



TOWN OF DINOSAUR

Town Council Minutes

July 28, 2026

Mayor Darcie Rocque called the regular meeting of the Dinosaur Town Council to order at 6:00 p.m. The Pledge of Allegiance was recited.

Trustees Present: Jeff Harrington, Marshelle Gray, Devonna Wilczek, Mike Snyder, Nicole Ratcliff and Mayor Darcie Rocque. Absent: Leroy Trujillo. A quorum was established. Staff present Larry Elarton, Ken Davis, Melody Villard and Monty English.

Public attendance: Paul Jachim, Carol Jachim, Randy Page, Lawrence Burger, 2 additional unidentified attendees

Via Zoom: Brian and Marcia Prater, Art, Dick, Jeremiah, Kevin Yancy, Michael Miller, Nacy's iPhone, Sarah, no name, User 676967264215798532

Council reviewed the minutes from July 14, 2026. A correction was requested concerning Council Member Nicole Ratcliff's attendance, noting her entry and departure during the previous meeting rather than showing her as present for the entire meeting. An additional correction was requested to reflect that Mayor Darcie Rocque abstained from the marijuana license renewal vote at the previous meeting.

Motion was made by Devonna Wilczek to approve the Minutes for July 14, 2026, with corrections.
Second by: Marshelle Gray Council was polled, motion carried unanimously.

Council reviewed the second quarter financial report. Council received the combined cash investment and budget report covering approximately the first 50 percent of the 2026 fiscal year. Staff explained that the report provides Council with the percentage of each budget line item used through the end of the second quarter, as well as the current position of each Town fund.

Several expenditure categories were near the expected halfway point. Staff noted that an expenditure level of approximately 48 percent at this point in the year would generally indicate that the particular budget item was tracking appropriately. Some line items were below the 50 percent level because budgeted projects or purchases had not yet been completed. Other items require accounting corrections or year-end adjustments.

Staff advised that the current report should be viewed as a starting point because several corrections remain necessary. Staff anticipates providing Council with a more accurate corrected report by the August reporting period, although complete reconciliation may take additional time.

No formal action was taken.

Marijuana License renewal for Baxter Springs Dispensary - Council considered renewal of the marijuana license for Baxter Springs Dispensary. Representatives Brian and Marcia participated in the discussion. Marshal's Office reported that there were no identified licensing issues associated with Baxter Springs.

Council raised concerns regarding the exterior security lighting at the dispensary. Members stated that some parking-lot lighting appears to extend substantially beyond the business property and illuminate neighboring residences and surrounding areas. Council discussed lowering or adjusting fixtures or adding shielding, so

illumination is directed downward toward the building and parking area rather than outward into the neighborhood.

It was noted that the Town has not formally adopted a Dark Sky ordinance. Baxter Springs representatives stated that the lighting system was constructed to meet requirements established by the Colorado Marijuana Enforcement Division (MED). Council agreed that MED requirements should be reviewed to determine whether modifications can be made while maintaining required security illumination.

Motion was made by Devonna Wilzcek to approve the renewal of the Marijuana License for Dino Dispensary LLC. **Second by: Mike Snyder Council was polled, motion carried unanimously.**

Highway Bar and Grill - Liquor License Transfer and Renewal

Council considered the liquor license transfer and renewal for the Highway Bar and Grill. Staff clarified that the license is being transferred from Troy Zufelt, doing business as Highway Bar and Grill, to Dino Diner, LLC, doing business as Highway Bar and Grill.

Staff reported contacting the State regarding the transfer and renewal procedure. Local approval is required before the State begins processing the transfer. The existing license was reported to expire on August 21, 2026. Staff explained that once local approval is received by the State, the State will begin processing the transfer, and the application can continue through the State process as long as it is submitted before expiration of the current license.

Motion was made by Marshelle Gray to approve the Liquor License Transfer renewal for the Dino Diner LLC DBA Highway Bar and Grill **Second by: Nicole Ratcliff Council was polled, motion carried unanimously.**

Marijuana Ordinance - Proposed Extension of Hours of Operation

Council continued discussion concerning a request to amend the Town marijuana ordinance to permit marijuana establishments to remain open later in the evening. The current closing time discussed was 8:00 p.m., with the proposed change allowing businesses the option to remain open until 10:00 p.m. Council clarified that extending the allowable hours would not require individual businesses to remain open until 10:00 p.m.; it would provide businesses with the option to determine whether extended hours were financially beneficial.

Discussion Supporting Extended Hours

Reasons presented in support of the request included allowing marijuana establishments greater flexibility in setting their own business hours and providing customers additional time to reach the establishments. It was suggested that customers may currently hurry or speed through Town in an effort to arrive before the existing closing time and that providing additional time could potentially reduce that behavior. It was also suggested that businesses might choose to use the additional hours only on weekends or during periods of sufficient customer demand.

Concerns Regarding Extended Hours

Council expressed concern about increased evening traffic through residential areas, particularly along Third Street. Members commented that Town becomes noticeably quieter after the marijuana establishments close and that families and children are able to use neighborhood streets with less traffic during the evening. Questions were also raised regarding possible impacts on law enforcement and employee schedules. Council

discussed existing problems with motorists failing to obey stop signs and other traffic controls and questioned whether later business hours would contribute to additional traffic problems.

Business Representative Comments

Brian Prater stated that his business would likely continue closing at approximately 8:00 p.m. even if extended hours were authorized because customer volume during the late evening is generally insufficient to justify the additional operating expense. Concerns were also expressed regarding employees who commute from communities such as Vernal and Rangely. Closing at 10:00 p.m. could result in employees returning home at approximately 11:00 or 11:15 p.m., with additional concerns during winter weather.

Ordinance Process

Staff clarified that a Council decision supporting extended hours would not immediately alter the operating hours. An ordinance amendment would first have to be prepared and advertised and would require first and second readings. Public hearings would also be conducted, providing the community with additional opportunities to comment before an ordinance change became effective.

Motion was made by Devonna Wilzcek to deny extending operating hours through an Ordinance Amendment Second by: Jeff Harrington Council was polled, NO: Nicole Ratcliff YES: Marshelle Gray, Devonna Wilzcek, Mike Snyder, Jeff Harrington ABSTAIN: Darcie Rocque

Motion Carried - Extended Hours Denied. The existing marijuana establishment hours of operation remain unchanged.

PLANNING AND ZONING

Tiny Homes and Minimum Residential Square Footage

Council continued its previous discussion regarding tiny homes, residential zoning, minimum square-footage requirements and applicable State regulations. Council agreed that an additional workshop is necessary before formal ordinance changes are considered. The Town current minimum residential dwelling size was discussed as approximately 750 square feet.

Reduced Minimum Square Footage

Council discussed reducing the minimum residential square footage to approximately 300 to 350 square feet, or another size determined through the workshop process. Some members favored reducing minimum square footage without specifically limiting the change to commercially manufactured tiny homes. This approach would allow property owners and local builders to construct smaller traditional stick-built houses on permanent foundations. Council discussed smaller homes as a potential method of increasing affordable housing opportunities within Dinosaur.

Construction and Permanent Foundation Requirements

Several members expressed reservations regarding tiny homes that resemble travel trailers or remain readily movable. Concerns included long-term neighborhood appearance, durability, temporary or mobile installations, removal of units from lots, foundation requirements and property maintenance. Council expressed greater interest in homes meeting recognized residential building standards and being installed on permanent or engineered foundations.

Representatives discussing potential tiny-home development stated that the homes they are considering would be constructed to residential standards and would meet or exceed applicable residential construction requirements. Potential foundation methods discussed included concrete foundations, engineered piers and ground-screw systems. It was explained that in some cases a trailer frame is primarily used to transport a unit to its permanent location, after which the tongue and other transportation components may be removed.

Potential Tiny-Home Development

Representatives stated that tiny-home units can range approximately from 250 to 450 square feet and can provide functional residential layouts. A potential development concept could include multiple small residences along with shared green space. The number of homes permitted on a property would depend upon zoning and Town requirements.

Council emphasized that any zoning amendment must apply consistently to all qualifying property owners and developers and cannot be written solely for one specific development proposal. Council expressed interest in creating standards that would provide opportunity for tiny-home development, smaller conventional stick-built homes, local builders, existing property owners and other developers interested in affordable housing.

Off-Street Parking

Council discussed requiring sufficient off-street parking for small homes or tiny-home developments. One suggestion was to require space for at least two vehicles per residence so vehicles would not interfere with snow removal or create parking problems along Town streets.

Affordable Housing Goal and Workshop

Council emphasized that the broader objective of the discussion is to create additional affordable housing opportunities in Dinosaur. Members stated that the solution could include a combination of tiny homes, smaller traditional homes and other appropriately constructed residential units.

Council agreed to continue the matter at a public work session so residents, property owners, developers and other interested individuals can participate. A workshop was discussed for August 5, 2026, with virtual participation available as appropriate. Staff will gather additional information regarding Colorado tiny-home regulations, minimum dwelling sizes, permanent foundations, residential construction standards, zoning options, off-street parking, attorney input and potential ordinance amendments.

No formal action was taken.

MAYOR / ADMINISTRATIVE REPORT

Town Employment Position

Council was informed that a Town employment position is being advertised and that the opening has been posted. Discussion included ensuring that the individual hired is adequately trained in the Town accounting and administrative systems, including Excel and Caselle. Staff stated that current accounting and administrative issues are being addressed before a new person is fully trained, so the new employee receives accurate procedures and information.

Council also discussed employee schedules and whether Town Hall coverage should be available five days per week. The Town personnel policies currently permit four 10-hour workdays. Differing opinions were

expressed regarding whether a five-day office schedule would provide better service when residents need to contact the Clerk or administrative staff. Council agreed that office coverage and scheduling can be taken into consideration during the hiring process.

SIDEWALK / PEDESTRIAN SAFETY UPDATE

Staff reported additional conversations with the State regarding the previously considered Highway 40 sidewalk project. Although Council previously voted not to continue the sidewalk project, revised engineering plans had been submitted, and the State conducted another speed survey. The recent survey reportedly showed lower speeds than the older study, although speeds were still measured at approximately 48 mph in an area discussed.

Staff reported that a pedestrian crossing improvement may potentially be considered at Stegosaurus. Council expressed interest in pursuing pedestrian crossing improvements because children on that side of Town may need to cross Highway 40 to access school bus pickup locations and other facilities.

Staff stated that the State had indicated willingness to extend the existing sidewalk grant; however, staff did not sign the extension because Council had already voted to discontinue the project. Council reiterated concerns that water and sewer infrastructure are higher priorities than sidewalks. Members stated that if the Town communicates with the State regarding the canceled project, it should explain that Dinosaur has significant water and sewer infrastructure needs rather than simply declining the funding without explanation.

Long-Term Capital Planning

Discussion of the sidewalk project led to concerns regarding the need for a formal five- or ten-year capital improvement plan. Council members noted that substantial staff time, engineering expenses and grant work can be lost when projects are pursued for several years and later discontinued after changes in Council membership or priorities. Members expressed interest in developing a longer-term plan that future Councils can use when evaluating capital projects.

WATER SYSTEM / BLM UPDATE

Staff reported a productive meeting with the Bureau of Land Management (BLM) regarding the Town water infrastructure. Council was informed that Town water wells and tanks are located on BLM property and that the Town does not currently hold all of the desired land interests associated with those facilities. The issue became apparent during previous work on a Town water line located on BLM property.

BLM representatives indicated a willingness to work with the Town on hardening and protecting well sites, installing or improving fencing, improving access and security around the main tanks, rerouting portions of exposed water piping, and establishing appropriate easements or property interests.

Staff specifically discussed an exposed pipe near Well No. 4 and the possibility of rerouting the line along a more appropriate hillside alignment and reconnecting near Well No. 2/main tank area. BLM representatives indicated they would work with the Town regarding easements and a process that could eventually allow Dinosaur to obtain ownership or greater control of land associated with its water infrastructure.

Staff noted that the Town has approximately \$4 million in water-system infrastructure, making appropriate control of the property beneath and surrounding those assets important. GPS mapping and property-dimension work is underway to support discussions with BLM.

ROAD OWNERSHIP UPDATE

Staff reported receiving updated mapping regarding roads previously identified as A, B, C and D Roads. The updated information indicates that the roads are included within Moffat County Road and Bridge records and that Highway User Tax Fund revenues are being received in connection with those roads. Council considered this a positive development because it provides clarification regarding responsibility and maintenance.

COLORADO WELCOME CENTER

Staff reported that the Town of Rangely no longer wishes to serve as the primary administrative entity for operations of the Colorado Welcome Center. The issue is primarily the management of personnel and State grant administration rather than a complete withdrawal of regional support. Discussions are underway for Dinosaur and Moffat County to assume a larger role in operation of the Welcome Center.

State funding currently helps support operation of the facility; however, the amount is expected to decrease over time. Potential regional partners discussed included Moffat County, Rio Blanco County and the Town of Rangely.

Potential Benefits and Capital Improvements

Potential benefits to Dinosaur include local management of Welcome Center staff, employment opportunities for Dinosaur residents, volunteer opportunities, improved visitor services, daytime public restroom availability and greater local participation in tourism activities. Council recalled that volunteers, including senior residents, had historically assisted at the Welcome Center and may again be interested in participating.

Staff also discussed potential use of lodging-tax funding for capital improvements to the Welcome Center. Possible future improvements include an exterior-access, after-hours restroom and potentially an RV dump station on property already owned by Moffat County. Because water and sewer utilities are available at the Welcome Center property, staff believes this concept could be considerably less expensive than completely rebuilding the Town-older public restroom facility. Staff cautioned that the project would not be immediate because funds are not currently included in the Town budget.

DINO DISPENSARY DRIVE-THROUGH

Staff reported receiving updated maps and plans concerning the proposed Dino Dispensary drive-through. Staff indicated that the applicant appears to have developed an acceptable plan and is continuing with the proposed drive-through project.

No formal action was taken.

COMMUNITY CONNECT / ONLINE PAYMENT PORTAL

Staff provided an update regarding implementation of a new Community Connect online utility and payment portal. Town staff completed training on the system and expects the portal to provide expanded online services to residents. The system is intended to integrate directly with the Town Caselle accounting software.

Residents will potentially be able to pay water bills, review utility billing history, pay court fines and tickets, pay business-license fees, purchase Town souvenirs and complete other credit-card transactions. Payments will automatically be categorized and entered into the appropriate Caselle accounts, reducing duplicate manual entry by Town staff.

Council asked whether credit-card or merchant-processing fees can be passed through to customers. Staff did not have an immediate answer and agreed to obtain clarification. The system is expected to become available following completion of implementation and setup.

WATER BILLING / UTILITY RATE QUESTIONS

Council discussed the additional charge for water usage above the minimum included usage. Questions were raised regarding whether the overage charge has changed significantly since its original adoption. An amount of approximately \$1.88 per additional 1,000 gallons was discussed. Staff agreed to review the applicable rate history and provide clarification.

During discussion, a resident expressed concern that existing water-billing problems should be corrected before additional changes or increases are implemented. The resident stated that she had previously discussed billing concerns with Town staff and believed other residents had experienced similar issues. Council and staff acknowledged the concern.

CIRSA INSURANCE / TOWN ASSETS

Staff reported reviewing the Town CIRSA insurance renewal and discovering that approximately seven vehicles had not been included on the initial list. The omission was corrected.

Staff also reviewed the insurance valuation of several old water tanks that are no longer used as part of the Town potable-water system. Three older tanks remain on the Town asset inventory and collectively add a significant amount to the Town insured property valuation. The tanks have reportedly been bypassed for many years and are no longer suitable for Town water-storage purposes because of leakage and deterioration.

Council discussed possible disposal options, including competitive bid, auction, scrap, reuse by private purchasers, or potential sale through an auction service. Any purchaser would be responsible for removal, and staff suggested requiring an appropriate liability waiver so the Town is protected during dismantling and removal.

A motion was initially discussed to liquidate or otherwise dispose of the tanks. Staff advised that because disposal of the tanks was not specifically listed as an action item on the agenda, formal Council action should occur at a future meeting. Council directed staff to place disposal of the old tanks on a future agenda.

No formal action was taken.

OTHER TOWN PROPERTY / INSURANCE VALUES

Staff also discussed an older house owned by the Town and the substantial insurance valuation being carried on the property. The structure was reportedly donated to the Town several years ago. Staff stated that an inspection may be necessary before determining whether the structure should be demolished or otherwise addressed. Council was informed that major Town assets carry significant replacement values for insurance purposes, including the principal water tank and Town Hall.

No action was taken.

EXECUTIVE SESSION FOLLOW-UP

Staff briefly referenced a previously held executive session and stated that communication had occurred with the individual involved. Staff indicated that follow-up work would continue. No confidential details were discussed during the open meeting.

WILDFIRE / FIRE-BREAK PLANNING

Council discussed the potential creation of a fire break around Dinosaur to improve wildfire protection. Staff reported that outside assistance may be available to help construct the fire break, but authorization from BLM and potentially affected private property owners would first be required.

Council discussed typical fire-break widths of approximately 30 to 50 feet and noted that a narrower break may not provide sufficient protection. Areas containing dense cedar growth and other vegetation were identified as potential wildfire concerns. Staff agreed to contact fire officials and BLM regarding requirements, permissions and potential assistance. Council acknowledged that the Town is already well into the fire season but agreed that pursuing the project is still worthwhile.

PUBLIC WORKS REPORT

Public Restroom Trailer

The Public Works Director reported that the accessibility ramp for the restroom trailer was being transported back to Dinosaur. Barring additional complications, staff hoped to have the restroom trailer operational during the upcoming weekend.

Street / Utility Repairs

Parts had been received for a repair near Fifth Street, and Public Works expected to begin work. Materials had also been obtained for additional fire-hydrant repairs.

No formal action was taken.

LIBRARY READING PROGRAM

Council was reminded that the children's reading program is underway at the Dinosaur Library. The library has added prizes and other activities to encourage participation. Council encouraged families and children to participate in the program.

PUBLIC COMMENT

Tiny-Home Construction

Additional public comment was received concerning tiny homes. One speaker recommended that when a tiny home is permanently installed, transportation components such as the tongue, tires and axles should be removed and appropriate skirting or foundation treatments installed. Council noted that the developer representatives had previously stated that the trailer tongue would be removed when units are permanently installed.

Local Preference Ordinance

A member of the public referenced Town Ordinance 210-00 regarding local preference. The ordinance was described as establishing a Town goal of utilizing local equipment, goods and services when feasible and efficient in order to create employment opportunities for area residents. The speaker encouraged the Town to provide local employees and businesses with opportunities to perform more Town projects when appropriate.

Variance Request

A member of the public asked about a variance matter that had previously been discussed. Staff explained that the item was not placed on the current agenda because sufficient information regarding the proposed plan had not yet been submitted. Council may consider a variance once the applicant provides a specific proposal showing what is being requested.

RV Occupancy and Code Enforcement

A resident raised concerns regarding people living in recreational vehicles on private property within Town limits. The resident questioned whether code-enforcement requirements were being applied consistently and stated that he had previously been required to relocate to an RV park after receiving enforcement notices concerning his own situation. The resident asked the Town to address other known RV-occupancy situations in the same manner.

Staff stated that the Town is working to bring other properties into compliance. Discussion included the Town preference to work with residents and provide reasonable opportunities to correct violations before issuing citations whenever possible. Council acknowledged the concern regarding consistent enforcement.

Online Meeting Video

A request was relayed from an online participant for improved video coverage so remote viewers can more easily determine who is speaking and see the full Council. Staff explained that the meeting equipment automatically focuses based on audio and that members of the public providing comments can be asked to come forward so they can be more easily seen and heard.

Old Water Tanks

Public discussion returned briefly to possible disposal and reuse of the old municipal water tanks. Potential uses suggested included agricultural or storage purposes, provided they are not used as potable municipal water tanks. Council reiterated that formal disposal will need to be addressed as an agenda item at a future meeting.

Public Comment Procedure

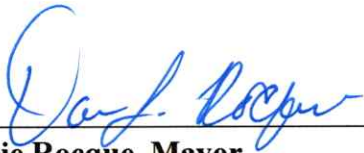
A member of the public requested clarification regarding when members of the audience are permitted to speak during Council meetings. Council clarified that regular public comment is intended to occur during the designated public-comment portion of the agenda unless the Mayor or Council specifically recognizes an individual during discussion.

Council explained that workshops operate differently and are intended to allow more open discussion and exchange of ideas. Regular public comment is typically subject to a time limit to ensure that everyone has an opportunity to speak, whereas a workshop provides more flexibility for extended discussion. Council encouraged residents interested in the tiny-home and zoning discussion to participate in the upcoming workshop.

ADJOURNMENT

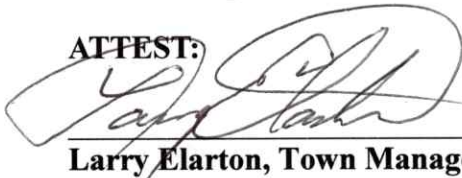
With no additional public comments or Council business, Nicole Ratcliff motioned to adjourn at 7:32PM.
The meeting was concluded following the public-comment period.

TOWN OF DINOSAUR



Darcie Rocque, Mayor

ATTEST:



Larry Elarton, Town Manager