

**Town of Mancos  
Board of Trustees Meeting  
May 8, 2019  
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 & MOMENT OF SILENCE**

**C. ROLL CALL:** Present: Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Betsy Harrison, Trustee Ed Hallam, Trustee Craig Benally, Trustee Brent McWhirter, Trustee Cindy Simpson

Staff Present: Town Administrator/Clerk/Treasurer Heather Alvarez, Public Works Director Terry Jennings, Marshal Justen Goodall, Town Attorney David Liberman

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

**E. APPROVAL OF THE MINUTES OF April 24, 2019:** Trustee Betsy Harrison made the motion to approve the minutes of April 24, 2019 as presented by staff. Trustee Cindy Simpson seconded the motion to approve the minutes. Motion passed.

**G. AUDIENCE BUSINESS**  
None

**H. ANNOUNCEMENTS**

- Staff is working with the Mancos Valley Chamber and Mancos Creative District on a project for co-working space to be located at the Chamber. SBDC offers grant funding and technical assistance. This item will be placed on a future agenda.
- Bee Happy Lands will be treating Cottonwood Park on Monday, May 13. Information will be posted when it's received from Bee Happy Lands.
- The Town's auditors were here this week. The 2018 financial audit will be presented to the Board at a future meeting.
- The Board and Park Department received a compliment from a citizen thanking us for our support of the Little League and the upgrades to the ball field in Boyle Park.
- The town only received one application for the Parks Seasonal Position.
- We are getting close to a complete rough draft of the land use code. SAFEbuilt will be here in person during Mancos Days to solicit public input. Citizens are also welcome to attend Planning Commission or Board meetings over the next few months to offer their feedback.

- Proposals for public art are due at Town Hall by 4:00 p.m. on May 15. To date, we haven't received any proposals.
- We had visitors from our sister city, Feins, France, in town last week. They presented Mayor Queenie Barz with a bowl from their region.
- CIRSA offered a lunch and learn opportunity with regard to workplace harassment.

**I. TREASURER'S REPORT: APRIL BILLS & CLAIMS:** Trustee Cindy Simpson made the motion to approve the April bills & claims as presented by staff. Trustee Betsy Harrison seconded the motion. Motion passed.

**J. COMMITTEE REPORTS**

1. Region 9 Southwest Colorado Economic Development – during their April 25 meeting, they discussed opportunity zones, the SCAPE program received 50 applications, 19 were accepted with 3 being from Mancos, Region 9 has assumed control of MCEDA
2. CDOT TPR – Hwy 550/160 interchange is waiting on funding, chip seal from Mancos Hill to Mesa Verde is waiting on funding, Hwy 160/491 passing lanes are under construction

**K. UNFINISHED BUSINESS**

1. Water Mains Replacement Project

The Town has published an RFP to solicit bids from qualified contractors to replace the water main, service lines, valves and hydrant along a portion of 1<sup>st</sup> St. on the south side of Town and along a portion of Sunset Ave. on the north side of Town. Staff is recommending the Town hire Ramco Developments, LLC for this project based on their qualifications and the excellent work they've done on past projects. Ramco's bid amount was \$300,425. The 2019 budget includes \$210,000 for this project, the remaining amount would be taken out of water fund reserves. Trustee Cindy Simpson made the motion to authorize the Public Works Director to enter into contract with Ramco Developments LLC to perform work on behalf of the Town for the water mains replacement project. Trustee Betsy Harrison seconded the motion. Motion passed unanimously by roll call vote.

**L. NEW BUSINESS**

1. Green Kiwi 5 LLC dba LivWell Change of Ownership

Trustee Brent McWhirter made the motion to approve the change of ownership for Green Kiwi 5 LLC; dba LivWell conditional upon State approval. Mayor pro tem Fred Brooks seconded the motion. Motion passed unanimously by roll call vote.

2. Encroachment Permit Discussion

Brent Schoradt, 404 Bauer Ave., Mancos – he would like to turn an existing structure

on his property into an ADU but the current structure encroaches .9 feet into the Beech St. right of way. He has concerns about investing time and funds into the building if future Board or staff may revoke the permit at any time. He also has questions about the liability and insurance requirements in the current encroachment permit template.

The Town currently has a mechanism to allow encroachment into our rights of way. The encroachment permits are authorized by ordinance of the Board, and they are revocable by the Board. There are many instances of encroachment of buildings around town, so staff has requested Board input on this topic. While the board agrees that we need to enforce the code and bring existing items up to current standard, there is also a need for additional housing units in Mancos. After discussion, staff will research the possibility of offering a temporary easement for a set number of years with the conditions that it be for an occupied building, if the structure is destroyed, the building will be built to current town standards at the time, the town reserves the right to revoke the easement and take the land back for its original purpose if need. The Town Attorney will research the legal impacts of temporary easements. This item will be brought to the first meeting in June.

3. First Quarter 2019 Financial Update  
These were presented for Board review.
4. First Quarter 2019 Work Plan Update  
These were presented for Board review.

**M. *Items for May 22, 2019 Agenda***

- *Community Center Fee Discussion*
- *Five Year Plan Approval*
- *2018 Financial Audit (tentative)*

*Meeting recessed at 8:24 p.m.*

*Meeting resumed at 8:30 p.m.*

**N. EXECUTIVE SESSION – LEGAL ADVICE**

Mayor pro tem Fred Brooks made the motion to go into 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). Trustee Brent McWhirter seconded the motion. Motion passed.

Executive session started at 8:31 p.m.

Executive session ended at 9:49 p.m.


Mayor Queenie Barz, Mayor pro tem Fred Brooks, Trustee Ed Hallam, Trustee Craig Benally, Trustee Betsy Harrison, Trustee Cindy Simpson, Trustee Brent McWhirter, Town

Administrator/Clerk/ Treasurer Heather Alvarez, Town Attorney David Liberman participated.

No comments with regard to executive session.

**O. ADJOURNMENT**

Meeting adjourned at <sup>9</sup>8:50 p.m.

  
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Mayor Queenie Barz

  
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Town Administrator/Clerk/Treasurer Heather Alvarez