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CORTEZ CITY COUNCIL  
WORKSESSION  
TUESDAY, SEPTEMBER 27, 2022  
5:45 p.m.

CALL TO ORDER

- A. 5:45 p.m., Presentation of Award from the National Association of Preservation Commissions to the Cortez Historic Preservation Board and Video and Update on Board Happenings by Chairperson Linda Towle
  
- B. Presentations by Department Heads:
  - 6:05 p.m., Human Resources Director Matt Cashner
  - 6:15 p.m., Library Director Isabella Sharpenstein
  - 6:25 p.m., City Clerk Linda Smith
  - 6:35 p.m., Chief of Police Vern Knuckles
  - 6:45 p.m., Director of General Services Rick Smith
  - 6:55 p.m., Director of Finance Kelly Koskie
  
- C. 7:10 p.m., Council General Discussion
  
- D. For Your Information
  - a. Minutes for the Board of Commissioners, Montezuma County, Colorado for August 30, 2022.
  - b. Minutes for the Board of Commissioners, Montezuma County, Colorado for September 6, 2022.

**ADJOURNMENT of Worksession.**



CITY OF CORTEZ  
123 ROGER SMITH AVENUE  
CORTEZ, CO 81321

09/27/2022

Agenda Item: 1. A.

MEMO TO: Honorable Mayor and City Council

FROM: Linda Smith, City Clerk

SUBJECT: 5:45 p.m., Presentation of Award from the National Association of Preservation Commissions to the Cortez Historic Preservation Board and Video and Update on Board Happenings by Chairperson Linda Towle

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**BACKGROUND**

Please see attached information.

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**Attachments**

Historic Preservation Information



September 20, 2022

Cortez City Council  
Cortez City Hall  
123 Roger Smith Ave.  
Cortez, CO 81321

Last winter, I was asked to submit an application for a National Association of Preservation Commissions (NAPC) award on behalf of the Cortez Historic Preservation Board. The award was in the category of Best Practices: Identification/Registration for accomplishments during 2019-2021.

I submitted the following application but I felt that those 2 years were really a small part of the bigger story of what we had accomplished since 2011. So I wove a few of those details into the application.

And we won!! We were unable to accept the award at the National Convention in July but the City has since received our award and it will be presented to our Board at your Workshop on September 27.

Here is the application so we won't need to go into detail at your meeting:

"Best Practices Award Submission: The Cortez Historic Preservation Board, established in 1996, is an all-volunteer board that advises the Cortez City Council on matters related to historic preservation. The City of Cortez has 8,766 residents, according to the 2020 census, and covers 6.2 square miles in southwest Colorado. The City became a Certified Local Government (CLG) in 2010.

Identification/Registration: In 2019 and 2020, the Board received 2 CLG grants to complete an intensive inventory of historic properties on First and Second Streets within the Original Townsite, which was platted in 1886. The inventory of the Original Townsite began in 2011 and 47 properties were added to the City Register of Historic Properties as a result of these inventories. They represent 39% of the 119 eligible properties, demonstrating support for historic preservation by property owners in Cortez.

These grant applications were written by a volunteer Board member. Upon award of these grants, the City Grants Coordinator solicited proposals for undertaking the inventories, and both contracts were awarded to Woods Canyon Archaeological Consultants, based in Cortez. They hired Architectural Historian Angie Abrams to conduct the inventories.

Ms. Abrams inventoried 45 properties during these 2 projects, completing CO OAHF form 1403 for each property. Most of the properties on First and Second Streets, in the southern end of the OT, were built later than the businesses and residences on Main Street and Montezuma Avenue to the north. Only 2 of these properties date to the 1880-1904 early settlement period in Cortez, including the only Victorian style house in the City. The majority of the properties in these two inventories were constructed

between 1920 and 1944. 32 of these properties were determined eligible for the Cortez City Register, 11 are potentially eligible for the CO State Register, and 7 are potentially eligible for the National Register of Historic Places, including the current Cortez Post Office, built in 1959. There are currently 3 properties in Cortez listed on the National Register.

Reports were completed for each project which were accepted by History Colorado, and both grants were completed on time and within budget. For each grant, the property owners within the survey area received a personal letter inviting them to a public meeting to explain the inventory process and solicit any information or old pictures they might have. Another meeting was held at the completion of the inventory to report the results. Each owner also received a copy of the CO site form for their property and an application form for the Cortez City Register if their property was eligible to be listed. The public was also invited to all meetings. The final inventory reports were posted on the Historic Preservation section of the City web site ([www.cityofcortez.com/408/Historic-Structures-and-Preservation](http://www.cityofcortez.com/408/Historic-Structures-and-Preservation)). The reports of the earlier inventories are also posted there along with our walking tour brochures and our 2018 podcast on Historic Montezuma Avenue, so this information is available to the public.

Since the inventory of the Original Townsite was essentially complete, in 2021 the Board applied for and received a CO State Historical Fund (SHF) grant to develop a survey plan to inventory properties built prior to 1974 throughout the city of Cortez. The City again contracted with Woods Canyon and they hired Architectural Historian Jennifer Wahlers to develop the survey plan. In May 2021, Ms. Wahlers conducted a windshield survey of 1,113 properties within the city limits and took more than 700 photos. Her work was expedited by the ESRI's ArcMap program which Woods Canyon uses to build fieldwork maps that contain data layers from numerous sources. Maps and data were downloaded to tablets which were GPS enabled and allowed Ms. Wahler to access property records and collect accurate geospatial data in the field."

I have attached a list of the grants which the City has received for historic preservation projects since 2011.

Linda A. Towle  
Chairman





CITY OF CORTEZ  
123 ROGER SMITH AVENUE  
CORTEZ, CO 81321

09/27/2022

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 30, 2022.

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**Attachments**

BOCC Minutes 8.30.2022

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
August 30, 2022**

STATE OF COLORADO            )  
   ) ss.  
COUNTY OF MONTEZUMA         )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday August 30, 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 23, 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 and determination of a proposed 2 Lot Minor and AR3-9 Rezoning Application, submitted by **William & Katherine Voiles**, on property located at 13550 Road 42, Mancos, CO, consisting of 27.50 acres, more or less, located east of Road 42, situated in Section 2, T.36N, R.13W, N.M.P.M. The roll was called, the public notice read, and the proceedings were recorded for the record. Mrs. Voiles 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 approve the proposed 2 lot minor and AR3-9 rezoning application, submitted by William & Katherine Voiles, on property located at 13550 Road 42, Mancos. 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 and determination of a proposed Single Lot Development and AR3-9 Rezoning Application, submitted by **Don & Sarah Crowley**; agent: **Vernon Hoffman**, on property located at 6310 Road 24.5, Cortez, CO, consisting of 40 acres, more or less, located south of Road G, east of Road 24.5, situated in Section 10, Township 35N, Range 16W, N.M.P.M.. The roll was called, the public notice read, and the proceedings were recorded for the record. **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 single lot development and AR3-9 rezoning application, submitted by Don & Sarah Crowley, at 6310 Road 24.5, Cortez, Co. Second by Commissioner Lindsay and carried. Commissioner Candelaria closed the hearing at this time. (See attached)

**RESOLUTION: Resolution #9-2022**, a resolution for **Bank Signature Authorization for the new Montezuma County Administrator** was presented for approval. Commissioner Lindsay moved to adopt Resolution #9-2022 which is a Bank Signature Authorization for the new Montezuma County Administrator. WHEREAS, the Montezuma County, Colorado, Board of County Commissioners appointed Travis Anderson as the new Montezuma County Administrator after the resignation of Shak Powers; Now Therefore be it Resolved by the Board of County Commissioner of Montezuma County, Colorado, that: 1. Newly appointed Montezuma County Administrator Travis Anderson is authorized to execute and sign all documents necessary to open bank account(s) and to sign checks, drafts or withdrawals; and 2. This resolution replaces and voids any previous authorization for Mr. Powers as a signatory effective immediately. Second by Commissioner Koppenhafer and carried. (See attached)

**RESOLUTION: Resolution #10-2022**, a resolution for **Signature Authorization for the new Montezuma County Administrator** was presented for approval. Commissioner Lindsay moved to adopt Resolution 10-2022 Signature Authorization for the new Montezuma County Administrator. WHEREAS, the Montezuma County, Colorado, Board of County Commissioners appointed Travis Anderson as the new Montezuma County Administrator after the resignation of Shak Powers, Now Therefore be it Resolved by the Board of County Commissioners that: 1. Newly appointed Montezuma County Administrator Travis Anderson replaces Mr. Powers as the authorized Montezuma County representative to execute and sign all documents that Mr. Powers was previously the signatory for; and 2. This resolution replaces and voids any previous authorization for Mr. Powers as a signatory effective immediately. Second by Commissioner Koppenhafer and carried. (See attached)

**DISCUSSION:** A discussion regarding the decision on the **SRS Funding Allocations** was held. Commissioner Candelaria gave a per statute percentage overview as 25% to Road and Bridge, 25% for schools and the 50% discretionary, for the total \$190,772.13 allocated funds. The local schools made a request to allocate their funds by a per student enrollment within the schools. (Enrollments at 453 Mancos, 661 Dolores, and 2538 Cortez) The Commissioners were in agreement that the 50% discretionary funds would be added to the Road & Bridge funds for this year. Commissioner Koppenhafer moved to approve the SRS funding distribution as to be 25% for the schools and 75% to the Road & Bridge for this year. Second by Commissioner Lindsay and Carried. (See attached)



**PUBLIC HEARING:** It being the time set aside a public hearing is held for review and determination of a proposed Boundary Line Adjustment Application for the Simmons Single Lot Development, submitted by **Patsy Lou Simmons**; agent: **Dennis Giesler**, on property located at 25409 Road H, Cortez, CO, consisting of 21.16 acres, more or less, situated east of Road 25, north of Road H, situated in Section 35, T.36N, R.16W, N.M.P.M. The roll was called, the public notice read, and the proceedings were recorded for the record. Mr. Giesler 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 adopt the proposed boundary line adjustment application for the Simmons single lot development, submitted by Patsy Lou Simmons; agent: Dennis Giesler, on property located at 25409 Road H, Cortez, CO. Second by Commissioner Koppenhafer and carried. Commissioner Candelaria closed the hearing at this time. (See attached)

**Planning Director, Haley** reported that several non-compliant property Land Use Code letters had been sent out. Topics discussed included; new home building, septic systems, RV parking on property, tiny houses, current Land Use Code regulations and trash piles on properties.

**PUBLIC COMMENT:** Public comment was made by **Michael Bischoff**.

**SOUTHWEST HEALTH SYSTEMS: (CEO) Chief Executive Officer, Jeanie Gentry, (CNO) Chief Nursing Officer, Lisa Gates and (CFO) Chief Financial Officer, Julie Leonard** met with the Commissioners to give an update on the local hospital. CEO Gentry discussed finances, cash management, building infrastructure, re-amortization of loan schedules, the development of a 5 year strategic plan, the current Montezuma County Hospital District lease agreement and the vacancies within the Hospital Board. CNO, Lisa Gates discussed; current volumes, higher emergency department volumes, CDC required guidelines for masking mandates, isolation and visitor restrictions, safety mitigations with patients and staff, diversity training, a new therapist, case management program plans, patient transfers and COVID positivity rates. CFO, Julie Leonard discussed; financial statistics, collective rates, the indigent care level, the Colorado Public Option and the Hospital Discount Care program.

**DISCUSSION: Mancos Conservation District, Gretchen Rank,** met with the Commissioners to give an update. Topics discussed included; the newsletter, additional staff, a partnership with the Town of Mancos to work on urban water conservation work, a contract with the **Natural Resource Conservation Services**, PL566 funding opportunity, agricultural reservoirs, beaver relocations and the Weber Ditch. (See attached)

**DISCUSSION: (DWCD) Dolores Water Conservation District Manager, Ken Curtis,** met with the Commissioner to give an update on water issues. Topics discussed included; a current 40% of supply, a second pond for Dove Creek, soil moisture monitoring, delayed cuttings, planned projects and Water Smart grant applications. A discussion was held regarding the Colorado River. Topics discussed included; a 60 day challenge to save 2-4 million acre feet, interim guidelines and the DCP actions were taken, the upper basin stance, monitoring the five

point plan, the system conservation pilot program, the development of a Drought Response Operating Agreement, water management infrastructure for the upper basin, demand management, native fish monitoring and beaver population density.

**UNFINISHED BUSINESS:**

**DISCUSSION:** A discussion was held regarding the **Fairgrounds Arena Solar Interconnection Study**. (See attached)

**COUNTY ATTORNEY REPORT:** County Attorney, **Ian MacLaren** gave an update on the lawsuit from Secretary of State Candidate Tina Peters.

**COUNTY ADMINISTRATOR REPORT:** County Administrator, **Travis Anderson** discussed; the attended 5X5 meeting, a scheduled Southwest Basin Tour, water issues and Economic Development and the Lake Nighthorse Project.

**NATURAL RESOURCES, PLANNING & PUBLIC LANDS:** Resource Director, **James Dietrich**, met with the Commissioner to give a weekly report. Director, Dietrich discussed; the BLM Big Game Corridor Amendment process, the attended CFLRP Places and Projects Coordinated Committee meeting, a Paths to Mesa Verde Trail project presentation to the Cortez City Council, an update on the Paths to Mesa Verde Trail Project, proposed 2023 budgeted considerations, the IHOP grant, and citizen concerns regarding fire danger in the Pinion Hills Subdivision area. (See attached)

**COUNTY COMMISSIONER REPORT:** Topics discussed within the Commissioners reports included: **Commissioner Koppenhafer** discussed the attended Mancos Town Board meeting and the attended 5X5 meeting. **Commissioner Lindsay** discussed the attended 5X5 meeting and the attended Cortez City Council meeting. **Commissioner Candelaria** discussed 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 30, 2022

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Chairman



CITY OF CORTEZ  
123 ROGER SMITH AVENUE  
CORTEZ, CO 81321

09/27/2022

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 September 6, 2022.

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**Attachments**

BOCC Minutes 09.06.2022

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
September 6, 2022**

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF MONTEZUMA    )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday September 6, 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  
Malinda Fuller, Chief Deputy

**MINUTES:** Commissioner Lindsay moved to accept the minutes of the Proceedings of the Board of Commissioners Montezuma County, Colorado dated Tuesday, August 30, 2022, as presented. Motion was seconded by Commissioner Koppenhafer and carried.

**PUBLIC COMMENT:** Public comment was made by **Lenetta Shull**.

**ROAD & BRIDGE DEPARTMENT:** **Road Superintendent, Rob Englehart** met with the Commissioners to give a monthly report. Superintendent Englehart presented the road and bridge schedule for the dates of August 29, 2022 through September 30, 2022 and gave an overview of the type of work scheduled. Topics discussed included; roads bladed, flood repairs in the Lewis area, shoulder work, chip seal, gravel for the shoulder work and an update on the Mancos Gravel Pit.

Superintendent Englehart presented a cost comparison for Road F to Road S reconstruction projects. Road 23 and Road S (Hay Camp) paving bids were received from **Elam Construction** and **Four Corners Material**. Commissioner Candelaria recused himself from the discussion. Commissioner Lindsay moved to spend \$465,000.00 for the airport overlay on Road 23 and award that contract to Elam. Second by Commissioner Koppenhafer and carried. Commissioner

Lindsay moved to award the Road S (Hay Camp) pave, steep grade and curve for \$419,549.00 to Four Corners Material. Second by Commissioner Koppenhafer and carried. (See attached)

**LANDFILL: Landfill Manager, Mel Jarmon** gave his monthly report which included the 2022 Landfill budget spread sheet. Topics discussed with the report included; a Landfill Tonnages and Counts Report, flooding at the Landfill, bids received for the Compost Turner, CDPHE approval for the Carver Field, the budget, a future discussion regarding an increase to the tire fees and the Bomag machines. (See attached)

**FAIRGROUNDS: Fairgrounds Manager, Justin McGuire** gave his monthly report which included the year to date numbers. Year to date numbers included; 55,380 in attendance, Revenues at \$68,307.49 and Expenditures at \$175,364.28. A discussion was held regarding past and future events scheduled at the Fairgrounds. Other topics discussed included, the Rates Schedule, the fire suppression project and a Fair Board Grant application. (See attached)

**NOXIOUS WEED DEPARTMENT: Weed Department Manager, Bonnie Loving** met with the Commissioners to give a monthly report. Topics discussed included; Noxious weed populations, current projects/ funding, things in the works and enforcement. Manager Loving presented, for approval **Noxious Weed Right of Entry Resolutions, #5-2022, #6-2022** and reported that #7-2022 was not needed at this time. Commissioner Koppenhafer moved to approve, these resolutions granting Montezuma County Weed Program or its designee's rights of entry onto property to control noxious weeds based on an affidavit of County Weed Supervisor Noxious Weed Resolution, #5-2022, and the same for Resolution, #6-2022. Second by Commissioner Lindsay and carried. (See attached)

**UNFINISHED BUSINESS:**

**DISCUSSION:** A discussion was held in regards to the appointment of the designee and alternate to the CCI Legislative Committee. Commissioner Lindsay moved to appoint Commissioner, James Candelaria as the designee to the Legislative Commission for CCI and also, Commissioner, Gerald Koppenhafer as the alternate for the Legislative Commission. Second by Commissioner Koppenhafer and carried (See attached)

**DISCUSSION:** A discussion regarding the **EsoTerra Inc. Application for Colorado Liquor Sales Room** was tabled to the next Commissioner meeting, to be included as an agenda item.

**COUNTY ATTORNEY REPORT: County Attorney, Ian MacLaren** gave an update on the Land Use Code violation case for the property on Road 23.6 and the lawsuit from Secretary of State Candidate Tina Peters.

**NATURAL RESOURCES, PLANNING & PUBLIC LANDS: Resource Director, James Dietrich**, met with the Commissioner to give a weekly report. Director, Dietrich discussed; the attended **Southwest Colorado Projects and Places** Sub-committee meeting, the **Mancos Valley Source Water Protection Plan** update workshop, the **Southwest Colorado CFLRP Full Stakeholders** meeting, the **BLM Gunnison Sage Grouse** meeting, the scheduled **Southwest Resource Advisory Committee**, the **DWARF Working Group** and the **San Juan Skyway** meetings. A discussion was held regarding the **Community Development Action Plan (CDAP)**

and the **Montezuma County Recreation Advisory Committee**. (MCRAC) Director Dietrich gave an overview of the received, **Obtainable Housing Strategy Grant Program** proposals. The Commissioners were in agreement to table the discussion to the next Commissioner meeting as an item on the agenda under Unfinished Business. (See attached)

**COUNTY ADMINISTRATOR REPORT:** County Administrator, Travis Anderson discussed; the Gravel Pit Survey, the attended **Local Manager's** meeting, the Fairgrounds Solar System project, preliminary budget reviews and a scheduled tour with Weed Department Manager, Bonnie Loving.

**COUNTY COMMISSIONER REPORT:** Topics discussed within the Commissioners reports included: **Commissioner Koppenhafer** reported on constituent discussions regarding county roads that lead in to the Forest. **Commissioner Lindsay** discussed the attended CSU Extension Advisory Committee meeting and congratulated Eli Tomac on his recent victory as Motor Cross Champion. **Commissioner Candelaria** discussed the attended preliminary budget reviews, constituent discussions regarding an approved sub-division, the attended State Transportation Advisory Committee meeting and subjects that come before the CCI Legislation Committee.

**CORRESPONDENCE:** The following correspondence was read and noted: letter received from Jueswi Person Specul.

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

**MEETING ADJOURNED: 10:30 a.m.**

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Clerk

September 6, 2022

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Chairman

