

**Town of Mancos  
Board of Trustees Meeting  
August 24, 2016  
7:00 p.m.**

**A. CALL TO ORDER:** Mayor Queenie Barz called the meeting to order at 7:06 p.m.

**B. PLEDGE OF ALLEGIENCE & MOMENT OF SILENCE**

**C. ROLL CALL:** Present: Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Craig Benally, Trustee Lorraine Becker, Trustee Ed Hallam, Trustee Michele Black, Trustee Cindy Simpson

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

**D. APPROVAL OF AGENDA:** Trustee Lorraine Becker made the motion to approve the agenda. Mayor pro tem Fred Brooks seconded the motion to approve the agenda. Motion passed.

**E. APPROVAL OF THE MINUTES OF August 10, 2016:** Trustee Lorraine Becker made the motion to approve the minutes of August 10, 2016. Trustee Michele Black seconded the motion to approve the minutes. Motion passed.

**F. AUDIENCE BUSINESS**

None

**G. ANNOUNCEMENTS**

- The Journal published an article regarding the Mancos Marshal's Office
- The new Ford F150 for the Parks Department has arrived.
- Burn ban is still in effect within Town limits. Mancos School District is requesting permission to host the Homecoming bonfire in October 2016. A resolution will be brought to the Board to temporarily lift the burn ban for this event.
- Harvest Festival is September 11, 2016.
- The Town did not receive the Space To Create designation. Town Administrator Andrea Phillips is soliciting quotes for a Housing Study.
- Mayor Queenie Barz would like to plan an Employee Appreciation meeting with the Board.
- Applications that require a Public Hearing now require the attendance of the applicant or their agent at all public hearings or they will be required to reapply.

**H. COMMITTEE REPORTS**

1. Planning & Zoning Commission – a joint Planning Commission/Board meeting has been set for September 7
2. Design Review Board – signage for FAD and The Mancos Inn were approved
3. Tree Board – tree removal/pruning is underway, Tree City USA display was created

4. Transportation Planning Region (TPR)/Southwest Regional Transportation Planning Commission (RPC) – no report
5. Southwest Colorado Council of Governments (SWCCOG) – next meeting 9/2/16
6. Region 9 Economic Development District – no meeting
7. Montezuma Community Economic Development Association – no meeting
8. Mancos Trails Group – no meeting
9. Mancos Days Planning Committee – discussion is underway to transition this to another group once a 501c3 is established, community meetings are being organized
10. Mancos Schools Accountability Committee – no meeting
11. Western Excelsior Committee – next meeting is September 7 at Mancos Library

**I. PRESENTATION FROM REGION 9 BY LAURA LEWIS-MARCHINO**

Ms. Lewis-Marchino provided information to the Board including their Corporate Annual Report, bi-annual newsletter and the Region 9 Report including information from surrounding counties. Ms. Lewis-Marchino provided the Board with an overview of services offered by Region 9, including instituting a regional Brownsfield initiative. The 2015 Performance Report was included in the Board packet.

**J. UNFINISHED BUSINESS**

1. Ordinance 717 Series 2016: Accessory Dwelling Units

The Board discussed this item at its August 10 meeting and directed staff to bring a draft ordinance for review. An updated draft was provided to the Board at the beginning of the meeting. This item will also be discussed on September 7 during the joint workshop with the Board and Planning & Zoning Commission.

2. Ordinance 718 Series 2016: Utilities Charges

The Board discussed this item at its August 10 meeting and directed staff to bring an ordinance for review. The draft presented provides that all tap holders will be charged the monthly minimum water and sewer bill regardless of whether they are in “inactive” or vacant status. The change will be phased in over the next year. The sections pertaining to not reading meters in the winter, summer irrigation and hardship clause will also be removed as they no longer apply. Section 13-1-210 will be amended on the fee schedule. Trustee Cindy Simpson inquired as to how many properties will be affected. Town Administrator Andrea Phillips advised approximately 60 properties are currently inactive. She stated a letter will be sent to current inactive tap owners advising them of the effective date of this ordinance and their new rates. Trustee Craig Benally made the motion to approve Ordinance 718 Series 2016 An Ordinance Making Certain Amendments To The Mancos Municipal Code Concerning Monthly Utility Billing. Mayor pro tem Fred Brooks seconded the motion. Trustee Craig Benally amended his motion to include striking of 13-1-210(c) and moving this to the fee schedule. Mayor pro tem Fred Brooks seconded the amended motion. Motion passed unanimously by roll call vote.

**K. NEW BUSINESS**

3. Reappointment of Design Review Board Members

Trustee Lorraine Becker made the motion to reappoint Rena Wilson and Jim Justice to the Design Review Board for two-year terms ending in June of 2018. Trustee Ed Hallam seconded the motion. Motion passed unanimously by roll call vote.

4. Ratification Of Appointment To Planning & Zoning Commission

Trustee Michele Black made the motion to ratify the appointment of John Cox as a regular member of the Planning and Zoning Commission for a term ending in April of 2017. Trustee Lorraine Becker seconded the motion. Motion passed with Trustee Cindy Simpson voting against.

5. MOU With SWCCOG For Dark Fiber Leasing

SWCCOG member communities are each being asked to enter into an agreement with the COG to share 75% of the revenue from any dark (unlit) fiber leases back to the COG. The town will keep 25% of the revenues. The agreement also sets the price for leasing strands per mile and states that the town may utilize the COG for assistance in tracking the leases, negotiating them with ISPs, and billing. Trustee Michele Black inquired if there was an end date to this contract. Town Administrator Andrea Phillips advised there is no expiration date to this contract. Trustee Cindy Simpson feels there should be an expiration date. Town Attorney David Liberman advised he is representing SWCCOG on this topic but item #3 allows for termination with 90 day written notice from either side. Trustee Lorraine Becker inquired as to if a review period is included in the contract. Town Attorney David Liberman advised there is not. She would like to receive periodic updates that include hard data to ensure the project is working. Town Administrator Andrea Phillips will provide periodic reports to the Board. Trustee Cindy Simpson made the motion to approve the Memorandum Of Understanding between Southwest Colorado Council of Governments and Town of Mancos regarding leasing for SCAN infrastructure as presented. Trustee Michele Black seconded the motion. Motion passed unanimously by roll call vote.

6. 2017 Budget Priorities

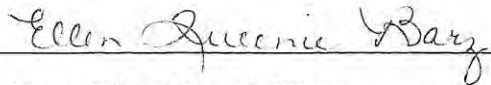
The Board discussed this at its August monthly workshop but did not finish the discussion. Staff was instructed to include all priorities in the 2017 proposed budget for discussion at the September 7, 2016 workshop.

**M. ITEMS FOR September 14, 2016 Agenda**

- *Resolution to Lift the Fire Ban for Homecoming Bonfire*
- *Public Hearing for Creekside Phase II Subdivision Request*

**N. ADJOURNMENT**

Meeting adjourned at 8:31 p.m.

  
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Mayor Ellen "Queenie" Barz

  
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Town Clerk/Treasurer Heather Alvarez