

**TOWN OF MANCOS**  
**BOARD of TRUSTEES WORKSHOP**  
**June 14, 2023 6:00 P.M.**

**Workshop – 2024 Project and Capital Budget Discussion**

**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.

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**BOARD of TRUSTEES MEETING**

**June 14, 2023 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 May 24, 2023
- F. Audience Business
- G. Announcements
- H. Treasurer's Report: May Bills & Claims
- I. Committee Reports
  - Montezuma County Commissioner Update
  - Montezuma County Planning Commission
  - Region 9
  - CDOT TPR
  - Mancos Planning Commission
- J. Discussion and Action Items
  - 1. 2022 Financial Audit
  - 2. Vaquero Ventures Façade Improvement Agreement
  - 3. Proclamation of Congratulations to Mancos Opera House
  - 4. Durango Culinary Concepts LLC, dba The Boathouse on Grand Liquor License Application
  - 5. Mancos Chavolos Liquor License Renewal
  - 6. City Give Program Discussion
  - 7. Comprehensive Plan Review Chapter 8
  - 8. Appoint Trustee to Chair the June 28, 2023 Meeting
- K. *Items for June 28, 2023 Agenda*
  - *Workshop: Cancelled*
  - *Approval of the Minutes of June 14, 2023*
  - *Public Hearing: Mesa Verde Motel Liquor License Application*
- L. Executive Session - For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing

negotiators, under C.R.S. Section 24-6-402(4)(e) with regard to Southwest Health Systems

M. Adjournment

**TOWN OF MANCOS**  
**BOARD of TRUSTEES MEETING MINUTES**  
**May 24, 2023**  
**7:00 p.m.**

**A. CALL TO ORDER:** Mayor Queenie Barz called the meeting to order at 7:01 p.m.

**B. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

**C. ROLL CALL:** Present: Mayor Queenie Barz, Mayor pro tem Cindy Simpson, Trustee Brent McWhirter, and Trustee Ed Hallam, Trustee Janice Bryan, Trustee Nick Manning, and Trustee Richard Tokar.

**Absent:** None

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

**D. APPROVAL OF THE AGENDA:** Trustee Ed Hallam made a motion to approve the May 24, 2023 Agenda with removal of item J. 6. June 21, 2023 Meeting cancellation. Trustee Brent McWhirter seconds the motion. Motion Passed.

**E. APPROVAL OF THE MINUTES:** Trustee Janice Bryan made a motion to approve the minutes, as presented, from May 10, 2023. Trustee Richard Tokar seconds the motion. Motion Passed.

**F. Oath of Office for Deputy Clerk/Court Clerk Mercedes Yanito - Postponed**

**G. AUDIENCE BUSINESS:**

- Heather Gable, 145 Bauer Ave, addressed the Board regarding El Rio Cantina. She said she was not notified of the bar and the bar should not be in a residential area. The music is loud and drunk people wonder. The garbage can in the alley overflows. When it snowed they did not clear off the sidewalk. After the bar opened my car was broken into. That has not happened in the 6 years I have been here.
- Betty Bryant, 145 Bauer Ave, explained to the Board that the music is too loud at El Rio Cantina and it has woken her up many times at night.
- Dianna Dorfor, 145 Bauer Ave #1, moved in August and thought this was an elderly disabled building. The noise from El Rio Cantina is past regulated hours. They are supposed to be closed at 10 and they are not. She will call the sheriff. She is asking the Board to do right by the residents.
- J. Flannigan, 145 Bauer Ave. El Rio is an ongoing problem. There is excessive drinking, people staggering in the streets and urinating. People drink their own booze in their cars in the parking lot. Smoking is supposed to be 25 feet from a federal building, they are 17 feet smoking from it. Code enforcement needs to keep property value and safety. The bar does not provide a positive experience.

They are breaking the noise ordinance. I will continue to come before you until something is done.

#### **H. ANNOUNCEMENTS:**

- CML – Cindy and Queenie are attending.
- The Aspen Wood tour is this Friday at 1pm.
- Mancos Common Press ribbon cutting ceremony is June 2 at 1pm.
- Officer Errin Walker’s last day of work is May 29, 2023.
- Life celebration for Betsy Harrison is at the Fenceline June 4, 2023 2pm-5pm.

#### **I. COMMITTEE REPORTS**

- Montezuma County Commissioner Update – Commissioner Gerald Koppenhafer updated the Board regarding what is happening in County and issues regarding water.
- Montezuma County Planning Commission Update – Nothing on the agenda close to Mancos.
- Region 9 – No Update
- CDOT TPR – No Update
- Mancos Planning Commission – P&Z is reviewing the Comprehensive Plan.

#### **J. DISCUSSION AND ACTION ITEMS:**

1. Mayor Pro Tem Cindy Simpson made a motion to set the perimeters as the Town of Mancos town limits for petition circulation for the liquor license application from MMS Enterprises, LLC and set a Public Hearing for June 28, 2023 for licensing decision. Trustee Nick Manning seconds the motion. Motion passed with a unanimous vote.
2. Trustee Brent McWhirter made a motion to give Mancos Food Share, Chicken Creek Nordic, Pay It Forward, Imagination Library, and Community Connections \$600 for the 2023 second round agency contributions. Trustee Ed Hallam seconds the motion. Motion passed with a unanimous vote.
3. Trustee Richard Tokar made a motion to reappoint Shannon Hazelip to the Mancos Tree Board. Trustee Nick Manning seconds the motion. Motion passed with a unanimous vote.
4. Trustee Brent McWhirter made a motion to authorize the Mayor to sign the letter de-obligating the grant funds for DOLA Administrative Grant EIAF A-0216. Trustee Janice Bryan seconds the motion. Motion passed with a unanimous vote.
5. Utility Hardship Clause Discussion – Heather Alvarez presented the Board with information from other small towns regarding a utility hardship clause. Each of the municipalities refer citizens to LEAP or other organizations that offer assistance with utility bills. No Action.

**K. Items for June 14, 2023 Agenda**

- *2024 Project and Capital Budget Discussion (Workshop)*
- *Adopt Updated Five Year Capital Plan*
- *Proclamation of Congratulations to Mancos Opera House*
- *City Give Program Discussion*
- *Comprehensive Plan Review Chapter 8*
- *Appoint Trustee Chair for June 28<sup>th</sup> Meeting*

**L. ADJOURNMENT**

Trustee Ed Hallam made the motion to adjourn the meeting at 8:29pm.

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Mayor Queenie Barz

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Town Clerk/Treasurer Jamie Higgins

I, Jamie Higgins, Clerk/Treasurer for the Town of Mancos, Colorado, do hereby certify the following to be a true and correct statement of bills and claims paid during the month of May 2023.										
Date	Vendor	Description	Amount							
05/10/2023	A T & T Mobility	Cell Phones	\$ 561.19							
05/10/2023	Advantage K Lawn	First Spring Application	\$ 2,112.17							
05/31/2023	AFLAC	Employee Benefits	\$ 482.22							
05/23/2023	Amazon Capital Services	Office Furniture and supplies	\$ 1,552.99							
05/23/2023	Atmos Energy	Natural Gas	\$ 364.45							
05/10/2023	Ballentine Communications	Advertisements and Public Notices	\$ 1,194.08							
05/10/2023	Barz, Queenie	Mayor Services April 2023	\$ 300.00							
05/10/2023	Brind'Amour, Peter	P&Z Commission Services	\$ 50.00							
05/10/2023	Bryan, Janice	Trustee Services April 2023	\$ 200.00							
05/10/2023	CEBT	Employee Benefits	\$ 20,216.58							
05/23/2023	CenturyLink	Phones	\$ 74.46							
05/23/2023	CNH Industrial Accounts	Debt Service Lease	\$ 2,242.12							
05/10/2023	Coker, Ann	P&Z Commission April 2023	\$ 50.00							
05/25/2023	Colorado Gun Fighter, LLC	MMO Equipment	\$ 4,401.88							
05/23/2023	Cox Conoco	Fuel	\$ 3,206.70							
05/23/2023	Cox Conoco	Vehicle Parts	\$ 219.77							
05/10/2023	Cruzan Irrigation Inc.	PW Supplies	\$ 286.41							
05/23/2023	Desert Mountain Corp.	MAG CHLORIDE/STREETS	\$ 3,878.55							
05/10/2023	Drug & Alcohol Testing Associates	Randoms & Pre Employment Tests	\$ 160.00							
05/23/2023	Empire Electric	Electric	\$ 7,600.02							
05/10/2023	Faris Machinery	Parts Hyd vane pump	\$ 6,323.75							
05/10/2023	FastTrack Communications, Inc.	Internet	\$ 112.50							
05/10/2023	Frale & Co	Propane	\$ 516.08							
05/04/2023	Grene, LLC	refund-overpm on final bill	\$ 18.17							
05/10/2023	Hallam, Ed	Trustee Services April 2023	\$ 200.00							
05/25/2023	Higgins, Jamie	Travel Training	\$ 139.77							
05/10/2023	ImageNet Consulting LLC	Copier Lease/equipment update	\$ 690.12							
05/23/2023	Jennings, James	Employee Referral	\$ 500.00							
05/23/2023	Jona's Auto Detailing	MMO Vehicle Detailing	\$ 285.00							
05/10/2023	Le Pew Porta Johns	Porta-John Rental	\$ 216.00							
05/23/2023	Lewis, Ben	Employee Referral	\$ 500.00							
05/10/2023	Liberman, David	Legal Services	\$ 9,945.91							
05/12/2023	Mancos Conservation District	Mancos Conservation District Affordable	\$ 18,281.98							
05/10/2023	Manning, Nicholas	Trustee Services April 2023	\$ 200.00							
05/10/2023	McWhirter, Brent	Trustee Services April 2023	\$ 200.00							
05/23/2023	Mountainland Supply Company	WTP Upgrade	\$ 3,429.82							
05/10/2023	Nalco	DRUMS	\$ 1,661.31							
05/23/2023	P & D Grocery	Food and Water for Meetings	\$ 333.67							
05/10/2023	Safebuilt, LLC Lockbox #88135	Planning Consulting	\$ 482.50							
05/10/2023	San Juan Basin Health/Lab Bill	Sewer Tests	\$ 70.00							
05/10/2023	Seibert, Catherine	P&Z Commission April 2023	\$ 50.00							
05/10/2023	SGM	Engineer On Call	\$ 948.75							
05/23/2023	SGM	Development Review	\$ 488.75							
05/10/2023	SGM	WTP Improvements	\$ 2,159.50							
05/10/2023	Simpson, Cindy	Trustee Services April 2023	\$ 200.00							
05/16/2023	Southwest River Engineering	Mancos Common Dola Grant	\$ 485.00							
05/10/2023	Stout, Carol	P&Z Commission April 2023	\$ 50.00							
05/10/2023	Superior Auto Supply	PW Vehicle Repairs	\$ 524.36							
05/10/2023	The Plumbing Store	Cottonwood Irrigation Line Repair	\$ 13.43							
05/10/2023	Tokar, Richard	Trustee Services April 2023	\$ 200.00							
05/23/2023	Town of Mancos	Water and Sewer	\$ 4,865.48							
05/10/2023	UNCC	Member ID 49080	\$ 27.09							
05/01/2023	US Postmaster	utility bills	\$ 282.75							
05/23/2023	USA Blue Book	WTP Upgrade/WWTP Supplies	\$ 1,234.01							
05/10/2023	Vital Records Control Dept. 5874	Shredding	\$ 60.11							
05/10/2023	Wanger, Michael	Municipal Judge May 2023	\$ 250.00							
05/10/2023	Waste Management of Colorado	Refuse	\$ 174.33							
05/10/2023	Water Solutions, LLC	Wastewater & Water Treatment Facilities	\$ 1,250.00							
05/19/2023	Watson, Shawn	CDL Test Reimbursement	\$ 750.00							
05/23/2023	Webb Chevrolet Buick of Cortez	MMO Vehicle Repairs	\$ 1,602.53							
05/23/2023	Western Paper Distributors	Paper Products	\$ 112.62							
	<b>TOTAL</b>		<b>\$ 108,988.88</b>							
	<b>PAYROLL</b>		<b>\$72,490.30</b>							

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: June 14, 2023  
Re: 2022 Financial Audit

## **Recommendation**

Motion to accept the 2022 Financial Audit

## **Background/Discussion**

Chris Majors from Majors & Haley will be present at this meeting to discuss the 2022 financial audit. Copies of the audit will be brought to the meeting.

Once approved by the Board, this information will be posted on the Financial Transparency page of the Town website.

## **Attachments**

None

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: June 14, 2023  
Re: Vaquero Ventures/Dollar General Façade Improvement Agreement

## **Recommendation**

Authorize the Town Administrator to negotiate with and execute a façade improvement agreement for the Dollar General store being constructed within Town of Mancos limits

## **Background/Discussion**

We discussed this item at the Board retreat. Vaquero Ventures and the Town are currently working on review of building and site plans for a new location on Highway 160 within Town limits.

Attached is a draft façade improvement agreement that we are currently working on finalizing as the Town has requested some changes to the façade.

The Town Attorney, land use consulting firm and our engineers on call and myself have been working on this project for several months. Once all items are received, a building permit will be issued.

## **Attachments**

Façade Improvement Agreement



**FACADE IMPROVEMENT AGREEMENT**

**THIS FACADE IMPROVEMENT AGREEMENT (“Agreement”)**, made and entered into this \_\_\_ day of \_\_\_\_\_, 2023 by and among \_\_\_\_\_, whose address is \_\_\_\_\_, and whose contact person is \_\_\_\_\_, telephone number \_\_\_\_\_, (“Owner”), and the Town of Mancos, a statutory Town in Montezuma County, State of Colorado, by and through its Board of Trustees, (the "Town") is for the sole purpose of outlining and providing terms for certain agreed upon Façade Improvements to be made in exchange for reimbursement of an agreed upon amount of Town funds after installation and inspection of the improvements. Nothing in this agreement however shall be construed as a Town approval of any building permit, plans, Land Use Code process, or waiver of the Paquin-Albert Subdivision Improvement Agreement as amended which are independent of this agreement:

**WITNESSETH**

**THAT WHEREAS**, Owner states that it is the owner of a parcel of land located within the corporate boundaries of the Town, located at \_\_\_\_\_ Mancos, CO, and which is known as Lot 5, \_\_\_\_\_ Town of Mancos, Montezuma County, Colorado the (“Property”) and

**WHEREAS**, Owner hopes to develop the property as a Dollar General Store, subject to obtaining all necessary permits, approvals Town of Mancos Land Use Code requirements and subject to compliance with the Paquin-Albert Subdivision Agreements as amended; and

**WHEREAS**, the Town currently does not have in place design review guidelines concerning the Owner’s proposed building façade, and the Town believes it is in the public interest of the Town of Mancos, should the building be constructed to have certain façade improvements that would be more visually pleasing than Dollar General’s most economical to it and basic building façade, which improvements are in the public interest as the proposed building is in a highly visible location within the Town and could otherwise detract from the Town’s attractiveness and desirability to visitors and locals; and

**WHEREAS**, the parties have entered into this Agreement for the purpose of memorializing their agreement with respect to installing and paying for certain façade improvements, should the building be constructed; and

**NOW THEREFORE**, in consideration of the mutual agreements contained herein, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Development of Property.** This Agreement is subject to a Town approval of any building permit, plans, Land Use Code process, and should not be construed as a waiver of the Paquin-Albert Subdivision Improvement Agreements as amended. All Land Use Code building, set-backs, and development standards to be strictly followed. All construction shall be in compliance with “Standards and Specifications for Design & Construction of Public Improvements, Town of Mancos, Colorado 1998”. The Development shall comply in all respects with the requirements of the Mancos Municipal Code, including all provisions for the Dollar General Store, unless a variance is granted following the procedures set forth in the Mancos Municipal Code. (No variance is herein granted). The Development shall be in accordance with plans, if any, as approved by the Town of Mancos and its agents, including but

not limited to roads, water, sewer and other utilities, drainage, and requires approved public improvement permits.

2. **Façade Improvements to the Property (Privately owned improvements):** If a building permit issues for the Dollar General Store, Owner agrees to pay for, perform and complete all equipment, labor and material necessary to perform and complete, in a good and workmanlike manner the façade improvements as outlined on attached Exhibit A, Exhibit B, and Exhibit C, which are estimated by it to cost \$76,000 above what it would otherwise spend on the façade of its building. Upon Town inspection of such completed and installed façade improvements, and Owner's payment receipts therefore, the Town of Mancos shall pay Owner up to \$76,000, which shall not exceed the actual cost to the Owner of purchasing and installing the agreed upon façade improvements, and which proof of costs the Town will validate. If installed, Owner agrees to maintain the façade improvements for the life time of the building, or to refund any amounts paid by the Town hereunder. If the building is sold by Owner, such obligation to maintain façade improvements, or to refund payments made by the Town for the façade improvements, shall run with the land and be binding upon Owner's successors and assigns.

Itemization of estimated costs of the façade improvements, either construction bid or stamped approval of estimated costs by design engineer for Dollar General Store is attached as Exhibit A, and incorporated herein.

Engineered drawings of the façade improvements are attached hereto as Exhibit B and incorporated herein.

An artist rendering of the façade improvements on the Dollar General Store is attached hereto and incorporated herein as Exhibit C.

3. **Codes and Permits.** Owner agrees to follow all Mancos Municipal Codes and to seek and obtain all applicable Land Use Code approvals, building permits and public improvement permits prior to the commencement of any work on the façade improvements and site.
4. **Development Fees.** Owner shall pay all fees associated with the building permit and development prior to beginning work on the project, including, but not limited to: water and sewer tap fees, street impact fees, inspection fees, drainage fees, school fees, park fees, building permit fees, application fees, public improvement permit fees, costs to review the project, including SAFEbuilt review fees, Town engineering fees, inspection fees, and any other fees when and in amounts as provided in the Town of Mancos Code. All fees recited in this agreement shall be subject to amendment by Town Board. Any amendment to fees shall be incorporated into this agreement as if originally set forth herein. Nothing in this agreement shall prevent, prohibit, diminish, or impair the Town's governmental authority to adopt fees or regulations to address the impacts of development. The Owner shall be responsible for Town review fees, including those provided by outside agents with whom the Town contracts such as the Town Engineer and the Town Attorney.
5. **Term.** This Agreement shall remain in effect until Owner's structure is build and inspected under its current building permit application, and shall terminate earlier at such time as its building permit application is withdrawn or is denied.

6. **Entire Agreement; Non-Assignability; Severability.** This Agreement represents the entire agreement of the parties with respect to the subject matter hereof, and supersedes and discharges all prior oral or written, or contemporaneous oral, agreements. This Agreement may not be assigned by either party. If any portion of this Agreement should for any reason be declared to be invalid or illegal by a court of competent jurisdiction, the remaining portions of this Agreement shall remain in full force and effect.

7. **Miscellaneous.**

- a. Nothing contained in this agreement shall constitute or be interpreted as a repeal of existing codes or ordinances or as a waiver or abnegation of Town's legislative, governmental, or police powers to promote and protect the health, safety, or general welfare of the municipality or its inhabitants; nor shall this agreement prohibit the enactment by Town of any fee which is of uniform or general application. So long as the subject property is located within the municipal boundaries of Town, it shall continue to be subject to the ordinances, and rules and regulations of the Town.
- b. It is expressly understood and agreed that enforcement of the terms and conditions this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties hereto, their successors and assigns, and nothing contained in this Agreement shall give or allow any claim or right of action by any other or third person under this Agreement. It is the express intention of the Parties that any person other than the Parties receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.
- c. Owner shall comply with all land dedications and easements required by the Code.
- d. Montezuma County District Court is the agreed upon venue for enforcement of this agreement. If the Town files a court action to enforce the terms of this agreement, it shall be awarded its attorney's fees and costs if it prevails.
- e. The Town's payment obligations hereunder are subject to annual appropriation and are not intended to be a multi-year financial obligation of the Town under TABOR.
- f. This agreement shall be recorded by the Town in the Montezuma County real estate records.

**IN WITNESS WHEREOF**, the parties have executed and delivered this Agreement as of the date set forth above.

THE TOWN OF MANCOS, a Colorado municipal corporation:

By: \_\_\_\_\_  
Heather Alvarez, Town Administrator

Attest: \_\_\_\_\_  
Mercedes Yanito, Deputy Town Clerk

OWNER OF LOT 5:

By: \_\_\_\_\_  
Name, Title, of \_\_\_\_\_

STATE OF COLORADO    )  
  ) ss.  
COUNTY OF \_\_\_\_\_ )

Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by  
\_\_\_\_\_ as \_\_\_\_\_, who certifies that  
he is authorized to execute this document behalf of the owner of Lot 5 of the Paquin Albert Subdivision,  
and has authority to bind it.

My commission expires: \_\_\_\_\_

TOWN OF MANCOS

A Proclamation Congratulating the Mancos Opera House

**WHEREAS**, the Mancos Opera House is a historic building in downtown Mancos built in 1910; and

**WHEREAS**, Philip and Linda Walters purchased this building in 2018; and

**WHEREAS**, they have worked tirelessly to restore this building and bring it back to life; and

**WHEREAS**, Colorado Preservation, Inc. has awarded Mancos Opera House with a prestigious Alpine Bank State Honor Award; and

**WHEREAS**, the Town of Mancos encourages all citizens to continue to offer support and encouragement for this important project.

**NOW, THEREFORE BE IT RESOLVED**, that the Town of Mancos Board of Trustees express its congratulations and appreciation to Philip and Linda Walters and the Mancos Opera House for the ownership and efforts to carefully restore the building.

Passed, adopted and approved this 14th day of June, 2023.

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Mayor Ellen "Queenie" Barz

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Town Clerk/Treasurer Jamie Higgins

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Jamie Higgins, Town Clerk/Treasurer  
Date: June 14, 2023  
Re: Durango Culinary Concepts LLC, dba The Boathouse on Grand Liquor License Application

## **Recommendation**

Set the perimeters as the Town of Mancos town limits for petition circulation for the liquor license application from Durango Culinary Concepts LLC and set a Public Hearing for July 26, 2023 for licensing decision.

## **Background/Discussion**

Durango Culinary Concepts LLC has submitted paperwork requesting a restaurant liquor license for The Boathouse on Grand Restaurant.

The next step in the process is for the Board to set the perimeters for petition circulation Mr. David Stewart and Mrs. Jennifer Stewart and return them to the Town Clerk/Treasurer by July 21, 2023 for the July 26, 2023 Board meeting. Petitions will also be available at the Town Hall for residents to sign.

The Boathouse on Grands location is in compliance with our Town code. The Mancos Marshal's Office has no objections.

The next step is to conduct a public hearing before the Board for review and decision with regard to the liquor license. This will happen at the July 26, 2023 meeting.

## **Attachments**

None

# ***STAFF REPORT***

To: Town Administrator, Honorable Mayor and Trustees  
From: Jamie Higgins, Town Clerk/Treasurer  
Date: June 14, 2023  
Re: Mancos Chavolos Mexican Resturant

## **Recommendation**

Approve Mancos Chavolos Mexican Resturant Liquor License Renewal and authorize the Town Clerk/Treasurer to submit the renewal application to the Dept. of Revenue

## **Background/Discussion**

The liquor license for Mancos Chavolos Mexican Resturant will renew on July 22, 2023. Chavolos has submitted the renewal application to the Town for your review.

There was one violation where they over-served in the last 12 months. That server no longer is employed at Chavolos. The other servers and owner took an Alcohol training class after and received certification. The Mancos Marshal's Office has no objections to the renewal.

## **Policy Implications**

None

## **Resource Impact**

Renewal Fee to Town of Mancos

## **Attachments**

Renewal Application

**Submit to Local Licensing Authority**

**MANCOS CHAVOLO'S MEXICAN RESTAURANT  
 PO BOX 1422  
 Mancos CO 81328**

Fees Due		
Renewal Fee		550.00
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
<b>Amount Due/Paid</b>		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

## Colorado Beer and Wine License Renewal Application


Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name <b>MANCOS CHAVOLO'S MEXICAN RESTAURANT INC</b>		Doing Business As Name (DBA) <b>MANCOS CHAVOLO'S MEXICAN RESTAURANT</b>	
Liquor License # 03-04591	License Type Hotel & Restaurant (city)		
Sales Tax License Number 30268047	Expiration Date 07/22/2023	Due Date 06/07/2023	
Business Address 121 EAST RAILROAD AVENUE Mancos CO 81328			Phone Number 9705339935
Mailing Address PO BOX 1422 Mancos CO 81328		Email <i>Navarroax@outlook.com</i>	
Operating Manager	Date of Birth	Home Address	Phone Number
1. Do you have legal possession of the premises at the street address above? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease _____			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			



7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation.  Yes  No
8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation.  Yes  No

<b>Affirmation &amp; Consent</b> I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Chavala Alonso Ortiz Rodriguez	
Signature		Title Owner
		Date 6/5/23
<b>Report &amp; Approval of City or County Licensing Authority</b> The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. <b>Therefore this application is approved.</b>		
Local Licensing Authority For		Title
Signature	Title	Date

## Tax Check Authorization, Waiver, and Request to Release Information

I, Charalo Ortiz am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Mancos Chavolo's Mexican Restaurant (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Mancos Chavolo's Mexican Res.</u>		Social Security Number/Tax Identification Number 	
Address <u>121e Rail Road Ave</u>			
City <u>MANCOS</u>		State	Zip
Home Phone Number 		Business/Work Phone Number <u>9705339935</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Charalo Alonso Ortiz Rodriguez</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed <u>6/5/23</u>

**Privacy Act Statement**

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

**Mancos Chavolos Mexican Restaurant, Inc.**

PO Box 1422 / 121 E. Railroad  
Mancos, CO 81328  
Ph. 970-533-9935

4803  
82-492/1021

DATE 6/5/23

PAY TO THE  
ORDER OF

Colorado department of Revenue  
Five hundred and fifty

\$ 550<sup>00</sup>

DOLLARS  Security features included. Details on back.



970-882-7600  
www.mydsb.com

MEMO



*[Handwritten signature]*

MP

**Mancos Chavolos Mexican Restaurant, Inc.**

PO Box 1422 / 121 E. Railroad  
Mancos, CO 81328  
Ph. 970-533-9935

4802  
82-492/1021

DATE 6/5/23

PAY TO THE  
ORDER OF

Town of Mancos  
Five hundred fifty

\$ 550<sup>00</sup>

DOLLARS  Security features included. Details on back.



970-882-7600  
www.mydsb.com

MEMO



*[Handwritten signature]*

MP

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: June 14, 2023  
Re: City Give Program Discussion

## **Recommendation**

Requesting Board feedback

## **Background/Discussion**

We discussed this item at the Board retreat. Staff was asked to bring information to a future meeting regarding the City of Fort Collins City Give program.

Here is a link to their website: <https://www.fcgov.com/citygive/>

Attached is some information, also from their website, including the list of projects they have chosen to prioritize through the City Give program. There is a director employed by Fort Collins dedicated to this project.

Staff is requesting feedback from the Board regarding this item, including:

1. Do the Trustees wish to move forward with this type of program?
2. What projects do the Trustees feel we should prioritize?

Once staff receives direction from the Board of Trustees, we will take the appropriate necessary steps.

## **Attachments**

City of Fort Collins City Give Program Information

In 2019, the City of Fort Collins launched City Give, a municipal philanthropic initiative to create a formalized structure for charitable giving. This “in-house” approach to philanthropy allows the City to respond to strategic projects and community needs that fall outside the normal city budget priorities but are well-positioned for private funding.

City Give reflects considerable thought and conversations with local residents, donors, community partners, volunteers and business leaders who told us that our City had to “get it’s charitable house in order.” We listened.

City Give is an innovative municipal umbrella to coordinate the many charitable activities across City departments and projects through:

- The stewardship of transparent and accountable standards for philanthropic engagement and charitable gifts.
- Serving as a liaison between the philanthropic community, private-public partnerships, City leadership, and the City’s mission.

Community giving isn’t expected to fill gaps in the City’s operating budget. But it can deepen community opportunity as well as expand and enrich City programs and services: from youth recreation to projects in the arts, from climate action to social sustainability.

Through City Give, donors can make charitable gifts to the City of Fort Collins that reflect their personal and family passions.

#### [The Coloradoan, In the City, June 2019](#)

City Give links your passion to the long-term stability of the City of Fort Collins. The City has long been the beneficiary of charitable giving: The Senior Center, Inspiration Playground, conservation easements, The Lincoln Center. And, most recently, the Poudre River Whitewater Park and improvements to Eastside Park.

**Together, we can build a stronger community, and pair your generosity with community impact.**

As elected officials and administration change over time, City Give will remain independent and non-partisan, focusing on the long-term vibrancy of our community. When you donate to City Give, it is an investment in the mission and services of the City of Fort Collins.

City Give operates with the highest standards of integrity, transparency, and efficiency, and is committed to an exceptional level of stewardship of all funds.

## **City of Fort Collins Projects**

1. 9/11 Memorial Park - The 9/11 Memorial Park will be brought to life by community donors, passionate residents and donors committed to the significant and lasting history—both national and local—of the events that took place on September 11, 2001. A total park budget is currently projected at \$650,000.
2. Share Some Shade - Impact Made Easy. A tax-deductible gift of \$450 buys, plants and cares for a new tree in the Fort Collins canopy.
3. Community Soundstage - A unique community resource, a mobile stage provides nonprofit organizations, businesses, community organizers and the City with a versatile platform (literally) to bring community events to life and engage local audiences and residents.
4. Restore - The RESTORE program is a juvenile diversion program for young people who have shoplifted to deal with their charge in a way that is meaningful to themselves and the community.

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: June 14, 2023  
Re: Comprehensive Plan Chapters 8

## **Recommendation**

None – requesting Board feedback

## **Background/Discussion**

The Planning Commission has been working on updating our Comprehensive Plan using data from the 2020 census. They have also been reviewing the goals for each chapter to remove items that have been accomplished and add new items as necessary.

I will be providing these chapters to the Board for review and feedback as they are finalized by the Commission. You have already reviewed and approved Chapters 2, 3, 4, 5, 6 & 7. Any changes will be included in the final draft.

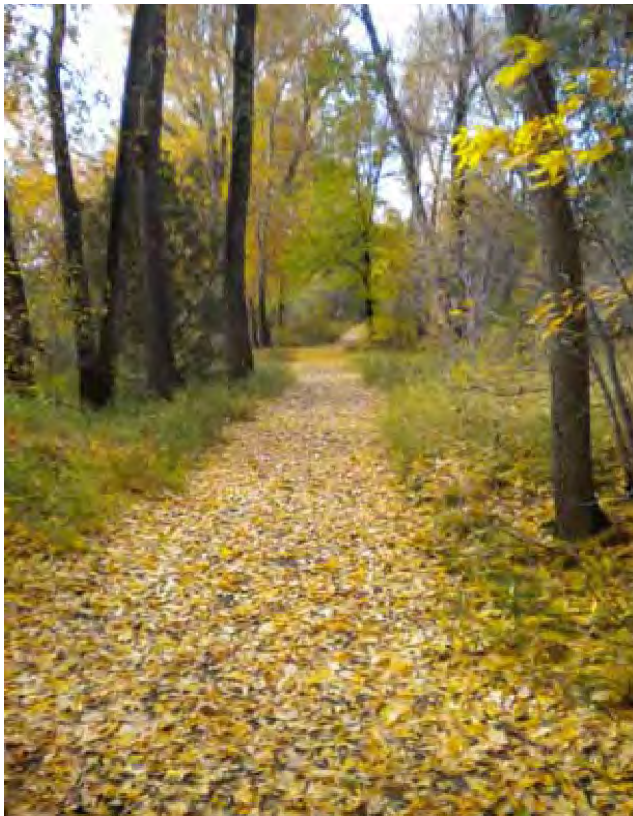
At the March 22, 2023 Board meeting, you reviewed Chapter 3 and requested some changes specifically pertaining to language in 3.1 and the goals. These were reviewed by the Planning Commission, and they have submitted a final draft of their recommendations for your review.

Also attached is Chapter 8 for your review and feedback.

Once the project is complete, the Board of Trustees will receive a final completed copy of the plan for recommendation to the Planning Commission. The Planning Commission will review and adopt final, completed draft at a duly noticed public hearing per C.R.S. Chapter 31 Article 23.

## **Attachments**

Comprehensive Plan Chapters 8





The Town of Mancos is committed to investing in safe and healthy outdoor recreational amenities. The Town's parks, trails and open space areas are essential elements that enhance the quality of life for the Mancos community and its visitors. Mancos' Parks Department strives to provide a range of passive and active recreational opportunities to meet the needs of the entire community throughout the four seasons. There are approximately 23 acres of parks and open space within the Town of Mancos.

The Town's recreational amenities attract visitors and residents of the greater Mancos region, including tourists visiting Mesa Verde National Park, Mancos State Park and Chicken Creek Recreation Area. The parks and trails contribute to the community's economic health and present opportunities for tourist and outdoor recreation-based businesses, which can increase property values for adjoining properties, promote business development and enhancement, and assist Mancos in attracting visitors as an overnight destination.

This section is organized into four separate subsections: Parks, Recreation, Trails and Open Space. Using feedback from the 2022 Mancos Community Survey, as well as information gleaned from US Census data, the individual subsections address the goals, objectives and recommended actions to meet the needs of the current and future community.

**8.1 Parks**

**Boyle Park**

The oldest Town Park is Boyle Park. It was donated to the Town by the Boyle family in 1919. Boyle Park sits on the eastern end of Town, adjacent to the downtown commercial core, and provides a venue for multiple community functions and events,



including family reunions, private parties, and Mancos Days. Boyle Park is also home to the Town's original jail. Several improvements have been made to the park including a little league field, playground features, covered picnic shelters, landscaping and restrooms.



Boyle Park playground area

### **Mancos Skate Park**

The Town owns and maintains a 7,500 square foot skate park on the southeast corner of Spruce and Railroad Avenues. The Skate Park was built in cooperation with community interest groups to meet the needs of local youths. The Skate Park has a number of ramps as well as a shaded seating area and landscaped gardens.



Mancos skate park

## **Cottonwood Park**

In 1998 the Town purchased 13 acres on the west end of Town and built its first open space park. Cottonwood Park features a well-utilized nature trail loop that runs along the perimeter of the park and adjacent to the Mancos River as it exits Town. Currently, the park is primarily used as an off-leash dog park but is also enjoyed by many members of the community in multiple ways. There is a gravel parking lot, off Spruce Street. Within the dog park area, there are picnic tables and benches with large cottonwood trees providing shade in the summer months. The park is bordered by the Town of Mancos Wastewater Treatment facility to the west, eight individual city lots to the north, and Spruce Street to the east. There is a pedestrian trail connecting to the north end that connects to Riverside Ave.



Cottonwood Park river trail

## **Northside Park**

In 2008, a 4-acre parcel in the Creekside Subdivision was dedicated to the Town. The Creekside parcel sits along the southern bank of Chicken Creek and contains wetlands and riparian habitat. The developer of the Creekside subdivision is required to build a pedestrian pathway before the second phase of the subdivision is approved. Northside Park was constructed in 2019 and it consists of a playground, picnic shelter with picnic table, artificial turf surfacing and a pedestrian trail.

## **Neighborhood Parks**

The Town of Mancos owns and maintains several landscaped “pocket parks” or neighborhood parks, including Pioneer Plaza. Neighborhood parks are typically small, usually occupying no more than one lot, and contain amenities that provide repose. Pioneer Plaza is a 5,227 square foot park on the northeast corner of Mesa Street and Grand Avenue.

## **Future Parks Planning**

In early 2023 the Town adopted the Parks and Trails Master Plan through a series of community engagement processes including outreach to the public schools. The resulting document is a master plan for the Town of Mancos that recommends specific

park improvements, trail alignments and maintenance needs. Also, cost estimates and phasing priorities are included for enabling future grant writing and construction planning. The plan includes a trail alignment connecting the Town's commercial core and existing River Trail with anchoring town parks. The Master Plan recommends a substantial investment in parks and trails as valuable assets to residents and visitors alike. Some examples of projects included in the plan are: connecting to access points on BLM and National Forest lands using Town trails; the construction of a multi-field sports complex; and the development of a recreation center with a pool. Near term projects include several enhancements to Boyle Park and redesign of the skate park based on community feedback.



Boyle Park ADA accessible trail

## **8.2 Recreation**

The Town of Mancos relies on community-based organizations to provide structured recreational activities. The schools and non-profits offer a variety of activities throughout the year. As the Town moves forward with implementing the newly adopted Parks and Trails Master Plan with available funding, there may become a need to establish a committed Parks and Recreation Department. In the 2022 Mancos Community Survey, 88% of respondents felt that adding recreational opportunities was important over the next 10 years.

## **8.3 Trails**

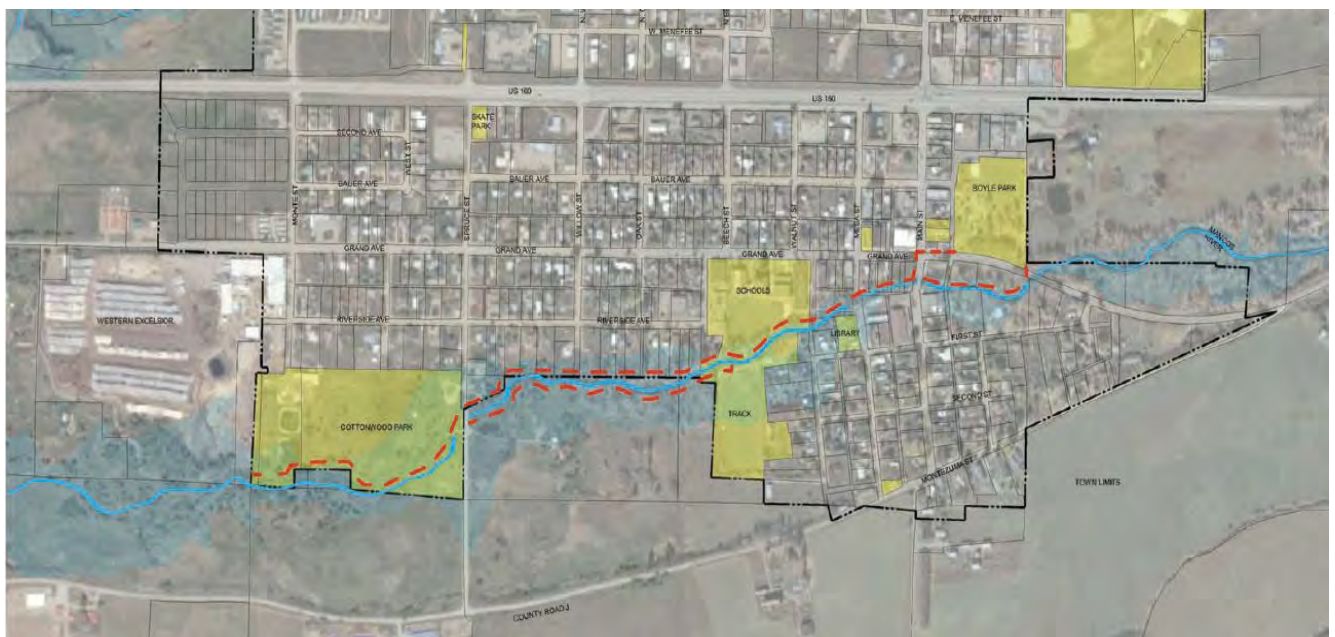
### **8.3.1 Regional Context, Data and Trends**

For over three decades the Mancos community has discussed the need for trails. In recent years several efforts have been undertaken to create trail segments on school property and within Town parks. The Town of Mancos has adopted a comprehensive trails plan that will identify opportunities to link existing trail segments via future trails to cultural, recreational and natural assets. The resulting trails will encourage healthy modes of transportation and recreation via safe non-motorized routes, thereby increasing the overall health and safety of the community.

Working with the County, Mancos is planning to be the starting point of the Paths to Mesa Verde project from the east, connecting the town to the national park, and from there connecting to the City of Cortez. This project will provide opportunities for different user groups and will promote tourism and economic development. The Mancos Trails Group has been building trails in the region, with plans to connect the Town trails to federal lands. This group has established signage for area trails in the national forest and has built a single-track trail system on BLM lands just outside of town. Chicken Creek Nordic provides trail maintenance and Nordic ski grooming on the National Forest land close to Town.

The 2022 Mancos Community Survey identified that 60% of residents think focus on trail development is important in the next 10 years. The Mancos Riverwalk is a popular proposal for Town recreation projects. Upon completion, the Riverwalk Trail will follow the Mancos River as it flows through Town, connecting Boyle Park, the downtown historic district, the Mancos Public Library, the Mancos Elementary, Middle and High Schools, and Cottonwood Park. The proposed Riverwalk alignment will: 1) preserve public access to the Mancos River, 2) reduce conflict between users and residents by locating routes and access points in use-compatible areas, 3) increase opportunities for bird watching, 4) enhance opportunities for fishing, and 5) provide opportunities for outdoor education. Linking neighborhoods and parks to downtown businesses will stimulate the local economy by providing recreational amenities that will attract residents and visitors to the historic business district. More work is needed with private landowners to make this a reality.

Other trail proposals include: creation of the Mancos Incline trail; making safety improvements along County Road J for pedestrian and bicycle experience; and connecting the Town to the Old Airport Property once a multi-sports complex is created.



Route of proposed Mancos River Trail. Source: Town of Mancos Parks and Trails Master plan

## **8.4 Open Space and Greenway Corridors**

Out of 179 respondents, one hundred and thirty-five respondents to the 2022 Mancos Community Survey picked "protect wildlife, wetlands and river habitats" as one of their top three priorities, making open space protection the second highest priority for environmental projects. Open spaces are relatively undeveloped areas of land with natural, scenic, cultural, hydrologic, recreational or ecological value. These areas can be used to promote wildlife and vegetation biodiversity, protect rare or unique plant and animal habitats, preserve wildlife migration corridors, and protect and improve water quality. They can also provide cultural, educational and passive recreational opportunities by providing protected public access to natural habitats, waterways and cultural resources such as historic agricultural lands or archaeological sites.

Greenway corridors are open space areas that border waterways. These areas can provide critical buffers which protect wildlife habitat and public access to waterways. Additionally, if managed properly, greenway corridors can provide critical protection of water quality by allowing plants and soils to filter out harmful chemicals and nutrients as water flows from nearby private lands into watercourses. Likewise, shade from trees and shrubs adjacent to waterways lower the temperature of water and the rate of evaporation, thereby improving water quality for aquatic species and habitat downstream.

### **8.4.1 Regional Context, Data and Trends**

The Town of Mancos has one dedicated open space natural area, the 13-acre Cottonwood Park on the southwest end of Town. Cottonwood Park is home to its namesake, the native cottonwood tree, as well as natural grasses, shrubs and a segment of the Mancos River. On Mancos' northern edge are another four acres of natural area known as Creekside that is owned by the Town. Creekside is dominated by wetlands created by the seasonal flows of Chicken Creek and is suitable for open space preservation as a greenway corridor.

The Town itself is surrounded by privately owned agricultural lands. Several properties, including the 120 acre Humiston Farm directly south of Town have conservation easements which preserve them as agricultural or natural lands in perpetuity.

## **8.5 Goals, Objectives and Actions**

### **8.5.1 PARKS GOAL: PROVIDE CLEAN, SAFE, ACCESSIBLE PARK FACILITIES THAT ENHANCE THE HEALTH, WELL-BEING, AND NATURAL AND CULTURAL HERITAGE OF THE COMMUNITY**

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**Objective: Continue to provide a high level of quality amenities to residents and visitors**

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#### **Actions**

- Continue to maintain and improve playground equipment, ball fields, landscaping and other park amenities in collaboration with Great Outdoors Colorado and other funding agencies.
- Ensure that parks are accessible to all Mancos residents and visitors by incorporating universal accessibility standards within the Town's park system.
- Incorporate a variety of park and playground amenities to meet varying physical abilities and age groups.
- Preserve and restore existing park features such as the performance pavilion, that are iconic park features for multiple Mancos generations.
- Increase the training of volunteers and community groups by providing opportunities for ways to increase participation in Town parks, such as landscaping classes and memorial gardens.

### **8.5.2 RECREATION GOAL: ENCOURAGE A HEALTHY COMMUNITY ENRICHED BY A VARIETY OF PHYSICAL AND CREATIVE ACTIVITIES**

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**Objective: Provide a broad range of recreational activities and programs to meet the needs of Mancos' diverse community**

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#### **Actions**

- Collaborate with senior center, public schools, Mancos Library, community organizations and individuals to plan and implement recreational programs that meet the needs of the entire community.
- Regularly evaluate program fees and other sources of funding to make sure that they are sufficient to cover the costs of programs in order to ensure that recreation programs are available for all residents and continue well into the future.
- Continue to provide assistance to volunteer-operated programs in order to increase volunteer participation and volunteer capacity.
- Continue to coordinate and collaborate with schools, the senior center, the public library and other organizations to share facilities and increase access to programs.

### **8.5.3 TRAILS GOAL: PLAN FOR A SYSTEM OF INTERCONNECTED TRAILS BETWEEN THE TOWN'S AND THE REGION'S RECREATIONAL AND CULTURAL AMENITIES**

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**Objective: Implement a comprehensive trails plan**

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#### **Actions**

- Identify community and cultural assets and opportunities for trail routes between assets.
- Identify and collaborate with stakeholders in order to minimize potential conflicts between trail users.
- Identify options and cost estimates for attaining permanent public access to route scenarios.
- Prepare wildlife, environmental and archaeological studies per route scenario.
- Research potential funding resources and partnerships for plan implementation.
- Inventory private and public property, and existing easements and covenants along preferred trail routes.
- Consider revising the land use code to require trail easements as a condition to any development approval on properties adjacent to water bodies.

### **8.5.5 OPEN SPACE GOAL: PROTECT REGIONAL BIODIVERSITY IN PERPETUITY**

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**Objective: Preserve native vegetation and wildlife habitat**

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#### **Actions**

- Conduct riparian and wetland habitat studies that inventory lands critical to sustaining regional wildlife.
- Promote the conservation of critical wildlife habitat through permanent measures such as conservation easements.
- Revise the Land Use Code to include wetland and riparian preservation overlay zones.
- Develop an open space plan that identifies open spaces, greenway corridors and agricultural lands with value to the community and recommends strategies for conservation, such as purchasing development rights and fee simple acquisition.



# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: June 14, 2023  
Re: June 28, 2023 Meeting Chair

## **Recommendation**

Appoint a Trustee to chair the June 28, 2023 Board meeting

## **Background/Discussion**

Mayor Queenie Barz, Mayor pro tem Cindy Simpson, Town Administrator Heather Alvarez and Community & Economic Development Coordinator Jason Armstrong will be attending the CML Conference on June 28, 2023.

Please appoint a Trustee to chair this meeting in the absence of the Mayor and Mayor pro tem.

## **Attachments**

None