

TOWN OF MANCOS
BOARD of TRUSTEES MEETING
August 10, 2016

- A. **Call to Order:** Mayor Queenie Barz called the meeting to order at 7:03 p.m.
- B. **Pledge of Allegiance and Moment of Silence:** Mayor Queenie Barz led the Pledge of Allegiance, followed by a moment of silence.
- C. **Roll Call:** Present: Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Craig Benally, Trustee Lorraine Becker, Trustee Michele Black, Trustee Ed Hallam, Trustee Cindy Simpson
Staff Present: Town Administrator Andrea Phillips, Deputy Clerk Georgette Welage, Public Works Director Robin Schmittel, Attorney David Liberman, Town Marshal Jason Spruell, Maintenance Supervisor Jeff Watenpaugh.
- D. **Approval of the Agenda:** Trustee Hallam made the motion to approve the agenda of 8/10/16 with the addition of EIAF Funds/Pedestrian Crossing as agenda item #8 Trustee Becker seconded the motion. Motion carried
- E. **Approval of the Minutes of July 27, 2016:** Trustee Black made the motion to approve the minutes of July 27, 2016 as written. Mayor pro tem Brooks seconded the motion. Trustee Simpson abstained, as she was absent from the meeting of 7/27/16. Motion carried.
- F. **Audience Business**
James Cody, 385 N. Willow, Mancos, owner of Willow North LLC dba Bud Farm spoke concerning the Special Use Permit required for his marijuana facility. He will bring in the required paperwork and comply with the LUC. August 30, 2016 he will close the medical marijuana portion of his business. Town Administrator Phillips will report back to the Board as F.Y.I.
- G. **Announcements**
- . The new truck and SUV have arrived for the Marshal's office.
 - . Silverton will host the Colorado Municipal League meeting on 9/27/16.
 - . Staff has completed work on Cottonwood Park, Phase I.
- H. **Treasurer's Report:** July Bills and Claims: Trustee Simpson made the motion to approve the July 2016 Bills and Claims Trustee Black seconded the motion. Motion carried.

I. Committee Reports

1. Planning and Zoning Commission
Meeting next week
2. Design Review Board
Meets 1st Monday of month.
3. Tree Board
Meets next week
4. Transportation Planning Region (TPR)/SW Regional Transportation Planning (RPC)
Lots of construction in SW CO, working on the signal at the intersection.
5. Southwest Colorado Council of Governments (SWCCOG)
Working on MOU dark fiber.
6. Region 9 Economic Development District
Met July 27th in Silverton
7. Montezuma Community Economic Development Association
Sales tax ballot question delayed until 2017. Should they continue to support MCEDA?
8. Mancos Trails Group
Ten people showed up last Saturday for trail clean up at Cottonwood Park.
9. Mancos Days Planning Committee (report)
55 businesses donated \$6500. Volunteers donated countless hours. Next meeting 8/17/16 at 5:30 p.m., hopefully will reach agreement to transfer back to the Mancos Colorado Days Committee.
10. Mancos Schools Accountability Committee
Next meeting 9/15/16
11. Western Excelsior Committee
Met last week. The state is involved in the monitoring process. Next meeting 9/7/16 1 p.m. at the Library

Mayor pro tem Brooks reported that Mancos Food Share is working on expanding Mt. Lookout Grange Hall to build a Mancos food pantry for those in need.

J. Unfinished Business

None

K. New Business

1. Public Hearing-Special Use Permit for Cottage Industry at 849 Riverside Ave.

The Planning & Zoning Commission held a public hearing and approved the application at its regular meeting on July 20, 2016 with the condition that the lot meets the lot size requirement of 15,000 SF (twice the minimum lot size). Town staff verified with the applicant and county records that the lot exceeds this minimum required square footage. All fees have been paid and all notifications posted.

Public Hearing Opened 7:24 p.m.
No one signed up to speak.
Public Hearing Closed at 7:24 p.m.

Town code permits one free standing sign (16-16-220 #3) "One freestanding sign may be erected on site to identify a bed and breakfast, home occupation or cottage industry".

Trustee Hallam made a motion to approve the special use permit for a cottage industry (hair salon) at 849 Riverside Ave. in Mancos. Trustee Becker seconded the motion. Motion passed unanimously by roll call vote.

2. Façade Improvement Grant Request: The Mancos Inn

The Façade Improvement Grant program sunsets at the end of this year. After discussion it was determined that the wall sign would not qualify for the grant but the projected sign would be eligible for 50% of the cost.

The signs have been approved by the Design Review Board.

Trustee Hallam made the motion to approve the cost of up to 50% of one hanging sign up to \$1000.00 for the Façade Improvement Grant for the Mancos Inn. Trustee Black seconded the motion. Motion passed unanimously by roll call vote.

3. Raw Water Project: Engineering and Design Bid Award

The town is seeking to 1) rebuild and enhance the capacity of the PRV (pressure relieving valve) station that feeds the town's supply; 2) make improvement to the sedimentation ponds and replace all equipment and piping at the #1 river diversion excepting the head gate which was replaced in 2014; and 3) replace old water lines in the southeast section of town. Town cash match will be approximately \$104,455 from the 2016 and 2017 budgets.

Trustee Becker made the motion to approve SGM as the design engineer of record for the Mancos Water System Upgrades project and authorize the Town Clerk/Treasurer to enter into a contract for design and engineering not to exceed \$55,723 plus \$7,000 in engineering options. Trustee Benally seconded the motion. Motion passed unanimously by roll call vote.

4. Town Hall Roof Repairs

Town Hall has experienced leaks during recent rain storms. After a meeting with Jim Herrick of Top Line Installer, he recommended we make repairs to the roof versus replacement which should increase the roofs life expectancy by ten + years and prevent further damage.

This is an unbudgeted expense. It was suggested that repairs be done and the town start saving for a new roof now so that the money will be available when needed.

Trustee Hallam made the motion to authorize Top Line installers to make necessary roof repairs to Town Hall not to exceed \$7,120. Trustee Simpson seconded the motion. Motion passed unanimously by roll call vote.

5. Discussion Item: Accessory Dwelling Units

Board comments:

Liked the idea of owner on site but may be difficult to maintain.

More opportunity for good quality housing.

Done by special use or use by right?

SFR modify code?

Long term rentals/short term?

Could change character of the town.

Town Administrator Phillips will prepare a draft document for the 8/24/16 board meeting. Schedule a joint workshop with Planning & Zoning on this topic for discussion, after the board budget workshop on 9/7/16.

6. Discussion Item: Chapter 13-Utilities

Proposed changes and minor clean up actions:

1) Inactive Fees

Costs town to bring water into the plant from raw water sources, treat it and distribute it. Costs the town to run plants and provide water and sewer collections. Fixed costs do not change regardless of whether the occupant is actually utilizing the utilities. Active taps are subsidizing inactive taps. Inactive rates have not changed since 1990, \$5 per month water, \$5 per month sewer. Should this possibly be done in stages, (increase inactive rates before doing away with them entirely)?

2) Calculation of New Taps (Plant Investment Fees)

Tap fees are a charge for connecting into the sewer and water systems and are a plant investment fee. The code should be reviewed to consider calculation of tap fee requirements for mixed use buildings, accessory dwelling units and other types of structures.

3) Back Flow Prevention

Cross connection control language in Chapter 13 should be reviewed to assure consistency with new state and federal regulations.

The board would like this brought back as a discussion item and deal with one item at a time.

7. Discussion Item: Special Events

Mancos Days

There is interest from community members and town staff in transferring this event back to the Mancos Colorado Days Association. Town Administrator Phillips is meeting with volunteers to discuss a MOU agreement. Mancos Valley Resources is interested in taking on the Mancos Colorado Days Association as another nonprofit project. This will be brought back to the board for review and possible approval.

Special Events

Town Administrator Phillips suggested we prepare a list of assets the town is willing to let people use and attach a value (fair equitable price). We could offer park rental, street closures, equipment set up, other event preparation of the site and serve as one of the sponsors. Some of the board felt we were asking a lot of staff already.

8. DOLA

A short recess was taken from 8:30 p.m. to 8:45 p.m.

Trustee Becker made the motion to accept EIAF funds from DOLA in the amount of \$118,561 and authorize the Mayor and town staff to sign the contract with DOLA for the pedestrian crossing project at Beech St. and Hwy 160 and to move forward with construction bidding. Trustee Hallam seconded the motion. Motion passed unanimously by roll call vote.

Staff was asked to bring the current pedestrian crossing design to the next board meeting as well as the financial breakdown.

9. Monthly Administrator Report

Town Administrator referred to her written report. She did note that applications for agency contributions were due 9/15/16 for 2017.

Livestock Ordinances are advertised for PH before Planning & Zoning scheduled for 9/21/16.

L. *Items for August 24, 2016 Agenda*

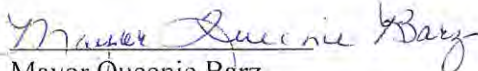
- *Presentation on Region 9-Laura Lewis Marchino, Director*
- *Budget priorities for 2017*

M. **Adjournment**

8:53 p.m.

Upcoming Meetings and Events:

- September 7th Monthly Workshop (7:00 p.m. Town Hall)


Mayor Queenie Barz


Deputy Clerk Georgette Welage