

**TOWN OF MANCOS
BOARD of TRUSTEES WORKSHOP**

September 14, 2022 5:30 P.M. 2023 Capital Budget Discussion and TA Update

Town Hall Board Room

Monthly Board Workshops are for Board discussion purposes only. Decisions cannot be made during these sessions. These workshops are open to the public, however public comment will not be accepted.

BOARD of TRUSTEES MEETING

September 14, 2022 7:00 p.m.

AGENDA

- A. Call to Order
- B. Pledge of Allegiance and Moment of Silence
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of the Minutes of August 24, 2022
- F. Audience Business
- G. Announcements
- H. Committee Reports
 - Region 9
 - CDOT TPR
 - Mancos School District
 - Montezuma County Commissioner Update
 - Montezuma County Planning Commission Update
- I. Treasurer Report – August Bills & Claims
- J. Discussion and Action Items
 - 1. Ordinance 771 Series 2022: Encroachment Permit N. Oak St.
 - 2. Art Project to Boyle Park
 - 3. Mancos Common Press Letter of Intent
 - 4. Region 9 Middle Mile Broadband Letter of Intent
 - 5. IBC2021 Project Update & Request for Collaboration
 - 6. Cancellation of September 28, 2022 Board Meeting
- K. *Items for October 12, 2022 Agenda*
 - *Economic Development Discussion (Workshop)*
 - *September Bills & Claims*
 - *Public Hearing: 2023 Proposed Budget Introduction*
- L. Adjournment

TOWN OF MANCOS
BOARD of TRUSTEES MEETING
August 24, 2022
7:00 p.m.

- A. CALL TO ORDER:** Mayor Queenie Barz called the meeting to order at 7:05 p.m.
- B. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- C. ROLL CALL:** Present: Mayor Queenie Barz, Mayor Pro Tem Cindy Simpson, Trustee Janice Bryan, Trustee Nic Manning, Trustee Betsy Harrison and Trustee Richard Tokar.
- Absent:** Trustee Ed Hallam
- Staff Present: Town Administrator Heather Alvarez, Public Works Director Terry Jennings, Mancos Marshal Justen Goodall, Town Attorney David Liberman, Community and Economic Development Coordinator Jason Armstrong, and Town Clerk Treasurer Jamie Higgins
- D. APPROVAL OF THE AGENDA:** Mayor Pro Tem Cindy Simpson made the motion to amend the agenda to add item 3 under discussion and Action Items, CML Bootcamp. Trustee Betsy Harrison seconds the motion. Motion passed.
- E. APPROVAL OF THE MINUTES:** Trustee Janice Bryan made a motion to approve the minutes, as presented by staff, from August 10, 2022. Trustee Richard Tokar seconds the motion. Motion Passed.
- F. AUDIENCE BUSINESS:**
- None
- G. ANNOUNCEMENTS:**
- Town Administrator Heather Alvarez announced the Fall CML meeting is the same evening as our BOT meeting, September 28th. She informed the Board that if enough want to go we will need to cancel the Regular Scheduled Meeting.
- H. COMMITTEE REPORTS**
- Region 9 – Nothing new
 - CDOT TPR - No Meeting
 - Montezuma County Planning Commission – Discussion regarding subdivision by Jackson Lake.
 - Montezuma County Commissioner Update – Commissioner Gerald Koppenhafer advised the Board that they are starting their budget process and scrutinizing it way more. Trustee Janice Bryan asked if the solar farm has moved forward. Commissioner Koppenhafer said nothing yet.
- I. ACTION AND DISCUSSION ITEMS:**
1. Economic Development Incentives – Town Attorney David Liberman asked to table this item until he can do more research.

Mayor Pro Tem Cindy Simpson made a motion to table Economic Development Incentives until September 14, 2022 meeting. Trustee Nick Manning seconds the motion. Motion passed with a unanimous vote.

2. Trustee Betsy Harrison made a motion to authorize town staff to apply to DOLA for an administrative grant to update our fiscal health checkup and utility rate study in an amount not to exceed \$20,000. Trustee Richard Tokar seconds the motion. Motion passed with a unanimous vote.
3. CML Bootcamp - Community and Economic Development Coordinator Jason Armstrong asked the Board with they would like to participate in the CML Boot camp training program. This program helps small towns develop competitive infrastructure grant applications related to federal funding through the Infrastructure Investment and Jobs Act. The Board agrees to try the Boot camp.

J. Items for September 14, 2022 Agenda

- *2023 Budget Discussion (Workshop)*
- *August Bills & Claims*
- *Economic Development Incentives*

K. ADJOURNMENT

Trustee Richard Tokar made the motion to adjourn the meeting at 7:50 p.m.

Mayor Queenie Barz

Town Clerk/Treasurer Jamie Higgins

Report Criteria:

Report type: Invoice detail

Check.Type = {<->} "Adjustment"

Check Issue Date	Payee	Description	Check Amount
08/09/2022	4 Corners Power Generator Service & R	Generator service and inspection	720.00
08/17/2022	A T & T Mobility	Cell Phones	502.57
08/09/2022	AFLAC	Employee Benefits	548.82
08/24/2022	AFLAC	Employee Benefits	548.82
08/17/2022	Asphalt Kingdom	Supplies for Streets	2,579.69
08/24/2022	Atmos Energy	TH Natural Gas	97.45
08/24/2022	Atmos Energy	Monte Natural Gas	62.31
08/17/2022	Auto Zone	Vehicle Repairs	20.71
08/09/2022	Barz, Queenie	Mayor Services July 2022	300.00
08/10/2022	Boggus, Wallis and Shannon	overpayment on a/c 55003001	1,711.00
08/25/2022	Brind'Amour, Peter	P&Z July	50.00
08/09/2022	Bryan, Janice	Trsutee Services July 2022	200.00
08/09/2022	CDPHE	Drinking Water Fee July 2022 - June 202	465.00
08/17/2022	CDPHE	Invoice WU231123603 Annual Fee	1,593.00
08/02/2022	CEBT	Employee Benefits	21,159.38
08/24/2022	CEBT	Employee Benefits	20,317.58
08/02/2022	CEBT	Employee Benefits	1,683.60
08/24/2022	CEBT	Employee Benefits	1,683.60
08/17/2022	CivicPlus LLC	Yearly Due Online Code Hosting	1,195.00
08/25/2022	Coker, Ann	P&Z July	50.00
08/10/2022	Colorado Title & Closing Servi, LLC	Mancos Common Press DOLA Grant	500.00
08/09/2022	Corporate Payment Systems	Town Beautification	4,814.33
08/24/2022	Corporate Payment Systems	phone	1,399.31
08/24/2022	Corporate Payment Systems	travel	730.57
08/09/2022	Cox Conoco	Marshal's Fuel	3,629.83
08/09/2022	Cox Conoco	Fuel	1,321.31
08/09/2022	Crystal Creek Ditch Company	Dues	420.00
08/09/2022	DCP Industries	WTP Chemicals	1,898.58
08/24/2022	DHM Design	Parks & Trails Master Plan	1,376.25
08/24/2022	Dog Waste Depot	Dog Waste Bags	378.91
08/09/2022	Doudy, David	Building Inspections	400.00
08/09/2022	Drug & Alcohol Testing Associates	New Hire panel screening	40.00
08/17/2022	Empire Electric	Parks Electric	2,189.25
08/17/2022	Empire Electric	Water Dock Electric	1,095.31
08/09/2022	FastTrack Communications, Inc.	Internet	112.50
08/17/2022	Fed Ex	Postage	79.62
08/24/2022	Fed Ex	Postage	4.78
08/17/2022	Ferguson Waterworks #1116	WTP Repairs	418.41
08/24/2022	GEOMAT INC	DOLA Common Press Grant	3,950.00
08/09/2022	Green Analytical Lab	STP Chemicals/Tests	342.00
08/09/2022	Hallam, Ed	Trustee Services July 2022	200.00
08/09/2022	Harrison, Betsy	Trustee Services July 2022	200.00
08/17/2022	ImageNet Consulting LLC	Copier Lease	278.34
08/17/2022	Kissinger & Fellman, P.C.	Fiber Ownership Project	213.50
08/24/2022	Lieberman, David	Legal Services	4,141.53
08/24/2022	Lieberman, David	Legal Services	54.00
08/09/2022	Manning, Nicholas	Trsutee Services July 2022	200.00
08/25/2022	Montezuma County	Mancos Senior Center	20,000.00
08/09/2022	NAPA/Partners In Parts, Inc.	Vehicle parts/repairs	36.59
08/09/2022	P & D Grocery	PW Supplies	54.41
08/09/2022	P & D Grocery	WTP Supplies	194.50
08/17/2022	Personnel Safety Enterprises	TH Safety Supplies	296.30
08/17/2022	Quill	Office Supplies	16.98

Check Issue Date	Payee	Description	Check Amount
08/17/2022	Safebuilt, LLC Lockbox #88135	July Planning Services	588.75
08/09/2022	San Juan Basin Health/Lab Bill	WTP Tests	386.00
08/25/2022	Seibert, Catherine	P&Z July	50.00
08/24/2022	SGM	WTP Improvements	1,923.50
08/09/2022	Simpson, Cindy	Trustee Services July 2022	200.00
08/09/2022	Slavens	Streets Equipment Supplies	477.63
08/09/2022	Slavens	SP Repairs	104.09
08/25/2022	Stout, Carol	P&Z July	50.00
08/17/2022	Tami's Creations	Marshal Patches	40.00
08/04/2022	The Plumbing Store	Supplies	-3.98
08/17/2022	The Plumbing Store	Repairs	22.05
08/09/2022	Tokar, Richard	Trsutee Services July 2022	200.00
08/09/2022	Town of Mancos	Parks Water & Sewer	2,865.55
08/09/2022	Town of Mancos	SP Water & Sewer	4,796.90
08/09/2022	Tracker Software Corporation	Support and Maintenance	450.00
08/09/2022	Treatment Technology LLC	Poly Aluminum Chloride Drums	3,367.05
08/17/2022	Turtle Lake Refuge	Cottonwood Weed Removal and native p	6,081.00
08/09/2022	UNCC	Member ID 49080	15.60
08/01/2022	US Postmaster	postage utility bills	237.80
08/02/2022	US Postmaster	rate increase	23.20
08/09/2022	USA Blue Book	PW Paint Supplies	284.26
08/09/2022	USA Blue Book	WTP Supplies	699.97
08/17/2022	USA Blue Book	Superior CL-16 Chlorinator	4,010.03
08/08/2022	Wanger, Michael	Municipal Judge Services August	250.00
08/09/2022	Waste Management of Colorado	Waste Resfuse	116.23
08/09/2022	Waste Management of Colorado	Waste Refuse	58.10
08/24/2022	Western Paper Distributors	Case TP	269.52
Grand Totals:			134,038.89
August Payroll			\$70,621.16

Report Criteria:

Report type: Invoice detail

Check.Type = {<-} "Adjustment"

STAFF REPORT

To: Honorable Mayor and Trustees
From: Heather Alvarez, Town Administrator
Date: September 14, 2022
Re: Ordinance 771 Series 2022: N. Oak Street Fixed Encroachment

Recommendation

Approve Ordinance 771 Series 2022: An Ordinance Approving Revocable Permit No. 2022-1 For An Encroachment In A Public Street

Background/Discussion

Mr. and Mrs. Ireland have purchased the properties on N. Oak Street that currently house Valley Repair. They would like to transfer the current encroachment permit held by Dave Hale as well.

Ordinance 750 Series 2019 does allow for fixed encroachments in Section 11-6-30(G). The Town Administrator and Public Works Director have reviewed the application against section 11-6-30(G)(2) with regard to applicable criteria. It does meet all the requirements. The Public Works Director confirmed that this encroachment has not prevented them from conducting routine maintenance and public improvements at this location.

Staff has no objection to this encroachment permit. The Town Attorney has reviewed the information as well.

Policy Implications

Fixed Encroachment between two private lots at N. Oak Street

Resource Impact

None

Attachments

Ordinance 771 Series 2022
Encroachment Permit
Site Plan

Ordinance # 771
Series 2022

An Ordinance Approving Revocable Permit No. 2022-1 For An Encroachment In A Public Street

WHEREAS, the Board of Trustees of the Town of Mancos has determined that it is in the best interest of the Town of Mancos to approve Encroachment Permit 2022-1 for a certain portion of the alley in N. Oak Street for use by KJCJ Enterprises, LLC, subject to all terms and conditions set forth in Encroachment Permit 2022-1, including without limitation the right of the Town of Mancos to revoke said permit by resolution prior to the conclusion of its term;

NOW THEREFORE, BE IT ORDAINED by the Board of Trustees of the Town of Mancos, Colorado that Encroachment Permit No. 2022-1 is approved subject to all the terms contained in the permit and be it further ordained that the Town Administrator of the Town of Mancos is authorized to execute said permit on behalf of the Town of Mancos:

THIS ORDINANCE PASSED ON FIRST AND FINAL READING THIS 14th DAY OF September, 2022.

TOWN OF MANCOS, COLORADO

Ellen "Queenie" Barz, Mayor

ATTEST:

Jamie Higgins, Town Clerk

PUBLISHED THE ____ DAY OF _____, 2022 BY THE AUTHORITY OF THE TOWN CLERK OF MANCOS, COLORADO.

ATTEST:

Jamie Higgins, Town Clerk

TOWN OF MANCOS
REVOCABLE PERMIT FOR AN ENCROACHMENT
IN TOWN RIGHT OF WAY
Permit No. 2022-1

This permit is issued by the Town of Mancos, a Colorado statutory town, (“Town”) to **KJ CJ Enterprises, LLC** (“Owner”) to maintain encroachments consisting of **50 feet by 200 feet** into Town Right of Way in the Town of Mancos, Colorado for the benefit of Owners’ property known as **N. Oak Street**, Town of Mancos, Montezuma County, Colorado.

IN CONSIDERATION of the promises and obligations herein, the Town of Mancos and the Owner, on behalf of themselves and their heirs, executors, successors and assigns, agree as follows:

1. Prior to issuance of this permit, Owner shall pay a fee to the Town of Mancos in the amount of **waived (\$0.00)**.

2. Issuance of this permit was authorized by Town Administrator pursuant to Town Board of Trustees **Ordinance No. 771 Series 2022** and may be revoked by Resolution of the Town Board of Trustees, whenever it is determined that the encroachment obstruction, or other structure constitutes a nuisance, destroys or impairs the use of the town property, constitutes any type of hazard, or the property upon which the encroachment exists is required for the use or occupancy by the public, including unobstructed passage, or in any other way, adversely affect the public health, safety, or welfare. This Permit may also be revoked at any time for other reasons deemed sufficient by the Town Board of Trustees, in its sole discretion.

3. The encroachment herein authorized is restricted exclusively to the location shown above and as described in the site plan on file with the Town of Mancos, a copy of which is attached hereto as Exhibit A and incorporated herein by this reference. This Permit authorizes no expansion or enlargement of such encroachment or modification of the type of encroachment.

4. A building permit for any new construction, which creates or modifies the encroachment shall be obtained and complied with as required. Any proposed structure shall comply with all applicable use, development, and design standards set forth in the Mancos Land Use Code.

5. Owner shall remove, at owner’s expense, the encroachment, obstruction, or structure within ten (10) days after written notice of any revocation of this permit.

6. In the event that removal of the obstruction is not accomplished within ten (10) days after such notice, the Town shall be authorized to remove the encroachment, and to reestablish the park area. Owner agrees to immediately reimburse the Town for the cost of said removal and restoration. The Town shall have the right to make an assessment against the property and collect the costs of removal and restoration in the same manner as general taxes are collected under state and local laws.

7. This permit is issued solely to the Owner and is not assignable or transferable without prior written consent of the Town of Mancos. A subsequent owner of a property that has previously secured a revocable encroachment permit shall be required to apply for a permit issued in his or her name. This permit is not capable of alienation or conveyance as a property interest by Owner.

8. Approval and issuance of this permit is strictly contingent upon the Owner obtaining and maintaining a certificate signed by a qualified agent of an insurance company licensed in Colorado evidencing the existence of a valid and effective policy of general liability insurance for personal injury and property damage with minimum limits of one hundred fifty thousand dollars (\$150,000) for any one person and for any injury to two or more persons in any single occurrence, the sum of six hundred thousand dollars (\$600,000), naming the Town of Mancos and its officers, agents, and employees as additional insured's, and including the limits of each policy, the policy number, the name of the insured, the revocable encroachment permit number, the effective date and expiration date of each policy, and a copy of an endorsement placed on each policy requiring thirty (30) days notice by mail to the Town Administrator of the Town of Mancos before the insurer may cancel the policy for any reason.

9. The Owner agrees to indemnify and hold harmless the Town of Mancos and its officers, agents, and employees from and against any and all claims, suits, damages, costs, losses, and expenses, including attorney's fees, to persons or property in a manner resulting from, arising out of or connected with the construction, existence, maintenance, repair or removal of the above-identified encroachment.

10. Unless sooner revoked, this permit is granted for a term of one (1) year. It shall thereafter automatically renew for successive one (1) year terms provided that the Owner shall remain in compliance with the terms hereof.

11. Owner shall additionally pay to the Town of Mancos the sum of \$ one dollars annually, due and payable on or before January 2 of each year during the term of this Permit. Failure to pay such an amount shall result in revocation of this Permit.

12. This Permit is made subordinate to the right of the Town of Mancos to use said area for any public purpose, including without limitation public pedestrian uses, subsurface tunnels, or any other lawful use by the Town of Mancos. It is understood and agreed that if the Town subsequently determines to install, modify, or change the grade of any street or sidewalk, or to modify, repair, or install any underground utility, or to effect any other work in connection with any other public improvement, or to use or occupy the area of the encroachment for any lawful purpose, then the encroachment hereby authorized may be modified or removed completely, and the area shall be restored to its pre-existing, unobstructed condition at the owner's sole expense and to the satisfaction of the Town of Mancos. The Town of Mancos Administrator's decision as to the necessity of such public use, occupancy, or improvements shall be final and binding upon the owner.

13. All notices required under this permit shall be deemed served upon depositing a certified letter, return receipt requested, in the United States mail, addressed to the signers hereto at the addresses set forth below, unless a request to mail to a different address is provided in writing.

14. This Permit shall be signed by the Owner within ten (10) working days of issuance so that it can be recorded with the Office of the Clerk and Recorder for Montezuma County, Colorado.

15. All notices required hereunder shall be sent to the parties at the following addresses:

Town of Mancos:
Box 487
Mancos, CO. 81328

KJCJ Enterprises, LLC.
8326 Road 141
Hesperus, CO 81326

16. Entire Agreement, Waiver. This Permit represents the entire, final and complete agreement of the parties. No provision of this Permit shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by all parties. No waiver by any party of any breach of, or of compliance with, any condition or provision of this Permit by any other party shall be considered a waiver of any other condition or provision or of the same condition or provision at another time.

17. Governing Law, Venue and Attorneys Fees. The validity, interpretation, construction and performance of this Permit shall be governed by the laws of the State of Colorado. If any action at law or in equity is necessary by the Town of Mancos to enforce or interpret the terms of this Permit, venue shall be in Montezuma County, Colorado, and the Town of Mancos shall be awarded reasonable attorneys' fees and costs, in addition to any other relief to which it may be entitled if it prevails.

18. Severability. If any provision or provisions of this Agreement shall be found invalid or unenforceable, this shall not affect the validity of the remaining provisions of this Agreement, and the remaining provisions shall remain in full force and effect.

TOWN OF MANCOS

By: _____
Town Administrator

OWNER

Printed Name:

STATE OF COLORADO)
) §
COUNTY OF Montezuma1)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022
by:

WITNESS my hand and official seal. My commission expires: _____

Notary Public Signature

Exhibit A: Site Plans

vine 177-4890
533-7551

200'

Block #1 Lot #5

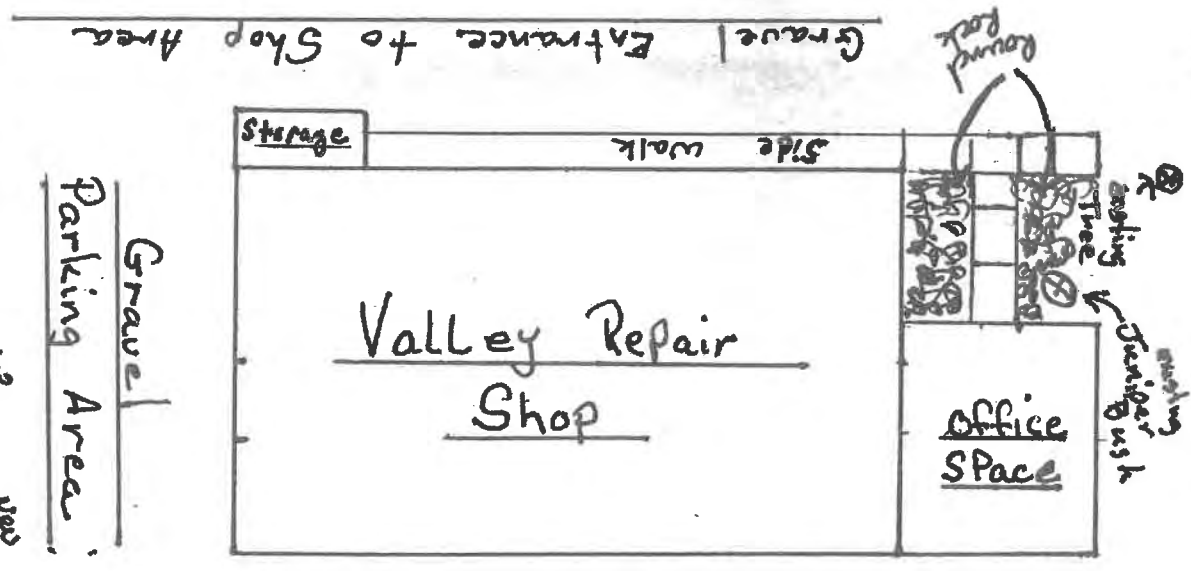
588739 PERMIT 05/02/2013 02:19:35 PM
Page: 5 of 5 R 31.00 D 0.00 T 31.00
Carol Tullis Clerk/Recorder, Montezuma County, Co

3/4 inch Gravel Parking Lot

North Oak Street

90'
U.S.
High way
50'
100'
80'

Menefee Street



Block #2 Lot #1

1/2" = 10'

STAFF REPORT

To: Honorable Mayor & Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 14, 2022
Re: Public Art Project

Recommendation

Authorize the installation of the Brand Display in Boyle Park instead of the pocket park north of the Mancos Marshal's Office building

Background/Discussion

At the July 27, 2022 Board meeting, the Board approved the Brand Display for the public art project. At that time, the proposed location was the pocket park next to the Mancos Marshal's Office building.

The Mancos Creative District has held further discussion regarding this project. Due to the two sided design, plus the planned construction at this location, we would like to propose moving this installation to Boyle Park. We do understand that Boyle Park was not on the list of proposed locations for this year.

The Mancos Creative District is requesting Board feedback and decision on this item. TJ Zark will be in attendance at the meeting to answer questions and provide additional information.

Attachments

None

STAFF REPORT

To: Honorable Mayor & Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 14, 2022
Re: Mancos Common Press Letter of Interest

Recommendation

Authorize the Town Administrator to submit the attached letter of interest to the Department of Local Affairs (DOLA) on behalf of the Mancos Common Press, and if awarded, authorize the Mayor to execute the grant documents for the Affordable Housing Development Incentives Grant Program

Background/Discussion

The Town is currently acting as the fiscal agent to DOLA on behalf of the Mancos Common Press for a grant to fund predevelopment activities at the current Ballantine Pocket Park. The grant was awarded in the amount of \$51,000.

The Mancos Common Press would like to apply for an additional grant in the amount of \$1,000,000 to continue this project. As a reminder, this project will construct mixed use space on Grand Ave. that includes at least 3 affordable rental units.

I do have time to administer this grant, if awarded. This will, however, be the last grant I'm able to assume on behalf of any outside entities until the end of 2022. At that time, I'll review work plans and current work load to determine our capacity moving forward.

Resource Impact

Staff Time only to administer grant

Attachments

Letter of Intent information

Affordable Housing Development Incentives Grant Program -- Letter of Intent Form

This is the Letter of Intent form for the second application round of the Affordable Housing Development Incentives Grant Program.

Program Background:

HB21-1271 created three new programs to offer grant money and other forms of state assistance to local governments to promote innovative solutions to the development of affordable housing across the state.

The Affordable Housing Development Incentives Grant Program provides grants to local governments to develop one or more affordable housing developments in their community that are livable, vibrant, and driven by community benefits.

These flexible incentive grants can help cover tap fees, infrastructure, parks/playgrounds and other needs and amenities that support the affordable housing project. Local governments are encouraged to pick one or two shovel-ready projects that can spend all of the funds by June 2024. The most competitive projects will exhibit elements of sustainable development patterns (e.g., be infill and/or located with incredibly high proximity to existing services) and provide community benefits themselves (e.g., include a child care center, for example). If approved, a small portion can be used for needs and amenities in the neighborhood where the affordable housing development is located. To qualify, local governments must adopt at least three strategies from the menu of policy and regulatory options listed in the program guidelines. Please review the scoring matrix on the program webpage for additional information on what will make for the most competitive project.

Program webpage: <https://cdola.colorado.gov/1271>

Program contact: Mitch Hendrick, 1271 Program Manager, Mitch.Hendrick@state.co.us, 303.548.9364

*** Required**

1. Name *

You must be a municipal or county representative to submit a Letter of Intent for the Incentives Grant Program.

[Heather Alvarez, Town Manager, Mancos](#)

2. Email *

halvarez@mancoscolorado.com

3. Jurisdiction (municipality/county) *

[Town of Mancos](#)

4. Based on the statutory language below, which 3 (or more) qualifying strategies do you have in place (or will have in place by the time of contracting, if awarded)? (See

also the list in the program guidelines, p. 7,

https://drive.google.com/file/d/1v5_60XM-ZDLXwUC6MeQJskv7Q0uWQOpU/view)

*

Check all that apply.

- The use of vacant publicly owned real property within the local government for the development of affordable housing
- The creation of a program to subsidize or otherwise reduce local development review or fees, including but not limited to building permit fees, planning waivers, and water and sewer tap fees, for affordable housing development
- The creation of an expedited development review process for affordable housing aimed at households the annual income of which is at or below 120% of the area median income of households of that size in the county in which the housing is located
- The creation of an expedited development review process for acquiring or repurposing underutilized commercial property that can be rezoned to include affordable housing units, including the preservation of existing affordable housing units
- The establishment of a density bonus program to increase the construction of units that meet critical housing needs in the local community
- With respect to water utility charges, the creation of processes to promote the use of sub-metering of utility charges for affordable housing projects and the creation of expertise in water utility matters dedicated to affordable housing projects
- With respect to infrastructure, the creation of a dedicated funding source to subsidize infrastructure costs and associated fees related to publicly owned water, sanitary sewer, storm sewers, and roadway infrastructure
- Granting duplexes, triplexes, or other appropriate multi-family housing options as a use by right in single-family residential zoning districts
- The classification of a proposed affordable housing development as a use by right when it meets the building density and design standards of a given zoning district
- Authorizing accessory dwelling units as a use by right on parcels in single family zoning districts that meet the safety and infrastructure capacity considerations of local governments
- Allowing planned unit developments with integrated affordable housing units
- Allowing the development of small square footage residential unit sizes
- Lessened minimum parking requirements for new affordable housing developments
- The creation of a land donation, land acquisition, or land banking program
-
- An inclusionary zoning ordinance (per CRS 29-20-104(1))
- Other novel, innovative, or creative approaches to incentivize affordable housing development (Please describe below)

Please provide code citations or links to documentation that correspond with each implemented/adopted strategy that was selected above. If you need to send attachments, you may email those to Mitch.Hendrick@state.co.us.

5. Other: use this space to describe your other novel, innovative, or creative approaches to incentivize affordable housing development.

Town of Mancos is a small rural community. We have formed partnerships and collaborations to further economic development and housing in our community and implement the vision of a vibrant downtown. The Mancos Commons project is an example of this collaborative approach. Town of Mancos would act as a passthrough funder and grant administrator, while Mancos Common Press would implement the project vision.

6. Priority project Summary (1,000 character limit) -- Please provide an overall summary of the project (or your priority project if you intend to apply for multiple projects). *

Mancos Commons will be a mixed-use building adjacent to Mancos Common Press. MCP is a non-profit organization that formed to purchase, restore, and be long term stewards of the historic Mancos Times building. This new building will fill in a "missing tooth" on Grand Avenue, bringing vitality through creative arts, community space and work force housing.

Attainable housing for local residents and employees is a top priority for the Town of Mancos. The building plan includes three long term rental units on the second floor. These apartments would be dedicated to households below 80% AMI.

The project is well aligned to meet the timing requirements of HB1271. Predevelopment for Mancos Commons is well underway. The team has an option on the land, and has completed Geotech, conceptual architecture, cost estimating, and funding commitments for 50% of project costs. A survey, engineering and contractor RFP will be completed in the next 60 days. Construction start is planned for Spring 2023.

7. Additional project ideas: describe any additional projects that you may apply for. Please include a brief description, estimated start date, estimated budget and funding request, and a ranking of your priority for the project.

N/A

8. What is the estimated start date for your priority project? *

September 1, 2021

Example: January 7, 2019

9. What is the estimated budget for your priority project? *

Total Project costs are estimated to be \$2,600,000. Detailed budget is available upon request.

10. What is the estimated amount of funding you would request from DOLA for your priority project? *

We are seeking \$1,000,000 from DOLA. We have secured a pledge for \$1,300,000 from Colorado Creative Industries, and have leveraged Colorado Housing and Finance Authority Small Scale Housing Technical Assistance, \$50,000 in 2022 planning funds from DOLA, and extensive in-kind support from Mancos Common Press Board members. We are also preparing grant applications to Gates, Boettcher and El Pomar Foundations and doing philanthropic outreach to Mancos Common Press supporters.

11. Does the project have the required 20% local matching funds? (Note: this is defined in a flexible manner and includes leveraged funds.) *

Mark only one oval.

- Yes
- No
- Other _____

12. Who are your key project partners? *

To date, the key partners are Town of Mancos, Mancos Common Press, Colorado Creative Industries, CHFA, and DOLA. Supporting team members include Constructive Form Architecture, Feeney Architects, Williford LLC, and Project Moxie.

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STAFF REPORT

To: Honorable Mayor & Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 14, 2022
Re: Region 9 Middle Mile Broadband Grant Letter of Intent

Recommendation

Authorize the Town Administrator to submit the attached letter of intent to participate with Region 9 on their middle mile broadband project

Background/Discussion

Region 9 is currently working on a regional middle mile broadband grant application to the US Department of Commerce. The Town of Mancos would like to participate in this project to potentially receive grant funding toward our portion of the broadband project.

If the grant is awarded, an IGA will be drafted and submitted to the Town Attorney for review and comment. Once a final draft is ready, the IGA will be submitted to the Board of Trustees at a future meeting for review and approval.

Resource Impact

TBD

Attachments

Letter of Intent



September 15, 2022

Herbert C. Hoover Building (HCHB)
U.S. Department of Commerce / NTIA
1401 Constitution Avenue, N.W.
Washington, D.C. 20230

RE: Region 9 Middle Mile Broadband Project

To Whom It May Concern:

The Board of Trustees of the Town of Mancos is in support of and intends to participate with Region 9's Middle Mile Broadband Infrastructure Initiative. The Town of Mancos has collaborated with other partners in the region, neighboring economic development/council of government regions and the State Office of Internal Technology to identify priority routes to provide continuous fiber throughout the region and the State of Colorado. This community-driven project will improve Colorado's middle mile infrastructure and address unserved and underserved populations.

As funding is secured The Town of Mancos commits to work the other county, municipal, tribal, regional and State partners to:

- Establish procedures by which fiber will be managed in each area
- Establish procedures for decision-making
- Establish a process for amending plans as necessary
- Establish processes for resolving disputes within the region

The Town of Mancos is committed to the success of this project on behalf of our residents, the region and the State. As such, we are working towards an Intergovernmental Agreement (IGA) to define the above terms.

We thank you for your consideration of this application.



Sincerely,

Heather Alvarez

Heather Alvarez
Town Administrator
On behalf of the Town of Mancos Board of Trustees
halvarez@mancoscolorado.com

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www.mancoscolorado.com

STAFF REPORT

To: Honorable Mayor & Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 14, 2022
Re: IBC 2021 Update Collaboration Request

Recommendation

Authorize the Town Administrator to work with Trustee Nick Manning with regard to updates to the building codes for the Town of Mancos

Background/Discussion

As the Board is aware, I have been working on this project since 2021. The Town of Mancos is currently utilizing building codes adopted in 2006. It is time to update these codes. David Doudy from the Town of Dolores has been graciously assisting with this project as the Town of Dolores recently updated their building codes to IBC 2021.

Mr. Doudy prepared a spreadsheet, which he shared with me, outlining building code changes from 2006 – 2021. It is 101 pages long.

At this point in the project, recommendations regarding possible changes to IBC2021 need to be brought to the Board for review and discussion. As I am not a contractor, I am not comfortable making recommendations of this type. For example, IBC2021 requires fire suppressing sprinkler systems be installed in all new construction. While I may feel that this is excessive for the Town of Mancos, I am not qualified to make a recommendation to you for review and adoption.

I am requesting permission to work with Trustee Nick Manning on this project as he has expertise in the construction field and will be able to provide me with the information necessary to move forward with this project.

If the Board approves this request, I will also ask Public Works Director Terry Jennings to assist with this project to ensure any recommendations are acceptable to the Public Works Department as well.

No decisions will be made, and we will continue to bring information to the Board for review and discussion. When the time is right, I will make formal recommendations to the Board at a public meeting with regard to adopting updated building codes so as to ensure Trustee Manning is not stepping outside his scope of authority.

Resource Impact

Staff Time

Attachments

None

STAFF REPORT

To: Honorable Mayor & Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 14, 2022
Re: Cancellation of 9/28/2022 Board Meeting

Recommendation

Cancel September 28, 2022 Board meeting to attend the CML District Meeting in Pagosa Springs.

Background/Discussion

Colorado Municipal League is holding their annual fall district meeting in Pagosa Springs on September 28, 2022. This is the same day as the Board meeting. Several Board and Staff members will be attending the CML meeting, so we are requesting cancellation of the 9/28/2022 Board meeting.

Resource Impact

\$35.00 per attendee for the CML Fall District Meeting

Attachments

None