

**Town of Mancos  
Board of Trustees Meeting  
May 11, 2016  
7:00 p.m.**

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

**B. PLEDGE OF ALLEGIENCE**

**C. ROLL CALL:** Present: Mayor Queenie Barz, Trustee Craig Benally, Trustee Lorraine Becker, Trustee Fred Brooks, Trustee Michele Black

**Absent:** Mayor pro tem Matthew Baskin, Trustee Ed Hallam

Staff Present: Town Administrator Andrea Phillips, Town Clerk/Treasurer Heather Alvarez, Public Works Director Robin Schmittell, Town Marshal Jason Spruell, Parks Manager Terry Jennings, Town Attorney David Liberman

**D. APPROVAL OF AGENDA:** Trustee Michele Black made the motion to approve the agenda. Trustee Craig Benally seconded the motion to approve the agenda. Motion passed.

**E. APPROVAL OF THE MINUTES OF April 27, 2016:** Trustee Lorraine Becker made the motion to approve the minutes of April 27, 2016. Trustee Fred Brooks seconded the motion to approve the minutes. Motion passed.

**F. AUDIENCE BUSINESS**

None

**G. ANNOUNCEMENTS**

- Town Administrator Andrea Phillips advised that the Town hosted the Space to Create site visit today. They viewed nine properties. The Town will know in the next few weeks if we are the selected community.
- Memorial trees were planted in memory of Chip Tuthill, Darrel Ellis and Ellen Paquin in the parks this weekend. Town Administrator Andrea Phillips is working on developing a plan for future memorials.
- Fasttrack is potholing on Main St. to run fiber to Dolores State Bank.
- Town Administrator Andrea Phillips advised the County broadband planning project is moving quickly. Potential items include a Broadband Authority and County Sales Tax.
- The Trustee retreat is July 9 from 8:00 a.m. to 3:00 p.m.

**H. TREASURER’S REPORT: APRIL BILLS AND CLAIMS**

Trustee Michele Black made the motion to approve the April bills and claims per signed purchase orders. Trustee Lorraine Becker seconded the motion. Motion passed unanimously by roll call vote.

**I. APPOINTMENT OF TOWN MARSHAL**

Trustee Michele Black made the motion to appoint Jason Spruell as the Mancos Town Marshal. Trustee Fred Brooks seconded the motion. Motion passed unanimously by roll call vote. Mayor Queenie Barz administered the Oath of Office to Jason Spruell. Marshal Spruell administered the Oath of Office to Deputy Marshals Yvonne McClellan and Micheal Barnes.

Meeting recessed at 7:17 p.m.

Meeting resumed at 7:22 p.m.

**J. APPOINTMENT OF PARKS MANAGER**

Trustee Craig Benally made the motion to appoint James Jennings as the Parks Manager effective May 11, 2016. Trustee Michele Black seconded the motion. Motion passed unanimously by roll call vote.

**K. UNFINISHED BUSINESS**

None

**L. NEW BUSINESS**

1. Resolution 13 Series 2016: Financial Authorization

Due to the recent election, it is necessary to update the signature cards on our active accounts at Dolores State Bank, particularly the operating checking accounts for the General and Enterprise Funds. Trustee Lorraine Becker made the motion to approve Resolution 13 Series 2016 A Resolution Approving Authorization for Mayor Ellen “Queenie” Barz, Mayor pro tem Matthew Baskin, Town Administrator Andrea Phillips and Town Clerk/Treasurer Heather Alvarez To Sign On Town of Mancos Checking/Operating Accounts and Approving Town Administrator Andrea Phillips and Town Clerk/Treasurer Heather Alvarez To Sign On All Other Town of Mancos Accounts. Trustee Fred Brooks seconded the motion. Motion passed unanimously by roll call vote.

2. Representation at Town Events

Mayor Barz would like to discuss representation of Trustees at Town events. She would like to see Board representation at Town events to show community and business support. Town Clerk/Treasurer Heather Alvarez is researching adding the Outlook calendar to the Trustee Kindles. The Board is in agreement on this issue.

3. Monthly Administrator Report

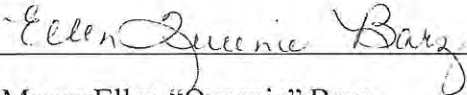
Town Administrator Andrea Phillips submitted her May report for Board review and discussion.

**M. ITEMS FOR May 25, 2016 Agenda**

- *Development Services Presentation*
- *Cottonwood Park GOCO Grant Agreement*
- *Appointments of Board Liaisons to Town Boards and Commissions*

**N. ADJOURNMENT**

Meeting adjourned at 7:38 p.m.

  
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Mayor Ellen "Queenie" Barz

  
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Town Clerk/Treasurer Heather Alvarez