

**TOWN OF DE BEQUE
BOARD OF TRUSTEES
PUBLIC MEETING/PUBLIC HEARING
NOVEMBER 18, 2025**

The regular meeting of the Board of Trustees was held on November 18, 2025, at 6:00 p.m. in the Community Center, 381 Minter Avenue, De Beque, Colorado. Present were the following:

Mayor: Shanelle Hansen

Trustees: Cindy Farris, NJ Fulmer, Vern Bruse, and John Giffin

Absent: Walter Wood and Mary Kramer

Staff Present: Town Manager Care' McInnis, Town Treasurer Katherine Boozell, Marshal Bob Dalley, Town Clerk Lisa Rogers, Deputy Matt Surad, Planner Matt Farrar (via Zoom), and attorneys Michael Santo and Rachel Awalt (via Zoom)

Also Present: Jenni Adams (HopeWest), Chris Lemke, Dawn Palmer, and Jeff Meyer

CALL TO ORDER:

The meeting was called to order at 6:02 p.m. by Mayor Shanelle Hansen. The Pledge of Allegiance was recited.

ROLL CALL:

Roll call was taken, and a quorum was present.

DELETIONS OR CORRECTIONS TO THE AGENDA:

Ms. McInnis stated that the minutes were on everyone's desk. They were not included in the hard copy packet but were sent out digitally. Also, the agenda has the wrong date on it.

PRESENTATION: TOWN OF DE BEQUE/SCHOOL DISTRICT 49JT ART CONTEST VOTING:

Board members, staff, and audience participated in the first round of voting in the art contest.

PRESENTATION: NOVEMBER IS NATIONAL HOSPICE & PALLIATIVE CARE MONTH—JENNI ADAMS (HOPEWEST):

Jenni Adams gave a brief presentation explaining the mission of HopeWest. She explained that she had been the Regional Coordinator for the Plateau Valley for four months. Ms. Adams oversees Community Development as well as Volunteer Recruitment/Coordination for Mesa, Molina, Collbran, and De Beque. HopeWest is the Western Slope's leading non-profit provider

of hospice and palliative care, dementia support, and grief/bereavement support. There is a dedicated team of RNAs, RNs, CNAs, and social workers who meet patients exactly where they are and ensure the highest quality of care is provided during the final days of life. Ms. Adams asked the Town to declare November National Hospice and Palliative Care Month. The Board thanked Ms. Adams for her presentation and the work that HopeWest does. Mayor Hansen read the proclamation into the record.

OPPORTUNITY FOR PUBLIC COMMENT:

No public comment.

BOARD COMMENTS:

Trustee Farris stated that the Friendsgiving had been a great success. It was a nice set up and delicious food. Mayor Hansen stated that she was sad to have missed it. She had a family event to attend.

TOWN MANAGER REPORT:

Ms. McInnis started off with dates to remember. Municipal Court is December 4th. Also, there will be no P&Z meeting in December. December 6th at 5:30 p.m., the Town Holiday Party will be held at CMU. Please see the map attached in Marge's email. The final BOT meeting of the year will be on December 11th. As in years past, we hope that the mil levy certification will remain the same from August's certification so that we don't need to have any special meetings. The fireworks show will be New Year's Eve around 8:00 p.m.

Interviews will be held this week for the part-time events coordinator. We will miss Marge for sure and the new coordinator will have big shoes to fill.

Veteran's Day Coffee and Doughnuts was nice. Sarah did a great job setting it up and staying to visit. Ms. McInnis stated that she enjoyed hearing the stories these men had to share and thanked each of them for their service to our country.

Ms. McInnis stated that she had participated in a day-long Colorado Municipal Training which was really informative. For those that could not make it, CML agreed to forward a recording and the slide decks. It takes so time to watch, but there were many different speakers with valuable information. Ms. McInnis stated that she would forward it when she receives it.

The Opioid Board met and approved of over \$600k in spending to combat the opioid crisis. They plan to distribute a lot more in the coming year. Ms. McInnis reminded the Board that she was one of nine voting members, and it is a big deal to be on that board.

Ms. McInnis stated that Staff is trying to make do with what we have in terms of the water plant until the new one is in place. It takes a lot of effort on the part of our Water Operator, Public Works, and our Treasurer—but mostly, the operators. Ms. McInnis stated that she had given most of the Board a tour of the plant. It usually starts with showing the cylinder tubes filled

with thousands of microtubes (membranes) that filter the water. There are 24 in the plant. In the last three weeks, the buildup in these membranes reached a critical level that could not be fixed using flushing and chemicals. The plant was running on about 36-hour cycles, and it went down to eight. Jim had to come down twice a day to run the plant. He also has an anticipated vacation next week which, thankfully, Sara Flores will cover. Silt is getting a new plant very soon and they use these membranes also. They graciously agreed to let us use 12 of theirs with the guarantee, that should they need that we would make available. We ordered 12 right away (approximately \$11,000 which was not in the adopted budget). As usual, we'll see if we need a supplemental budget for any of the funds as the year draws to a close. Jim and our Public Works department installed the 12 (every other membrane) last week within a few days. Great news—the plant is now up to 70-hour runs.

The water fill station is trucking along. Ms. McInnis explained that the machine itself is fully functional. There are two more stages that take time. We can only do what we can do with limited staff and workload. The next steps, Ms. McInnis explained are to complete the credit card setup, set up cloud connections, set up Town/customer accounts, and complete training for both administration and public works. One citizen has stated that they are concerned about kids jumping on the pipe. Ms. McInnis stated that she was told that it is a breakaway pipe so it can't really be anchored (defeats the purpose).

In terms of sewer, Ms. McInnis stated that she was advised last month that the EPA was furloughed and that brings our projects to a halt. She received notice last week on Thursday at 12:28 p.m. from Matt Mullins with the EPA that they were back at work and backlogged until the end of January. However, he had six slots available this week for pressing issues. Within seven minutes of the notice, Katherine got De Beque one of those slots for this Thursday.

Ms. McInnis stated that the Town did have a verbal request for a donation for an unknown amount of money for the blessing box for food for the community. As with any significant request the Town makes or receives, there needs to be more information in writing before she could bring it to the Board. There are many questions that Staff would have and maybe the Board as well. How much is being requested? Is this a governmental function (if so, is it a Federal, State, or County function)? Also is it duplicative of benefits offered by others (Federal, State, County, or non-profit organizations)? Even if it is not a governmental function, does the Board want to fund it anyway (such as HopeWest and scholarships)? Is this a neighbor helping neighbors' issue like the blowing out of sprinklers? Which individual would receive the actual funds? How would the funds be managed and reported? Would an established Board vote on the expenditures? With HopeWest, there is a Board. With the scholarships, the Town sends the money directly to the school and not to an individual. These are just some of the questions that Staff would like to evaluate, and the Board may want this information as well. To date, there has been no request in writing, no actual request amount, and no information about how the funds would be managed if provided by the Town.

The Comp Plan is moving along. Ms. McInnis, Lisa, and Sam meet with the consultant almost every week. What they are working on right now is an initial draft of the actual

Comp Plan. It has many different components addressing various needs/wants of the community. The goal is that they fill in some of the information that they have learned over the past year, and then the Steering Committee can meet in January to review, edit, provide more information, etc.

Ms. Rogers undertook our annual open enrollment for employee benefits. Her efforts culminated in a meeting for all full-time employees last week. There was a presentation by CEBT. Both CEBT and Aflac representatives were available afterwards to answer questions. Ms. Rogers will complete the follow-up with the providers as needed. It was a big effort leading up to the employee meeting.

The Amish way-finding structure kit was due to be delivered yesterday. Once it arrives and weather-permitting, Public Works will begin to assemble.

During the last Board meeting, there was a question about Travel America, where they were in the process, and why they haven't come before Planning or the BOT. Hopefully, you have already read the memorandum from Attorney Chris McAnany that is in the back of your packets. It answers those questions.

Regarding the Travel America, Ms. McInnis stated that she has not yet signed the CDOT permit for the sewer. She is waiting until she has the green light from Chris, Jeremy, and Matt.

Ms. McInnis stated that she has talked to the Board before about the possibility of seeking Brownsfield funds for an evaluation and next steps for the Old Firehouse (next door)—be that for clean-up and refurbishment or is it too dilapidated? The Town has reached out to the EPA, but as we understand it, they are backing off a bit in this arena. Plan B is to get CDPHE to do a "Phase 1" evaluation of the property. Phase 1 generally means a title search; the original owners cannot request the funds. But Ms. McInnis has a work around if that is the case. CDPHE does preliminary testing for contamination like asbestos or spills of other chemicals. As you probably know, the CDPHE folks are in Denver and don't have a lot of time to come do a preliminary review in De Beque. However, Staff got wind that there was a conference in Grand Junction last week and one of the CDPHE folks from Denver would be there. The Town was lucky enough to get Kathleen Knox with CDPHE to meet Steph (grant writer), Sam, and Ms. McInnis before she drove back to Denver. Staff also asked her to tour our old reservoirs in the building up by the tanks. It sounds like that one is a little iffy for the program, but we asked and she's checking with her colleagues. Yesterday, we got the following response from Ms. Knox: "Our Targeted Brownsfield Assessment (TBA) program could definitely do an assessment and asbestos survey of the Firehouse site. I'm happy to discuss more the town. To enter our program, they'll need to complete our online TBA application. If there are any questions on the application, please don't hesitate to reach out."

Regarding broadband bore, the railroad has finally put us on their schedule for December 15th—basically working at two ends—the bore under the railroad and the CNL east under Roan Creek and a gas line. CNL work will most likely mobilize the week before the bore

and last beyond the 15th. The project is getting down to crossing the T's and dotting the I's. It is very exciting.

We are forced to spend down our final ARPA dollars as we lose them if we don't spend them by December 31, 2025. That one million dollars ask and award has been leveraged left and right and ended up with the Town receiving much more than one million dollars in free funding.

Ms. McInnis asked the Board for permission to give away some old desks from Admin. Space is needed for storage of water plant equipment until it is installed. Also, dirt and sludge from when we had to clear the moss and debris from our pumps this is free for the taking. We may post in the newsletter or on Face Book.

Finally, in the back of the packet you will see the Daily Sentinel article highlighting the \$50,000 for the Town of De Beque River Front awarded by the Colorado Basin Roundtable. Also, the Town received the award packet from the Mesa County Federal Mineral Rights Board for the \$157,799 for engineering for the River Park.

PRESENTATION: TOWN OF DE BEQUE/SCHOOL DISTRICT 49JT ART CONTEST VOTING:

Board members, staff, and audience participated in the second round of voting in the art contest, and Rhyler Johnson's drawing was chosen as the winner.

CONSENT AGENDA:

- a. **APPROVAL OF MINUTES (with corrections):** October 28, 2025
- b. **BILLS AND EXPENDITURES:** October 2025
- c. **DISCUSSION AND ACTION REGARDING RESOLUTION 2025-27: A**
Resolution amending the 2026 Meeting Dates as was approved in Resolution 2025-23
- d. **DISCUSSION AND ACTION REGARDING RESOLUTION 2025-26: A**
Resolution establishing expedited review policies for affordable housing projects

Discussion Before Motioning on the Consent Agenda:

Mayor Hansen asked if anyone had any other questions or comments on the Consent Agenda items. There were none.

Motion:

Trustee Farris motioned to approve all items on the consent agenda.

Trustee Giffin seconded the motion.

Motion carried 5-0.

REMAINING BILLS AND EXPENDITURES: EXPENDITURES RELATED TO THE COUNTRY STORE:

Motion:

Trustee Giffin motioned to approve expenditures related to the Country Store.
Trustee Bruse seconded the motion.
Mayor Hansen abstained.
Motion carried 4-0 with 1 abstaining.

DISCUSSION AND ACTION REGARDING RESOLUTION 2025-25: A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF DE BEQUE ESTABLISHING A FEE PER ACRE IN LIEU OF DEDICATION OF LAND FOR PARK PURPOSES:

Ms. McInnis explained that the fee must be set by January 1st of each year. She stated that this year's and last year's list of undeveloped land was in the packets. She stated that last year the Board had established a fee of 9% of the average cost of undeveloped land. Ms. McInnis stated that it had been presented to the P&Z Commission early in the month and they had recommended 9% for 2026. Mayor Hansen asked if the Board had any questions. If not, she stated that she would entertain a motion at a stated percentage.

Motion:

Trustee Giffin motioned to approve Resolution 2025-25 at a fee of 9% per acre.
Trustee Bruse seconded the motion.
Motion carried 5-0.

DISCUSSION AND ACTION REGARDING: IN THE PERSONNEL POLICIES AND PROCEDURES MANUAL FOR THE TOWN OF DE BEQUE, COLORADO, SECTION VIII.B.2, IT STATES: "THE TOWN...EXPECTS THAT EACH OF ITS OFFICERS AND EMPLOYEES WILL BEHAVE WITH COURTESY AND RESPECT TOWARDS OTHER OFFICERS, EMPLOYEES, AND MEMBERS OF THE PUBLIC." IN ITS ONGOING EFFORT TO ENSURE THAT THE TOWN COMPLIES WITH THESE EXPECTATIONS, SHOULD THE BOARD OF TRUSTEES REQUIRE ALL TOWN EMPLOYEES TO ATTEND BYSTANDER TRAINING REGARDING THIS EXPECTATION:

Michael Santo (Employment Attorney) recommends bystander training as an essential element of employment policy laws. He recommends every one to two years. Sam Light had talked about coming in January 2026. Discussion ensued regarding how the meeting schedule would work. There will be two classes one earlier in the day and one around BOT meeting time. Each session is expected to last 60-90 minutes. A poll was taken, and all Board members were in favor of requiring the training.

CALL THE BOARD OF TRUSTEES PUBLIC HEARING TO ORDER:

Mayor Hansen called the hearing to order at 6:52 p.m. Ms. McInnis stated that this hearing had been duly noticed and that proof of the notice was in the Board packets. Ms. McInnis stated that this hearing was regarding the 2026 budget and that the only change from the budget that was presented to each Trustee individually in September was the change in the SSA COLA which went from 2.7% to 2.8%. The budget was presented to the Board as a whole on September 23rd. Ms. McInnis stated that the Board had been asked to bring back any questions that they had, but she had not received any questions. She also stated that she hoped the Board had a chance to read through the budget letter. Ms. McInnis stated that there were/are funds for \$7,000,000 for much needed infrastructure without there being a hit to rates. Mayor Hansen stated that she was very impressed with the letter...that it was very detailed. She asked if there were any questions from the public and then the Board. There were none.

ADJOURNED BOARD OF TRUSTEES PUBLIC HEARING:

Mayor Hansen adjourned the hearing at 6:56 p.m.

DISCUSSION AND ACTION REGARDING ORDINANCE NO 557 (series 2025): AN ORDINANCE OF THE TOWN OF DE BEQUE ADOPTING THE 2026 BUDGET, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND APPROPRIATING MONEY TO EACH FUND

DISCUSSION AND ACTION REGARDING RESOLUTION 2025-28: A RESOLUTION OF LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2026 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF DE BEQUE, COLORADO FOR THE 2026 BUDGET YEAR

Mayor Hansen stated that it was time now for deliberation and decision for the Board, and if there were no questions, she would entertain a motion.

Motion:

Trustee Farris motioned to approve Ordinance 557 and Resolution 2025-28 for the 2026 Budget. Trustee Giffin seconded the motion. Motion carried 5-0.

RESUMED PUBLIC MEETING

CALL THE BOARD OF TRUSTEES PUBLIC HEARING TO ORDER:

Mayor Hansen called the hearing to order at 6:59 p.m. Planner Matt Farrar gave a presentation on the staff report regarding changes to 14.01 to update/overhaul general provisions and definitions of the code and 14.06 regarding providing a fast-track review process for qualified affordable housing. Matt went through all the changes to 14.01. Attorney Rachel Awalt discussed creating 14.06 so that applications regarding Prop 123 could be fast-tracked. She stated that this was needed so that we could participate in Prop123 and remain DOLA compliant to be able to offer grant opportunities. Mr. Farrar then went on to discuss the six review criteria requirements for making amendments to

Title 14. He stated that noticing requirements had been met. He stated that the Town recommended approval of the changes. He then stated that the P&Z Board also recommended approval with the condition of amendments by the Town Attorney as necessary. Dawn Palmer questioned whether a duplex would qualify as affordable housing. Ms. Awalt stated that for subdivision, there is no fast-track approval. Mr. Farrar stated that affordable housing in Colorado is a project where 50% of the units are affordable. Affordable is based on area median income. Ms. McInnis stated that it isn't the Town itself that wouldn't apply for the grants but could offer concessions to builders in the form of reduced tap fees or such. The Town would then be reimbursed by Prop 123. Mayor Hansen asked if there were any questions from the public.

ADJOURNED BOARD OF TRUSTEES PUBLIC HEARING:

Mayor Hansen adjourned the hearing at 7:34 p.m.

DISCUSSION AND ACTION REGARDING ORDINANCE NO 555 (series 2025): AN ORDINANCE AMENDING SECTION 14.01: GENERAL PROVISIONS AND DEFINITIONS OF THE TOWN OF DE BEQUE MUNICIPAL CODE TITLE 14 TO CLARIFY AND UPDATE THIS SECTION OF TITLE 14 AND SECTION 14.06: REVIEW PROCEDURES OF THE TOWN OF DE BEQUE MUNICIPAL CODE TITLE 14 TO PROVIDE A FAST-TRACK REVIEW PROCESS FOR QUALIFIED AFFORDABLE HOUSING APPLICANTS

Mayor Hansen asked if there were any question from the Board. As there no questions or concerns, she stated would entertain a motion.

Motion:

Trustee Giffin motioned to approve Ordinance 555.

Trustee Bruse seconded the motion.

Motion carried 5-0.

RESUMED PUBLIC MEETING

CALL THE BOARD OF TRUSTEES PUBLIC HEARING TO ORDER:

Mayor Hansen called the hearing to order at 7:35 p.m. Ms. McInnis asked Attorney Rachel Awalt if they were able to combine the last two public hearings. Ms. Awalt said it would be appropriate to combine as it was substantially the same violation. Ms. Awalt stated that the violations are being brought because Consciously Crafted is no longer an active facility as defined in De Beque Municipal Code 5.22.150(7). Under 5.22.030(A) the facility is no longer considered an activity facility because it's not open for business and operated continuously during regular business hours during the term of its licenses as defined in this chapter. She stated that everything had been properly noticed and had Ms. Rogers state the types of notice given. Ms. Rogers stated that she had Marshal Dalley post notice to the gate of the facility as it was locked/closed. She sent notice to the facility, to the business address, to the registered agent, and to an updated address for the registered agent. She also published in the Daily Sentinel. Ms. Awalt stated that notice just needed to be made to the facility itself and at least 15 days in advance so notice was proper/sufficient. Ms. Awalt asked Ms. Rogers to testify that the business is closed. Ms. Rogers stated that she had attempted to visit the facility, but it has been closed/locked for months. Ms. Rogers also testified that she has tried

numerous times to reach out to the owners with no response. Ms. Awalt recommended that the Board revoke Consciously Crafted's retail marijuana cultivation facility license and their medical marijuana optional premises cultivation based on them not being an active facility according to 5.22.150(7) as defined in 5.22.030(A). Ms. Awalt stated that there is opportunity for Consciously Crafted to respond and show cause why they should not have their license revoked.

ADJOURNED BOARD OF TRUSTEES PUBLIC HEARING:

Mayor Hansen adjourned the hearing at 7:43 p.m.

DISCUSSION AND ACTION REGARDING THE POSSIBLE REVOCATION OF CONSCIOUSLY CRAFTED, LLC'S ("CONSCIOUSLY CRAFTED") RETAIL MARIJUANA CULTIVATION FACILITY LICENSE ("THE LICENSE") BASED ON THE FOLLOWING CHARGES: VIOLATION OF DE BEQUE MUNICIPAL CODE ("DMC") SECTION 5.22.150(7) – THE LICENSED PREMISES IS NOT AN ACTIVE FACILITY, AS DEFINED IN SECTION 5.22.030(A).

DISCUSSION AND ACTION REGARDING THE POSSIBLE REVOCATION OF CONSCIOUSLY CRAFTED, LLC'S ("CONSCIOUSLY CRAFTED") MEDICAL MARIJUANA ESTABLISHMENT, OPTIONAL PREMISES CULTIVATION OPERATION, LICENSE ("THE LICENSE") BASED ON THE FOLLOWING CHARGES: VIOLATION OF DE BEQUE MUNICIPAL CODE ("DMC") SECTION 5.22.150(7) – THE LICENSED PREMISES IS NOT AN ACTIVE FACILITY, AS DEFINED IN SECTION 5.22.030(A).

Trustee Farris stated that they abandoned ship. They shouldn't be allowed to hold license if they are not using it. Mayor Hansen asked if there were any question from the Board. As there no questions or concerns, she stated would entertain a motion.

Motion:

Trustee Farris motioned to revoke Consciously Crafted's retail marijuana cultivation facility license and medical marijuana establishment, optional premises cultivation operation license.

Trustee Giffin seconded the motion.

Motion carried 5-0.

RESUMED PUBLIC MEETING

Mayor Hansen stated that the executive session had been removed from the agenda and as there was no further business, she would entertain a motion to adjourn.

Motion:

Trustee Farris motioned to adjourn.

Trustee Bruse seconded the motion.

Motion carried 5-0.

Mayor Hansen adjourned the meeting at 7:48 p.m.

Respectfully submitted,

Approved by the Board of Trustees


Lisa M. Rogers, Town Clerk


Shanelle Hansen, Mayor

