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**CORTEZ CITY COUNCIL
WORKSESSION
TUESDAY, SEPTEMBER 13, 2022
6:15 p.m.**

CALL TO ORDER

- A. 6:15 p.m., Interviews for Board of Adjustment and Appeals (Orly Lucero) and Historic Preservation Board (Rachel Weaver)
- B. Presentations by Department Heads:
 - 6:25 p.m., Airport Manager Jeremy Patton
 - 6:35 p.m., Court Administrator Carla Odell
 - 6:45 p.m., Director of Parks and Recreation Creighton Wright
 - 6:55 p.m., Director of Community and Economic Development Rachael Marchbanks
 - 7:05 p.m., Director or Public Works Brian Peckins
- C. 7:15 p.m., Council General Discussion
- D. For Your Information
 - a. Minutes for the Board of Commissioners, Montezuma County, Colorado for August 16, 2022.
 - b. Minutes for the Board of Commissioners, Montezuma County, Colorado for August 23, 2022.

ADJOURNMENT of Worksession.



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

09/13/2022

Agenda Item: 1. D. a.

MEMO TO: Honorable Mayor and City Council

FROM: Donna Murphy, Deputy City Clerk

SUBJECT: Minutes for the Board of Commissioners, Montezuma County, Colorado for August 16, 2022.

Attachments

BOCC Minutes 08.16.2022

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS
MONTEZUMA COUNTY, COLORADO
August 16, 2022**

STATE OF COLORADO)
) ss.
COUNTY OF MONTEZUMA)

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday August 16, 2022 at the Montezuma County Administration building in Cortez, Colorado, there were present:

Jim Candelaria, Chairman
Kent Lindsay, Vice Chairman
Gerald Koppenhafer, Commissioner of Deeds
Travis Anderson, County Administrator
Ian MacLaren, County Attorney
Kim Percell, County Clerk

MINUTES: Commissioner Koppenhafer moved to approve the minutes of the Proceedings of the Board of Commissioners Montezuma County, Colorado dated Tuesday, August 9, 2022, as presented. Motion was seconded by Commissioner Lindsay and carried.

PUBLIC HEARING: It being the time set aside a public hearing is held for review of a proposed High Impact Amendment Application and Commercial Planned Unit Development Amendment Application for **Mancos Valley Storage**, submitted by **Will & Sandra Lochte; agent: Erin Johnson**, on property located at 40575 Hwy 160 BR, Mancos, CO, consisting of 3 acres, more or less, located north of Hwy 160 BR, west of E. Monte St., situated in Section 29, T.36N., R.13W., N.M.P.M. The roll was called, the public notice read, and the proceedings were recorded for the record. Agent Johnson was present. **Planning Director, Don Haley with Assistant, S. Jane Duncan** presented the details of the application and the findings of the Planning and Zoning Commission. Commissioner Candelaria opened the hearing to public comment. Hearing no public comment that portion of the hearing was closed. After hearing all the evidence presented Commissioner Lindsay moved to accept the proposed Commercial Planned Unit Development Amendment Application for Mancos Valley Storage, submitted by Will & Sandra Lochte; agent: Erin Johnson, on property located at 40575 Hwy 160, Mancos,

along with the high impact amendment application. Second by Commissioner Koppenhafer and carried. Commissioner Candelaria closed the hearing at this time. (See attached)

PUBLIC HEARING: It being the time set aside a public hearing is held for review of a proposed Amendment Application and AR3-9 Rezoning to the **Mesa Foothills 2 Lot Minor Subdivision**, Lot #2, submitted by **Jeff Oakey**, on property located at 30214 Road H, Cortez, CO, consisting of 18.10 acres, more or less, located south of Hwy 160, east of Road 27 situated in Section 34, T.36N., R.15W., N.M.P.M. The roll was called, the public notice read, and the proceedings were recorded for the record. Mr. Oakey joined the meeting by Zoom. **Planning Director, Don Haley** with **Assistant, S. Jane Duncan** presented the details of the application and the findings of the Planning and Zoning Commission. Commissioner Candelaria opened the hearing to public comment. Hearing no public comment that portion of the hearing was closed. After hearing all the evidence presented Commissioner Koppenhafer moved to approve the proposed amendment application and AR3-9 rezoning to the Mesa Foothills 2 lot minor subdivision, Lot #2, submitted by Jeff Oakey, on property located at 30214 Road H, Cortez, CO. Second by Commissioner Lindsay and carried. Commissioner Candelaria closed the hearing at this time. (See attached)

PUBLIC COMMENT: No public comment was made.

COUNTY SHERIFF: Sheriff, **Steven Nowlin** met with the Commissioners to give his monthly report which included the **Calls for Service Report**, the **Jail Report**, the **Year to Date Transport Report**, the **Perdium and Cost for Travel Report**, the **Total Monthly Inmate Report**, the **Monthly Arrests Report**, the **Dolores County Billing Report**, the **City of Cortez Billing Report**, the **DOC Holds Report**, the **July Operational Expense Report** and the **Monies Paid to the General Fund Report**. Other topics discussed included; the proposed **Intergovernmental Agreement for Dispatch Services throughout Montezuma and Dolores Counties, Colorado, Including Federal Agencies** and proposed Inmate Health Care Services from **Southern Health Partners**. (See attached)

COUNTY CORONER: Coroner, **George Deavers** met with the Commissioners to give a monthly report. Coroner Deavers gave an update on calls for service statistics, which included; 103 total year to date calls, 5 motor vehicle fatalities, 6 suicides, 6 overdose deaths. 5 homicides, 129 completed autopsies and the year to date autopsies income of \$25,800.00. Other topics discussed included; Senate Bill 22-065 and the proposed 2023 Coroner's budget.

DISTRICT ATTORNEY: District Attorney, **Matt Margeson** was unavailable.

EMERGENCY MANAGEMENT: Emergency Manager, **Jim Spratlen** met with the Commissioner and gave a monthly update. Manager Spratlen presented for discussion and review; the **Monthly Situational Report**. Manager Spratlen reported that the virtual EOC had been activated for the recent power outage in the Mancos area. Other topics discussed included; the Drought Disaster Declaration, humidity, single tree fires, fire restrictions, water levels, the Groundhog Reservoir gate, agriculture water, health and medical, COVID statistics, the proposed Health Department backup generator and the 2022 budget. (See attached)

CORTEZ FIRE PROTECTION: Interim Chief, Charlie Borden met with the Commissioners to give a monthly update. Topics discussed included; 312 July calls for service, 1944 year to date calls, a scheduled Fire 1 class, an auto extraction class, a proposed Automatic Aide Agreement, a review of dispatch services, guide cards for the dispatch services and a proposed adoption of a countywide Fire Code.

UNFINISHED BUSINESS:

DISCUSSION: The discussion regarding the **SRS Funding Allocations** was postponed to allow all three of the School Superintendents to attend.

DISCUSSION: The discussion was held regarding the **Contributions for 2023** through, the **Miscellaneous Budget** and setting a total contribution limit. The discussion was tabled to review the requests presented.

DISCUSSION: From the Human Resource Department, **M. Lynn Dorenkamp** presented an updated **Employee Handbook** for approval. Commissioner Lindsay moved to approve the amendments to the Employee Handbook. Second by Commissioner Koppenhafer and carried. (See attached)

COUNTY ATTORNEY REPORT: County Attorney, **Ian MacLaren** gave updates on the Charles Fish and Ellis Lewis, Land Use Code violations.

DISCUSSION: A discussion was held regarding the **Community Connections Inc. Letters of Support, FTA 5310 Operational Fund Request**. Commissioner Lindsay moved to sign the letter of support for Community Connections, to support their grant FTA5310 Operation Fund request, for a transit van accessible for peoples with disability. Second by Commissioner Koppenhafer and carried. (See attached)

NATURAL RESOURCES, PLANNING & PUBLIC LANDS: Resource Director, **James Dietrich**, met with the Commissioners to give a weekly report. Director, Dietrich discussed; the attended **IndieDWELL** tour, responses to the **Innovative Housing RFP** Grant, the **Paths to Mesa Verde Trail**, a new **Defensible Space Grant**, and the **Community Wildfire Protection Plan**.

DISCUSSION: The discussion related to returning financial oversight back to the **Fair Board** was postponed to a Monday workshop to include members of the Fair Board.

COUNTY ADMINISTRATOR REPORT: County Administrator, **Travis Anderson** discussed; meetings held with the Landfill Manger and the County Assessor.

PAYABLE EXPENDITURE REPORT: Administrator Anderson presented for approval, the June 2022 Accounts Payable Expenditure Reports in the amount of \$3,763,491.65. Commissioner Lindsay moved to accept the expense statement for the month of June through June 30th, 2022. Second by Commissioner Koppenhafer and carried. (See attached)

COUNTY COMMISSIONER REPORT: Topics discussed within the Commissioners reports included: **Commissioner Koppenhafer** discussed the attended Mancos Town Council meeting, and the attended Southwest Water Conservation Barad meeting. **Commissioner Lindsay** discussed the attended Cortez City Council meeting, and the scheduled Housing Solutions meeting. **Commissioner Candelaria** discussed an attended meeting held with the Administrator and Assessor, the attended TPR meeting, the Escalante Days event and the Monday workshop.

CORRESPONDENCE: The following correspondence was read and noted:

MOTION TO ADJOURN: was made by Commissioner Lindsay, seconded by Commissioner Koppenhafer and carried.

MEETING ADJOURNED: 10:55 a.m.

Clerk

August 16, 2022

Chairman



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

09/13/2022

Agenda Item: 1. D. b.

MEMO TO: Honorable Mayor and City Council

FROM: Donna Murphy, Deputy City Clerk

SUBJECT: Minutes for the Board of Commissioners, Montezuma County, Colorado for August 23, 2022.

Attachments

BOCC Minutes 08.23.2022

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS
MONTEZUMA COUNTY, COLORADO
August 23, 2022**

STATE OF COLORADO)
) ss.
COUNTY OF MONTEZUMA)

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday August 23, 2022 at the Montezuma County Administration building in Cortez, Colorado, there were present:

Jim Candelaria, Chairman
Kent Lindsay, Vice Chairman
Gerald Koppenhafer, Commissioner of Deeds
Travis Anderson, County Administrator
Ian MacLaren, County Attorney
Kim Percell, County Clerk

MINUTES: Commissioner Lindsay moved to accept the minutes of the Proceedings of the Board of Commissioners Montezuma County, Colorado dated Tuesday, August 16, 2022, as presented. Motion was seconded by Commissioner Koppenhafer and carried.

PUBLIC HEARING: It being the time set aside a continued public hearing is held for review and determination of a proposed 10 Lot Major Subdivision & Rezoning Application, submitted by **Wes & Rebecca Jones**, on property located at TBD Road 26, Dolores, CO, consisting of 35.81 acres, more or less, located south of Hwy 184, west of Road 26, situated in Section 11, T.37N, R.16W, N.M.P.M.. The roll was called, the public notice read, and the proceedings were recorded for the record. Mr. Jones was present. **Planning Director, Don Haley** with **Assistant, S. Jane Duncan** presented the details of the application and the findings of the Planning and Zoning Commission. Commissioner Candelaria opened the hearing to public comment. Hearing no public comment that portion of the hearing was closed. After hearing all the evidence presented Commissioner Lindsay moved to accept the proposed 10 lot major subdivision and rezoning application, submitted by Wes & Rebecca Jones, on property located at TBD Road 26, Dolores, CO. Second by Commissioner Koppenhafer and carried. Commissioner Candelaria closed the hearing at this time. (See attached)

PUBLIC COMMENT: No public comment was made.

BOARD OF COUNTY HEALTH: **Public Health Director, Bobbie Lock** met with the Commissioners and gave highlights for the Department. Topics discussed included: current staffing and available positions, an update on the Monkeypox, a COVID vaccine booster, free COVID home tests, the scheduled **Pamper Your Baby Grant** distribution days, the **Food Pantry Grant** distribution program, staff currently certified to be child passenger safety seat technicians and the future scheduling of flu clinics.

Colorado National Collaboration for Suicide Prevention Coordinators, Arlina Yazzie along with **Katy Maxwell** discussed the scheduled **RISE Southwest Suicide Awareness Walk**. The event will be held September 10, 2022 from 9:00 a.m. – 11:00 a.m. in Montezuma Park. (See attached)

VETERANS SERVICE: **Veteran Service Officer, Sara Kuhn** met with the Commissioners to give a monthly report. A copy of the **Colorado Department of Military and Veterans Affairs, County Veterans Service Officers Monthly Report and Certification of Pay**, July 2022 was presented for the record. Other topics discussed included; the July 2022 financial report, a review of office activities, statistical data and the indirect income to Montezuma County. Office Kuhn reported that the **Stand Down for Veterans** event was scheduled for September 17, 2022, from 9:00 a.m. to 3:00 p.m. at the County Annex Building. (See attached).

MONTEZUMA COUNTY PUBLIC TRANSPORTATION (MCCO): **MCCO Manager, Jennifer Morris** met with the Commissioners to give a monthly report. Manager Morris reported that the ride number was around 700-750, that they were still down 3-4 part time employees, that the new van had been approved but the pricing had changed so it had been postponed for CDOT negotiations and that the IT Grant in the amount of \$25,000.00 had been received.

DISCUSSION: Representing the **Montezuma Cortez School District, Executive Director of Finance, Kyle Archibeque, Dolores School District Superintendent, Reece Blincoe**, along with **Mancos School District Superintendent, Todd Cordrey** met with the Commissioners to discuss the \$47,693.03 of **SRS Funding Allocations**. The school districts were in agreement that this year, the funds be distributed by a per-pupil ratio and requested consideration for the 50% of BOCC controlled SRS funds.

BOARD OF SOCIAL SERVICES MONTHLY REPORT: It being the time set aside, the Board of Social Services was conducted. **Director, Gina Montoya** and **LueAnn Everett** were present. (See attached)

SENIOR SERVICES: **Director Jonathon G. Parker** met with the Commissioners to give a monthly report on the Senior Services programs. Topics discussed included: the 2023 budget, the Mancos Senior Center site and grant funding opportunities.

CSU EXTENSION OFFICE: **Extension Director, Gregory Felsen** met with the Commissioners to give the August 2022 report. Director Felsen gave an overview of the recently held County Fair and offered appreciation to staff members **Andrea Jeter**, and **Vanessa Malloy**,

Fair Interns, **Ace Malloy** and **Tierney Wilson**, along with the youth participants. Other topics discussed included; a current Administrative Assistant vacancy within the office, a proposed **Master Lands Steward Program**, an **Artificial Insemination** workshop, the **Bred and Fed Program**, the **Apple U-Pick** event, a **Healthy Living Program** and an invite to the **Extension Advisory** meeting.

UNFINISHED BUSINESS:

DISCUSSION: The **City of Cortez, Community and Economic Development Director, Rachel Marchbanks** along with **City of Cortez Manager, Drew Sanders** met with the Commissioner to present the **City of Cortez (IHOP) Intergovernmental Agreement regarding HB21-1271 DOLA Innovative Housing Strategies Planning Grant**, pass through request. Commissioner Koppenhafer moved to approve the Intergovernmental Agreement regarding HB21-1271 DOLA Innovative Housing Strategies Planning Grant. Second by Commissioner Lindsay and carried. (See attached)

DISCUSSION: An **Intergovernmental Agreement (IGA)** between the **Town of Mancos** and **Montezuma County**, regarding the **Mancos Senior Center** was presented for approval. Commissioner Lindsay moved to approve the agreement between the Town of Mancos and Montezuma County regarding the Mancos Senior Center. Second by Commissioner Koppenhafer and carried. (See attached)

DISCUSSION: From the **Human Resource Department, M. Lynn Dorenkamp** presented for approval the **CobraHelp Master Consulting Services Agreement**, for the basic services (BHA Assistance with Cobra Insurance Compliance). Commissioner Lindsay moved to authorize the chairman to sign the agreement between BHA and Montezuma County. Second by Commissioner Koppenhafer and carried. (See attached)

COUNTY ATTORNEY REPORT: **County Attorney, Ian MacLaren** discussed departmental CORA requests, civil cases and the Ellis Lewis matter.

NATURAL RESOURCES, PLANNING & PUBLIC LANDS: **Resource Director, James Dietrich**, no report given.

COUNTY ADMINISTRATOR REPORT: **County Administrator, Travis Anderson** discussed; meetings held with local City Managers to discuss the funding of the Senior Services Center, the Mancos Gravel Pit survey and the attended Dispatch Center meeting. Administrator Anderson reminded the Board that the 5X5 meeting was scheduled August 25, 2022 at 7:00 p.m. at the Ute Mountain Casino.

COUNTY COMMISSIONER REPORT: Topics discussed within the Commissioners reports included: **Commissioner Lindsay** discussed the attended Fair Board meeting, discussed local gas prices and contacting the Attorney General, the attended Cortez City Council meeting, and the scheduled 5X5 meeting. **Commissioner Koppenhafer** discussed the meeting held with Senator Hickenlooper, the Western District CCI meeting and the attended Southwest Livestock Association event. **Commissioner Candelaria** discussed an attended meeting held with the Administrator and Finance Department, the canceled US DOT meeting, the meeting held with

Senator Hickenlooper, the Party in the Park event, the Western District CCI meeting, a proposed (WUI) Wildland Urban Interface bill, the attended Southwest Livestock Association event and the Monday workshop.

CORRESPONDENCE: The following correspondence was read and noted:

MOTION TO ADJOURN: was made by Commissioner Lindsay, seconded by Commissioner Koppenhafer and carried.

MEETING ADJOURNED: 10:50 a.m.

Clerk

August 23, 2022

Chairman