayor pro tem Todd Kearns made the motion to enter executive session personnel for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of any elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Trustee Matthew Baskin seconded the motion. Motion passed.

Executive session started at 9:17 p.m.  
Executive session ended at 10:13 p.m.

Mayor Rachael Simbeck, Mayor pro tem Todd Kearns, Trustee Lorraine Becker, Trustee Queenie Barz, Trustee Matthew Baskin, Trustee Will Stone, Town Administrator Andrea Phillips participated. Trustee Queenie Barz made the motion to award Andrea Phillips a 1% merit increase retroactive to January 1, 2016. Mayor pro tem Todd Kearns seconded the motion. Motion passed unanimously by roll call vote.

**N. ADJOURNMENT**

Meeting adjourned at 10:15 p.m.



Mayor Rachael Simbeck



Town Clerk/Treasurer Heather Alvarez