

TOWN OF MANCOS
BOARD of TRUSTEES WORKSHOP
September 13, 2023 6:00 P.M.

Workshop – DOLA Main Street Program Discussion/Magellan Strategies 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.

BOARD of TRUSTEES MEETING
September 13, 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 August 23, 2023
- F. Audience Business
- G. Announcements
- H. Treasurer’s Report: August 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. Reappoint Victoria Peterson to Tree Board
 - 2. Electric Vehicle Charging Station Update
- K. *Items for September 27, 2023 Agenda*
 - *Workshop: 2024 Budget Discussion*
 - *Frost Collective Public Hearing*
 - *Turf Replacement Discussion (October 11)*
- L. Adjournment

TOWN OF MANCOS
BOARD of TRUSTEES MEETING MINUTES
August 23, 2023
7:00 p.m.

- A. CALL TO ORDER:** Mayor Queenie Barz called the meeting to order at 7:00 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, and Trustee Nick Manning.
Absent: Trustee Richard Tokar

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

- D. APPROVAL OF THE AGENDA:** Trustee Brent McWhirter made a motion to approve the August 23, 2023 Agenda. Trustee Janice Bryan seconds the motion. Motion Passed.
- E. APPROVAL OF THE MINUTES:** Trustee Janice Bryan made a motion to approve the minutes, as presented, from August 9, 2023. Trustee Brent McWhirter seconds the motion. Motion Passed.

F. AUDIENCE BUSINESS:

- None

G. ANNOUNCEMENTS:

- We conducted a PTMV 70% field design review meeting on 8/16. Hope to be at 95% winter 2023 or spring 2024. Original budget was \$4.4 million, current budget is \$10.5 million with a 10% contingency.
- We submitted a letter to DOLA to extend the contract on the WTP project. Our current grant expires on 9/30/2023. Don't anticipate any issues.
- CML District Meeting – Bayfield 9/7/2023
- Fall flowers will be here next Monday.
- School homecoming bonfire is October 10 and the parade is October 12. You will see the bonfire request on a future agenda.
- Town Clean Up update from Terry – 24 Yard Waste and 52 Town Clean up with 7 out of Mancos Town limits.
- Jason – Brownsfield project

H. COMMITTEE REPORTS

- Montezuma County Commissioner Update – No Update
- Montezuma County Planning Commission Update – No Update
- Region 9 – No Update

- CDOT TPR – Heather informed the Board what was discussed at the last CDPT TPR Meeting - TPR Study and Broadband CDOT Right away.
- Mancos Planning Commission – No Update

I. DISCUSSION AND ACTION ITEMS:

1. Trustee Nick Manning made a motion to accept Alex Bond’s Art Proposal with the exception to have the art placed in the middle of the round-about in front of Cottonwood Park. Trustee Brent McWhirter seconds the motion. Motion passed with a unanimous vote.
2. Trustee Ed Hallam made a motion to adopt the 2025-2030 Five Year Capital Plan. Trustee Nick Manning seconds the motion. Motion passed with a unanimous vote.
3. Mayor Pro Tem Cindy Simpson made a motion to authorize the Mayor to sign letter of opposition to be sent to Congressional Representatives (Bennet, Hickenlooper and Bobert). Trustee Janice Bryan seconds the motion. Motion passed with a unanimous vote.
4. 2024 Budget Discussion Version 3 – No Action.
5. Trustee Ed Hallam made a motion to adopt appoint Town Administrator Heather Alvarez as the Town of Mancos representative to the SouthWest Opioid Response District (SWORD). Trustee Janice Bryan seconds the motion. Motion passed with a unanimous vote.
6. Comprehensive Plan Chapter 10 and Appendices Review – No Action.

J. Items for September 13, 2023 Agenda

- *Workshop: TBD*
- *August Bills & Claims*
- *Electric Vehicle Charging Station Update*
- *Turf Replacement Program Discussion*
- *DOLA Main Street Program Discussion*
- *Reappoint Victoria Peterson to Tree Board*

K. ADJOURNMENT

Trustee Ed Hallam made the motion to adjourn the meeting at 8:23pm.

Mayor Queenie Barz

Town Clerk/Treasurer Jamie Higgins

Report Criteria:

Report type: Invoice detail

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

Check Issue Date	Payee	Description	Check Amount
08/09/2023	A T & T Mobility	Cell Phone Services	603.71
08/23/2023	AFLAC	Employee Benefits	560.72
08/09/2023	Amazon Capital Services	Office Supplies	172.16
08/23/2023	Atmos Energy	Natural Gas	67.52
08/23/2023	Atmos Energy	Natural Gas	57.65
08/23/2023	Atmos Energy	Natural Gas	31.64
08/23/2023	Ballentine Communications	Public Hearing Advertising	11.31
08/09/2023	Barz, Queenie	Mayor Services	300.00
08/09/2023	Brand Central	Bus. Cards	40.00
08/17/2023	Brind'Amour, Peter	P&Z Commission Services	50.00
08/09/2023	Browns Hill Engineering & Controls	Service Work	516.40
08/09/2023	Bryan, Janice	Trustee Services	200.00
08/09/2023	CDPHE	Drinking Water Fee	465.00
08/17/2023	CEBT	Employee Benefits	21,889.60
08/17/2023	CEBT	Employee Benefits	1,747.60
08/23/2023	CenturyLink	Phones	74.55
08/09/2023	CivicPlus LLC	Code Update Dues	1,434.00
08/23/2023	CMCA	2023 CMCA Confrence	750.00
08/09/2023	CNH Industrial Accounts	Lease Agreement Debt Service	2,242.12
08/17/2023	Coker, Ann	P&Z Commission Services	50.00
08/14/2023	Community ReCode	DOLA Planning Grant	2,850.00
08/09/2023	Corporate Payment Systems	Supplies, Travel, Training, parts	9,663.87
08/09/2023	Corporate Payment Systems	Maint Supplies	212.75
08/17/2023	Cortez Locksmith & Safe Co	Keys	52.50
08/09/2023	Cox Conoco	Fuel	2,377.68
08/23/2023	Cruzan Irrigation Inc.	WWTP Supplies	59.20
08/23/2023	DCP Industries	Chemicals	2,243.73
08/23/2023	Digitcom Electronics	MMO Capital	15,520.14
08/23/2023	Digitcom Electronics	MMO Capital	312.00
08/23/2023	Doudy, David	Building Inspections	520.00
08/23/2023	Empire Electric	Electric	2,671.03
08/23/2023	Empire Electric	Electric	5,285.82
08/09/2023	FastTrack Communications, Inc.	Internet	112.50
08/23/2023	Ferguson Waterworks #1116	PW Supplies	352.81
08/09/2023	Green Analytical Lab	Sewer Tests	177.00
08/09/2023	Green Analytical Lab	Sewer Tests	177.00
08/23/2023	Green Analytical Lab	Sewer Tests	177.00
08/09/2023	Guardian Pest Control	Pest Control	196.00
08/09/2023	Hallam, Ed	Trustee Services	200.00
08/23/2023	Integrity Glass	MMO Vehicle Work	435.22
08/09/2023	Joe Johnson Equipment	Sensor and connector	372.13
08/23/2023	Lieberman, David	Legal Services	3,999.31
08/23/2023	Lieberman, David	Legal Services	126.00
08/09/2023	Mancos Conservation District	DOLA Grant Mancos Conservation	50,554.97
08/23/2023	Mancos Conservation District	DOLA Grant Mancos Conservation Distri	15,461.59
08/24/2023	Mancos School District RE-6	Teacher Appreciation Donation	500.00
08/09/2023	Manning, Nicholas	Trustee Services	200.00
08/09/2023	McWhirter, Brent	Trustee Services	200.00
08/23/2023	NAPA/Partners In Parts, Inc.	Vehicle Repairs	89.85
08/23/2023	NAPA/Partners In Parts, Inc.	Vehicle Repairs	89.85
08/09/2023	NetForce PC, Inc.	Technology Services	2,985.33
08/09/2023	P & D Grocery	Parks Supplies	571.81
08/23/2023	Personnel Safety Enterprises	Cabinet Refill	82.60

Check Issue Date	Payee	Description	Check Amount
08/23/2023	Povich, Mark	Community Center Rental Refund	50.00
08/23/2023	Quadient Leasing USA, Inc	Postage Machine	505.05
08/09/2023	Russo, Michael and Susan	Refund Overpay Water/Sewer Final Bill	270.32
08/09/2023	Safebuilt, LLC Lockbox #88135	P&Z Consultation	475.00
08/23/2023	San Juan Basin Health/Lab Bill	Sewer Tests	790.00
08/23/2023	SECON	Camera Sewer Equipment	3,733.00
08/17/2023	Seibert, Catherine	P&Z Commission Services	50.00
08/09/2023	SGM	Engineer On Call - DG	2,843.50
08/09/2023	SGM	Engineer on Call	4,532.00
08/09/2023	SGM	WWTP Improvements	1,858.00
08/09/2023	Simpson, Cindy	Trustee Services	200.00
08/09/2023	Slavens	Parks Supplies	63.98
08/09/2023	Slavens	WTP Supplies	45.93
08/17/2023	Stout, Carol	P&Z Commission Services	50.00
08/09/2023	T & M Dirtworks	Conservation Trust	429.56
08/09/2023	Tokar, Richard	Trustee Services	200.00
08/09/2023	Town of Mancos	Water and Sewer	4,411.36
08/09/2023	Town of Mancos	Water and Sewer	1,505.45
08/09/2023	Town of Mancos	WWTP Water and Sewer	3,014.25
08/09/2023	Treatment Technology LLC	Chemicals	3,329.06
08/09/2023	UNCC	Line Locates	23.22
08/01/2023	US Postmaster	Utility Bills Postage	300.90
08/23/2023	USA Blue Book	PW Supplies	648.10
08/09/2023	USA Blue Book	Supplies	212.70
08/23/2023	USA Blue Book	WWTP Supplies	614.40
08/23/2023	Vital Records Control Dept. 5874	Shredding	111.57
08/17/2023	Wanger, Michael	Municipal Judge Services	250.00
08/09/2023	Waste Management of Colorado	Refuse	215.80
08/09/2023	Waste Management of Colorado	Refuse	107.90
08/23/2023	Water Solutions, LLC	Wastewater and Water Treatment	500.00
08/23/2023	Webb Chevrolet Buick of Cortez	MMO Vehicle repairs	1,288.14
08/09/2023	Wex Bank	Fuel	774.47
08/09/2023	Wex Bank	Fuel	1,300.66
08/09/2023	Yanito, Mercedes	Mileage and Per Diem	638.77
Grand Totals:			185,436.76
Payroll			\$70,591.33

Report Criteria:
 Report type: Invoice detail

Check.Type = {<>} "Adjustment"

STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 13, 2023
Re: Reappointment of Victoria Peterson to the Tree Board

Recommendation

Reappoint Victoria Peterson to the Mancos Tree Board

Background/Discussion

Victoria Peterson currently serves on the Mancos Tree Board, and her term expires in September 2023.

If approved by the Board of Trustees, her term will expire in September 2026.

Here is the section of the code relating to Tree Board appointments:

Sec. 2-10-10. Established.

There is hereby created and established a Tree Board for the Town.

Sec. 2-10-20. Membership.

The Tree Board shall consist of five (5) members, at least three (3) of whom are citizens and residents of the Town. Two (2) of the five (5) members may reside within the Mancos Valley, the boundaries of which are defined as being within zip code 81328. Additionally, there shall be a nonvoting member of the Tree Board who serves as a liaison between the Board of Trustees and the Tree Board, who may either be a Board of Trustee member or a Town of Mancos staff person. All members and the liaison shall be appointed by the Mayor and ratified by the Board of Trustees in a public meeting.

Sec. 2-10-30. Term of office.

The term of the five (5) persons to be appointed by the Mayor shall be three (3) years, except that the term of two (2) of the members appointed to the first Tree Board shall be for only one (1) year, and the term of two (2) members of the first Tree Board shall be for two (2) years. In the event that a vacancy occurs during the term of any member, his successor shall be appointed for the unexpired portion of the term.

Sec. 2-10-40. Compensation.

Members of the Tree Board shall serve without compensation.

Sec. 2-10-50. Duties.

It shall be the responsibility of the Tree Board to study, investigate, counsel and develop and/or annually update and administer a written plan for the care, preservation, trimming, planting, replanting, removal or disposition of trees and shrubs in public ways, streets, alleys and parks. Such plan will be presented to the Board of Trustees and, upon its acceptance and approval, shall constitute the official Comprehensive Tree Plan for the Town. The Tree Board, when requested by the Board of Trustees, shall consider, investigate, make findings, report and recommend upon any special matter of question coming within the scope of its work.

Sec. 2-10-60. Operation.

The Tree Board shall choose its own officers, make its own rules and regulations and keep a journal of its proceedings. A majority of the members shall be a quorum for the transaction of business.

Attachments

None

STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Jamie Higgins, Town Clerk/Treasurer
Date: September 13, 2023
Re: Electric Vehicle Charging Station Update

Recommendation

Discussion

Background/Discussion

We currently are not charging for the charging station usage. Average US rates are \$0.20 to \$0.60 per kWh. Average rates for municipalities in Colorado are \$0.25 per kWh.

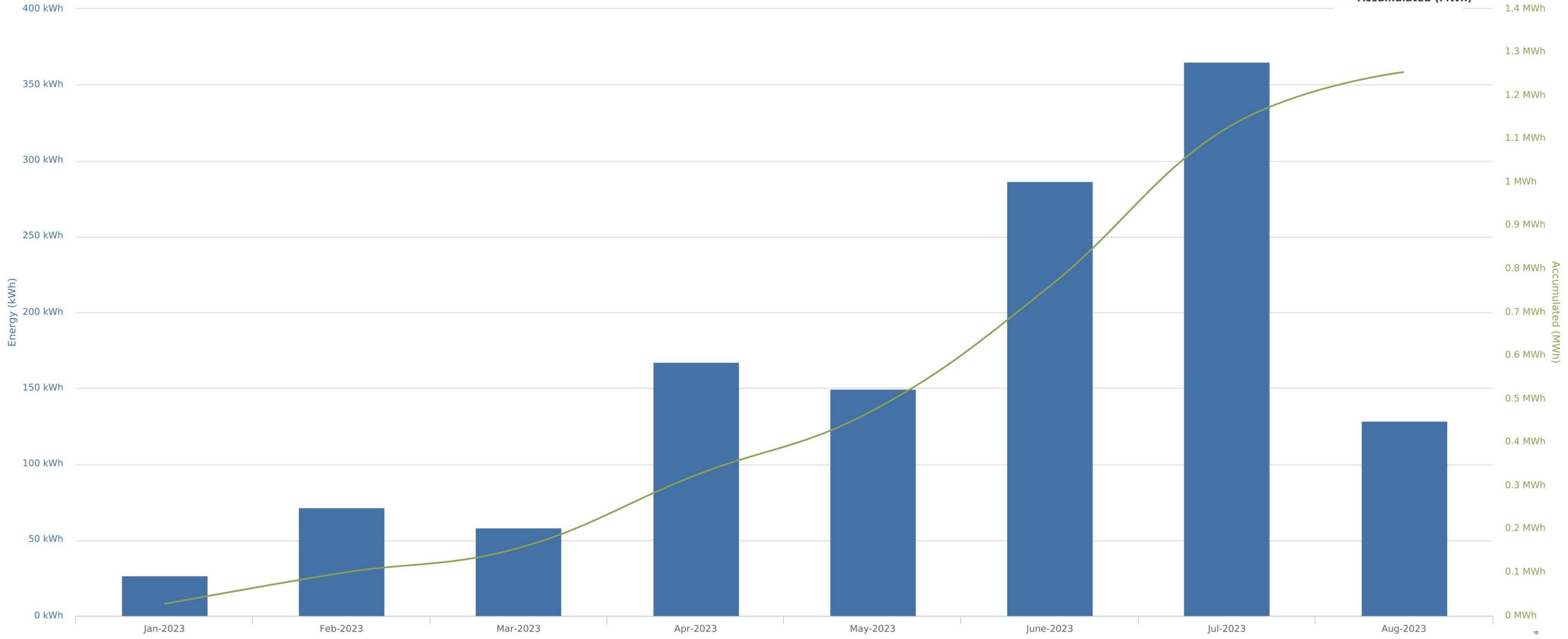
We have dispensed 131 kWh of electricity over the last 30 days just in our charging station. Estimated monthly electricity price is \$0.12 per kWh.

Attachments

Charge Point Data

Energy This Year

■ Energy (kWh)
— Accumulated (MWh)



Sessions This Year

Sessions
Accumulated

