

**TOWN OF MANCOS**  
**BOARD of TRUSTEES WORKSHOP**  
**July 12, 2023 6:00 P.M.**  
**Workshop – 2024 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**  
**July 12, 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 June 28, 2023
- F. Audience Business
- G. Announcements
- H. Treasurer’s Report: June 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. Open Container Permit & Noise Ordinance Exception – 2023 Mancos Days
  - 2. Cooperative Agreement Between Montezuma County Dept. of Human/Social Services and Mancos Marshal’s Office
  - 3. Donation Request (continued from June 28, 2023 meeting)
  - 4. Utility Financial Hardship Draft Ordinance Discussion
  - 5. Comprehensive Plan Chapter 9 Review
  - 6. Southwest Health Systems Discussion
- K. *Items for July 26, 2023 Agenda*
  - *Workshop: Joint Board of County Commissioners Workshop (5:30 p.m.)*
  - *Mancos Gives Program Discussion*
  - *Banning of Pet Store Discussion*
- L. Adjournment



**COLORADO**  
**Department of Transportation**

Region Director's Office  
3803 N. Main Ave., Suite 306  
Durango, CO 81301

June 21, 2023

Heather Alvarez  
Town of Mancos  
Town Administrator  
PO Box 487  
Mancos, CO 81328

RE: Allocations of CDOT Region 5 TAP Funds for FY 2024, 2025, and 2026

Dear Ms. Alvarez:

We are pleased to confirm that the Colorado Department of Transportation (CDOT) has awarded the following Transportation Alternatives Program (TAP) funds for the Town of Mancos ADA Improvements project:

<b>Fiscal Year</b>	<b>FHWA (80%)</b>	<b>Local Match (20%)</b>	<b>Total</b>
2025	\$739,605	\$184,901	\$924,506

Please note that the numbers above are related only to the FY 24-FY 26 TAP award and not the overall cost of the project. It is our understanding that additional local dollars will be utilized to complete as much of the scope of work identified in the application as budget allows, which can be used towards the local match requirements.

As shown, the allocation is for the reimbursement of funds up to the available amount of \$739,605 in fiscal year 2025 (July 1, 2024 through June 30, 2025). The matching ratio for the federal participating funds for this work is 80% federal-aid funds to 20% local agency funds, it being understood that such ratio applies only to the \$924,506 that is eligible for federal participation, and that all non-participating costs are borne by the local agency at 100%.

CDOT staff will contact you to begin the contract phase of the project. Because the TAP is not a grant program and it is operated on a reimbursable basis, the Town must commit funds to the project prior to CDOT reimbursement. Please note that no funds expended can be reimbursed until the Inter-Governmental Agreement is executed and a Notice to Proceed has been issued.

To keep projects active and to spend the TAP funds in a timely manner, we request that your project be completed within two years of the date you sign the funding contract with CDOT. We will provide you with assistance to meet this goal. Please Note: The project must be advertised for bids by July 1, 2026; otherwise, the funds may be transferred to another TAP project to prevent loss of CDOT Region 5 funding.

Your project must comply with all CDOT and FHWA requirements including those associated with clearance for Right of Way, Utilities, and Environmental. All costs associated with clearances including right of way acquisition, utilities relocation, and environmental mitigation measures, such as wetland creation, must be included in your project costs. CDOT staff will assist you in determining which clearances are required for your project. The CDOT Local Agency Manual includes project requirements to assist with contracting, design, and construction which can be accessed at:

<https://www.codot.gov/business/localagency/local-agency-program>

Congratulations and we look forward to working with you on this project. Please call Tim Funk, CDOT Region 5 Planner, at (970) 759-5012 if you have questions.

Sincerely,



Julie Constan, PE

CDOT Region 5 Transportation Director

Cc: J. Allison  
B. McDougall  
J. Medenwaldt  
T. Cady  
T. Funk  
D. Valentinelli  
A. Somogyi

**TOWN OF MANCOS**  
**BOARD of TRUSTEES MEETING MINUTES**  
**June 28, 2023**  
**7:00 p.m.**

**A. CALL TO ORDER:** Trustee Brent McWhirter called the meeting to order at 7:00 p.m.

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

**C. ROLL CALL:** Present: Trustee Brent McWhirter, and Trustee Ed Hallam, Trustee Janice Bryan, Trustee Nick Manning, and Trustee Richard Tokar.

**Absent:** Mayor Queenie Barz and Mayor Pro Tem Cindy Simpson

Staff Present: Public Works Director Terry Jennings, Town Attorney David Liberman, and Town Clerk/Treasurer Jamie Higgins.

**D. APPROVAL OF THE AGENDA:** Trustee Richard Tokar made a motion to approve the June 28, 2023 Agenda. Trustee Nick Manning seconds the motion. Motion Passed.

**E. APPROVAL OF THE MINUTES:** Trustee Janice Bryan made a motion to approve the minutes, as presented, from June 14, 2023. Trustee Richard Tokar seconds the motion. Motion Passed.

**F. AUDIENCE BUSINESS:**

- None

**G. ANNOUNCEMENTS:**

- iAmMusic will be hosting their 2dn Music Fest this Friday and Saturday. Midsummers Night is July 8, 15, and 22<sup>nd</sup>. Mancos Days is July 28-30.

**H. COMMITTEE REPORTS**

- Montezuma County Commissioner Update – None
- Montezuma County Planning Commission Update – None
- Region 9 – Region 9 applied for a Broadband grant but did not get it so it is back to the drawing board for them.
- CDOT TPR – None
- Mancos Planning Commission – P&Z is reviewing the Comprehensive Plan.

**I. DISCUSSION AND ACTION ITEMS:**

1. Public Hearing: Mesa Verde Motel Liquor License Application.  
Public Hearing opened at 7:10pm  
No Public participation

Public Hearing Closed at 7:10pm

Trustee Nick Manning made as motion to approve the new liquor license for MSSM Enterprise, LLC conditional upon state approval and authorize the Town Clerk/Treasurer to send the application to the state. Trustees Ed Hallam and Janice Bryan seconds the motion. Motion passed with a unanimous vote.

2. Donation Request – Tabled to another meeting when the full Board is present.

**J. Items for July 12, 2023 Agenda**

- *Workshop: 2024 Operating Budget First Draft*
- *Utility Financial Hardship Draft Ordinance Discussion*
- *Adopt 2025 – 2030 Capital Plan*
- *Southwest Health Systems Discussion*
- *Cooperative Agreement Between Montezuma County Dept. of Human/Social Services and Mancos Marshal's Office*
- *Comprehensive Plan Chapter 9 Review*

**K. ADJOURNMENT**

Trustee Richard Tokar made the motion to adjourn the meeting at 7:16pm.

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Trustee Brent McWhirter

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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 June 2023.

Date	Vendor	Description	Amount						
06/21/2023	4 Corners Power Generator Service & R	Inspection	\$ 720.00						
06/21/2023	A & J Electric	Service Call/Install Plug	\$ 579.78						
06/14/2023	A T & T Mobility	Cell Phones	\$ 561.19						
06/30/2023	AFLAC	Employee Benefits	\$ 560.72						
06/30/2023	Alvarez, Heather	Travel Reimbursement	\$ 412.42						
06/21/2023	Amazon Capital Services	Town Hall Supplies	\$ 51.03						
06/30/2023	Atmos Energy	Natural Gas	\$ 177.61						
06/30/2023	Atmos Energy	Natural Gas	\$ 32.43						
06/14/2023	Ballentine Communications	Advertising	\$ 13.65						
06/14/2023	Barz, Queenie	Mayor Services May 2023	\$ 300.00						
06/14/2023	Barz, Queenie	Mileage	\$ 251.52						
06/22/2023	Barz, Queenie	CML Per Diem and Mileage	\$ 854.22						
06/19/2023	Brind'Amour, Peter	P&Z Commission Services May 2023	\$ 50.00						
06/14/2023	Browns Hill Engineering & Controls	WWTP Service Work	\$ 1,432.90						
06/14/2023	Bryan, Janice	Trustee Services May 2023	\$ 200.00						
06/14/2023	CEBT	Employee Benefits	\$ 21,114.40						
06/14/2023	Century Equipment	Window for Back Hoe/PW Parts	\$ 815.80						
06/30/2023	CenturyLink	Phones	\$ 74.46						
06/21/2023	Choice Building Supply Inc.	Stripping Pnt and Mixer	\$ 80.94						
06/14/2023	CNH Industrial Accounts	Debt Service	\$ 2,242.12						
06/19/2023	Coker, Ann	P&Z Commission Services May 2023	\$ 50.00						
06/14/2023	Cox Conoco	Fuel	\$ 2,129.19						
06/14/2023	Cruzan Irrigation Inc.	MMO	\$ 590.00						
06/14/2023	Desert Mountain Corp.	MAG CHLORIDE/STREETS	\$ 4,022.20						
06/21/2023	Digitcom Electronics	Equipment for New Truck	\$ 15,287.00						
06/14/2023	DPC Industries	WWTP Chemicals	\$ 1,856.84						
06/14/2023	Drug & Alcohol Testing Associates	New Hire Testing	\$ 80.00						
06/14/2023	Empire Electric	Electric	\$ 7,471.38						
06/14/2023	Employers Council Services, Inc.	Membership Dues	\$ 3,600.00						
06/30/2023	Environmental Design	Skatepark MYC Project	\$ 2,568.00						
06/14/2023	FastTrack Communications, Inc.	Internet	\$ 112.50						
06/21/2023	Ferguson Enterprises LLC #3325	Repairs	\$ 347.60						
06/21/2023	Ferguson Waterworks #1116	Parts and Repairs	\$ 627.11						
06/14/2023	Four Seasons Greenhouse	Town Beautification	\$ 2,870.02						
06/21/2023	Fun Center	PS-4 Oil Change Kit	\$ 53.49						
06/21/2023	Goodall, Justen	Travel DOLA Grant Presentation	\$ 158.00						
06/14/2023	Graphic Lettering Services	MMO Vehicle Lettering	\$ 1,264.40						
06/14/2023	Green Analytical Lab	Sewer Tests	\$ 877.00						
06/21/2023	Green Analytical Lab	Sewer Tests	\$ 1,200.00						
06/14/2023	Hallam, Ed	Trustee Services May 2023	\$ 200.00						
06/14/2023	ImageNet Consulting LLC	Copier Lease	\$ 284.30						
06/21/2023	Industrial/Organizational Solutions, Inc	Integrity Inventory	\$ 20.00						
06/14/2023	Integrity Glass	MMO Vehicle Repairs	\$ 298.35						
06/21/2023	IntelliChoice, Inc.	Court User License	\$ 1,325.00						
06/21/2023	Joe Johnson Equipment	Hose Rubber Deb	\$ 664.46						
06/14/2023	Le Pew Porta Johns	Port-a-John	\$ 390.00						
06/30/2023	Lieberman, David	Legal Services	\$ 4,518.00						
06/21/2023	Majors & Haley, P.C.	2022 Audit	\$ 11,000.00						
06/14/2023	Mancos Conservation District	Mancos Conservation District DOLA Gra	\$ 58,370.62						
06/14/2023	Manning, Nicholas	Trustee Services May 2023	\$ 200.00						
06/19/2023	Manning, Nicholas	Developers Workshop Training and Travel	\$ 616.94						
06/14/2023	Martin, Joshua	Building Inspections & Consultation May-	\$ 3,200.00						
06/14/2023	McWhirter, Brent	Trustee Services May 2023	\$ 200.00						
06/14/2023	Montezuma Cty SO	Inmate Charges	\$ 300.00						
06/14/2023	Mountainland Supply Company	WTP Supplies/ 93D IMP CI Curb Box	\$ 1,654.85						
06/14/2023	NetForce PC, Inc.	Equipment and Service Calls	\$ 5,956.62						
06/14/2023	P & D Grocery	Town, PW, and WTP Supplies/Food	\$ 367.85						
06/21/2023	Rentall Rentals	Refuse Rental/Chipper Rental	\$ 838.80						
06/14/2023	Safebuilt, LLC Lockbox #88135	Planning Consulting	\$ 697.50						
06/14/2023	San Juan Basin Health/Lab Bill	Sewer Tests	\$ 862.00						
06/19/2023	Seibert, Catherine	P&Z Commission Services May 2023	\$ 50.00						
06/14/2023	SGM	Engineer On Call	\$ 1,529.25						
06/14/2023	SGM	WTP Improvements	\$ 1,301.00						
06/14/2023	Simpson, Cindy	Trustee Services May 2023	\$ 200.00						
06/20/2023	Simpson, Cindy	CML Conference Travel/Training	\$ 854.22						
06/14/2023	Slavens	PW Supplies/ WWTP Supplies	\$ 995.45						
06/19/2023	Stout, Carol	P&Z Commission Services May 2023	\$ 50.00						
06/21/2023	Superior Auto Supply	PW Supplies	\$ 205.90						
06/21/2023	The Plumbing Store	Boyle Park Restroom Maint	\$ 426.31						
06/14/2023	Tokar, Richard	Trustee Services May 2023	\$ 200.00						
06/23/2023	Town of Mancos	Water & Sewer	\$ 11,176.52						
06/14/2023	Trautner Geotech LLC	MMO Testing New Building	\$ 3,385.00						
06/21/2023	Treatment Technology LLC	Chemicals	\$ 3,308.99						
06/14/2023	TRI-TECH FORENSICS, INC.	Blood Specimen Collection Kit	\$ 111.14						
06/14/2023	UNCC	Member ID 49080	\$ 27.09						
06/01/2023	US Postmaster	Postage for Utility Bills	\$ 288.48						
06/14/2023	USA Blue Book	WWTP & WTP	\$ 4,525.33						
06/19/2023	Wanger, Michael	Municipal Judge June 2023	\$ 250.00						
06/14/2023	Waste Management of Colorado	Refuse	\$ 174.33						
06/14/2023	Waste Management of Colorado	Town Clean Up	\$ 4,444.44						
06/21/2023	Webb Chevrolet Buick of Cortez	Vehicle Body Repair	\$ 2,298.10						
06/13/2023	Wex Bank	Fuel	\$ 2,363.48						

	TOTAL		\$ 205,820.24						
	Payroll		\$ 84,198.24						

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator & Justen Goodall, Marshal  
Date: July 12, 2023  
Re: Mancos Days Open Container Permit & Noise Ordinance Exception

## **Recommendation**

Approve the open container permit submitted by El Rio Cantina and authorize an exception to the noise ordinance at this location until 12:00 a.m. each day of the 2023 Mancos Days celebration

## **Background/Discussion**

Mancos Days is being held July 28 – 30 this year. The Mancos Days Association is collaborating with El Rio Cantina to host a beer tent in Pioneer Plaza from 12:00 p.m. to 12:00 a.m. each day of Mancos Days.

Attached is the open permit container application for your review. Staff is also asking that the Board approve a noise ordinance exception these three days since there will also be music provided for Mancos Days.

Staff has no objection to these items.

## **Attachments**

Open Container Permit Application





Date Rcvd \_\_\_\_\_  
 Fee Paid \_\_\_\_\_  
 Board Approved? \_\_\_\_\_  
 (attach meeting minutes)

**Application for Open Container Permit**  
 (must be completed in full and submitted with \$100.00 fee payable to Town of Mancos)

Name of Applicant or Organization: El Chico Cantina  
 Address: 140 Mesa St Mancos Co. 81328  
 Contact Person: Jonathan Navarro Phone: [REDACTED]  
 Summary of Event: Mancos Days

Event Location: 140 Mesa St Mancos Co. 81328  
 Event Date: July 28, 29, 30 Event Times: 12:00pm - 12:00am

Diagram of Area: (attach additional sheet if necessary, clearly outline controlled area, entrances & exits)



This permit is subject to the regulations of Ordinance 748 Series 2019. Per Mancos Municipal Code Section 10-7-50, No person shall carry or have any open containers of alcoholic beverages on any street, sidewalk, alley or other public place, in any automobile or on the grounds or in the facilities of any public or private school, college or university except where authorized by the governing authority of such institution.

IN WITNESS WHEREOF, I understand the rules and regulations governing this permit application and agree to the regulations of this Agreement as executed this 13 day of June, 2023.

ACCEPTED BY:

Print Name  
Jonathan Navarro  
 Town Clerk

Signature  
[Signature]  
 Permit Number

117 North Main Street • P.O. Box 487 • Mancos, Colorado 81328  
 Phone (970) 533-7725 • Fax (970) 533-7727  
 www.mancoscolorado.com

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Marshal Justen Goodall  
Date: July 12, 2023  
Re: Cooperative Agreement Between Montezuma County Dept. of Human/Social Services and Mancos Marshal's Office

## **Recommendation**

Authorize the Town Marshal to renew the attached agreement between Montezuma County Dept. of Human/Social Services and Mancos Marshal's Office

## **Background/Discussion**

It is time to renew this agreement. We have added a section that states this well renew automatically each year at Attorney Liberman's request.

## **Attachments**

Cooperative Agreement

**COOPERATIVE AGREEMENT BETWEEN  
COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES,  
AND LAW ENFORCEMENT AGENCY**

This agreement is entered into, by and between the Montezuma Department of Human/Social Services, hereinafter "Human/Social Services", and the Local Law Enforcement, hereinafter "Law Enforcement".

**WITNESSETH**

**WHEREAS**, Colorado law encourages cooperation between local departments of Human/Social Services and Local Law Enforcement; and

**WHEREAS**, from time to time, Montezuma Human/Social Services and Local Law have the responsibility to assess/investigate allegations of child abuse and neglect; and

**WHEREAS**, the parties hereto desire to memorialize their cooperative arrangement; and

**WHEREAS**, by custom, Human/Social Services has taken the prime responsibility to assess/investigate child abuse and neglect cases, and the parties affirmatively state that this Agreement is not intended to change this custom; and

**WHEREAS**, while each of the undersigned professionals and agencies have specific responsibilities in the treatment, protection, and investigation of children, it is acknowledged that the multidisciplinary team approach on matters of child abuse and neglect is a more positive approach to the ultimate resolution of the problems related to these most difficult situations; and

**WHEREAS**, the purpose of this agreement is to enhance the ability of agencies, organizations, and individuals to implement coordinated efforts in dealing with children and families involved in child abuse and neglect,

**NOW THEREFORE**, the parties agree as follows:

**PROTOCOL FOR COOPERATION**

The following protocol shall apply for cooperation between Human/Social Services and local Law Enforcement.

- A. Child abuse reporting laws allow reports to both Law Enforcement and Human/Social Services. This makes cooperation essential to assure prompt action, protection for the child and the responses required by law. The decision regarding who assess /investigates a suspected child abuse/neglect case shall be

made jointly by the referring agency and the receiving agency. Joint assessment/ investigation may also be requested by the receiving agency if there *is* a determination of that need.

- B. The Department of Human/Social Services has an assigned worker on call twenty-four hours per day, seven days per week. Any referrals should be made to a caseworker or the director during regular working hours or the staff person on call after hours. All referrals from Human/Social Services will be made to the officer on duty.
- C. Cases of minor and medium physical abuse/neglect will not require immediate referral to local Law Enforcement by the staff of Human/ Social Services. All cases of a more severe nature require immediate contact with local Law Enforcement depending on jurisdiction.
- D. Third-party abuse or neglect cases investigated by Law Enforcement as provided in Section 19-3-308(5.3) (a) shall not require immediate notification to Human/Social Services. In such cases, Law Enforcement shall submit a copy of its investigative report to Human/Social Services in order that Human/Social Services may submit a report to the state's automated system if the case is substantiated and may order to have the local Child Protection Team review the case.
- E. All reports of confirmed child abuse/neglect shall be forwarded by the County Department to the District Attorney's office and the local Law Enforcement agency.
- F. In Joint assessments/investigations, as a general rule, Human/Social Services will take the lead in interviewing the victim; and Law Enforcement will take the lead in interviewing the alleged perpetrator. Joint interviews shall be preceded by a planning session to outline the conduct of the interview prior to the investigation. However, some assessments/investigations will proceed according to a standard plan of action, while others will require a unique approach. Upon completion of the joint assessment/investigation:
  - 1. Law Enforcement continues criminal investigation without the involvement of Human/Social Services. This shall include the submission of the information to the District Attorney for disposition.
  - 2. Human/Social Services shall be responsible for determining what measures are necessary for the protection of the children, which may include, but not necessarily be limited to the removal of the child (ren) from the home, the filing of a Petition for Dependency and Neglect, and appropriate notification to the Court if removal has occurred.

3. Appropriate sharing of reports must occur. Law Enforcement shall provide Human/Social Services with copies of incident reports when requested.

## LANGUAGE AND CRITERIA FOR IDENTIFICATION OF SUSPECTED ABUSE

This section is intended to ensure that all parties are using the same language and criteria for identification of suspected abuse and neglect cases.

### ABUSE

- Minor - Excessive or inappropriate force used resulting in a superficial injury.
- Medium - Excessive or inappropriate force used resulting in an injury which may require medical attention.
- Severe- Excessive or inappropriate force used resulting in a serious injury which requires medical attention and/or hospitalization.
- Near fatal - Involves an incident in which a physician determines that a child is in serious, critical, or life-threatening condition as the result of sickness or injury caused by suspected abuse and/or neglect.
- Fatal - Physical or emotional needs of a child are not met resulting in death.

### NEGLECT

- Minor - Physical or emotional needs of child are marginally or inconsistently met, but little or no impact on the child's functioning.
- Medium - Physical or emotional needs of a child are inadequately met resulting in some impairment in the child's functioning.
- Severe - Physical or emotional needs of a child are not met resulting in serious injury or illness.
- Near fatal - Physical or emotional needs of the child are not met in an incident in which a physician determines that a child is in serious, critical, or life-threatening condition as the result of sickness or injury caused by suspected abuse and/or neglect.
- Fatal - Physical or emotional needs of a child are not met resulting in death.

### SEXUAL ABUSE

- Severity of sexual abuse should be determined based upon the type of contact, duration of contact, and the emotional impact upon the child.

## RESPONSIBILITY FOR INVESTIGATION

G. The following are applicable cases, or types of cases, where it is expected that the sole investigation will be conducted by Human/Social Services (Law Enforcement may be called at any time there may be a safety risk to any worker):

1. Minor physical abuse
2. Substance exposed newborn
3. Organic Failure to Thrive
4. Medical neglect (including failure to provide medically indicated treatment to disabled infants with life threatening conditions and drug affected babies).
5. Sexual abuse when perpetrator under age 10. Exception, if there is indication that the under age 10 perpetrator is the victim of

- someone over 10.
6. Educational neglect. In truancy cases, after charges have been filed by the school district.
  7. Emotional abuse.
  8. Medium neglect, lack of supervision.
  9. Physical or sexual abuse in a daycare home or center, foster home, group home or institution. (Another county department may need to investigate to avoid a conflict of interest).
- H. The following are examples of cases where it is expected that the sole investigation will be conducted by Law Enforcement (Human/Social Services may be called when determined by both parties to be in the best interest of the safety of the child).
1. Third-party physical abuse.
  2. Third party sexual abuse, when the alleged perpetrator is over 10 and it can be determined that the actor is not an abused child.
  3. Report of immediate danger to a child when proximity and speed of Law Enforcement response is needed, when Child Protective Services are not available, and risk to the child indicates immediate evaluation is needed (e.g., welfare check).
- I. The following cases shall be jointly investigated by Human/Social Services and Law Enforcement when abuse or neglect is suspected:
1. Death of a child.
  2. Medium to severe physical abuse or risk of this. Joint investigation by Human/Social Services and Law Enforcement is recommended to evaluate the need for immediate medical evaluation, protective custody of the child and appropriate civil and criminal action.
  3. All head trauma injuries (i.e., subdural hematoma).
  4. All injuries involving ruptured organs, unjustifiably explained abdominal injuries or any injury consistent with abuse. (The history given concerning such conditions is at variance with the degree or type of such condition or death; or the circumstances indicate that such condition may not be the product of an accidental occurrence).
  5. All fractures which are unjustifiably explained, or multiple fractures or in various stages of healing. (The history given concerning such conditions is at variance with the degree or type of such condition or death; or the circumstances indicate that such condition may not be the product of an accidental occurrence).
  6. All second- or third-degree burns, including cigarette burns or other burns consistent with abuse (such as immersion burns).
  7. All lacerations to the face, external genitalia or extremities which are unjustifiably explained. (The history given concerning such condition is at variance with the degree or type of such condition or death; or the

Circumstances indicate that such conditions may not be the product of an accidental occurrence).

8. All lesions on different parts of the body.
9. Intra familial and third-party sexual abuse.
10. Injurious Environment. (May require Code Enforcement).
11. Sexual abuse when the alleged perpetrator may be a child victim, or the actor may have his/her own children under the age of 18, or any other child may be at risk.
12. When a suspected perpetrator who is a parent, custodian, guardian or a child may flee.
13. When a parent, custodian, or guardian of a child refuses access to the child (ren) by Human/Social Services or Law Enforcement or refuses medical examination of the child(ren). It is recognized that it may be necessary for Human/ Social Services to obtain a Court Order for access to said child(ren).
14. Conditions suggesting suspicion that a law has been broken.
15. Any case in which a child is subjected to human trafficking to include sexual and labor servitude.

## VI. GENERAL PROVISIONS OF COOPERATIVE AGREEMENT

- A. The intent of this Agreement is to clarify and enhance cooperation between agencies to protect children. It is recognized there may be differing opinions regarding some case decisions. In those cases, referral to supervisory levels would be appropriate. Child Protection Teams also may be used for consultation, feedback, and direction regarding cases which have become problematic between agencies. The District Attorney may provide guidance as well. In extreme circumstances, the Court may be requested to intervene to resolve issues related to the legal responsibility of each agency.
- B. Because agencies and communities are changing entities, annual review for modification or evaluation is accepted as a part of this cooperative agreement. The parties shall set a mutually convenient annual meeting to review and discuss issues directly related to the fulfillment of this Agreement.
- C. Copies of relevant portions of Colorado Revised Statutes are attached hereto for reference.
- D. This agreement is for a one year term that shall be automatically renewed for additional one year terms on the anniversary date of the Agreement's execution by the parties if neither party gives the other written notice of their intent that the agreement shall terminate. In spite of this, either party may terminate the Agreement at any time, even during the first year, by providing the other party 30 days written notice of their intent to terminate.

THE UNDERSIGNED INDIVIDUALS REPRESENTING THEIR RESPECTIVE AGENCIES  
HAVE READ THIS DOCUMENT AND AGREE TO IMPLEMENT THE PROCEDURES AS  
OUTLINED.

County Human/ Social Services Representative

Name: Gina Montoya

Title: Director

Date: June 30, 2023

Local Law Enforcement Representative

Name: Justen Goodall

Title: Marshal

Date:



# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: July 12, 2023  
Re: Donation Request

## **Recommendation**

None – requesting Board decision

## **Background/Discussion**

This item was discussed at the June 28, 2023 meeting. The Board requested this be tabled until the entire Board was available for discussion and decision.

We have received the attached donation request from Medicine Horse Center for their annual golf tournament. This year, the tournament will be held in honor of Michele Black.

Does the Board wish to donate \$500.00 to sponsor a hole in the tournament?

## **Attachments**

Donation Request

Fahrenheit Coffee Roasters 201 Grand Avenue Mancos Colorado 81328

Good Day,

Fahrenheit was so very fortunate to have Michele Black give her time. As one of the many who was delighted to get to know Michele she was passionate about her time at Medicine Horse Center. This year Matt and I are assisting Lynne Howarth in gathering donations for the Michele Black Tie Dye Tournament.

We have golf hole sponsorships. An entire hole is a \$500.00 sponsorship. We are also able to arrange for multiple businesses and individuals to combine forces and share sponsoring a hole. Please contact me if you are interested in either.

We are also trying to arrange for an auction at the golf course and will be requesting donations to action off!

I will be stopping back by to follow up! We also need golfers! Please call conquistador today to participate in the tournament held on August 26<sup>th</sup>: 970.565-9208. Enclosed please find a flyer that we would appreciate you posting.

Thank you for your time and consideration,

Respectfully,

Linda



970.903.9671



March 28, 2023

Dear Friend of Medicine Horse:

This Summer, we will once again ask area golfers to join us for a day of friendly competition at our **14th Annual Medicine Horse Golf Tournament** (*known fondly as, 'The Michele Black Tie Dye Tournament'*) at the 18-hole **Conquistador Golf Course** in Cortez, on Saturday, August 26<sup>th</sup>, 2023.

As you may know, Medicine Horse is an equine assisted learning and therapy center that serves our local and regional communities by providing programs and services to both youth and adults. We have served more than 5,000 clients with over 48,000 hours of therapy sessions since the year 2000, when we first became a Colorado non-profit charitable 501(c)(3) corporation.

For those who sponsored us last year, we thank you for your support, as it helped us continue to reach out to vulnerable youth and families, as well as provide valuable trainings for educators and support organizations. The majority of those youth that we serve come to our programs through ongoing partnerships with our three local school districts. We are happy to say that we are well on our way to providing wellness services for 500+ participants from our local community in 2022.

To continue to provide these valuable services, we ask you to assist our efforts by becoming a hole sponsor at our 14<sup>th</sup> Annual Golf Tournament. The sponsorship goal for each hole totals \$500, which can be undertaken by one sponsor, or by multiple sponsors combining forces to make up that total dollar amount. In turn, your name or company name will be displayed on signage at the tee-off area of the hole you sponsor. You will also be named in our social media outreach and featured on our website as an events sponsor for an entire year. Of course, if you like to play the links yourself, we would love to have you come join us.

Please consider partnering with Medicine Horse to be part of creating a healthier, happier Four Corners community. Thank you in advance for giving a gift that truly makes a difference in the lives of others.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lynne Howarth", with a large, looping flourish extending to the right.

Lynne Howarth  
Executive Director

Medicine Horse Center Tax ID #: 84-1560026

**Board of Directors**

*Allison Klein, Jessica Magie, Jan Rains, Bernadette Tuthill,  
Dr. Marie Brown-Wagner, Terri Wheeler*

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: July 12, 2023  
Re: Draft Ordinance for Utility Hardship Discussion Item

## **Recommendation**

None – requesting Board feedback

## **Background/Discussion**

We discussed the possible addition of a utility hardship clause to our municipal code at the annual Board retreat on May 13, 2023.

Town Attorney David Liberman has drafted an ordinance for your review and feedback.

My questions are:

1. Does the Board wish to move forward with this item?
2. If so, please confirm who will be delegated the decision making authority for this item.
3. If so, please confirm that the attached draft includes ALL items the board wishes us to utilize when referring this to the Board for decision or making the decision at the administrative level.
4. Please review the information beginning on page 1 of this draft ordinance relating to what triggers a financial hardship.

Results of this discussion will determine next steps for staff.

## **Attachments**

Draft ordinance with utility hardship language

Ordinance # \_\_\_\_\_  
Series 2023

An Ordinance Amending Section 13-1-220 of the Mancos Municipal Code to **Allow Town Administrator or Town Clerk Authority** to Waive Utility Billing's Late Charges and Interest Upon Property Owner's Showing of Financial Hardship

**WHEREAS**, the Town of Mancos amends the Town of Mancos Municipal Code from time to time; and

**WHEREAS**, Section 1-3-70 of the Mancos Municipal Code allows that amendments to the Code may be made; and

**WHEREAS**, the Town of Mancos wishes to Amend Section 13-1-220 as set forth herein to allow for certain waivers of utility billing late charges and interest upon a property owner's showing of financial hardship; and

**WHEREAS**, the adoption and implementation of this ordinance is necessary to preserve the public health and safety,

*NOW THEREFORE, BE IT ORDAINED* by the Board of Trustees of the Town of Mancos, Colorado, that:

1. Chapter 13, Article 1, Section 13-1-220 of the Town of Mancos Municipal Code, is amended as follows:

Sec. 13-1-220. - Meter readings; billing procedures; nonpayment; hearing.

(a) Meters shall be read monthly and bills rendered monthly.

(b) Utility bills are the responsibility of the property owner. Utility accounts shall be posted in the property owner's name only. For a three-dollar monthly fee, a property owner may request a courtesy billing be sent to a renter in addition to the bill sent to the owner.

(c) Bills are payable at the office of the Town Clerk, and bills will become delinquent sixty (60) days after billing.

(d) A late fee, as set forth in the fee schedule, a copy of which is available in the Town Clerk's office, shall be assessed on any bill which is not paid by the due date.

In spite of this, the Town Clerk or the Town Administrator has discretion, for a six month period, to waive late fees and interest on overdue utility bills, and to enter into a written payment plan executed by the property owner, where the property can demonstrate a financial hardship. A financial hardship is a negative event outside the property owner's control that has harmed its finances. Some examples of events that the Town of Mancos may consider to be a financial hardship include: Layoff or reduction in pay or unemployment; New or worsening disability;

Serious injury; Serious illness; Divorce or legal separation; Death, Family emergency, Incarceration, Military deployment or Permanent Change of Station orders; Natural or man-made disaster; Long-distance job transfer. Sometimes these events may have happened directly to the property owner, and other times they may have happened to someone it relies on or takes care of. For example, a serious illness that affects a property owner's child may have forced it to work less and increased its household's medical bills. For contrast, some circumstances the Town of Mancos may not consider a hardship include: Loss in property value; Overspending on nonessential items and activities; An interest-rate increase on an adjustable-rate mortgage or home equity line of credit; Temporary income disruption that property owner can manage with liquid assets or assets that can be liquidated. Every hardship is taken on a case-by-case basis. In addition to meeting hardship requirements, a property owner may be required to as a condition of receiving the financial hardship determination: Prove hardship by documentation;. Provide proof of meeting with a credit counselor or completing a debt management program; signing an agreement as to a payment plan; Set up automatic withdrawals from property owner's bank account.

-Any bill which is carried for more than two (2) consecutive billing cycles is subject to possible shut-off and a turn-off/turn-on penalty fee as set forth in the fee schedule, in addition to any late fees and past due amounts, all which shall be paid prior to reestablishment of service.

(e)In the event that a tap holder refuses to pay assessments for any reason, the minimum fee will be carried on the books for twenty-four (24) months. At any time during this period, the tap holder may pay all assessments and reconnect charges due and resume service. No interest will be charged if the tap holder requests a disconnect during this time period; however, all past-due charges and minimum monthly billings must be paid.

(f)After twenty-four (24) months of nonpayment, the tap may be declared in default by the Town after proper notification to the owner by certified mail, return receipt requested, stating a time and place where the Board of Trustees will hold a hearing to determine whether a default exists. The tap holder shall have an opportunity to be heard at such hearing. After said hearing, the Board of Trustees shall determine whether the tap of the holder shall be forfeited for the payment and satisfaction of the delinquent charges. In the event of default and forfeiture, a new tap fee shall be imposed before further water service will be furnished at the forfeited location.

(g)With the exception of shut-off due to nonpayment, fees are applicable when turning on/off water service. When a property owner requests water be turned off or on for any reason, a fee as set forth in the fee schedule, a copy of which is available in the Town Clerk's office, will be added to the bill immediately following reestablishment of water service.

(h)Returned checks. When a check is not honored or returned by the bank for any reason, a fee as set forth in the fee schedule, a copy of which is available in the Town Clerk's office, will be charged, in addition to all late fees and past due amounts.

THIS ORDINANCE PASSED ON FIRST AND FINAL READING HELD on the \_\_\_\_ Day of \_\_\_\_ 2023, at the hour of 7:00 p.m. at the Town Hall in Mancos, Colorado, and shall become effective 30 days after publication.

TOWN OF MANCOS, COLORADO

\_\_\_\_\_  
Ellen "Queenie" Barz, Mayor

ATTEST:

\_\_\_\_\_  
Jamie Higgins, Clerk/Treasurer

PUBLISHED THE \_\_\_\_ DAY OF \_\_\_\_\_, 2023 BY THE AUTHORITY OF THE TOWN CLERK OF MANCOS, COLORADO.

ATTEST:

\_\_\_\_\_  
Jamie Higgins Clerk/Treasurer

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: July 12, 2023  
Re: Comprehensive Plan Chapters 9

## **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 and 8. Any changes will be included in the final draft.

Attached is Chapter 9 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 9



9.0



# Transportation

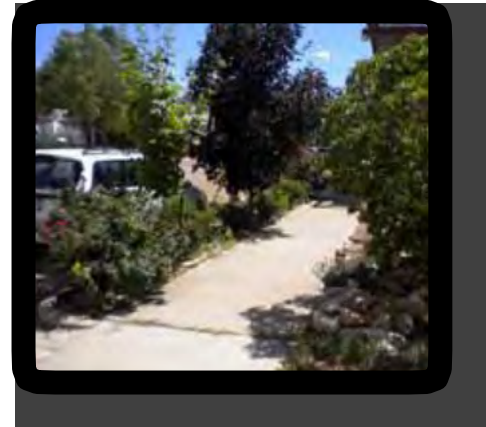


## 9.1 Regional Context, Data and Trends

Mancos is located on the San Juan Skyway, a national scenic byway and is one of only 31 highways designated All-American Roads. The Skyway is a 233-mile loop that connects some of the country's most ancient cultural assets to some of the world's most spectacular views. The Town of Mancos is located at the southern edge of the Skyway, halfway between the Towns of Cortez and Durango.



The major highway access to and from the area is U.S. 160, that runs east-west from Poplar Bluff, MO to Tuba City, AZ. State Highway 184 is the principal north-south arterial beginning in Mancos and extending 18 miles north and west to the Town of Dolores. Mancos is also served by the Cortez Regional Airport, 21 miles to the west, and the La Plata County Airport, located 40 miles to the east. The nearest international airport is in Albuquerque, NM, 250 miles to the south.



The principal east-west collector road is the Mancos Highway 160 Business Loop/Grand Avenue. This alignment was part of the original Highway 160 alignment until CDOT constructed a bypass several blocks to the north, along the old Rio Grande Southern right-of-way. Grand Avenue features Boyle Park, retail and commerce, and the public schools. The remainder of the street's in-town frontage is residential or lodging.

The US 160 Bypass serves as the principal east-west arterial road. One stoplight regulates traffic at the intersection of US 160 and Co. 184/Main Street. CDOT 2022 average daily traffic counts on U.S. Highway 160 and the Business Loop intersections are as follows:

- Junction of 160/184 : 3,800
- Junction of State Highway 184 and Jackson Lake Road: 2,300
- Junction of 160 and west Business Loop: 5,400
- Junction of 160 and east business Loop: 6,600
- Business Loop and School: 1,800



Jaywalking is a common occurrence along Highway 160, despite the physical barriers intended to redirect pedestrians toward intersections.

Most of Mancos is laid out in a grid pattern. The traditional grid pattern facilitates the safe movement of vehicles and pedestrians. The Town's grid is bisected by US Highway 160. Recent growth trends in the Town indicate that children regularly cross U.S. 160 at Main Street in order to get to school, downtown, the Mancos Public Library and the Town parks. Though the intersection has been signalized, the crossing still poses a safety issue and is pedestrian unfriendly.

As pressure on the Mancos' transportation infrastructure continues to grow, it will be prudent for the Town to pursue transportation studies and create a master transportation plan. Growth outside of Town boundaries will require re-evaluation of land development policies, particularly in the three-mile planning area, as provided under Colorado Revised Statutes (C.R.S. 31-12-105(e)). The Town intends to work in collaboration with the County in order to mitigate potential impacts from future developments on transportation infrastructure and existing land uses.

## **9.2 Transportation**

### **9.2.1 Alternative Modes of Transportation**

The compact nature of the Town adds to the viability of a pedestrian lifestyle for its residents. Homes are no more than a short 15-minute walk from municipal services, the library, schools, retailers, restaurants and businesses. For goods and services not available within the Town, residents need to make vehicle trips to larger near-by communities such as Durango, Farmington and Cortez. In order to maintain a diverse community, multiple means of public transit need to be available to meet the needs of those without vehicle access, such as children, the elderly, tourists and commuters.



*A lack of physical barriers, such as elevated sidewalks and vegetated buffers creates stress and a potential safety hazard for pedestrians.*

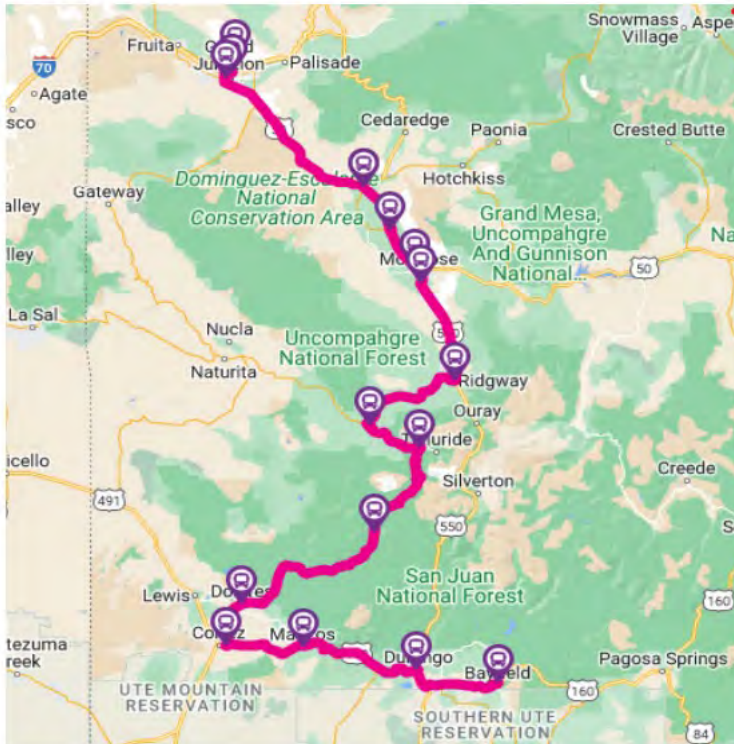
### 9.2.2 Entry Features

Entry features at major access points along U.S. Highway 160 and State Highway 184 should convey Mancos' character in order to create a first impression and convey a sense of arrival. Gateways can also reduce traffic speeds by distinguishing dense communities from rural open spaces. Entry features usually contain landscaping, public art, traffic calming devices or signage consistent with the community's sense of place. Currently, there are two signs on either end of Town welcoming Highway 160 travelers to the Mancos Valley.

### 9.2.3 Regional Transportation Resources

The Town of Mancos does not operate or maintain any public transportation services. Montezuma County offers MoCo Transportation to the entire region for seniors at low or no cost. Farmington, Durango & Dove Creek trips are only for medical appointments and there are round trip fees. MoCo Transportation can provide Medicaid transportation, and riders must confirm their eligibility prior to accessing the services by calling MoCo. Errands and shopping trip reservations are available for residents in Mancos, Dolores and Towaoc.

The Colorado Department of Transportation (CDOT) and Roadrunner Transportation offer the Bustang Outrider Service from Bayfield (East of Durango) to Grand Junction. There is a bus stop in Mancos for this daily out-and-back route. Rates vary based on the route. This service can be provided between any of the towns on this route. Area residents can also access cab companies and other ride-hailing services nearby to travel within the region.



Bustang Route - Source: Colorado Department of Transportation

### **9.3 Goals, Objectives and Actions**

#### **9.3.1 DOWNTOWN GOAL: CREATE A VIBRANT DOWNTOWN THAT IS THE CENTER FOR CULTURAL, ECONOMIC AND CIVIC LIFE IN THE VALLEY**

##### **Constraints and Issues**

- Lack of visibility from the Highway.
- Lack of safe pedestrian crossings across Highway 160

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**Objective: Provide safe and inviting downtown streetscape**

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##### **Actions**

- Consider constructing pedestrian devices such as refuge islands and curb extensions to ease crossing distances on Main and Highway 160.
- Consider bump-outs on Grand Avenue to ease crossing and improve pedestrian visibility.
- Plan for special event parking sites.
- Design Main Street and Grand Avenue improvements as a traditional “Main Street” characterized by low-speed designs that accommodate both vehicular, bicyclists and pedestrian movement.

#### **9.3.2 GATEWAYS GOAL: ESTABLISH WELCOMING ENTRANCES THAT CONVEY THE SENSE OF ARRIVAL AT A UNIQUE COMMUNITY**

##### **Constraints and Issues**

- Unattractive entry points.

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**Objective: Create visually interesting entrance features that enhance Mancos’ aesthetics and force traffic to slow down**

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##### **Actions**

- Include pedestrian and bicycle refuge islands within the proposed entry features.
- Work with CDOT to design and construct clearly delineated entry features at the three entry points to the Town on US Highway 160 and State Highway 184.
- Collaborate with the community to design entry features.

### **9.3.3 MULTIMODAL TRANSPORTATION GOAL: PROVIDE A SAFE AND HEALTHY TRANSPORTATION SYSTEM FOR ALL RESIDENTS AND VISITORS**

#### **Constraints and Issues**

- Non-motorized transportation routes are needed and desired by the Town.
- Heavy traffic on Grand Avenue.
- Pedestrian jay-walking issues.
- No sidewalks or pedestrian designated routes.
- Poor pedestrian connectivity.

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#### **Objective: Encourage alternative transportation methods**

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#### **Actions**

- Improve sidewalks and street crossings on Main, Highway 160, Grand and Bauer for accessibility, safety and pedestrian comfort.
- Add bump outs at school crossings and downtown.
- Improve existing sidewalks and build new sidewalks in residential neighborhoods.
- Construct Creekside Nature Trail.
- Develop conceptual plans for Riverwalk Trail.
- Require bicycle lanes on new arterial and collector roads.
- Put bicycle racks near popular destinations.
- Create a Master Transportation Plan.
- Consider dedication of a small number of parking spots as bike parking with racks.
- Install covered benches at strategic locations around Town.

### **9.3.4 HIGHWAY 160 CORRIDOR GOAL: A COMMUNITY THAT IS CONNECTED, RATHER THAN DIVIDED BY ROADS**

#### **Constraints and Issues**

- Dead ends along Railroad Avenue and 160 Frontage are substandard for emergency vehicle access.
- Blight conditions on Railroad Avenue and 160 Frontage due to weeds, inadequate blockades, poor circulation, lack of sidewalks and paths, and lack of stormwater drainage.

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#### **Objective: Collaborate with CDOT to improve safety and aesthetics along Highway 160**

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#### **Actions**

- Improve Highway 160 and Main intersection to increase comfort and safety for pedestrians and cyclists.
- Improve frontage road and highway separation.
- Reduce eastbound turning cue and replace with ADA designed island refuges to accommodate pedestrians.
- Install traffic calming devices to encourage speed reduction.
- Construct sidewalks that continue from 160 and Main intersection along frontages.
- Construct sidewalks on 184 north of 160.
- Investigate possibilities for planning and financing the construction of pedestrian overpass or underpass across highway.
- Revise building standards and guidelines in Land Use Code for the Corridor Mixed Use zone in order to extend the characteristics of the historic downtown commercial core to the highway.



### **9.3.5 FUTURE STREETS GOAL: A COMMUNITY THAT PRESERVES THE TOWN CHARACTER AS IT GROWS**

#### **Constraints and Issues**

- Additional growth in and around the Town will likely impact the traffic circulation and possibly the economic viability of the community.

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**Objective: Ensure that future streets connect to the Town's existing streets and are safe, aesthetically pleasing and multi-modal**

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#### **Actions**

- Develop future master transportation plan that extends the existing street pattern where feasible.
- Revise street standards to include designated bicycle lanes on future paved streets.
- Revise street standards to include vegetated buffers in-between curbs and sidewalks.
- Revise street design standards to discourage traditional cul-de-sacs.
- Revise street design standards to encourage pedestrian safety by requiring devices such as curb extensions and raised crosswalks.
- Regularly review and update street design standards in the "Standards and Specifications for Design and Construction of Public Improvements" to include best management practices for storm water management and multimodal streets. This document may be found on the Town website.

# ***STAFF REPORT***

To: Honorable Mayor and Board of Trustees  
From: Heather Alvarez, Town Administrator  
Date: July 12, 2023  
Re: Southwest Health Systems Discussion

## **Recommendation**

None – requesting Board feedback

## **Background/Discussion**

Due to the recent events affecting the community and Southwest Health Systems, I am looking for some feedback from the Board as to if you wish to have a discussion regarding this topic.

Southwest Health Systems Board of Directors did hold a public meeting in June to discuss issues including closing the Labor & Delivery department and provide updates regarding their current situation with their managing company, their executive staff and current financial situation. They did advise that there are several openings on their Board of Directors. These meetings are held on the last Wednesday of every month.

Montezuma County Hospital District also has an opening on their Board. These meetings are held on the second Wednesday of every month.

Is there any interest in attending these meetings moving forward, either from the Board of Trustees or staff? If so, is there any interest in changing our monthly Board meetings to avoid scheduling conflicts?

Their new CEO starts on July 24, 2023. I am planning on reaching out to him after an appropriate period of time to introduce the Town and explore ways we may collaborate to keep the Mancos clinic viable and financially stable.

## **Attachments**

None