

**CORTEZ CITY COUNCIL
REGULAR WORKSHOP/SPECIAL MEETING
TUESDAY, NOVEMBER 8, 2022**

The Council Worksession for November 8, 2022, was not held

CITY COUNCIL
REGULAR MEETING
TUESDAY, NOVEMBER 8, 2022

1. The meeting was called to order in the City Council Chambers at 7:30 p.m., with the Pledge of Allegiance. Roll Call was taken and the following Councilmembers were present: Mayor Rachel Medina, Mayor Pro-tem Arlina Yazzie, Robert Dobry, Matthew Keefauver, David Rainey, and Dennis Spruell. Councilmember Lydia DeHaven was absent. Staff present included Director of Finance Kelly Koskie, Police Chief Vern Knuckles, Parks and Recreation Director Creighton Wright, IT Technician Kyle Kuhn, Deputy City Clerk Donna Murphy, City Manager Drew Sanders, and City Attorney Patrick Coleman. There was one person present in the audience.

Councilmember Keefauver moved that the agenda be approved as presented. Councilmember Rainey seconded the motion and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Absent	Yes	Yes	Yes	Yes	Yes	Yes

2. The Consent Agenda items acted upon by Council were as follows:

a. Approval of the Minutes of the Worksession and Regular Council Meeting held on October 25, 2022.

b. Approval of the Expenditure List for November 8, 2022.

c. Approval of a renewal Hotel and Restaurant Liquor License for New Hong Kong of Cortez, Inc., DBA New Hong Kong Chinese Restaurant, located at 332 West Main Street, Cortez.

Councilmember Rainey moved that the Consent Agenda be approved as presented. Councilmember Dobry seconded the motion, and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Absent	Yes	Yes	Yes	Yes	Yes	Yes

3. CITIZEN PARTICIPATION - None

4. PRESENTATIONS

a. September 2022 Financial Statements. Director of Finance Kelly Koskie spoke about the September 2022 Financial Statements. Director Koskie stated that Right of Way Construction revenue continues to be well above projected. She stated the General Fund total revenue is over projections by 2.7%. She stated that after having conversations with other Finance Directors in the area and across the State that this seems to be the trend and that 3-5% over projection is not uncommon. She stated that under the General Fund Streets & Utilities and Traffic services appear to be close to 100% of the budget. This is due to one-time expenses for additional paint and street repair supplies. This can be seen on the work

completed on Main Street, in front of the Library, and Mildred Road. She gave kudos to Public Works for all they have accomplished in making it look a lot nicer. Councilmember Dobry questioned whether or not the Public Works budget will be exceeded given that we have three months left in the year. Finance Director Koskie stated that Streets & Utilities was the highest at 92.7% but said that there are no salaries or wages that come out of that department and it should hold steady through the end of the year. Mayor Medina asked about the revenue from construction in our right of ways and asked if it was due to a permitting process and questioned why it was so high. Director Koskie stated when she reviewed the details it had to do with Spark's Plumbing and additional plumbing of right of ways that wasn't projected for the year. Councilmember Dobry asked for an update on the audits. Director Koskie stated that an email from the Audit firm was received with the draft audit for 2019 with some minor changes and review by their internal control managing partners. She stated there shouldn't be any issues and we should receive the final approved version by early next week. Council stated their gratitude for the work the Finance department has completed with doing multiple audits in one year.

5. PUBLIC HEARINGS

a. Ordinance No. 1313, Series 2022. Director of Finance Kelly Koskie presented Ordinance No. 1313, Series 2022, on second and final reading for approval of the 2023 Budget and stated that the city received no additional comments from the public on ClearGov from the first reading of the ordinance. Councilmember Dobry reminded the public that the line item for City Council was for debt repayment. Mayor Medina then thanked Councilmember Keefauver for bringing up the debt repayment and making sure that it is a Council priority. Public Comment was opened, none was given and public comment was closed.

Councilmember Dobry moved that Council approve on second and final reading Ordinance No. 1313, Series 2022, approving an ordinance approving the 2023 Budget. Councilmember Spruell seconded the motion, and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Absent	Yes	Yes	Yes	Yes	Yes	Yes

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

a. Resolution 31, Series 2022, Supporting a Grant Application to the State Historical Society. Finance Director Kelly Koskie stated the Cortez Historical Preservation Board has asked that the City of Cortez support a new certified local government grant in the amount of \$20,000.00 that will be used to survey 19 high priority commercial and residential sites within the City of Cortez. All these sites have a unique architectural type or style and have not been previously studied. This is a continuation of the work they started several years ago. She stated there is no matching funds required for the project and if approved the survey work would commence in June 2023. She stated the Grant Administrator will submit the application and do the reporting and tracking of the grant. Council discussion included whether this was a pass-through grant and if this was a grant that has been applied for in the past.

Mayor Pro-tem Yazzie moved that Council approve Resolution 31, Series 2022, supporting a grant application to History Colorado for a historic property survey of 19 high priority commercial and residential properties within the city of Cortez. Councilmember Rainey seconded the motion, and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Absent	Yes	Yes	Yes	Yes	Yes	Yes

8. DRAFT RESOLUTION/ORDINANCES – None.

9. CITY ATTORNEY'S REPORT – No Report

10. CITY MANAGER'S REPORT

a. Veteran's Day/ Annual Budget. City Manager Sanders stated that the Veterans of Foreign Wars - Montezuma County VFW Post 5231 has invited the Cortez City Council to the Veteran's Concrete Plaza Dedication on Veteran's Day, Friday, November 11, 2022 in Veteran's Park. He stated that he is planning on attending the Veteran's Day parade on Montezuma Avenue that starts at 1:00 p.m. later that day. City Manager Sanders stated that with the passage of the annual budget, City staff is working hard to ensure that the remainder of the City business supporting the day to day operations are prepared and set in motion for Council action during the remaining two Council meetings of this year. He stated that much of this has been in the works for months and that we are on track to position the City for a smooth transition to the next fiscal year. He stated that collectively the city has a lot of work ahead in the first half of next year to position the city for future successes. He stated that he hopes most of this work will get done during the coldest months. He stated that he would like to give an employee spotlight on Don Cornett but given there was no one in the audience he would like to move it to the next meeting so this employee can get the recognition he is due.

11. CITY COUNCIL COMMITTEE REPORTS

a. Mayor's Report on Workshop. Mayor Medina stated the Worksession for November 8, 2022 was cancelled.

b. Public Arts Committee. Councilmember Rainey stated that the committee had met last week and discussed a plan to engage downtown businesses with several ideas around building awareness.

c. Golf Advisory Committee. Councilmember Spruell stated the golf course will close on November 20th and that tarps have been received from a grant that was submitted by the men's association. The tarps will cover the greens in the winter and help with snow mold. It was also noted that Cross Country skiing will still be allowed but must stay off the greens.

d. Historic Preservation Board. Councilmember Dobry stated he was unable to attend the last meeting; however, discussion and a vote was taken for the grant being submitted to the State Historical Society. He mentioned the board voted to cancel the December meeting and will not meet until January 2023.

12. OTHER ITEMS OF BUSINESS

a. Councilmember Dobry moved to adjourn at 7:57 p.m. into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f)(I) and not involving: any specific employees who requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Discussion will be held on an employee matter. Mayor Pro-tem Yazzie seconded the motion, and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Absent	Yes	Yes	Yes	Yes	Yes	Yes

Council returned from Executive Session at 8:04 p.m. Participants in the Executive Session included City Manager Sanders, City Attorney Coleman, Mayor Medina, Councilmember Dobry, Councilmember Keefauver, Councilmember Rainey, and Councilmember Spruell. No adoption of any policy, position, resolution, rule, regulations, or other formal action occurred during Executive Session.

13. PUBLIC PARTICIPATION- None

14. ADJOURNMENT: Mayor Pro-tem Yazzie moved that the regular meeting be adjourned at 8:08 p.m. Councilmember Dobry seconded the motion, and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Absent	Yes	Yes	Yes	Yes	Yes	Yes


Rachel B. Medina, Mayor

ATTEST:


Donna Murphy, Deputy City Clerk