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**CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, MARCH 14, 2023
7:30 P.M.**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL, APPROVAL OF AGENDA.
2. CONSENT AGENDA

The listing under "Consent Agenda" is a group of items to be acted on with a single motion and vote. This agenda is designed to expedite the handling of limited routine matters by City Council. Either the public or a Councilmember may request that an item may be removed from the Consent Agenda at that time, prior to Council's vote. The Mayor will ask if a citizen or Councilmember wishes to have any specific item removed from the Consent Agenda for discussion.

- a. Approval of the Council Worksession/Special Meeting and Agenda Minutes of February 28, 2023.
- b. Approval of the Expenditure List for March 14, 2023
- c. Approval of a Renewal Retail Marijuana Store and Retail Marijuana Cultivation Facility Application for Chronic Therapy - Cortez, located at 1020 South Broadway, Cortez.

3. PUBLIC PARTICIPATION

There is no limit to the number of speakers, although public comments will be held to an overall time limit of 30 minutes.

(Speakers have a time limit of three (3) minutes per person, may only speak once, and may not cede time to another commenter. Please reference rules below.)

4. PRESENTATIONS

5. PUBLIC HEARINGS

- a. Resolution No. 6, Series 2023

Resolution No. 6, Series 2023, a Resolution approving a preliminary plat for a three-lot subdivision with dedication of right-of-way for the Pinon Project Subdivision, a Resubdivision of Lot 1 of the Chism Group Minor Subdivision, located in the Residential Multi-Family (R-2) zone district in Cortez, Colorado, as submitted by ShopWorks Architecture LLC.

Presenter: Contract City Planner Nancy Dosedall

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. Resolution No. 5, Series 2023

Resolution No. 5, Series 2023, a Resolution approving a Conditional Use Permit for a carport closer than 10' to the front property line on property located at 921 N. Sligo St., in the R-1 zone, as submitted by Jim and Sharon Morgan.

Presenter: Contract City Planner Nancy Dossdall

b. Resolution No. 4, Series 2023

Resolution No. 4, Series 2023, a resolution correcting a Golf Course Green Fee for 2023.

Presenter: Patrick Coleman, City Attorney

c. Possible cancelation of June 27, 2023 Council meeting

Cancelation of June 27, 2023 Council meeting for the purpose of permitting staff and Council attendance at the Colorado Municipal League conference.

Presenter: Drew Sanders, City Manager

8. DRAFT RESOLUTION/ORDINANCES

9. CITY ATTORNEY'S REPORT

10. CITY MANAGER'S REPORT

11. CITY COUNCIL COMMITTEE REPORTS

a. Mayor's Report on Workshop

b. Other Board Reports

12. OTHER ITEMS OF BUSINESS

a. Council will consider going into Executive Session for a conference with the City Attorney for the purpose of receiving legal advice on a specific legal question pursuant to C.R.S. Section 24-6-402(4) (b), concerning a City employee complaint process.

13. PUBLIC PARTICIPATION

There is no limit to the number of speakers and no overall time limit.

(Speakers have a time limit of three (3) minutes per person, may only speak once, and may not cede time to another commenter. Please reference rules below.)

14. ADJOURNMENT

PURSUANT TO RESOLUTION 11, SERIES 2022, PUBLIC COMMENT:

--Individuals may comment regarding items on the Council agenda or any other topic they wish to address the City Council about, including items discussed in a previous Council Workshop. Those wishing to comment must register by completing an "Intent to Speak" card (located outside of the Council chambers). Completed cards will be collected at the start of the meeting and delivered to the Mayor, who will call each speaker to the podium at the appropriate time. Comments specific to agenda items scheduled for public hearings should be reserved and delivered during the public hearing session.

--Courtesy, civility, and respect for others is expected. All comments should be addressed directly to the Council. Commenters who are called upon by the Mayor to speak are the only persons allowed to speak during the allotted time. Comments, or other distractions from the audience intended for commenters or others are not permitted. The Mayor, as the chairperson for the meeting, retains the discretion to deviate from the formats described below.

--There are two general opportunities for citizens to address the Council:

For the first opportunity (which will occur toward the start of the meeting) there is no limit to the number of speakers, although public comments will be held to an overall time limit of 30 minutes so City business may proceed. Speakers have a time limit of 3 minutes per person, may only speak once, and may not cede time to other commenters.

For the second opportunity (which will occur toward the end of the meeting) there is no limit to the number of speakers, and no overall time limit. Speakers have a time limit of 3 minutes per person, may only speak once, and may not cede time to other commenters.

--Other Opportunities to Participate

Citizens may also participate via email if addressed to councilcomments@cortezco.gov. Comments received by 3:00pm the day of a Council meeting will be delivered to Council the same day and entered into the meeting minutes. Citizens may also send letters to the Council by addressing them to "City Council" 123 Roger Smith Ave., Cortez, CO 81321. In-person deliveries are also accepted.

MOTION TO GO INTO EXECUTIVE SESSION:

--For a conference with the City attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b);

--For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e);

--To discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. Section 24-6-402(4)(a)

--For discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific fire employees who have 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

--For discussion of a matter required to be kept confidential by the following federal or state law, or regulation: _____ under C.R.S. Section 24-6-402(4)(c)

--For discussion of specialized details of security arrangements or investigations under C.R.S. Section 24-6-402(4)(d)

--For consideration of documents protected by the mandatory nondisclosure provisions of the Open Records Act under C.R.S. Section 24-6-402(4)(g)

AND THE FOLLOWING ADDITIONAL DETAILS ARE PROVIDED:

(a brief description must be included following the statute citation regarding why the executive session is being held)



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Linda Smith
City Clerk
123 Roger Smith Avenue
Cortez, CO. 81321
lsmith@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: DONNA MURPHY, DEPUTY CITY CLERK

Date: 03/02/2023

RE: Approval of the Council Worksession/Special Meeting and Agenda Minutes of February 28, 2023.

Attachments

Worksession Minutes
Agenda Minutes 02.28.2023

CITY COUNCIL
REGULAR WORKSHOP
TUESDAY, FEBRUARY 28, 2023
6:30 p.m.

1. The Workshop was called to order at 6:30 p.m., at the City Council Chambers. Councilmembers present included Mayor Rachel Medina, Mayor Pro-tem Arlina Yazzie, Robert Dobry, Matt Keefauver, David Rainey, Dennis Spruell and Lydia DeHaven. Staff members present included Director of Parks and Recreation Creighton Wright, Community and Economic Development Director Rachael Marchbanks, Court Clerk/Administrator Carla Odell, Chief of Police Vernon Knuckles, Finance Director Kelly Koskie, Director of General Services Rick Smith, Public Works Director Brian Peckins, IT Manager Shay Allred, IT Technician Aaron Holleman, City Engineer Kevin Kissler, Assisting City Engineer George Tripp, Water Superintendent, Randy Hunt, Deputy City Clerk Donna Murphy, City Clerk Linda Smith, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were five people present in the audience.

2. Ken Curtis, General Manager for the Dolores Water Conservancy District (DWCD) gave a presentation to Council on the state of water in our area. He stated that snowpack is above average and this has been the best year in the last four years and we are well over 100% snowpack. There will be a full supply of water this year and a possibility of a small spill. Boating will be open mid- April, weather permitting, when the boat ramps are able to be accessed. He stated that there has been an increase in infested boats coming out of Lake Powell into McPhee and they stopped 18 boats last year and are looking to improve the inspection station at the McPhee main ramp. He stated that DWCD continues to work alongside other local parties on the Dolores Water Resilient Forest Initiative. He said they have been doing increased work on the forest with several projects and they will have a monitoring and recommendation team come up in early April for ecological purposes. He stated that the agricultural producers should have a good start with a normal but wet spring. He noted that an update to water users, County Commissioners and the Public Works staff will be given mid- April at which time rafting will be discussed. Council questions included: opening of the lower Dolores River and a possible increase of boat traffic on McPhee this year.

3. Tai Rogers and Samantha Combs, members of the Cortez Public Arts Committee gave an update on the projects they have been working on in 2022 and what they hope to accomplish in 2023. Mr. Rogers stated the main goal is to establish a Creative Arts District in Cortez and the first step is to build connections with stakeholders in the community. He stated that there have been meetings with other Creative Districts around the State, and he attended a conference that provided creative events to draw in tourism and make people stay in the area. He noted that there are some new citizens interested in joining the Arts Committee and he is hopeful they will have their paperwork completed prior to appointments being made in May. He commented that the Arts Committee are founding members of the Cortez Creative Alliance that is made up of other entities who are invested in the idea of enriching the Cortez economy through creative endeavors by collaborating together with the Cultural Center, CREA, Montezuma County and some of the local art galleries. He spoke about the goals of the Arts Committee, which included

continued collaboration with creative alliance, build relationships with stakeholders, connecting with artists, a quarterly newsletter, social media projects, walking tour re-vamp, and art at the skate park. Council discussion included signing up for the newsletter, website link to the committee, vacancies on the committee, and getting the youth and the skating community involved in the skate park mural.

4. General Discussion: Councilmember Spruell spoke about the speed limit on South Broadway commenting that there are many accidents that occur in the area and he feels the issue is due to the high speed. He asked for Council support on taking steps necessary to reduce the speed. Councilmember Dobry said he would support this but would like to see the decrease encompass all of Broadway and Councilmember Rainey agreed. Mayor Pro-tem Yazzie is in support of the change and asked what the process would entail. Director of Public Works Peckins gave an update to Council, letting them know that there has been discussion with CDOT on the matter and CDOT has plans to add flashing radar signs to the area and will conduct traffic studies this spring. City Manager Sanders stated that staff will work on a plan to address this topic and will bring it back to Council for further discussion.

The regular workshop was adjourned at 6:57 p.m.

CITY COUNCIL
REGULAR MEETING
TUESDAY, FEBRUARY 28, 2023

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, Lydia DeHaven, Robert Dobry, Matthew Keefauver, David Rainey, and Dennis Spruell. Staff present included Chief of Police Vern Knuckles, Director of Public Works Brian Peckins, Director of Parks and Recreation Creighton Wright, Court Clerk/Administrator Carla Odell, Finance Director Kelly Koskie, Library Director Isabella Sharpsteen, Director of General Services Rick Smith, Community and Economic Director Rachael Marchbanks, Human Resources Director Matt Cashner, City Engineer Kevin Kissler, IT Manager Shay Allred, IT Technician Aaron Holleman, Water Superintendent Randy Hunt, Deputy City Clerk Donna Murphy, City Clerk Linda Smith, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were 21 people present in the audience.

Councilmember DeHaven 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
Yes	Yes	Yes	Yes	Yes	Yes	Yes

2. The Consent Agenda items acted upon by Council were as follows:
 - a. Approval of the Council Worksession/Special Meeting and Agenda Minutes of February 14, 2023.
 - b. Approval of the Expenditure List for February 28, 2023.
 - c. Approval of a renewal Hotel and Restaurant Liquor License for Hunan Kitchen, Inc., DBA Hunan Chinese Restaurant, located 2561 East Main Street, Cortez.
 - d. Approval of a renewal Hotel and Restaurant Liquor License for The Farm Bistro Cortez, LLC, DBA The Farm Bistro, located at 34 West Main Street, Cortez.
 - e. Approval of a Change in Premises application for Walmart Inc., DBA Walmart Store #0966, located at 1835 East Main Street, Cortez.
 - f. 2023 January Financial Statements.

Councilmember Dobry moved that the Consent Agenda be approved with the removal of the 2023 January Financial Statements (item 2f.) for an update by Finance Director Kelly Koskie. Councilmember Mayor Pro-tem Yazzie seconded the motion, and the vote was as follows:

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

Finance Director Koskie spoke about the January 2023 Financials. She stated that all departments received their new budget in January and everything looks good so far. She said one item to note in January was the City received the previously withheld property taxes from the County in the amount of \$610,448.05 broken down under property taxes, interest, an S.O. motor vehicle. She commented that the County released property taxes through third quarter of 2021, more than the State auditor's office required.

3. PUBLIC PARTICIPATION- None

4. PRESENTATIONS- A donation was made to the Good Samaritan Food Pantry on behalf of the City of Cortez Employees, City Council, and City Board Members in the amount of \$765.00. Kirbi Foster, Director of the Food Pantry was present to accept the donation. Ms. Foster said that the food pantry is one of the few pantries supported entirely from the community and does not rely on government funding or grants. She said that the community is very good about taking care of each other. It was a wonderful surprise and thanked the employees, Council and everyone who made the donation possible.

5. PUBLIC HEARINGS

- a. Change of Location Application for a Hotel and Restaurant Liquor License for The Wigglin' Pig. City Clerk Smith presented a Change of Locations Application for a Hotel and Restaurant Liquor License for The Wigglin' Pig, LLC. The application was filed in the City Clerk's office on January 24, 2023. She noted that for consideration of a Change of Location application, that Council must consider the reasonable requirements of the neighborhood to which the applicant seeks to change his location and the desire of the adult inhabitants with respect to the new location. Council has set the neighborhood boundaries as the City limits. She stated that a report will be made by Chief of Police Vern Knuckles and the applicant, Ernie Padilla will present petitions in support of his request to relocate to 76 S. Veach Street. She noted that a sign was posted on the premises and a public notice was published in the Cortez Journal as required by state regulations. She stated that Staff recommends the approval of a Change of Location application for The Wigglin' Pig to relocate their business from 44 West Main Street to 76 S. Veach Street. Chief of Police Knuckles was sworn in and gave his report on the granting of a Change of Location for The Wigglin' Pig, currently licensed at 44 West Main and relocating to 76 S. Veach Street. He stated that he verified the zoning regulations with the Planning and Zoning department and the area meets regulations per the City of Cortez Land Use Code. The public notice was completed by posting a sign on the property on January 25, 2023, and in the Cortez Journal on February 15, 2023. He stated that another business in the area has the same type of liquor license and that a poll of the surrounding neighborhood showed that 60 were in favor of granting the license and zero were against granting the license. He stated that the location complies with Colorado Liquor Code Rules and Regulations and does not create any known public safety issue or endanger public health. Applicant Ernie Padilla was sworn in and presented Council with his circulated petitions. Mayor Medina opened public hearing, no one spoke, and the public hearing was closed.

Councilmember Spruell made the motion to approve a Change in Location Application for a Hotel and Restaurant Liquor License for The Wigglin' Pig to relocate from 44 West Main Street to 76 South Veach Street, Cortez, pursuant to C.R.S. 2022, 44-3-301(b)(I) and 44-3-312(2)(a). Councilmember Dobry seconded the motion, and the vote was as follows:

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

b. Ordinance No. 1316, Series 2023. Director of General Services Smith presented Council with Ordinance No. 1316, Series 2023 on second and final reading authorizing and approving a Lease of the City of Cortez's Fiber Optic Communications Network to Vero Broadband, LLC, a Colorado Limited Liability Company. City Manager Sanders made a presentation to Council on the brief history of broadband in the City stating this project began in 1996 and was designed to service City government and partner organizations such as the hospital district, school district and the Montezuma County government. Stating at the time of inception, the City did not have enough resources for a full build out of the system to provide fiber access to all residents and businesses; however, in 2020 the City Council decided to commit to a full build-out and in 2021 a question was put to the voters to seek authorization to allow the City to operate as a broadband provider in which it passed with over 72% of the vote. City Manager Sanders spoke on the estimated cost to build out the system and that it was determined that the original plan was not a good deal for the taxpayers or the City. He said the General Services Director Smith connected the City with a consultant, Doug Dawson, CCG Consulting, who helped chart a new path. This included an RFP process for the purpose of engaging a partner company who would lease, manage, maintain, and achieve full buildout of the existing network which took nine months to complete. He spoke of the lease highlights noting the following: 1) the City proposes to lease the system to Vero/Clearnetworx for a period of 50 years, 2) the City of Cortez will retain usage of internal fiber connecting City facilities at no cost for City use or maintenance, 3) Vero/Clearnetworx will pay the City 1.8 million up front to lease the existing fiber network upon Council approval and 4) Vero/Clearnetworx will complete a full fiber optic buildout to all residential homes and businesses within the City limits. City Manager Sanders gave a special thanks to the previous City Councils and Mayors for their foresight and support, the current City Council for their guidance and patience through the process, and Councilmember Dobry for the many hours spent on interview panels, committee meetings and associated duties. He also thanked Director Smith for his decades of tireless work, insight, advice and technical expertise that was instrumental in making this happen, Committee members Kelly Koskie, Patrick Coleman, and Brian Peckins, the team from the General Services Department, particularly Vickie Haddix, Mike Monarco, and Brad Harrison for their long hours and diligence behind the scenes, and the many others who have contributed in various ways.

Doug Seacat, Casey Irving, and Jonathan Adelman, representatives of Vero Broadband, LLC, Clearnetworx, and Deeply Digital were in attendance and each gave a brief presentation about their companies. It was stated that Vero Broadband, LLC was founded in 2017 by veteran telecom executives with the intent to deliver fiber to school districts and that in 2022 they were delivering fiber into homes with the acquisition of Brain Storm, Forethought and Peak Internet. Montrose based Clearnetworx became the FTTP (Fiber to the Premise) provider in January of 2023. It was stated their focus is on serving communities with fiber-based broadband in markets across the country with the mission to deliver best-in-class customer service and simple, reliable services. The presentation gave an overview of the product, services being offered, pricing, and the timeline for

city wide completion. Mayor Medina opened the public hearing, no one spoke, and the public hearing was closed. Councilmembers thanked the staff for their work on the project and Councilmember Dobry commented this was a goal for City Council to accomplish.

Councilmember Dobry moved that Council approve on second and final reading Ordinance No. 1316, Series 2023, authorizing and approving a Lease of the City of Cortez’s Fiber Optic Communications Network to Vero Broadband, LLC, a Colorado Limited Liability Company. Mayor Pro-tem Yazzie seconded the motion, and the vote was as follows:

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

6. UNFINISHED BUSINESS

7. NEW BUSINESS

a. Agreement to Terminate Power Purchase and Distributed Energy Resource Interconnection Agreements. Director of Public Work Peckins stated that the City of Cortez and Empire Electric Association (EEA) entered into a Distributed Energy Resource Interconnection Agreement in January, 2010 and a Power Purchase Agreement in August, 2020, in order to sell all generated power to EEA. He stated that in 2009, the City constructed a micro-hydro power plant at the water plant, that would generate electricity that would go into EEA’s power grid and the City would be credited with green energy; however, due to a mechanical malfunction of the generator at the micro- hydro power plant, it failed and no longer has the ability to generate electricity. He stated that due to the prohibitive cost involved in repairing the generator, compared to the small amount of credit generated, the City has determined that the generator not be fixed, and the micro-hydro power plant has not generated revenue since 2018. He recommends that Council approve the Agreement to Terminate Power Purchase Plan and the Distributed Energy Resource Interconnection Agreement. Mayor Medina asked if there would be any financial repercussions with the decommission of the hydro-power plant, which Director Peckins stated there would be none.

Mayor Pro-tem Yazzie made the motion to approve the Agreement to Terminate the Power Purchase and Distributed Energy Resource Interconnection Agreements with Empire Electric Association, Inc. that was submitted with this agenda item and authorize the Mayor to sign it. Councilmember DeHaven seconded the motion, and the vote was as follows:

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

b. Resolution No. 3, Series 2023. Chief of Police Knuckles stated that at the February 14, 2023 meeting Council agreed to enter into the Intergovernmental Agreement for Dispatch Services at which time Councilmember Spruell volunteered to sit on the committee. Council appointed him (Chief of Police Knuckles) as the second representative. He stated that Resolution No. 3, Series 2023, will make the appointments to the committee official.

Councilmember DeHaven made the motion to approve Resolution No. 3, Series 2023, a resolution

appointing Dennis Spruell and Vernon Knuckles as the Representatives for the City of Cortez to the Dispatch Accountability Committee. Councilmember Rainey seconded the motion, and the vote was as follows:

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

c. Colorado Opioid Settlement. City Manager Sanders stated that in 2022, the City signed an MOU with the State Attorney General’s Office to receive opioid funds from various companies and the State Attorneys’ Office has reached a settlement from five additional companies, Teva Pharmaceutical Industries Ltd. and Allergan Finance, LLC/Allergan Limited, Walmart Inc, CVS Health Corporation/CVS Pharmacy Inc., and Walgreen Co. for various amounts that will be received in the range of 6-14 years. He stated previously that Council authorized the City’s portion of the funds, that will be received over a period of 19 years to go to the Southwest Opioid Response District (SWORD), which is governed by Region 9 and established as Opioid District 17. He noted that if authorized by Council the Mayor would be authorized to sign five different agreement forms for the money the City receives to go to SWORD. Council discussion included: what and how the money is spent, the reporting process, whether payments have been started and if any additional settlements will be made.

Councilmember Dobry made the motion to approve the Colorado Local Government Opioid Participation Forms and allow the Mayor to sign them. Mayor Pro-tem Yazzie seconded the motion, and the vote was as follows:

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

d. Cortez Land Use Code Rewrite and Housing Policy Project: Director of Community and Economic Development Marchbanks stated that a RFP was generated for this project and the City received 11 proposals and the selection committee narrowed it down to four finalists. She stated that an interview committee was formed including three City staff members, Drew Sanders, Patrick Coleman and herself and included two Council members, Dennis Spruell and Arlina Yazzie, and two community members, Dave Waters and Ernie Maness. Director Marchbanks gave historical background on the City’s Land Use Code stating the current regulations and zoning map were adopted 27 years ago in 1996 and since then the population has grown significantly and needs have changed. She commented that amendments have been made over time but not in a comprehensive manner and this has resulted in an outdated and complicated code with conflicting information, unclear definitions, and is incongruent with the community’s values and needs. She noted the code is difficult for developers, contractors, residents, and the City’s professional planning staff to decipher. She stated that the demand for housing has increased, availability of housing has plummeted, and housing costs have skyrocketed, even for entry level “starter homes” and rentals and that multiple factors have contributed to this problem including possible over-regulation in the land use code, possible inefficient use of infrastructure requirements in the land use code, growth and demographic changes in the last 15 years, and lack of new housing construction since the housing market crash in 2008. She stated that to address these issues, City Council prioritized a comprehensive update of the Land Use Code and supporting efforts that increase housing

availability, across the housing continuum, in the City. She spoke of the last failed effort to update the Land Use Code and that the problematic portions remain and need to be addressed. Director Marchbanks spoke of the limited financial resources of the City and how the City applied for and received a grant from the Department of Local Affairs (DOLA), which would pay for 75% of the project. Director Marchbanks spoke regarding the firm of Logan Simpson Design, Inc. and how they are well known in the Rocky Mountain region as a leader in public engagement, development of policy and vision documents and development or revision of land use code regulations and introduced Senior Planner and Project Manager Jennifer Gardner, who later in the presentation gave a brief overview to Council of the project. The two community members, Dave Waters and Ernie Maness both spoke on the project and their support and recommendations for Logan Simpson Design, Inc. to be awarded the Land Use Code and Housing Policy Project contract. Council discussion included: thanking the staff and community members for their involvement in the project, enthusiasm around the project, the need for the project and the selection of Logan Simpson.

Councilmember Keefauver made the motion to accept the proposal of Logan Simpson Design, Inc., DBA Logan Simpson, and instruct the City Staff to negotiate a contract for professional services for the comprehensive update of the Cortez Land Use Code and City of Cortez Housing Policy Project in an amount not to exceed \$154, 450.00, and authorize City Manager Drew Sanders to execute the contract. Councilmember Rainey seconded the motion and the vote was as follows:

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

8. DRAFT RESOLUTION/ORDINANCES: None
9. CITY ATTORNEY’S REPORT: City Attorney Patrick Coleman commented that he is working on updating City codes and the City Charter and asked that if Council, staff and the public have any problems or questions regarding these codes to email him, noting his email address on the City of Cortez website. He will gather the information together for a time when committees and/or processes are formed to use as a baseline of items that need to be addressed and possibly amended.
10. CITY MANAGER’S REPORT:
 - City Manager Sanders commended the team members in Public Works, General Services and Parks and Recreation departments for the outstanding job they have done in keeping our city’s services up and running during the extreme weather we have been experiencing in Cortez. He stated that over the past three months Cortez has received well over four feet of snow, with more to come. He said the City of Cortez is 5.5 square miles, which is a large surface area to maintain and that it is not only the snow removal that is the dilemma, but also the many other obstacles to which it contributes. He stated even with diminished staff, the city team members have gone above and beyond in their duties to keep the City functioning and the residents and visitors safe; many giving the extra effort to help individuals in need by removing snow for egress for some of the senior residents, digging out cars stuck in the snow, and retrieving refuse and recycling, just to name a few.
 - City Manager Sanders stated that a Board to Board meeting with the neighboring governments within Montezuma County will be held on Thursday March 16, 2023 from

7:00-9:00 p.m. at the Ute Mountain Casino. He stated that this is an opportunity to learn about current projects and issues and to exchange ideas on how we can work together to make our area a better place to live work, and play.

- City Manager Sanders stated that preparations have begun for the upcoming Senior Staff Retreat on Thursday, March 30, 2023 and the City Council Retreat on Saturday April 29, 2023. He stated they will be discussing the future of Cortez, including planning and budgeting needs for the City.

11. CITY COUNCIL COMMITTEE REPORTS

a. Mayor’s Report on Workshop. Mayor Medina stated that that during the Council worksession a presentation was given by Ken Curtis, General Manager for the Dolores Water Conservancy District (DWCD) on the state of the water in our area, and two members from the Cortez Arts Advisory Board, Tai Rogers and Samantha Combs, gave an update on past, current and future projects of the Public Arts Committee. She stated that during Council’s General discussion, Councilmember Spruell brought up the topic of Council working with CDOT to lower the speed limit on South Broadway.

b. Public Arts Advisory Board. Councilmember Rainey spoke about a community in Indiana that created a public arts program and built commerce in the town and that is what the Board is working towards.

c. Councilmember DeHaven stated that she attended three meetings:

- The Childcare Taskforce meeting where it was determined the greatest need for childcare in the area is newborns to 3-years old and that will be the main focus for childcare. They are currently putting together a data packet for people to give to employers and government entities, such as the City of Cortez.
- The Library Board meeting where the focus was on brainstorming events.
- The Montezuma Homelessness Coalition systems wide meeting where the topics included respite care, the Pinon Project’s potential grant for a day-use shelter, restorative practices and getting messaging out from all community entities.

12. OTHER ITEMS OF BUSINESS

Councilmember Dobry made the motion that the City Council go into Executive Session at 9:10 p.m. for a conference with the City attorney to receive legal advice on a legal question concerning interest payments on City debt pursuant to C.R.S. Section 24-6-402(4)(b), and to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators concerning interest payments on City debt pursuant to C.R.S. Section 24-6-402(4)(e). Mayor Pro-tem Yazzie seconded the motion, and the vote was as follows:

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

Council returned from Executive Session at 9:40 p.m. Participants in the Executive Session

included City Manager Sanders, City Attorney Coleman, Mayor Medina, Mayor Pro-tem Yazzie, Councilmember DeHaven, Councilmember Dobry, Councilmember Keefauver, Councilmember Rainey, Councilmember Spruell and Finance Director Kelly Koskie. No adoption of any policy, position, resolution, rule, regulations, or other formal action occurred during Executive Session.

13. PUBLIC PARTICIPATION: None

14. ADJOURNMENT: Councilmember Dobry moved that the regular meeting be adjourned at 9:41 p.m. Councilmember DeHaven seconded the motion, and the vote was as follows:

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

Rachel B. Medina, Mayor

ATTEST:

Donna Murphy, Deputy City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Kelly Koskie
Director of Finance
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Cortez, CO. 81321
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Memorandum

To: CORTEZ CITY COUNCIL

From: SARA COFFEY, PAYROLL/SALES TAX ADMINISTRATOR

Date: 03/08/2023

RE: Approval of the Expenditure List for March 14, 2023

Attachments

Expenditure List

EXPENDITURE LIST FOR WEEK ENDING MARCH 3, 2023

Department	Vendor Name	Description	Amount
City Council	CORTEZ RECREATION CENTER	CITY VOLUNTEER PROGRAM	\$ 600.00
		Total	\$ 600.00
City Attorney	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$ 19.67
		Total	\$ 19.67
Human Resources	AT&T MOBILITY	PHONES	\$ 55.24
	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$ 103.00
	QUILL	Smead 14062 File Folders, 10/box, 2 inch expansion	\$ 485.40
		Total	\$ 643.64
City Manager	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$ 79.40
		Total	\$ 79.40
Finance	GOVOS INC	ONLINE PAYMENT PROCESSING JAN 2023	\$ 835.42
	POSTAL PROS, INC.	INVOICES	\$ 516.23
		Total	\$ 1,351.65
City Clerk	CORTEZ RETAIL ENHANCEMENT ASSN	CORTEZ CASH CARD	\$ 50.00
		Total	\$ 50.00
Library	INGRAM LIBRARY SERVICES	BOOKS	\$ 11.19
	INGRAM LIBRARY SERVICES	BOOKS	\$ 15.53
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.14
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.70
	INGRAM LIBRARY SERVICES	BOOKS	\$ 17.24
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.63
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.84
	INGRAM LIBRARY SERVICES	BOOKS	\$ 19.93
	INGRAM LIBRARY SERVICES	BOOKS	\$ 20.98
	INGRAM LIBRARY SERVICES	BOOKS	\$ 25.68
	INGRAM LIBRARY SERVICES	BOOKS	\$ 26.48
	INGRAM LIBRARY SERVICES	BOOKS	\$ 29.77
	INGRAM LIBRARY SERVICES	BOOKS	\$ 33.40
	INGRAM LIBRARY SERVICES	BOOKS	\$ 44.49
	INGRAM LIBRARY SERVICES	BOOKS	\$ 86.90
	INGRAM LIBRARY SERVICES	BOOKS	\$ 116.23
	INGRAM LIBRARY SERVICES	BOOKS	\$ 290.79
	INGRAM LIBRARY SERVICES	BOOKS	\$ 291.80
	BLACKSTONE PUBLISHING	AUDIO BOOKS	\$ 64.00
	FASTENAL COMPANY	0248995 Procell PL123 3-volt lithium battery - L	\$ 14.82
		Total	\$ 1,179.54
Building Maint	HOME DEPOT PRO INSTITUTIONAL	SAS 66518 Large Disposable Gloves, 100/box	\$ 203.88
		Total	\$ 203.88

EXPENDITURE LIST FOR WEEK ENDING MARCH 3, 2023

Department	Vendor Name	Description	Amount
City Hall Operations	WAGNER ENTERPRISE, L.L.C.	JANITORIAL SERVICE - FEB 2023	\$ 2,300.00
	OFFICE DEPOT	Master Caster Big Foot Door Stops, 2/pk	\$ 19.92
	FASTENAL COMPANY	0248995 Procell PL123 3-volt lithium battery - C	\$ 14.79
		Total	\$ 2,334.71
Welcome Center	ORKIN LLC	PEST CONTROL SERVICES	\$ 110.00
	CENTURYLINK	PHONES	\$ 87.75
	IMAGENET CONSULTING LLC	EQUIPMENT RENTAL	\$ 64.69
	FASTENAL COMPANY	0248995 Procell PL123 3-volt lithium battery - V	\$ 14.82
		Total	\$ 277.26
Police Department	AT&T MOBILITY	PHONES	\$ 128.71
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 315.00
	N EAR INC	Discount	\$ (1,181.14)
	N EAR INC	Shipping	\$ 15.00
	N EAR INC	N ear 360 Flexo Dynamic Single Ear Earpiece	\$ 3,499.65
	N EAR INC	Choice PTT/Mic.	\$ 4,374.65
	LORI OLIVER	PETTY CASH REIMB - K ROSS YAK TRAKS	\$ 31.93
	SALT LAKE WHOLESALE SPORTS	124 GR. HST HP+P	\$ 5,618.00
	AUBUCHON CUSTOM PRODUCTIONS	Repair Unit 403	\$ 940.50
	SURVIVAL ARMOR INC.	Class A Carrier w/Molle	\$ 253.50
	MATTHEW BENDER & COMPANY, INC.	CP REV 22 SPECIAL SUPPLEMENT	\$ 40.44
	WAGNER ENTERPRISE, L.L.C.	JANITORIAL SERVICE - FEB 2023	\$ 1,499.58
	ALPINE SECURITY & ELECTRONICS	ALARM SERVICES	\$ 45.50
	CENTURYLINK	PHONES	\$ 61.26
	CENTURYLINK	PHONES	\$ 82.60
	CENTURYLINK	PHONES	\$ 133.82
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 157.88
	OFFICE DEPOT	HP26A CF226A Print cartridge, Black	\$ 192.94
	KONICA MINOLTA BUSINESS SOLUTIONS	EQUIPMENT RENTAL	\$ 190.94
	KONICA MINOLTA BUSINESS SOLUTIONS	EQUIPMENT RENTAL	\$ 356.72
	AMAZON CAPITAL SERVICES	Deojoy 45W Garage Canopy Light, 2/pk 5700k	\$ 99.00
	FASTENAL COMPANY	0248995 Procell PL123 3-volt lithium battery - P	\$ 14.82
		Total	\$ 16,871.30
Public Works	DOUGLAS ROTH	Blanket PO - GIS Consulting Services	\$ 1,875.00
	AT&T MOBILITY	PHONES	\$ 55.24
	CORTEZ COPY & PRINT	Engineers Graph Pads w/logo, 10 pads	\$ 62.00
	CORTEZ COPY & PRINT	Self ink stamp - Kevin	\$ 110.00
	AT&T MOBILITY	PHONES	\$ 228.93
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 9,743.42
	SCHAEFFER MANUFACTURING COMPAN	Citrol cleaner/degreaser grafitti remover, 16 oz	\$ 506.06
		Total	\$ 12,580.65

EXPENDITURE LIST FOR WEEK ENDING MARCH 3, 2023

Department	Vendor Name	Description	Amount
Parks & Rec	COLORADO PARKS AND RECREATION ASSOCIATION	2023 MEMBERSHIP	\$ 945.00
		Total	\$ 945.00
Outdoor Pool	ALPINE SECURITY & ELECTRONICS	ALARM SERVICES	\$ 45.50
	ATMOS ENERGY	GAS SERVICE	\$ 29.81
	BRAND CENTRAL	SCREEN PRINTS	\$ 998.25
		Total	\$ 1,073.56
Golf Course Maint	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 95.00
	AT&T MOBILITY	PHONES	\$ 53.22
	ABC FIRE & SAFETY	FIRE EXTINGUISHER RECHARGE	\$ 15.00
	FASTENAL COMPANY	0248995 Procell PL123 3-volt lithium battery - Golf	\$ 14.82
		Total	\$ 178.04
Parks	AT&T MOBILITY	PHONES	\$ 53.22
	CENTURYLINK	PHONES	\$ 68.44
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 138.25
	SLAVENS TRUE VALUE	BOLT	\$ 1.99
	PARTNERS IN PARTS, INC.	OIL FILTER	\$ 33.48
	PARTNERS IN PARTS, INC.	OIL	\$ 69.08
	SOUTHWEST AGRICULTURE	CARTRIDGES, FILTER, OIL	\$ 333.96
	SUPERIOR AUTO	FITTINGS	\$ 7.58
		Total	\$ 706.00
Recreation	AMAZON CAPITAL SERVICES	SCRIMMAGE VESTS	\$ 161.95
		Total	\$ 161.95
Planning & Building	AT&T MOBILITY	PHONES	\$ 266.80
		Total	\$ 266.80
Shop	ROBERTS TRUCK CENTER	Parts return - Rod brg, connecting rod bolts, head	\$ (810.32)
	ROBERTS TRUCK CENTER	3561972C1 Aux spring bracket - Unit 1007	\$ 54.28
	ROBERTS TRUCK CENTER	3820201C1 Valve pressure protect - Unit 722	\$ 84.02
	ROBERTS TRUCK CENTER	3549259C2 Door hinge - Shop stock	\$ 274.10
	ROBERTS TRUCK CENTER	1877626C92 Heater assembly - Unit 725/Shop stock	\$ 279.52
	ROBERTS TRUCK CENTER	2604187C92 Surge tank - Unit 725	\$ 481.89
	THE PLUMBING STORE	BUSHING	\$ 3.62
	SENERGY PETROLEUM	86UL Gas for Service Center	\$ 3,479.54
	ALPINE SECURITY & ELECTRONICS	ALARM SERVICES	\$ 45.50
	ALSCO (AMERICAN INDUSTRIAL)	Blanket PO - Floor Mat Service, Shirt Service - See	\$ 101.70
	ALSCO (AMERICAN INDUSTRIAL)	Blanket PO - Floor Mat Service, Shirt Service - See	\$ 101.70
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 221.84
	OFFICE DEPOT	655274 Bic Soft Feel Blue, Medium, dozen	\$ 4.32
	OFFICE DEPOT	790761 Pilot Black G2 Gel Pens, 0.7mm, dozen	\$ 26.88
	OFFICE DEPOT	790801 Pilot Blue G2 Gel Pens, 0.7mm, dozen	\$ 35.84

EXPENDITURE LIST FOR WEEK ENDING MARCH 3, 2023

Department	Vendor Name	Description	Amount
	CHOICE BUILDING SUPPLY	PADLOCK	\$ 26.99
		Total	\$ 4,411.42
Technology	AT&T MOBILITY	PHONES	\$ 43.23
	CENTURYLINK	PHONES	\$ 75.01
	CIVICPLUS	FINANCE CHARGE	\$ 145.51
		Total	\$ 263.75
Airport	GARVER LLC	Terminal Parking Lot Rehab. Design - #22A2550	\$ 5,358.00
	AMAZON CAPITAL SERVICES	PR90A Door closer - Airport	\$ 134.00
	SOUTHWEST AGRICULTURE	BOLTS	\$ 28.74
	GARVER LLC	Hangar Development Categorical Exclusion - Env	\$ 1,076.46
	MJL ENTERPRISES LLC	FOD Boss Ultimate FB2400-0GF Sweeper	\$ 6,495.39
		Total	\$ 13,092.59
Dispatch	LORI OLIVER	PETTY CASH REIMB - BROCK PER DIEM TO LONG	\$ 88.25
		Total	\$ 88.25
Rec Center	ALPINE SECURITY & ELECTRONICS	ALARM SERVICES	\$ 250.63
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 45.00
	AMAZON CAPITAL SERVICES	SPORT SHIRTS	\$ 114.47
	BRAND CENTRAL	SCREEN PRINTS	\$ 998.25
	AMAZON CAPITAL SERVICES	REFRIGERATOR FILTERS	\$ 105.97
	SUPERIOR AUTO	BATTERY	\$ 87.09
	WESTERN PAPER DISTRIBUTORS	CLEANING SUPPLIES	\$ 189.00
	AMAZON CAPITAL SERVICES	DODGEBALL PACK	\$ 30.84
	CRUZAN IRRIGATION	VALVE GEAR OPERATOR KIT	\$ 956.04
	GRAINGER	4ELG6 Solenoid Valve 1/2 npt	\$ 629.96
	SANTA BARBARA CONTROL SYSTEMS	VALVE	\$ 170.00
	SANTA BARBARA CONTROL SYSTEMS	SWITCH	\$ 170.00
	SANTA BARBARA CONTROL SYSTEMS	SENSORS	\$ 1,095.00
		Total	\$ 4,842.25
Water	POSTAL PROS, INC.	POSTAGE	\$ 672.88
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 45.00
	CHEMTRADE LOGISTICS	Blanket PO - Liquid Alum AL2	\$ 7,850.23
	FASTENAL COMPANY	0248995 Procell PL123 3-volt lithium battery - V	\$ 14.82
	GRAINGER	4M096 Dayton Motor, 1/4hp, 3-spd, 1/2 shaft, 1	\$ 93.85
	AT&T MOBILITY	PHONES	\$ 106.53
	CORE AND MAIN	Freight charges S195484	\$ 140.42
	CORE AND MAIN	Freight charges S267914	\$ 203.13
	SGM INC.	Blanket PO - Inspections on Tank 3 Repairs	\$ 5,057.00
	WBS COATINGS INC	Blanket PO - Rehabilitation of 2mg Drinking Wat	\$ 43,890.95
		Total	\$ 58,074.81

EXPENDITURE LIST FOR WEEK ENDING MARCH 3, 2023

Department	Vendor Name	Description	Amount
CCN Fund	FASTENAL COMPANY	0136176 Rustoleum 203036 Fluor. Orange Mark	\$ 40.48
		Total	\$ 40.48
Refuse	POSTAL PROS, INC.	POSTAGE	\$ 672.87
	BELT SALVAGE	Steel, cold rolled bars, plates, sheets and strips f	\$ 1,889.80
	FOUR CORNERS WELDING & GAS SUPPL	Blanket PO - Welding Supplies	\$ 7.00
		Total	\$ 2,569.67
Total			\$ 122,906.27

EXPENDITURE LIST FOR WEEK ENDING MARCH 10, 2023

Department	Vendor Name	Description	Amount
City Attorney	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 74.75
		Total	\$ 74.75
Municipal Court	PADILLA LAW P.C.	MUNICIPAL COURT PROFESSIONAL SERVICES	\$ 197.33
	PADILLA LAW P.C.	MUNICIPAL COURT JUDGE	\$ 1,549.58
	BUFFINGTON LAW, LLC	LEGAL SERVICES - ASSISTANT CITY ATTORNEY	\$ 1,469.00
		Total	\$ 3,215.91
Finance	NATIONAL LEAGUE OF CITIES	Direct Member Dues - 4/23 to 3/24 - Member #	\$ 1,239.00
		Total	\$ 1,239.00
city Clerk	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 28.47
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 51.03
	FLOWER COTTAGE	PLANT FOR CHRIS JAMES	\$ 72.50
		Total	\$ 152.00
Events	12 HOURS OF MESA VERDE	SPONSORSHIP	\$ 500.00
		Total	\$ 500.00
Library	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 43.91
	CITY OF CORTEZ	FIBER	\$ 3,503.40
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 828.05
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	CITY OF CORTEZ	REFUSE	\$ 135.60
	CITY OF CORTEZ	WATER	\$ 37.15
	INGRAM LIBRARY SERVICES	BOOKS	\$ 11.52
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.48
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.51
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.23
	INGRAM LIBRARY SERVICES	BOOKS	\$ 23.05
	INGRAM LIBRARY SERVICES	BOOKS	\$ 24.38
	INGRAM LIBRARY SERVICES	BOOKS	\$ 32.74
	INGRAM LIBRARY SERVICES	BOOKS	\$ 32.98
	INGRAM LIBRARY SERVICES	BOOKS	\$ 315.23
	AMERICAN LIBRARY ASSOCIATION	SUBSCRIPTION - BOOKLIST READER	\$ 625.00
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 38.94
		Total	\$ 5,748.17
Building Maint	FASTENAL COMPANY	Metric screw M6x1.0x18MM 50/box	\$ 10.89
	FASTENAL COMPANY	Metric flange nuts M6x1.0 50/box	\$ 11.92
		Total	\$ 22.81
City Hall Operations	ORKIN LLC	Blanket PO - Pest Control Services - City Hall	\$ 152.99
	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 101.17
	CITY OF CORTEZ	FIBER	\$ 599.64

EXPENDITURE LIST FOR WEEK ENDING MARCH 10, 2023

Department	Vendor Name	Description	Amount
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	ATMOS ENERGY	GAS SERVICE	\$ 1,932.85
	CITY OF CORTEZ	REFUSE	\$ 235.40
	CITY OF CORTEZ	WATER	\$ 73.55
	ADVANCE FIRE SYSTEMS, INC.	INSPECTION	\$ 666.66
	CORTEZ COPY & PRINT	Interior sign - 'BLUEPRINT ROOM AUTHORIZED P	\$ 147.00
		Total	\$ 3,954.26
Welcome Center	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 43.91
	CITY OF CORTEZ	FIBER	\$ 806.76
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 448.21
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	ATMOS ENERGY	GAS SERVICE	\$ 344.22
	CITY OF CORTEZ	REFUSE	\$ 94.80
	CITY OF CORTEZ	WATER	\$ 26.50
		Total	\$ 1,809.40
Police Department	AT&T MOBILITY	PHONES	\$ 132.00
	MONTEZUMA COUNTY LANDFILL	POLICE/ANIMALS	\$ 120.75
	AXON ENTERPRISE	VR Enabled Controller/wrist trackers	\$ 1,050.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 10.50
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 11.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 11.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 11.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 22.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 22.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 22.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 22.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 33.00
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 58.50
	TAMI'S CREATIONS	Alterations/sewing on uniforms	\$ 95.00
	TRANSUNION RISK AND ALTERNATIVE	PERSON SEARCH	\$ 75.00
	AXIS HEALTH SYSTEM	Blanket Purchase Order for Jail Contract	\$ 350.00
	ALSCO (AMERICAN INDUSTRIAL)	MATS	\$ 126.03
	CITY OF CORTEZ	FIBER	\$ 1,136.52
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 161.22
	CORTEZ SANITATION DISTRICT	SEWER	\$ 57.00
	ATMOS ENERGY	GAS SERVICE	\$ 225.62
	ATMOS ENERGY	GAS SERVICE	\$ 366.59
	CITY OF CORTEZ	REFUSE	\$ 218.30
	CITY OF CORTEZ	WATER	\$ 51.35
	ADVANCE FIRE SYSTEMS, INC.	INSPECTION	\$ 666.67
		Total	\$ 5,055.05
Animal Shelter	DOLORES ANIMAL HOSPITAL	CASTRATION	\$ 92.00

EXPENDITURE LIST FOR WEEK ENDING MARCH 10, 2023

Department	Vendor Name	Description	Amount
	DOLORES ANIMAL HOSPITAL	SPAY	\$ 112.00
	ORKIN LLC	PEST CONTROL SERVICES	\$ 101.00
	CITY OF CORTEZ	FIBER	\$ 650.20
	CORTEZ SANITATION DISTRICT	SEWER	\$ 69.00
	CITY OF CORTEZ	REFUSE	\$ 54.00
	CITY OF CORTEZ	WATER	\$ 72.65
		Total	\$ 1,150.85
Public Works	INTERMOUNTAIN FARMERS ASSOC.	WORK CLOTHES	\$ (18.22)
	INTERMOUNTAIN FARMERS ASSOC.	WORK CLOTHES	\$ 318.22
	CHIROPRACTIC HEALTH ALLIANCE	DOT PHYSICAL - C ROBINSON	\$ 80.00
	IWORQ SYSTEMS INC	iWorQ Systems Internet Software/Support - Stre	\$ 2,000.00
	MONTEZUMA COUNTY LANDFILL	MATTRESS	\$ 136.00
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 538.12
	POSTAL PROS, INC.	Snow Removal Inserts - 2850 each	\$ 158.30
	INTERMOUNTAIN FARMERS ASSOC.	TEES, END CAPS, PIPE CEMENT	\$ 53.99
		Total	\$ 3,266.41
Outdoor Pool	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 49.56
	CITY OF CORTEZ	FIBER	\$ 323.80
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 721.22
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	CITY OF CORTEZ	REFUSE	\$ 161.40
		Total	\$ 1,300.98
Golf Pro	CORTEZ SANITATION DISTRICT	SEWER	\$ 57.00
	CITY OF CORTEZ	REFUSE	\$ 235.40
	CITY OF CORTEZ	WATER	\$ 54.90
		Total	\$ 347.30
Golf Course Maint	CITY OF CORTEZ	FIBER	\$ 563.80
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	CITY OF CORTEZ	REFUSE	\$ 235.40
	CITY OF CORTEZ	WATER	\$ 26.50
		Total	\$ 870.70
Parks	LE PEW PORTA-JOHNS INC.	MONTHLY RENTALS	\$ 648.00
	CITY OF CORTEZ	FIBER	\$ 386.68
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 356.14
	CORTEZ SANITATION DISTRICT	SEWER	\$ 315.00
	ATMOS ENERGY	GAS SERVICE	\$ 272.89
	CITY OF CORTEZ	REFUSE	\$ 1,339.35
	CITY OF CORTEZ	WATER	\$ 328.00
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 21.54
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 21.54

EXPENDITURE LIST FOR WEEK ENDING MARCH 10, 2023

Department	Vendor Name	Description	Amount
		Total	\$ 3,689.14
Recreation	NCSI	APPLICANT PROFILES	\$ 37.00
		Total	\$ 37.00
Planning & Building	SGM INC.	CAR WASH FLOODPLAIN REVIEW	\$ 194.00
	SGM INC.	CEI FLOODPLAIN	\$ 202.50
	SGM INC.	CEI PLAN REVIEW	\$ 850.50
	LARRY W IVERSON	EXECUTIVE COACHING	\$ 450.00
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 43.47
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 52.92
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 62.37
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 74.75
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 149.50
		Total	\$ 2,080.01
Shop	CHIROPRACTIC HEALTH ALLIANCE	DOT Physical - Darin Howard	\$ 80.00
	BRANTLEY DISTRIBUTING, LLC	BG 44K Fuel System/Injector Cleaner	\$ 246.00
	FOUR STATES TIRE CO.	Blanket PO - Tire Repairs and Alignments	\$ 21.60
	FOUR STATES TIRE CO.	Blanket PO - Tire Repairs and Alignments	\$ 254.72
	FOUR STATES TIRE CO.	Tires for Unit 102	\$ 672.38
	JASPER ENGINES & TRANSMISSIONS	5888440-433124 Shipping Skid	\$ 150.00
	JASPER ENGINES & TRANSMISSIONS	5888440-433124 Core - Unit 158	\$ 800.00
	JASPER ENGINES & TRANSMISSIONS	5888440-433124 4L80E 6.0 2001 Transmission -	\$ 2,964.00
	O'REILLY AUTO PARTS	Blanket PO - Parts for Fleet Repairs and Supplies	\$ 92.70
	STOTZ EQUIPMENT	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 50.08
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (43.05)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 5.60
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 7.62
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 14.87
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 21.68
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 21.68
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 24.14
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 29.69
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 41.46
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 89.91
	SENERGY PETROLEUM	Dyed diesel w/additive for Airport	\$ 628.08
	SENERGY PETROLEUM	86UL Gas for Service Center	\$ 3,898.99
	SUPERIOR SERVICES, LLC	Blanket PO - Janitorial Services at Service Center	\$ 1,950.00
	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 95.00
	PITNEY BOWES GLOBAL FINANCIAL SERVICES	Blanket PO - Postage meter MP81 s/n 0207497,	\$ 200.37
	CITY OF CORTEZ	FIBER	\$ 256.00
	CORTEZ SANITATION DISTRICT	SEWER	\$ 106.00
	CITY OF CORTEZ	REFUSE	\$ 380.65
	CITY OF CORTEZ	WATER	\$ 276.82

EXPENDITURE LIST FOR WEEK ENDING MARCH 10, 2023

Department	Vendor Name	Description	Amount
	XEROX CORPORATION	Blanket PO - B7035 WorkCenter s/n 5DA859596	\$ 321.65
		Total	\$ 13,658.64
Technology	AVAYA INC	J179 IP Phone, No power supply - 2nd year	\$ 159.84
	AVAYA INC	JEM24 Subscription Renewal - 2nd year	\$ 174.24
	AVAYA INC	B199 SIP Conference Phone Subscription - 2nd year	\$ 841.68
	AVAYA INC	J139 IP Phone Phone Subscription - 2nd year	\$ 1,179.36
	AVAYA INC	J159 IP Phone Subscription Renewal - 2nd year	\$ 3,654.72
	CIVICPLUS	Premium Dept. Header Annual Fee: PD, Library,	\$ 11,637.75
	DELL MARKETING L.P.	470-AETL USB-C Mobile Adapter - DA310	\$ 333.09
	DELL MARKETING L.P.	XPS 17 9720 Laptop, Windows 11 Pro, 16gb, 1TB	\$ 7,410.90
	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 526.76
		Total	\$ 25,918.34
Self Insured Health	TRIAD EAP	EAP SERVICES 3/1/23 - 5/31/23	\$ 1,296.00
		Total	\$ 1,296.00
Equipment	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 20.90
		Total	\$ 20.90
Airport	JETLINE SYSTEMS CORPORATION	V045601-Solo Pro-A Flight Simulator includes Sh	\$ 21,563.50
	CITY OF CORTEZ	REFUSE	\$ 45.05
	MONTEZUMA COUNTY WATER DIST.	WATER M064	\$ 50.00
	MONTEZUMA COUNTY WATER DIST.	WATER M068	\$ 58.20
		Total	\$ 21,716.75
Dispatch	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 45.00
	LANGUAGE LINE SERVICE	INTERPRETATION SERVICES	\$ 19.30
	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 106.92
		Total	\$ 171.22
Rec Center	NCSI	APPLICANT PROFILES	\$ 74.00
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 45.00
	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 45.96
	CITY OF CORTEZ	FIBER	\$ 599.64
	CORTEZ SANITATION DISTRICT	SEWER	\$ 473.00
	CITY OF CORTEZ	REFUSE	\$ 235.40
	CITY OF CORTEZ	WATER	\$ 288.40
	WESTERN PAPER DISTRIBUTORS	CLEANING SUPPLIES	\$ 329.24
	ADVANCE FIRE SYSTEMS, INC.	INSPECTION	\$ 666.67
	GRAINGER	SOLENOID VALVE CONNECTOR	\$ 15.40
	GRAINGER	CEILING TILES	\$ 635.55
	SUPERIOR AUTO	BATTERY	\$ 64.26
	SUPERIOR AUTO	CLUTCH BEARING, SOCKET SET	\$ 124.00
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 312.10

EXPENDITURE LIST FOR WEEK ENDING MARCH 10, 2023

Department	Vendor Name	Description	Amount
		Total	\$ 3,908.62
Water	IWORQ SYSTEMS INC	iWorQ Systems Systems Internet Backflow Man	\$ 3,000.00
	SAN JUAN BASIN HEALTH DEPT.	Blanket PO - Lab Testing for Bac-T's	\$ 350.00
	NCSI	APPLICANT PROFILES	\$ 37.00
	IWORQ SYSTEMS INC	iWorQ Systems Internet Facility Management - V	\$ 2,750.00
	CENTURYLINK	PHONE	\$ 61.26
	CITY OF CORTEZ	FIBER	\$ 556.00
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 58.27
	CITY OF CORTEZ	REFUSE	\$ 54.00
	CORTEZ COPY & PRINT	BUSINESS CARDS	\$ 49.75
	IWORQ SYSTEMS INC	iWorQ Systems Internet Software/Support - Wa	\$ 2,000.00
	UTILITY NOTIFICATION CENTER	Blanket PO - Utility Notification Charges	\$ 33.54
	UCG UNDERGROUND INC	3 Pneumatic underground piercing tool w/acces	\$ 2,000.00
	SGM INC.	Blanket PO - Water Distribution Improvements -	\$ 6,611.00
	SGM INC.	Blanket PO - Inspections on Tank 3 Repairs	\$ 70.00
	SGM INC.	Blanket PO - Inspections on Tank 3 Repairs	\$ 3,644.50
		Total	\$ 21,275.32
CCN Fund	UTILITY NOTIFICATION CENTER	Blanket PO - Utility Notification Charges	\$ 36.12
	CITY OF CORTEZ	FIBER	\$ 1,337.40
	MAMMOTH NETWORKS	Blanket PO - D1A, CRTZ2018-001R 2Gbps comm	\$ 1,695.00
	VISIONARY COMMUNICATIONS, INC.	Blanket PO - Tower rental, Business wireless inte	\$ 1,949.60
		Total	\$ 5,018.12
Refuse	MONTEZUMA COUNTY LANDFILL	RECYCLE CREDIT	\$ (94.10)
	MONTEZUMA COUNTY LANDFILL	Blanket PO - Landfill Charges	\$ 23,820.12
	REHRIG PACIFIC COMPANY	95 Gallon EG Cart 319871, Grey/Blk, Cortez hots	\$ 24,982.00
	FOUR CORNERS WELDING & GAS SUPPL	Blanket PO - Welding Supplies	\$ 7.00
	FOUR CORNERS WELDING & GAS SUPPL	Blanket PO - Welding Supplies	\$ 446.16
	MONTEZUMA COUNTY LANDFILL	RECYCLE CHARGE	\$ 668.40
		Total	\$ 49,829.58
Total			\$ 177,327.23



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Linda Smith
City Clerk
123 Roger Smith Avenue
Cortez, CO. 81321
lsmith@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: LINDA SMITH, CITY CLERK

Date: March 9, 2023

RE: **Approval of a Renewal Retail Marijuana Store and Retail Marijuana Cultivation Facility Application for Chronic Therapy - Cortez, located at 1020 South Broadway, Cortez.**

Attachments

Chronic Therapy Memo



City of Cortez
123 Roger Smith Ave.
Cortez, Co. 81321

Linda Smith
City Clerk
123 Roger Smith Ave.
Cortez, CO 81321
lsmith@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: LINDA SMITH, CITY CLERK

Date: March 9, 2023

RE: Renewal Application for a Retail Marijuana Store License and a Retail Marijuana Cultivation Facility License for Chronic Therapy – Cortez, located at 1020 South Broadway, Cortez

BACKGROUND

The renewal application for a Retail Marijuana Store License and a Retail Marijuana Cultivation Facility License for Chronic Therapy – Cortez, located at 1020 South Broadway, Cortez, was received in the City Clerk's office on February 28, 2023. The application appears to be complete and all fees were paid.

DISCUSSION

The fire inspection report shows there were no violations to the Fire Code.

The sales tax account is current.

The police report shows they are in compliance with the Marijuana Licensing Code.

RECOMMENDATION

Staff recommends that Council approve the renewal application for a Retail Marijuana Store License and a Retail Marijuana Cultivation Facility License for Chronic Therapy – Cortez, located at 1020 South Broadway, Cortez.



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Rachael Marchbanks
Community/Economic Development Director
123 Roger Smith Ave
Cortez, CO. 81321
rmarchbanks@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Cheryl Lindquist, Permit Technician/Deputy City Clerk

Date: 3/08/2023

RE: Resolution No. 6, Series 2023

DISCUSSION

See attached staff report for full discussion.

BACKGROUND

Public Hearing on an application submitted by ShopWorks Architecture LLC for a preliminary plat of a three-lot subdivision with dedication of right-of-way for the Pinon Project Subdivision, a Resubdivision of Lot 1 of the Chism Group Minor Subdivision, located in the Residential Multi-Family (R-2) zone district in Cortez, Colorado, as described in Resolution No. 6, Series 2023.

FISCAL IMPACT

Fiscal impact has not been analyzed.

RECOMMENDATION

Staff recommends that Council approve Resolution No. 6, Series 2023, a Resolution approving a preliminary plat for a three-lot subdivision with dedication of right-of-way for the Pinon Project Subdivision, a Resubdivision of Lot 1 of the Chism Group Minor Subdivision, located in the Residential Multi-Family (R-2) zone district in Cortez, Colorado, as submitted by ShopWorks Architecture LLC.

MOTION

If agreed upon by the City Council, a possible motion would be:

I move that Council approve Resolution No.6, Series 2023, a Resolution approving a preliminary plat for a three-lot subdivision with dedication of right-of-way for the Pinon Project Subdivision, a Resubdivision of Lot 1 of the Chism Group Minor Subdivision, located in the Residential Multi-Family (R-2) zone district in Cortez, Colorado, as submitted by ShopWorks Architecture LLC.

Attachments

Staff Report
Application letter
Plat
Survey
Resubdivision
Original two parcel subdivision
Resolution No. 2, Series 2023
CC Resolution No.6, Series 2023



*City of Cortez
Community & Economic
Dev. Dept.
123 Roger Smith Avenue
Cortez, CO 81321*

Meeting Date: March 14, 2023
Project No. PL23-000001

MEMO

TO: Members of the Cortez City Council

FROM: Nancy Dossdall, Contract City Planner

SUBJECT: Public Hearing on an Application for a preliminary plat for a three-lot subdivision with dedication of right-of-way

APPLICANT: ShopWorks Architecture LLC

OWNER:

ATTACHMENTS: P&Z Resolution No. 2, Series 2023
Project Narrative
Plat
Title Report

BACKGROUND

ShopWorks Architecture LLC is proposing a three-lot subdivision on property recently approved for a 42 unit affordable housing development, Puwagaan Kaan apartments. The subdivision will create a separate lot for the residential project, and two additional parcels for future development. The property is zoned Residential multi-family (R-2).

The site is bounded on the south by E. Empire St., to the east is Cortez Apartments and the County Courts, west is a single-family home and vacant property, all zoned R-2. South is a mix of vacant, single-family and Axis Health.

DEVELOPMENT STANDARDS

Development Standard	R-2 Zone Requirement	Proposed
Min. lot area (sq. ft.)	3,000	95,336 (lot 1C)
Min. front yard (ft.)	20'	124'
Min. side yard (ft)	7'	75'
Min. rear yard (ft)	7'	58'
Max. lot coverage	50%	<50%
Min. lot area/unit	2,000 (affordable)	3,107/unit (lot 1A)

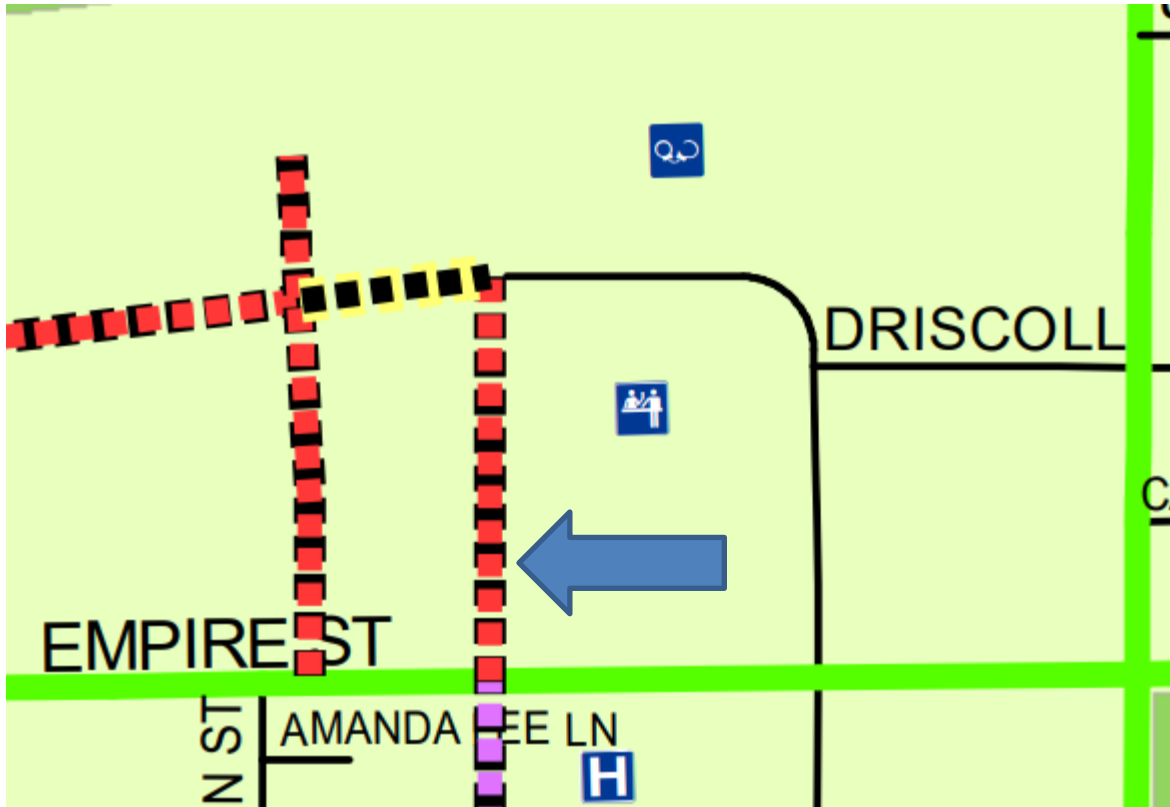


ISSUES

The City Council shall, in its action on the preliminary plat, consider the physical arrangement of the subdivision, and determine the adequacy of street rights-of-way and alignment and the compliance with the Cortez thoroughfare plan, the street standards of the city, the existing street pattern in the area and with all applicable provisions of the comprehensive plan. The planning commission shall also ascertain that adequate easements for proposed or future utility service and surface drainage are provided, and that the lot size and area are adequate to comply with the minimum requirements for the underlying zone district and for the type of sanitary sewage disposal proposed.

The applicant has revised its proposal per City of Cortez staff request to dedicate Right of Way for the future extension of Driscoll St. The dedication of the ROW will result in creation of a separate lot, proposed as Lot 1C.

The major issues with the requested subdivision concern compliance with the Major Street Plan. The applicant agreed to convert the existing easement for Driscoll St. to a Right of Way, to simplify future extensions and use by adjacent properties. The Major Street Plan also shows a future collector on the east side of the property where there is currently a platted easement, however there are issues with utilities and conflicts with other access points so staff is not recommending dedication of ROW for that easement.



The project as submitted appears to meet all applicable development standards. Conditions below will ensure adequate access, drainage, and all other aspects to promote the public health, safety, order, convenience, prosperity and general welfare.

AGENCY REVIEW

GIS Coordinator (Doug Roth)

Even though the Master Streets Plan does show a future collector on both the east and west sides of Lot 1, it is not logical that the City would need, or even want to, develop both of those as streets. As you point out the eastern ROW easement is both substandard in width and would only provide valuable access on one side since due to build out of the Cortez Apartments and County Courthouse.

I will look up the referenced B616 P823 and B735 P316 tomorrow and provide you a copy. If possible, I would suggest we allow the 45ft ROW easement to be vacated and remove it from the Master streets plan on the condition that we can procure the western 60ft as publicly dedicated ROW.

This would increase the developable land for both lots and benefit the applicant. I would be happy to work with Kevin and the developer to make contact with Mr. Chism to see if we can get a dedicated ROW on the 60'.

Cortez City Engineer

The existing portion of Driscoll is 80', however since it continues into a residential subdivision I don't see any issue reducing the ROW dedication to 60' through Pinon and Chism.

I agree that we would only want to develop the western access and a 60' ROW dedication would be ideal. We should remove the eastern 45' easement from the master street plan, however if we maintain an access easement we could eventually develop some kind of pathway in that location. We might want to consider that possibility before we vacate that easement.

Empire Electric (Greg South)

If it is not too much trouble, can Empire request that the 20' utility easement go all the way up to the north end of Lot 1C? So, a 20' easement from lot A north to lot C on west side of all three properties. I would rather have more than one way to feed these lots in future in possible. Please feel free to contact me if you have any questions.

I had requested a 20' utility easement on w/side of Lot 1A. It appears they put this on plat. Will this plat get recorded?

I was not aware of the 45' ROW easement on E/side of property. FYI, Empire has an electrical cabinet down in the far S/E corner of lot 1A by Empire St that I believe is within this ROW.

Lots 1B & 1C are for future development, we may come down Driscoll to feed these. I see a 10' utility easement on N & S sides of Driscoll

Empire is already looking into providing under ground 3 phase power to this location. Please feel free to contact me if you have any questions.

City of Cortez Public Works

No comment.

Cortez Sanitation District (Jim Webb)

The Sanitation District has no issues with this request.

Cortez General Services (Rick Smith)

I have no comments as it relates to the City Fiber system. At the appropriate time we would like the ability to bring fiber into this development.

ALTERNATIVES

1. The Council approve the Preliminary Plat for a Resubdivision of Lot 1 of the Chism Group Minor Subdivision, as submitted by ShopWorks Architecture LLC;
2. The Council can recommend denial of the application for the Preliminary Plat and state its reasons;
3. The Council can ask for more information and continue the application to a date certain or table the application; or
4. The Council can approve the Preliminary Plat, and state any conditions it determines would be necessary to ensure compliance with the Land Use Code.

RECOMMENDATION

Staff recommends Alternative “4” above, approval of the preliminary plat through Resolution No.6, Series 2023, with conditions.

If the Council so chooses to follow the recommendation of Staff, a possible motion could be the following:

I move that Council approve Resolution No. 6, Series 2023, a resolution approving the preliminary plat for the Pinon Project Subdivision, a Resubdivision of Lot 1 of the Chism Group Minor Subdivision, located in the Residential Multi-Family (R-2) zone district in Cortez, Colorado, as submitted by ShopWorks Architecture LLC, with the following condition:

- 1. All requirements of utility providers, City departments, CDOT and affected districts must be satisfied, as outlined in adopted City Codes and other regulatory documents.**

January 5, 2023

Nancy Dossdall
City of Cortez Planning & Zoning Division
123 Roger Smith Ave.
Cortez, CO 81321

RE: Pinon Cortez Minor Subdivision Plat Letter of Petition Requesting Approval

Shopworks Architecture, on behalf of Blueline Development and Piñon Associates, Inc. (owner) is pleased to submit this Minor Subdivision Plat to create a new parcel that will house a new 42-unit affordable multifamily housing apartment building on an approximately 2.997-acre site located on Lot 1 of the Chism Minor Subdivision.

The site is zoned R-2, and all adjacent zoning is also R-2. The setback requirements for this zone district are 20' for the front yard, 7' for the rear yard, and 7' on the side yard. The proposed Minor Subdivision Plat will create a new parcel so that the proposed multifamily building will still meet the minimum required setbacks.

Section 6.11 of the Land Use Code states the review criteria for Minor Subdivision Plats:

1. A parcel of land may be subdivided into no more than 4 parcels

We are subdividing the land into two parcels.

2. No new streets, roads, extensions, or access easements need to be widened, dedicated, or developed.

No new streets, roads or extensions or access easement will need to be widened, dedicated, or developed as part of this Minor Subdivision Plat.

3. No utilities, other than individual service lines, need to be extended to serve the parcel and the necessary utilities are in place immediately adjacent to the parcel.

Only utilities for individual service lines will be extended to serve the parcel. All required utilities are located adjacent to the parcel.

4. The resulting lots shall be in compliance with all zoning provisions, area and bulk requirements and any other applicable requirements of this code.

Section 3.06 of the Land Use Code requires a minimum of 2,000 square feet of land per unit for affordable housing. The construction of 42 residential units requires 84,000 square feet of land. The proposal will meet the density requirements as the proposed lot is approximately 130,529 square feet in size. The building has a 17,382 square foot

footprint, with a total lot coverage of 13.3%. This is under the maximum 50% lot coverage in the R-2 zoning district, demonstrating compliance.

5. These procedures may be utilized only one (1) time for each parcel of land.

The land is not anticipated to be further subdivided beyond this request.

6. There are no other problems of public concern.

No other problems or public concern have been identified as part of this Minor Subdivision Plat request. This application will meet all City of Cortez code requirements.

Sincerely,



Alisha Kwon Hammett
Shopworks Architecture

MINOR SUBDIVISIONS
(Land Use Code Section 6.11)

APPLICANT: Shopworks Architecture

MAILING ADDRESS: 301 W. 45th Ave., Denver, CO 80003

PHONE: 303-433-4094 FAX: _____

PROPERTY ADDRESS: 560 E. Empire Street

PROPERTY FOR: BlueLine Development

Submittal Requirements:

- Letter of petition requesting approval
- Title certificate from a licensed title company or attorney listing:
 - The name of the property owner(s)
 - All liens
 - All easements and judgments of record affecting the subject property
- Boundary lines, bearings and distances
- Adjacent subdivisions and property owners indicating existing streets, alleys, and other features
- Intersecting streets
- Proposed blocks, lots and parks – including easements and alleys
- 5' intervals of topographic contours
- All easements or ROW's necessary for drainage
- Subdivision title The Chism Group Minor Subdivision
- Land planner or engineer See contact info at bottom of this page
- Name and addresses of the owner(s) See contact info at bottom of this page
- Dedicated parks, playgrounds and other public uses
- Scale, north point, date, and other pertinent data
- Property owner's name, address, and telephone number
- A proposed preliminary layout of sanitary sewer and water lines
- Drainage report/statement
- Draft of any protective covenants
- Vicinity map
- Filing fee \$ 200 (mailed check)
- _____ Written comments received from the nine agencies

City Council Date(s): _____

Resolutions/Ordinances: _____

Action of City Council: _____

Recorded Date: _____ Book/page: _____

J:\PWADMIN\FORMS\PLANNING CKLIST\Minor Sub WS.doc

<u>Surveyor</u>	<u>Civil Engineer</u>	<u>Owner</u>
Moreno Surveying Joshua Casselberry 970-749-8537	Short Elliott Hendrickson Inc. Philip Rennhack 970-459-4317	BlueLine Development 1817 South Avenue West Ste B Missoula, MT 59801 970-412-2400

THE PIÑON PROJECT SUBDIVISION
RESUBDIVISION OF LOT 1 OF
THE CHISM GROUP MINOR SUBDIVISION
SW1/4 SE1/4 SECTION 23, T36N R16W, N.M.P.M.
MONTEZUMA COUNTY, COLORADO



Vicinity Map - Scale: 1" = 500'

Land Use Table		
Lot	SF	Acres
Lot 1	399529	9.172
Lot 1A	130529	2.997
Lot 1B	269000	6.175
Total	399529	9.172

CERTIFICATE OF SURVEYOR

I hereby state that this survey and plat was prepared by me or under my direct responsibility, supervision and checking, and that, in my professional opinion, they are true and correct to the best of my knowledge, belief and information based on the applicable standards of practice of Professional Land Surveyors in the State of Colorado. I also state that this survey and plat is not a guaranty or warranty, either expressed or implied.

Joshua J. Casselberry, P.L.S.
Colorado Registration No. 37903

PRELIMINARY

1. SURVEY CONTROL NOTE: Location of improvements is based upon found survey monuments as shown hereon.
2. TITLE RESEARCH: Title Research - Title, easement and Right-of-Way research was conducted by Fidelity National Title per Order No. 100-N0030108-020-JY, Amendment No. 2, effective date September 8, 2022 and not from research conducted by Moreno Surveying & Geographics, Inc. Any and all parties having interest in subject tracts of land are hereby referred to said title commitments and any title policies issued at a later date.
3. According to Colorado law you must commence any legal action based upon any defect in the this survey within three (3) years after you first discovered such defect. In no event may any action based upon any defect in this survey be commenced more than ten (10) years from the date of the certification shown hereon.
4. Any encroachment of fences across property may indicate possessory rights are accruing.

THIS PLAT IS HEREBY EXECUTED BY THE FOLLOWING PARTIES:

By _____,
Authorized Representative of The Piñon Project

STATE OF COLORADO)
SS)
COUNTY OF MONTEZUMA)

Subscribed and sworn to before me this _____ day of _____, 2022, by _____, Authorized Representative of The Piñon Project.

Witness my hand and seal.

Notary Public My Commission Expires _____

Reviewed and Recommended for approval by the Planning and Zoning Commission, City of Cortez.

By _____
Chairman City Clerk

Reviewed and Accepted by the City of Cortez, Montezuma County, Colorado this _____ day of _____, 2022.

Mayor, City of Cortez City Clerk

STATE OF COLORADO)
SS)
COUNTY OF MONTEZUMA)

Subscribed and sworn to before me this _____ day of _____, 2022, by _____, Mayor, and _____, City Clerk for the City of Cortez, Colorado

Witness my hand and seal.

Notary Public My Commission Expires _____

CERTIFICATE OF OWNERS BY ALL THESE PRESENTS

That The Piñon Project, whose legal address is 210 East Main Street, Cortez, Colorado 81321, being the legal and record owner of one parcel of land located in the SW1/4 SE1/4, S23, T36N, R16W, N.M.P.M., being more particularly as follows:

Lot 1, Chism Group Minor Subdivision as per the plat thereof filed for record January 9, 2008 in Book 16 at Page 191 in the office of the Clerk and Recorder.
County of Montezuma,
State of Colorado.

Hereby certify that they have caused the same to be subdivided and replatted under the name and style of The Piñon Project Subdivision, A Resubdivision of Lot 1 of the Chism Group Minor Subdivision, consisting of two lots named Lot 1A and Lot 1B.

EASEMENTS ACCEPTED AND APPROVED:

City of Cortez Date Cortez Sanitation District Date
(as to water lines) (as to sewer lines)

Empire Electric Association Date Atmos Energy Corporation Date

Century Link Date

GENERAL DEDICATIONS

1. The 24 foot Empire Electric Easement on Lot 1A is hereby dedicated to Empire Electric Association.
2. Hereby dedicate to the public utilities those portions labeled but not limited to, electric lines, gas lines, telephone lines, sewer lines, water lines and communications cables. Also, a perpetual easement for the installation and maintenance of utilities and drainage facilities is reserved and dedicated to the public utilities over and through the private roads and streets within this subdivision, and according to the easements as shown on this plat; together with the right to trim interfering trees and shrubs; together with perpetual rights of ingress and egress for installation, maintenance, and replacement of such lines. Landowner use of said utility easement areas shall be restricted as to maintaining the easement area clear of all buildings structures or other obstructions. Other easements, if any, are as shown on this plat. Said easements and rights shall be utilized in a reasonable and prudent matter.

This plat was filed for record in the office of the County Clerk and Recorder of Montezuma County Colorado at _____ M. on the _____ day of _____, and duly filed under Reception Number _____, Plat Book _____, Page _____

Montezuma County Clerk and Recorder

THE PIÑON PROJECT
SUBDIVISION
RESUBDIVISION OF LOT 1 OF THE
CHISM GROUP MINOR
SUBDIVISION
SW1/4 SE1/4 SECTION 23,
T36N R16W, N.M.P.M.
MONTEZUMA COUNTY, COLORADO

Moreno

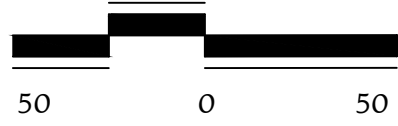
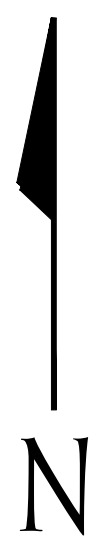
SURVEYING
& GEOGRAPHICS

3050 MAIN AVENUE, DURANGO, CO (970) 385-8535

DATE: 1/4/2023 SCALE: 1 INCH = 500 FEET

DRAWN BY: JM CHECKED BY: JC JOB NO.: 2020-128

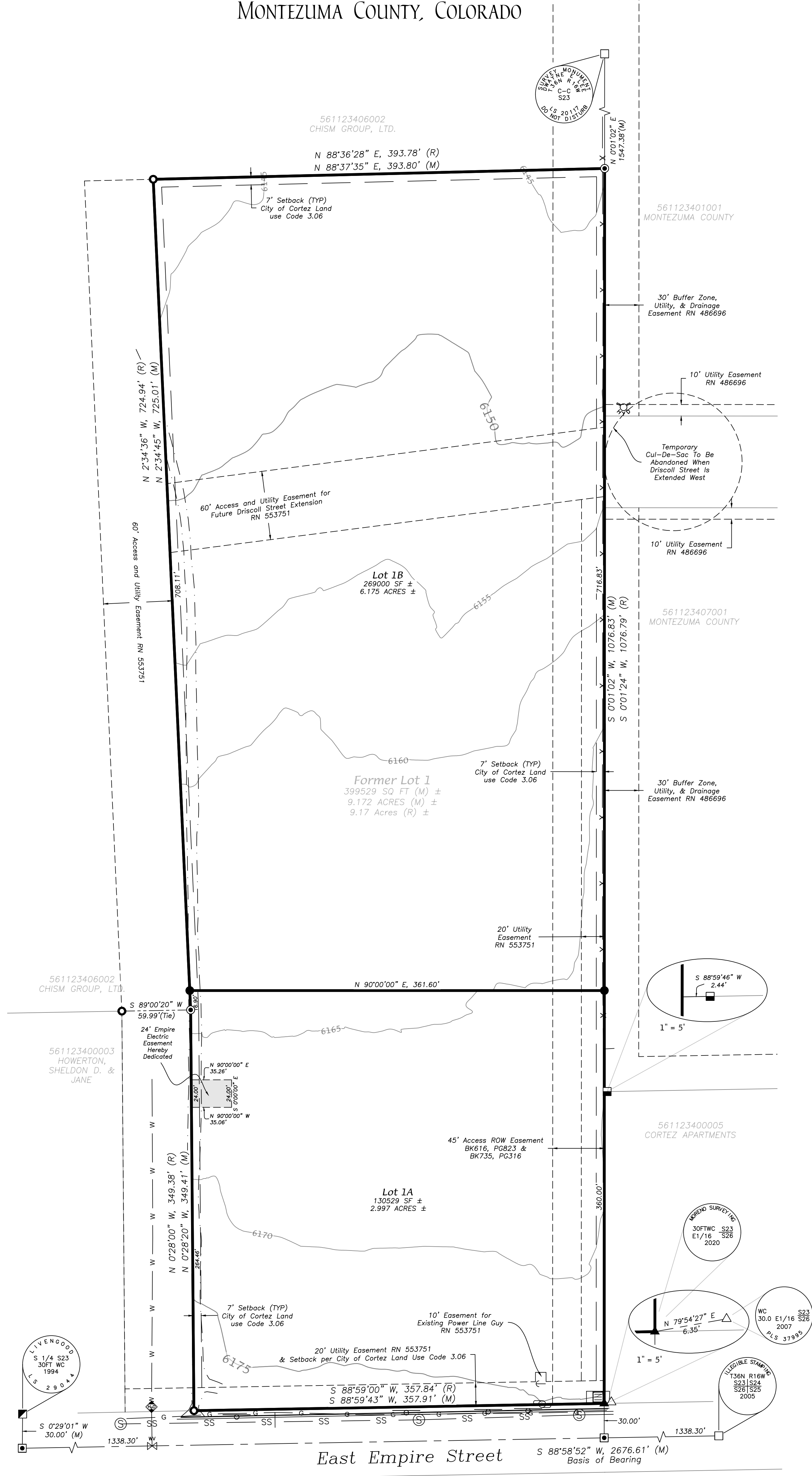
THE PIÑON PROJECT SUBDIVISION RESUBDIVISION OF LOT 1 OF THE CHISM GROUP MINOR SUBDIVISION SW1/4 SE1/4 SECTION 23, T36N R16W, N.M.P.M. MONTEZUMA COUNTY, COLORADO



Scale: 1 inch = 50 feet
Lineal Units are U.S. Survey Feet
Contour Interval = 1 Foot
Basis of Bearing: The bearings are based on the assumption that the south line of the SE1/4 SE1/4 of S23, T36N, R16W, N.M.P.M. bears South 88°58'52" West, monumented as shown hereon.

- Legend**
- Found: 3-1/4 inch aluminum cap stamped as shown
 - Found: 2 inch aluminum cap stamped as shown
 - △ Found: 3-1/4 inch aluminum cap stamped as shown, monument not accepted.
 - Found: 1 inch yellow plastic cap on a #5 rebar illegible stamping
 - Found: 1 inch yellow plastic cap on a #5 rebar stamped "LS 37995"
 - Found: 5/8 inch Rebar
 - Calculated Position
 - ▲ Set: 2" aluminum cap on 3/4" rebar, stamped as shown
 - Set: 1-1/2 inch aluminum cap on 5/8 inch Ø by 24 inch long rebar stamped, "PLS 37903"
- (M) Measured
(R) Recorded per RN553751 Book 16 Page 191
- Street Sign
 - ⊙ Overhead Electric Pole
 - ← Guy Anchor
 - Electric Transformer
 - Telecommunications Pedestal
 - ⊙ Sanitary Man Hole
 - ⊙ Water Carsonite Marker
 - ⊙ Water Valve

—	Property Line
- - - -	Easement
X	Fence Line
- · - · -	Dirt Road
SS	UG Sanitary Line
G	UG Gas Line
w	UG Water Line



CERTIFICATE OF SURVEYOR
I hereby state that this survey and plat was prepared by me or under my direct responsibility, supervision and checking, and that, in my professional opinion, they are true and correct to the best of my knowledge, belief and information based on the applicable standards of practice of Professional Land Surveyors in the State of Colorado. I also state that this survey and plat is not a guaranty or warranty, either expressed or implied.

Joshua J. Casselberry, P.L.S.
Colorado Registration No. 37903

PRELIMINARY

- SURVEY CONTROL NOTE: Location of improvements is based upon found survey monuments as shown hereon.
- TITLE RESEARCH: Title Research - Title, easement and Right-of-Way research was conducted by Fidelity National Title per Order No. 100-N0030108-020-JY, Amendment No. 2, effective date September 8, 2022 and not from research conducted by Moreno Surveying & Geographics, Inc. Any and all parties having interest in subject tracts of land are hereby referred to said title commitments and any title policies issued at a later date.
- According to Colorado law you must commence any legal action based upon any defect in this survey within three (3) years after you first discovered such defect. In no event may any action based upon any defect in this survey be commenced more than ten (10) years from the date of the certification shown hereon.
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THE PIÑON PROJECT
SUBDIVISION
RESUBDIVISION OF LOT 1 OF THE
CHISM GROUP MINOR
SUBDIVISION
SW1/4 SE1/4 SECTION 23,
T36N R16W, N.M.P.M.
MONTEZUMA COUNTY, COLORADO



3050 MAIN AVENUE, DURANGO, CO (970) 385-8535

DATE: 1/4/2023 SCALE: 1 INCH = 50 FEET

DRAWN BY: IM_CHECKED BY: JC JOB NO.: 2020-128

THE PIÑON PROJECT SUBDIVISION
RESUBDIVISION OF LOT 1 OF
THE CHISM GROUP MINOR SUBDIVISION
SW1/4 SE1/4 SECTION 23, T36N R16W, N.M.P.M.
MONTEZUMA COUNTY, COLORADO



Vicinity Map - Scale: 1" = 500'

Land Use Table	
Lot	SF
Lot 1	399529
Lot 1A	130529
Lot 1B	150657
Lot 1C	95336
Driscoll Street ROW	23007
TOTAL	399529

CERTIFICATE OF SURVEYOR

I hereby state that this survey and plat was prepared by me or under my direct responsibility, supervision and checking, and that, in my professional opinion, they are true and correct to the best of my knowledge, belief and information based on the applicable standards of practice of Professional Land Surveyors in the State of Colorado. I also state that this survey and plat is not a guaranty or warranty, either expressed or implied.

Joshua J. Casselberry, P.L.S.
 Colorado Registration No. 37903

PRELIMINARY

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2. TITLE RESEARCH: Title Research - Title, easement and Right-of-Way research was conducted by Fidelity National Title per Order No. 100-N0030108-020-JY, Amendment No. 2, effective date September 8, 2022 and not from research conducted by Moreno Surveying & Geographics, Inc. Any and all parties having interest in subject tracts of land are hereby referred to said title commitments and any title policies issued at a later date.
3. According to Colorado law you must commence any legal action based upon any defect in the this survey within three (3) years after you first discovered such defect. In no event may any action based upon any defect in this survey be commenced more than ten (10) years from the date of the certification shown hereon.
4. Any encroachment of fences across property may indicate possessory rights are accruing.

THIS PLAT IS HEREBY EXECUTED BY THE FOLLOWING PARTIES:

By _____
 _____, Authorized Representative of The Piñon Project

STATE OF COLORADO)
 SS)
 COUNTY OF MONTEZUMA]

Subscribed and sworn to before me this _____ day of _____, 2023, by _____, Authorized Representative of The Piñon Project.

Witness my hand and seal.

 Notary Public My Commission Expires _____

Reviewed and Recommended for approval by the Planning and Zoning Commission, City of Cortez.

By _____
 Chairman City Clerk

Reviewed and Accepted by the City of Cortez, Montezuma County, Colorado this _____ day of _____, 2023.

 Mayor, City of Cortez City Clerk

STATE OF COLORADO)
 SS)
 COUNTY OF MONTEZUMA]

Subscribed and sworn to before me this _____ day of _____, 2023, by _____, Mayor, and _____, City Clerk for the City of Cortez, Colorado

Witness my hand and seal.

 Notary Public My Commission Expires _____

CERTIFICATE OF OWNERS BY ALL THESE PRESENTS

That The Piñon Project, whose legal address is 210 East Main Street, Cortez, Colorado 81321, being the legal and record owner of one parcel of land located in the SW1/4 SE1/4, S23, T36N, R16W, N.M.P.M., being more particularly as follows:

Lot 1, Chism Group Minor Subdivision as per the plat thereof filed for record January 9, 2008 in Book 16 at Page 191 in the office of the Clerk and Recorder.
 County of Montezuma,
 State of Colorado.

Hereby certify that they have caused the same to be subdivided and replatted under the name and style of The Piñon Project Subdivision, A Resubdivision of Lot 1 of the Chism Group Minor Subdivision, consisting of three lots named Lot 1A, Lot 1B, Lot 1C and one right of way named Driscoll Street.

EASEMENTS ACCEPTED AND APPROVED:

City of Cortez Date Cortez Sanitation District Date
 (as to water lines) (as to sewer lines)

Empire Electric Association Date Atmos Energy Corporation Date

Century Link Date

GENERAL DEDICATIONS

1. The Variable Width Empire Electric Easement located on Lot 1A, as shown hereon, is hereby dedicated to Empire Electric Association.
2. The 20' Utility Easements located on the west portions of Lot 1B and Lot 1C, as shown hereon, are hereby dedicated to the public utilities.
3. Driscoll Street, a 60' Right of Way, as shown hereon, is hereby dedicated to the City of Cortez and public utilities.
4. Hereby dedicate to the public utilities those portions labeled but not limited to, electric lines, gas lines, telephone lines, sewer lines, water lines and communications cables. Also, a perpetual easement for the installation and maintenance of utilities and drainage facilities is reserved and dedicated to the public utilities over and through the private roads and streets within this subdivision, and according to the easements as shown on this plat; together with the right to trim interfering trees and shrubs; together with perpetual rights of ingress and egress for installation, maintenance, and replacement of such lines. Landoner use of said utility easement areas shall be restricted as to maintaining the easement area clear of all buildings structures or other obstructions. Other easements, if any, are as shown on this plat. Said easements and rights shall be utilized in a reasonable and prudent matter.

This plat was filed for record in the office of the County Clerk and Recorder of Montezuma County Colorado at _____ M. on the _____ day of _____, and duly filed under Reception Number _____, Plat Book _____, Page _____

 Montezuma County Clerk and Recorder

THE PIÑON PROJECT
 SUBDIVISION
 RESUBDIVISION OF LOT 1 OF THE
 CHISM GROUP MINOR
 SUBDIVISION
 SW1/4 SE1/4 SECTION 23,
 T36N R16W, N.M.P.M.
 MONTEZUMA COUNTY, COLORADO

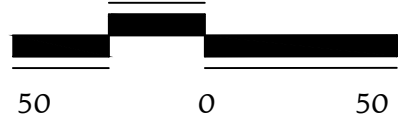
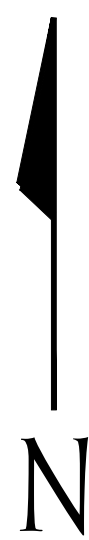


3050 MAIN AVENUE, DURANGO, CO (970) 385-8535

DATE: 2/17/2023 SCALE: 1 INCH = 500 FEET

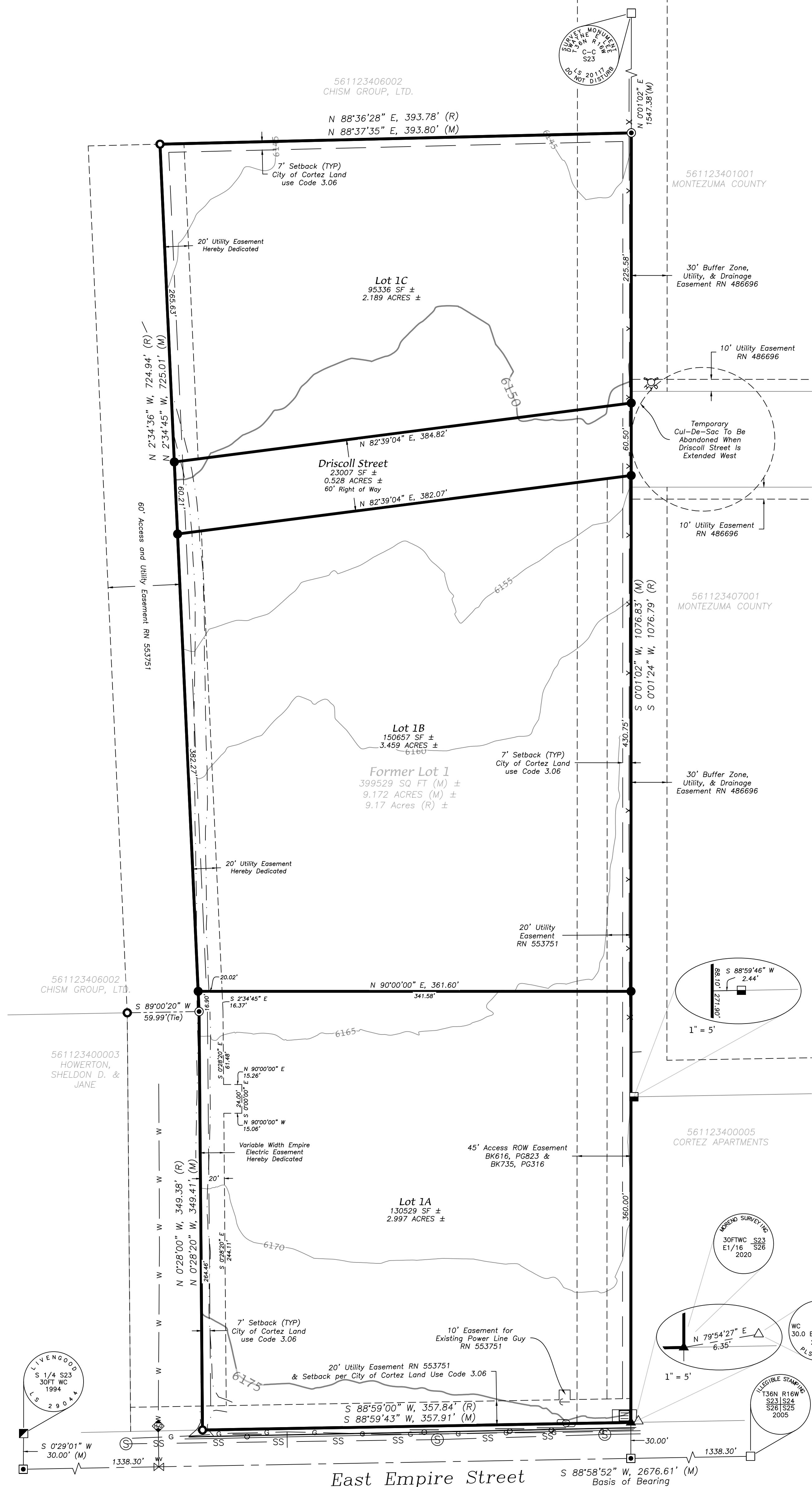
DRAWN BY: IM CHECKED BY: JC JOB NO.: 2020-128

THE PIÑON PROJECT SUBDIVISION RESUBDIVISION OF LOT 1 OF THE CHISM GROUP MINOR SUBDIVISION SW1/4 SE1/4 SECTION 23, T36N R16W, N.M.P.M. MONTEZUMA COUNTY, COLORADO



Scale: 1 inch = 50 feet
Lineal Units are U.S. Survey Feet
Contour Interval = 5 Foot
Basis of Bearing: The bearings are based on the assumption that the south line of the SE1/4 SE1/4 of S23, T36N, R16W, N.M.P.M. bears South 88°58'52" West, monumented as shown hereon.

- Legend**
- Found: 3-1/4 inch aluminum cap stamped as shown
 - Found: 2 inch aluminum cap stamped as shown
 - △ Found: 3-1/4 inch aluminum cap stamped as shown, monument not accepted.
 - Found: 1 inch yellow plastic cap on a #5 rebar illegible stamping
 - Found: 1 inch yellow plastic cap on a #5 rebar stamped "LS 37995"
 - Found: 5/8 inch Rebar
 - Calculated Position
 - ▲ Set: 2" aluminum cap on 3/4 by 30 inch rebar, stamped as shown
 - Set: 1-1/2 inch aluminum cap on 5/8 by 24 inch long rebar stamped, "PLS 37903"
 - (M) Measured Dimension
 - (R) Recorded per RN553751 Book 16 Page 191
 - Street Sign
 - Overhead Electric Pole
 - ← Guy Anchor
 - Electric Transformer
 - Telecommunications Pedestal
 - Sanitary Man Hole
 - ⊕ Water Carsonite Marker
 - ⊗ Water Valve
- | | |
|---------------|------------------|
| Property Line | |
| Easement | |
| X | Fence Line |
| SS | Dirt Road |
| SS | UG Sanitary Line |
| G | UG Gas Line |
| W | UG Water Line |



CERTIFICATE OF SURVEYOR
I hereby state that this survey and plat was prepared by me or under my direct responsibility, supervision and checking, and that, in my professional opinion, they are true and correct to the best of my knowledge, belief and information based on the applicable standards of practice of Professional Land Surveyors in the State of Colorado. I also state that this survey and plat is not a guaranty or warranty, either expressed or implied.

Joshua J. Casselberry, P.L.S.
Colorado Registration No. 37903

PRELIMINARY

1. SURVEY CONTROL NOTE: Location of improvements is based upon found survey monuments as shown hereon.
2. TITLE RESEARCH: Title Research - Title, easement and Right-of-Way research was conducted by Fidelity National Title per Order No. 100-N0030108-020-JY, Amendment No. 2, effective date September 8, 2022 and not from research conducted by Moreno Surveying & Geographics, Inc. Any and all parties having interest in subject tracts of land are hereby referred to said title commitments and any title policies issued at a later date.
3. According to Colorado law you must commence any legal action based upon any defect in this survey within three (3) years after you first discovered such defect. In no event may any action based upon any defect in this survey be commenced more than ten (10) years from the date of the certification shown hereon.
4. Any encroachment of fences across property may indicate possessory rights are accruing.

THE PIÑON PROJECT
SUBDIVISION
RESUBDIVISION OF LOT 1 OF THE
CHISM GROUP MINOR
SUBDIVISION
SW1/4 SE1/4 SECTION 23,
T36N R16W, N.M.P.M.
MONTEZUMA COUNTY, COLORADO



3050 MAIN AVENUE, DURANGO, CO (970) 385-8535

DATE: 2/17/2023 SCALE: 1 INCH = 50 FEET

DRAWN BY: IM_CHECKED BY: JC JOB NO.: 2020-128

ALTA/NSPS LAND TITLE SURVEY
 CHISM GROUP MINOR SUBDIVISION LOT 1
 LOCATED IN SECTION 23, T36N, R16W, N.M.P.M
 MONTEZUMA COUNTY, COLORADO



VICINITY MAP
 Scale 1 inch = 100 feet
 Local Units are U.S. Survey Feet

Table A - Notes

1. Miscellaneous Areas have been found or not as noted herein in this survey
2. TSD and Property Lines
3. Some of the Field Measurements have been checked/verified with an electronic total station on September 20, 2023
4. Topographic Survey and aerial imagery provided by Geospatial Applications, Inc. in December of 2022
5. A Survey Report has not been provided at this time
6. Property to be Surveyed is located on the Eastern side of the Property Parcel bounded to the West, East and South by the 1/2" of Section 23, T36N, R16W, N.M.P.M. and to the North by the 1/2" of Section 24, T36N, R16W, N.M.P.M.
7. Subdivision Name listed on Lot 1 of the Chism Subdivision have been identified and are shown on sheet 2
8. No parking approvals are listed on Lot 1 of the Chism Subdivision
9. Utility markers are as shown

Subtable B - Easements

1. Easements, liens, encumbrances, adverse claims or other matters have not been addressed in this survey
2. Rights or Claims out of public record have not been addressed in this survey
3. Encumbrances, liens or encumbrances out of public record have not been addressed in this survey
4. In consequence, conditions or boundary lines, shortages in area or encumbrances were noted during this survey
5. Lines have not been addressed in this survey
6. Disposition of existing claims have not been addressed in this survey
7. Annotations, notes and measurements have not been addressed in this survey
8. Regulations for Subdivision have not been addressed in this survey (DASH P176)
9. Taxes and assessments have not been addressed in this survey
10. Encumbrances as shown on the Chism Group Minor Subdivision are as shown. The 66' Access and Utility Easement for Future Driveway shown on sheet 2 does not have adequate information to show it as it crosses sections and has been created from subdivision plat (Plat Book 14, Page 181).
11. Agreement regarding open space requirements appears to be north of subject property (Exception to 66' Easement)
12. Easement from Chism Group to City of Cortez in north of subject property (Exception to 66' Easement and Survey)
13. Access Easement from Chism Group, LTD to the Cortez Sanitation District appears to be west and north of subject property (Exception to 66' Easement)
14. This document was not found and could not be provided for the title company (Exception to 66' Easement)
15. Easement for water line is shown in notes and does not appear to affect subject property (P164, P165)
16. 66' Easement for water pipe line to north of subject property (DASH, P165)
17. Right of Way for water pipe line to north of subject property (DASH, P165)
18. Easement (Exception to 66' Easement) (DASH, P165)
19. There doesn't appear to be a road in use through the eastern portion of the property, but the Right of Way for Road/Driveway Access is as shown (P 216, P165) and (P165, P165)
20. Easement Right of Way has not been addressed in this survey (DASH, P165)
21. Easement Right of Way has not been addressed in this survey (DASH, P165)
22. Easement Right of Way has not been addressed in this survey (DASH, P165)
23. Easement Right of Way has not been addressed in this survey (DASH, P165)

RECIPIENT'S STATEMENT

To Chism Group LTD Inc., a Corporation & Stewart Title Surety Company This is to certify that the map or plan and the survey on which it is based were made in accordance with the 2017 Minimum Standards Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, of Table A thereof. The same shall herein be included and hereby made part of this certification. The field work was completed on August 21, 2023.

Date of Plot or Map November 8, 2023

I also hereby state that this survey and plot has prepared by me or under my direct responsibility, supervision and checking, and that, in my professional opinion, they are true and correct to the best of my knowledge, belief and information based on the applicable standards of practice of Professional Land Surveyors in the State of Colorado. I also state that this survey and plot is not a guarantee or warranty, either expressed or implied.



Justin J. Campbell, P.L.S.
 Colorado Registration No. 87522

Before According to Colorado law you must examine any legal action based upon any defect in this survey within three (3) years after you have discovered such defect. In no event may any action based upon any defect in this survey be commenced more than ten (10) years from the date of the certification shown herein.

Before This Survey meets all requirements of a Land Survey Plot as set forth in C.R.S. (2020-01-1001) & 108 and an Improvement Survey Plot as set forth in (2020-01-1009)

In addition to the items included in the Survey Certification, the survey also includes the following:

- 1) The legal description describes the same property as shown in the Title Commitment.

Notes

This document - This document and rights of map research was conducted by Stewart Title Surety Company per the 2020-01-01 effective date September 21, 2020 at 4:00 PM and all from research conducted by Stewart Surveying & Design, Inc. Any and all parties having interest in relevant levels of land are hereby referred to said title commitments and any title policies issued at a later date.

Any encumbrances of known nature property may indicate that necessary rights are covering.

ALTA/NSPS LAND TITLE SURVEY
 CHISM GROUP MINOR SUBDIVISION
 LOT 1

Movens
 SURVEYING
 & DESIGN, INC.

STATE OF COLORADO
 CIVIL ENGINEER REG. NO. 138444 CO. PLD 2014-01-01

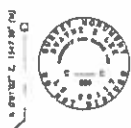
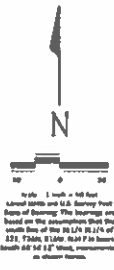
DATE: 11/08/23 SCALE: 1"=100'-0" DRAWN BY: J. CAMPBELL BY: J. K. NO. 02119

SHEET 1 OF 1

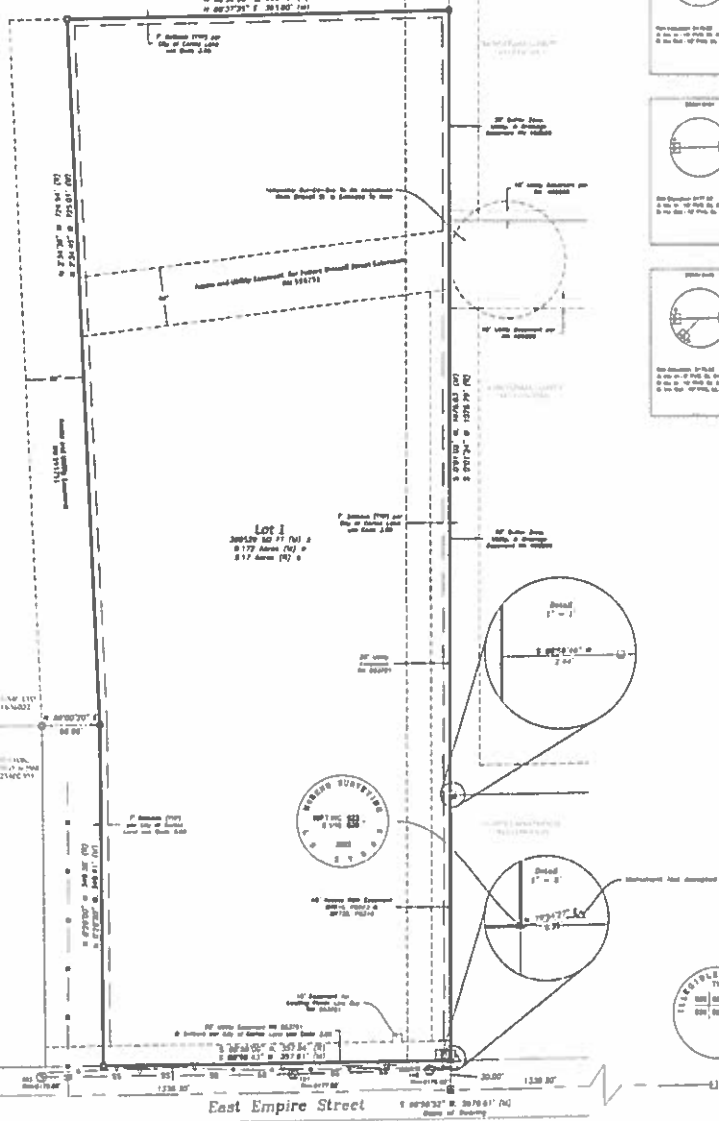
PUWAGANA KAAH
 TBD E. Empire St.
 Cortez, CO

SHOPWORKS
 architecture
 901 W. 4TH AVE • DENVER, CO 80202 • 303.733.1116

**ALTA/NSP'S LAND TITLE SURVEY
CHISM GROUP MINOR SUBDIVISION LOT 1
LOCATED IN SECTION 23, T36N, R16W, N.M.P.M
MONTEZUMA COUNTY, COLORADO**



- LEGEND**
- Found 3-1/4" Aluminum Cap Stamped as Above Station.
 - Found 1" Aluminum Cap Stamped as Above Station.
 - △ Found 3-1/4" Aluminum Cap Stamped "100 HC 20170 200/200 2007 P&T STATION Monument Not Accepted.
 - Found 1" Yellow Plastic Cap on a #6 Rebar 1/2" Stamping Blighted.
 - Found 1" Yellow Plastic Cap on a #6 Rebar Stamped "10 27500".
 - Found #6 Rebar.
 - △ Calculated Position.
 - △ Set 2" Aluminum Cap on 2-1/4" Rebar Stamped as Above Station.
- (N) Noted
- (-) Noted per 200A7701 Book 10 Page 101
 - - - - - Shared Sign
 - - - - - Overhead Bamboo Pole
 - - - - - Key marker
 - - - - - Electric Transformer
 - - - - - Telecommunication Post/rod
 - - - - - Boundary line limit
 - - - - - Solar Curvature Marker
 - - - - - Solar Pole



SURVEYOR'S AFFIDAVIT

I, James P. Moore, a duly qualified and licensed Surveyor in the State of Colorado, do hereby certify that the foregoing is a true and correct copy of the original survey as shown on the attached map and that the same was made by me or under my direct supervision and that I am a duly qualified and licensed Surveyor in the State of Colorado.

Witness my hand and the seal of my office this 20th day of May, 2007.

James P. Moore
Professional Surveyor
License No. 0001785

**ALTA/NSP'S LAND TITLE SURVEY
CHISM GROUP MINOR SUBDIVISION
LOT 1**

SW 1/4 OF THE N 1/4
LOCATED IN SECTION 23, T36N, R16W
MONTEZUMA COUNTY, COLORADO

DATE: 05/20/07 SCALE: 1" = 40.00'
DRAWN BY: JC CHECKED BY: J.L. B.S. NO. 000130

**CITY OF CORTEZ
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2, SERIES 2023**

**A Resolution Recommending Approval of a Preliminary Plat for The Pinon Project
Subdivision, a 3 lot Subdivision located on Lot 1 of the Chism Group Minor Subdivision,
SW ¼ SE1/4 Section 23, T36N R16W, NMPM
Located in the Residential Multi-Family (R-2) Zoning District**

WHEREAS, the owner/applicant, The Pinon Project/ShopWorks Architecture LLC (the “Owner/applicant”), has applied for review of a preliminary plat to divide a 9.7acre tract into 3 lots located on Lot 1 of the Chism Group Minor Subdivision, SW ¼ SE1/4 Section 23, T36N R16W, N.M.P.M Colorado (the “Property”); and

WHEREAS, the Owner/applicant has applied to the City for review of a preliminary plat on the Property; and

WHEREAS, the Owner/applicant presented a preliminary plat and other submittal items for review by the City Planning and Zoning Commission at a regular meeting held on March 7, 2023; and

WHEREAS, Land Use Code Section 6.04, Preliminary Plats, indicates that the owner or developer of a property may request a subdivision pursuant to all code requirements; and

WHEREAS, the Planning and Zoning Commission reviewed the preliminary plat for a 3-lot subdivision for the Property and is recommending approval of the preliminary plat on the Property, as evidenced in the adoption of P&Z Resolution No. 2, Series 2023; and

WHEREAS, the Owner/applicant has held legal ownership of the Property subsequent to the adoption of P&Z Resolution No. 2, Series 2023, and is interested in further development of the Property; and

WHEREAS, based on the evidence and testimony presented at City Planning and Zoning Commission March 7, 2023 meeting, the Planning and Zoning Commission and the Owner/applicant have agreed to certain conditions of approval to be considered by the City Council; and

WHEREAS, it appears that all requirements of Chapters 4.00 and 6.00 of the City’s Land Use Code for subdivision of the Property have been or can be met.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CORTEZ PLANNING AND ZONING COMMISSION:

THAT, P&Z Resolution No. 2, Series 2023, contains recommended conditions of approval for the subdivision on the Property; and

THAT, the preliminary plat and full application for the Property are hereby recommended to Council for approval, subject to the following condition to ensure compliance with the standards in the City of Cortez Land Use Code for a preliminary plat:

1. All requirements of utility providers, City departments, CDOT and affected districts must be satisfied, as outlined in adopted City Codes and other regulatory documents.

AND THAT, the Owner/applicant is to coordinate with City staff to ensure that these conditions are fully met.

MOVED, SECONDED, AND ADOPTED THIS 7th DAY OF MARCH, 2023

PLANNING AND ZONING COMMISSION


Robert Rime, Chairman

ATTEST:


Cheryl Lindquist, Deputy City Clerk

**CITY OF CORTEZ
RESOLUTION NO. 6, SERIES 2023**

**A RESOLUTION APPROVING A PRELIMINARY PLAT FOR THE PINON PROJECT
SUBDIVISION, A THREE-LOT SUBDIVISION THAT IS A RESUBDIVISION OF LOT
1 OF THE CHISM GROUP MINOR SUBDIVISION, LOCATED IN THE RESIDENTIAL
MULTI-FAMILY (R-2) ZONING DISTRICT IN CORTEZ, COLORADO**

WHEREAS, the owner/applicant, The Pinon Project/ShopWorks Architecture LLC (the “Owner/applicant”) has applied for review of a preliminary plat to divide a 9.7acre tract into 3 lots located in Lot 1 of the Chism Group Minor Subdivision, SW ¼ SE1/4 Section 23, T36N R16W, N.M.P.M Colorado (the “Property”); and

WHEREAS, Land Use Code Section 6.04, Preliminary Plats, indicates that the owner or developer of a property may request a subdivision pursuant to all code requirements; and

WHEREAS, the Owner/applicant presented a preliminary plat and other submittal items for review by the City Planning and Zoning Commission at a regular meeting held on March 7, 2023; and

WHEREAS, the Planning and Zoning Commission reviewed the preliminary plat for a three-lot subdivision for the Property and recommended approval of the preliminary plat, as evidenced in the adoption of P&Z Resolution No.2, Series 2023; and

WHEREAS, based on the evidence and testimony presented at the Planning and Zoning Commission March 7, 2023 meeting, the Planning and Zoning Commission recommended certain conditions of approval to be considered by the City Council; and

WHEREAS, it appears that all applicable requirements of the City of Cortez Land Use Code for subdivision of the Property have been or can be met.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CORTEZ CITY COUNCIL:

THAT, Resolution No. 6, Series 2023, contains the conditions of approval for the subdivision of the Property; and

THAT, the preliminary plat and full application for the Property are hereby approved, subject to the following condition to ensure compliance with the standards in the City of Cortez Land Use Code for a preliminary plat:

1. All requirements of utility providers, City departments, CDOT and affected districts must be satisfied, as outlined in adopted City Codes and other regulatory documents.

AND THAT, the Owner/applicant shall coordinate with City staff to ensure that this condition is fully met.

MOVED, SECONDED, AND ADOPTED THIS 14th DAY OF MARCH, 2023

Rachael B. Medina, Mayor

ATTEST:

Donna Murphy, Deputy City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Rachael Marchbanks
Community/Economic Development Director
123 Roger Smith Ave
Cortez, CO. 81321
rmarchbanks@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Cheryl Lindquist, Permit Technician/Deputy City Clerk

Date: 3/08/2023

RE: Resolution No. 5, Series 2023

DISCUSSION

See attached staff report for full discussion.

BACKGROUND

Public Hearing on an Application for a Conditional Use to construct a carport on a single-family home that will be closer than the required 10' front property line setback. The property is located at 921 N. Sligo St, Cortez, Lot 8 Block 2, Morningside Subdivision and Morningside Addition to the City of Cortez.

FISCAL IMPACT

Fiscal impact has not been analyzed.

RECOMMENDATION

Staff recommends that Council approve Resolution No. 5, Series 2023, a Resolution approving a Conditional Use Permit for a carport closer than 10' to the property line on property located at 921 N. Sligo St., in the R-1 zone, as submitted by Jim and Sharon Morgan.

MOTION

If agreed upon by the City Council, a possible motion would be:

I move that Council approve Resolution No. 5, Series 2023, a Resolution approving a Conditional Use Permit for a carport closer than 10' to the front property line on property located at 921 N. Sligo St., in the R-1 zone, as submitted by Jim and Sharon Morgan

Attachments

Staff Report
Application
P&Z Resolution No.1, Series 2023
Resolution No. 5, Series 2023



*City of Cortez
Community & Economic
Dev. Dept.
123 Roger Smith Avenue
Cortez, CO 81321*

Meeting Date: March 14, 2023
Project No.: LU22-000025

STAFF REPORT

TO: Members of the Cortez City Council

FROM: Nancy Dosedall, Contract City Planner

SUBJECT: Public Hearing on an Application for a Conditional Use to construct a carport on a single family home that will be closer than the required 10' front property line setback. The property is located at 921 N. Sligo St, Cortez, Lot 8 Block 2, Morningside Subdivision and Morningside Addition to the City of Cortez.

APPLICANT: Jim and Sharon Morgan

OWNER: Jim and Sharon Morgan

ATTACHMENTS: P&Z Resolution No. 1, Series 2023
Application Packet
Title Report

BACKGROUND

Jim and Sharon Morgan are requesting a conditional use permit to construct a new carport onto their existing home located at 921 N. Sligo St. The property is zoned R1 Single Family Residential. Carports that are proposed to extend closer than 10' to the front property line are required to obtain a Conditional Use Permit.

The site is bounded on all sides with single family homes in the R1 zone.



DEVELOPMENT STANDARDS

Accessory carports, whether attached or detached to the principal structure are allowed if all of the following are met:

1. The carport roof must be constructed in such a manner to appear as a part of the original construction of the principal structure.
2. The materials used in construction of the accessory use are compatible with the materials used in the principal use.
3. The carport meets side yard setback standards.
4. The carport does not extend into or over any easement or any city right-of-way.
5. The carport roof slope shall comply with the requirements of garages in Section 3.05(b)(4)(c) of this section and have no less than a 4:12 pitch or match the roof pitch of the existing principal structure. A carport in conjunction with a Southwestern style house shall have no less than a 2:12 roof pitch.
6. Staff is authorized to review the proposal for compliance with the above standards and approve the building materials for the project.
7. All attached carports shall meet the requirements for separation of uses as contained in the adopted building codes of the city.
8. Accessory carport structures that are proposed to be placed closer than ten (10) feet to the front property line must go through the conditional use process in accordance with Section 6.10 of this code.

ISSUES

The proposed carport is to be located approximately 6' from the front property line, which is closer than the 10' required setback, necessitating the Conditional Use. The purpose of the site plan review is to ensure compliance with all regulations and to protect the public health, safety and welfare, to promote balanced growth, to ensure adequate provision of public services and facilities and to guide the character of the city. Section 6-14.12 (f) states:

The Planning Commission in its consideration shall use the standards set forth in Chapter 5 of this code and shall include paving and layout of streets, alleys and sidewalks, means of ingress and egress, provisions for drainage, parking spaces, areas designated for landscaping, and other aspects deemed by the planning commission necessary to consider in the interest of promoting the public health, safety, order, convenience, prosperity and general welfare.

A conditional use is a use that may be permitted subject to conditions imposed upon the approval of the use that are designed to reasonably mitigate any adverse impacts upon surrounding properties. Both the planning commission and the city council shall use the following criteria in reviewing conditional use permit requests. It is specifically understood that certain criteria listed below may not apply to a particular application. The applicant shall adequately demonstrate that the applicable criteria have been met:

- (1) The proposed conditional use is compatible with adjacent existing uses and other allowed uses in the zoning district. Such compatibility shall be expressed in terms of appearance, architectural scale and features, site design and scope, landscaping, as well as the control of adverse impacts including noise, vibration, smoke, fumes, gas dust, odor, lighting, glare, traffic circulation, parking, or other undesirable or hazardous conditions.
- (2) The proposed conditional use has incorporated design features sufficient to protect adjacent uses including but not limited to: service areas, pedestrian and vehicular circulation, safety provisions, access ways to and from the site, buffering, fencing and site building placement.
- (3) All proposed accessory uses must demonstrate that they are necessary and desirable. All proposed accessory uses shall comply with the requirements of subsections(f)(1) and (2) of this section. Undesirable impacts created by these uses shall be controlled or eliminated.
- (4) Adequate public services (such as: streets, off-street parking, pedestrian facilities, water, sewer, gas, electricity, police and fire protection) must be available without the reduction of services to other existing uses.
- (5) Provisions for proper maintenance of the building, parking and loading areas, drives, lighting, signs, landscaping, etc. shall be provided.
- (6) The proposed conditional use shall conform to adopted plans, hours of operation, polices and requirements for parking and loading, signs, highway access, and all other applicable regulations of this code and other applicable regulations.

DISCUSSION

The proposal is for a Conditional Use to allow the construction of a carport closer than the required 10' setback from the front property line. Carports are a common use in the neighborhood and with single family homes in general. With the exception of being 4' closer to the front property line than allowed without a permit, the project meets the requirements of the Land Use Code. Some of the design requirements including materials and appearance will be reviewed at the building permit stage.

AGENCY REVIEW

GIS Coordinator (Doug Roth)

GIS -

Applicant or Contractor needs to locate property pins to determine edge of ROW/property line. The GIS map is only approximate. ROW for this section of Sligo street is 50ft

Cortez City Engineer (Kevin Kissler)

Hello,

Please see the attached image with my comments. In the future please ask applicants to include both a plan and profile view of proposed structures with the application.



Cortez Sanitation District (Jim Webb)

The Sanitation District has no issues with a carport placed on the driveway at 921 N Sligo.

Empire Electric (Greg South)

There should be no conflict with Empire. According to our map the overhead powerline and Service are in the back.

Also, my office # is 564-4447.

Please feel free to contact me if you have any questions.

ALTERNATIVES

1. The Commission can recommend that the Council approve the conditional use permit for a carport on property located at 921 N. Sligo St, in the R-1 zone as submitted by Jim and Sharon Morgan;
2. The Commission can recommend denial of the application for the conditional use permit and state its reasons;
3. The Commission can ask for more information and continue the application to a date certain, or table the application; or
4. The Commission can recommend that Council approve the conditional use permit and state any conditions it feels would be necessary to ensure compliance with the Land Use Code.

RECOMMENDATION

Staff recommends Alternative "4" above, approval of the conditional use permit and site development plan through Resolution No. 5, Series 2023, with 4 conditions.

If the City Council so chooses to follow the recommendation of Staff, a possible motion would be as follows:

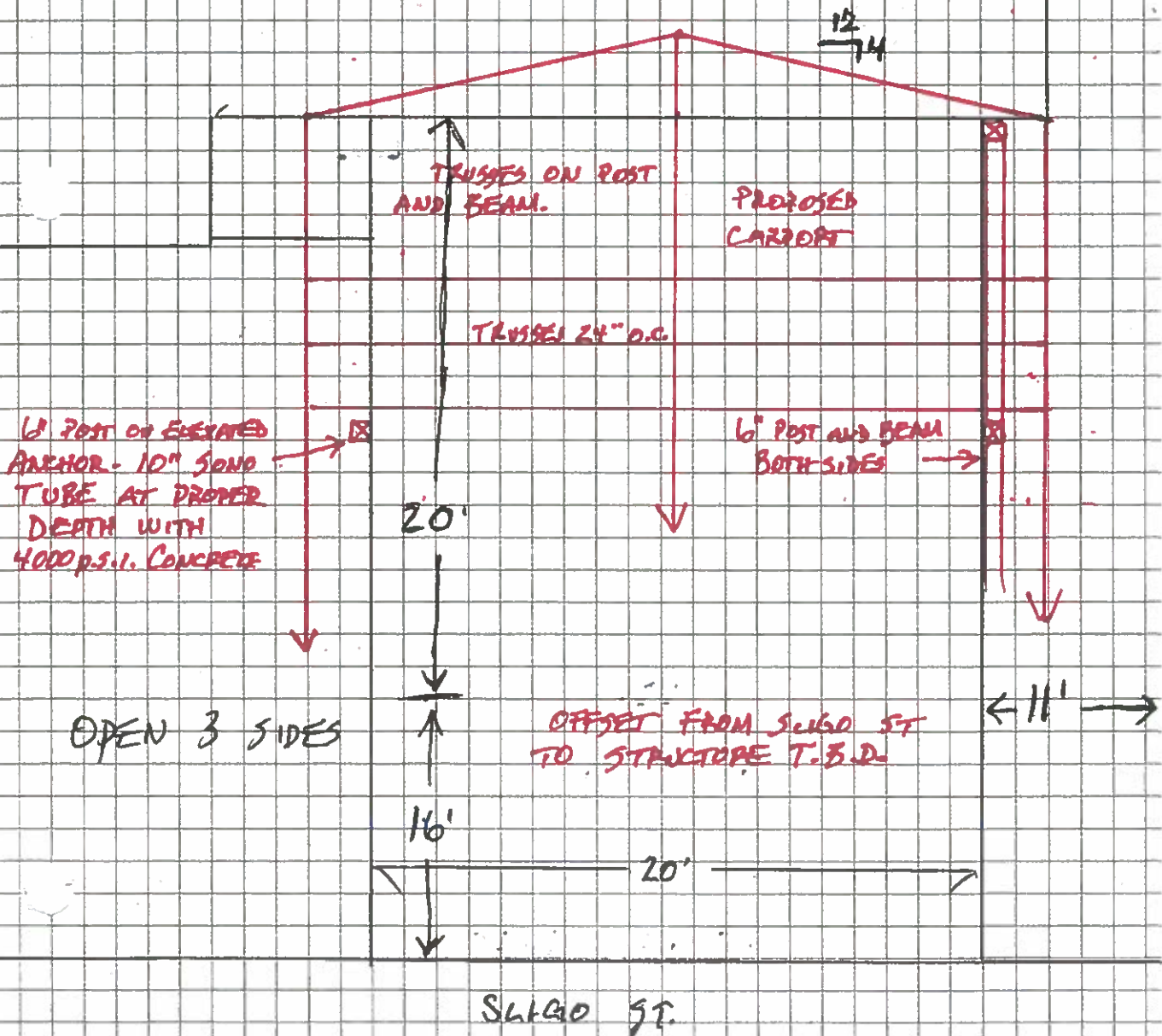
I move that Council approve Resolution No. 5, Series 2023, a resolution approving the conditional use permit for a carport closer than 10' to the front property line on property located at 921 N. Sligo St., in the R-1 zone, as submitted by Jim and Sharon Morgan, with the following conditions:

1. All requirements of utility providers, City departments, CDOT and affected districts must be satisfied, as outlined in adopted City Codes and other regulatory documents.
2. The appropriate construction drawings must be approved by the Building Official and City Engineer, and a building permit obtained prior to any construction on site.
3. The carport roof must be constructed in such a manner to appear as a part of the original construction of the principal structure.
4. The materials used in construction of the accessory use shall be compatible with the materials used in the principal use.

PROPOSED "CONDITIONAL USE" CARPORT
FOR JIM AND SHARON MORRAN, 921 N. SUGO
CORTEL CO. 970-560-6220.

On The Level Builders
970-560-6128
8295 Road 29.4 Loop
bradmoore3080@yahoo.com

EXISTING:
RESIDENCE





Source: Esri, Maxar, Earthstar Geographic, and the City of Las Vegas Community

City of Cortez,

December 19, 2022

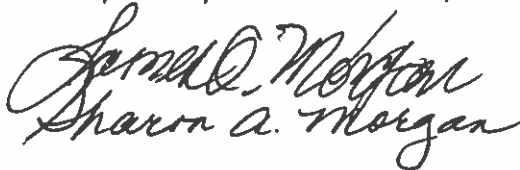
We would like to apply for a Conditional Use Permit to build a carport on our property at 921 N. Sligo Street, Cortez, CO.

We have a sloping driveway that gets very slick in the winter. We both have slipped on it a few times as well as some of our family and visiting guests. James is turning 80 on the 30th of December and I'm in my 70's with pre-osteoporosis.

We feel that it would make our home much safer for us in the coming years if we could cover most of the driveway.

We are getting ready to make needed upgrades to our home and would like to include this in the plan.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "James O. Morgan" and "Sharon A. Morgan" on two lines.

James O. and Sharon A. Morgan

PROPERTY REPORT

NOTE: THIS REPORT CANNOT BE RELIED UPON AS ESTABLISHING OWNERSHIP. THIS REPORT IS ONLY INTENDED TO SHOW THE NAME(S) OF THE PERSON(S) PRESENTLY APPEARING TO CLAIM OWNERSHIP AND ANY ENCUMBRANCES OF RECORD. THIS REPORT SHOULD NOT BE CONSTRUED AS A TITLE OPINION, LIABILITY OF THE COMPANY UNDER THIS REPORT IS LIMITED TO THE AMOUNT PAID FOR SAME.

To: THE CITY OF CORTEZ

Report No.: 043

Property Address: 921 N. Sligo St., Cortez, CO 81321

Tax ID No.: 5611-244-09-007/R008407

Effective Date: DECEMBER 18, 2022 @ 4:00 P.M.

1. The purported owner to the estate in said land is at the date hereof vested in:

JAMES O. MORGAN AND SHARON A. MORGAN

2. The encumbrance(s) (voluntary) if any, to which said land is subject:

N/A

3. The judgment(s)/lien(s) (involuntary) if any, to which said land is subject:

N/A

4. Legal Description: Montezuma County

Lot 8, Block 2, MORNINGSIDE SUBDIVISION AND MORNINGSIDE ADDITION to the City of Cortez, as per the plat of record in the office of the Clerk and Recorder.

5. Tax Status: (NOTE: This tax status is based on verbal information and no guarantee is being made as to the accuracy)

Taxes for the year 2021 have been paid and taxes for 2022 are not yet due or payable.

Thank you for your business,

COLORADO TITLE & CLOSING SERVICES, LLC


Marie Rogers Patrick

EXCEPTIONS

Any policy we issue will have the following exceptions unless they are taken care of to our satisfaction:

1. Any facts, rights, interests or claims which are not shown by the Public Records, but which could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.
2. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
3. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records.
4. Any lien, or right to a lien, for services, labor or materials heretofore or hereafter furnished, imposed by law and not shown by the Public Records.
5. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the Public Records or attaching subsequent to the Effective Date hereof but prior to the date the proposed Insured acquires for value of record the estate or interest or mortgage thereon covered by the Commitment.
6. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
7. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) ditches and ditch rights; water rights, claims or title to water; (d) all interest in oil, gas, coal and other mineral rights severed by predecessors in Title and any and all assignments thereof or interests therein; whether or not the matters excepted under (a), (b), (c) or (d) are shown by the Public Records.
8. Any Restrictions, Covenants, Declarations, Conditions, Leases, Agreements, and Mineral Reservations or Conveyances of record, and all modifications thereof, if any.
9. Any and all recorded rights of way and easements including, but not limited to roads, highways, ditches, creeks, laterals, canals, reservoirs, drainage ways, flumes, utilities, guy line/anchors, railroads, and aircraft overflight.
10. All plat notes, notices, and general dedications contained on any recorded plat pertaining to the subject property and appurtenances thereto.

City of Cortez,

December 19, 2022

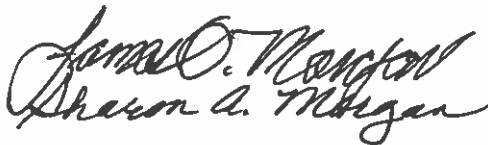
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We feel that it would make our home much safer for us in the coming years if we could cover most of the driveway.

We are getting ready to make needed upgrades to our home and would like to include this in the plan.

Thank you for your consideration,

Handwritten signature of James O. Morgan and Sharon A. Morgan in black ink. The signature is written in a cursive style, with 'James O. Morgan' on the top line and 'Sharon A. Morgan' on the bottom line.

James O. and Sharon A. Morgan

**CITY OF CORTEZ
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 1, SERIES 2023**

A Resolution Recommending Approval of a Conditional Use Permit for the Construction of a carport within ten (10) feet of the front property line at 921 N. Sligo St., located in the Residential Single Family (R1) Zoning District

WHEREAS, Owners/Applicants Jim and Sharon Morgan have applied for review of a conditional use permit for the construction of a carport closer than the required ten (10) feet required setback from the front property line on property at 921 N. Sligo St., Cortez, Colorado and more particularly described as (the "Property"):

Lot 8 Block 2, Morningside Subdivision and Morningside Addition to the City of Cortez

WHEREAS, the Owners/Applicants presented a site plan and necessary submittal items for review by the City Planning and Zoning Commission at a regular meeting held on February 7, 2023; and

WHEREAS, Land Use Code Section 6.10 Conditional Use Permits, indicates that the owner or developer of a property may request an approval of a condition use on property located in the Single Family Residential (R1) Zoning District; and

WHEREAS, the Planning and Zoning Commission reviewed the request for a conditional use permit for construction of a carport closer than the required ten (10) feet setback from the front property line for the Property and is recommending approval of the conditional use permit, as evidenced in the adoption of P&Z Resolution No. 1, Series 2023; and

WHEREAS, the Owners/Applicants have held legal ownership of the property subsequent to the adoption of said P&Z Resolution No. 1, Series 2023, and are interested in further development of the Property; and

WHEREAS, based on the evidence and testimony presented at the February 7, 2023 meeting, the Planning and Zoning Commission recommended that City Council approve the conditional use permit with certain conditions of approval as stated in the Resolution; and

WHEREAS, it appears that all applicable requirements of the City of Cortez Land Use Code for the issuance of a conditional use permit for the Property have been or can be met.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CORTEZ PLANNING AND ZONING COMMISSION:

02/07/2022

THAT, P&Z Resolution No. 1, Series 2023, establishes the conditions of approval for the development on the Property; and

THAT, the conditional use permit for the Property is hereby recommended to Council for approval, subject to the following conditions to ensure compliance with the standards in the City of Cortez Land Use Code for a conditional use permit:

1. All requirements of utility providers, City departments, CDOT and affected districts must be satisfied, as outlined in adopted City Codes and other regulatory documents.
2. The appropriate construction drawings must be approved by the Building Official and City Engineer, and a building permit obtained prior to any construction on site.
3. The carport roof must be constructed in such a manner to appear as a part of the original construction of the principal structure.
4. The materials used in construction of the accessory use shall be compatible with the materials used in the principal use.

AND THAT, the Owner/applicant are to coordinate with City staff to ensure that these conditions are fully met.

MOVED, SECONDED, AND ADOPTED THIS 7TH DAY OF FEBRUARY, 2023

CITY OF CORTEZ PLANNING
AND ZONING COMMISSION



Rebecca Levy, Vice Chairman

ATTEST:



Linda L. Smith, City Clerk

02/07/2022

**CITY OF CORTEZ
RESOLUTION NO. 5, SERIES 2023**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE
CONSTRUCTION OF A CARPORT WITHIN 10' OF THE FRONT PROPERTY LINE
AT 921 N. SLIGO ST.,
LOCATED IN THE RESIDENTIAL SINGLE FAMILY (R-1) ZONING DISTRICT**

WHEREAS, the Owners/applicants Jim and Sharon Morgan have applied for review of a conditional use permit for the construction of a carport closer than the required 10' setback from the front property line on property at 921 N. Sligo St., Cortez, Colorado and more particularly described as (the "Property):

Lot 8 Block 2, Morningside Subdivision and Morningside Addition to the City of Cortez

WHEREAS, the Owners/applicants have applied to the City for review of a conditional use permit for the construction of a new carport on the Property; and

WHEREAS, the Owners/applicants presented a site plan and necessary submittal items for review by the City Planning and Zoning Commission at a regular meeting held on February 7, 2023; and

WHEREAS, Land Use Code Section 6.10 Conditional Use Permits, indicates that the owner or developer of a property may request approval of a conditional use on property located in the Single Family Residential (R-1) Zoning District; and

WHEREAS, the Planning and Zoning Commission reviewed the request for a conditional use permit for construction of a carport closer than the required 10' setback from the front property line for the Property and recommended approval of the conditional use permit, as evidenced in the adoption of P&Z Resolution No. 1, Series 2023; and

WHEREAS, it appears that all applicable requirements of the City of Cortez Land Use Code for the issuance of a conditional use permit for the Property have been or can be met.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CORTEZ CITY COUNCIL:

THAT, this Resolution No. 5, Series 2023, establishes the conditions of approval for the development on the Property; and

THAT, the conditional use permit for the Property is hereby approved, subject to the following conditions to ensure compliance with the standards in the City of Cortez Land Use Code for a conditional use permit:

1. All requirements of utility providers, City departments, CDOT and affected districts must be satisfied, as outlined in adopted City Codes and other regulatory documents.
2. The appropriate construction drawings must be approved by the Building Official and City Engineer, and a building permit obtained prior to any construction on site.
3. The carport roof must be constructed in such a manner to appear as a part of the original construction of the principal structure.
4. The materials used in construction of the accessory use shall be compatible with the materials used in the principal use.

AND THAT, the Owners/applicants shall coordinate with City staff to ensure that these conditions are fully met.

MOVED, SECONDED, AND ADOPTED THIS 14TH DAY OF MARCH, 2023

Rachael B. Medina, Mayor

ATTEST:

Donna Murphy, Deputy City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Linda Smith
City Clerk
123 Roger Smith Avenue
Cortez, CO. 81321
lsmith@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL
From: LINDA SMITH, CITY CLERK
Date: February 27, 2023
RE: Resolution No. 4, Series 2023

DISCUSSION

The 2023 fees for the Golf Course were adopted through Resolution No. 26, 2022, on December 13, 2022.

BACKGROUND

The City of Cortez 2023 Fee Schedule was adopted through Resolution No. 26, Series 2022. There was an error in the transcription of the Golf Course Individual Daily Green Fee. The fees for the Golf Course were the same for 2023 as was approved for 2022. The Golf Course Individual Daily Green Fee should be \$660, instead of \$600.

RECOMMENDATION

Staff recommends that Council approve Resolution No. 4, Series 2023, a resolution correcting a Golf Course Green Fee for 2023.

MOTION

If agreed upon by the City Council, a possible motion would be:

I move that City Council approve Resolution No. 4, Series 2023, a resolution correcting a Golf Course Green Fee for 2023.

Attachments

Resolution No. 4, Series 2023

**CITY OF CORTEZ
RESOLUTION NO. 4, SERIES 2023**

A RESOLUTION CORRECTING A GOLF COURSE GREEN FEE FOR 2023

WHEREAS, the City of Cortez Municipal Code establishes rules and regulations for operations for the City, and the Code requires that various fees for City Services be set forth in a fee schedule to be adopted by resolution; and,

WHEREAS, the City of Cortez adopted the 2023 Fee Schedule through Resolution No. 26, Series 2022; and,

WHEREAS, the fee adopted for the Golf Course Individual Daily Green Fee was listed at \$600; however, the fee for the Golf Course Fee Daily Green Fee should have been listed at \$660 which was the fee adopted for the year 2022 and was to continue into the year 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORTEZ, COLORADO THAT:

The Golf Course Individual Daily Green Fee be set as \$660 for the year 2023.

MOVED, SECONDED, AND ADOPTED THIS 14TH DAY OF MARCH, 2023.

Rachel B. Medina, Mayor

ATTEST:

Donna Murphy, Deputy City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Drew Sanders
City Manager
123 Roger Smith Ave.
Cortez, CO. 81321
dsanders@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: DREW SANDERS, CITY MANAGER

Date: February 21, 2023

RE: Possible cancelation of June 27, 2023 Council meeting

DISCUSSION

The Colorado Municipal League (CML) 2023 annual conference is scheduled June 25 - 28, 2023 at the Gaylord of the Rockies Conference Center in Aurora, CO. The dates coincide with the regular City Council meeting. The CML Annual Conference is the signature event of the year, where municipal officials across the State gather to network and learn from each other and the multitude of classes scheduled throughout the conference.

BACKGROUND

Please see attachment.

RECOMMENDATION

Staff recommends that Council considers canceling the June 27, 2023 regular City Council meeting.

MOTION

If agreed upon by the City Council:

I move to cancel the regular City Council meeting scheduled for June 27, 2023 for the purpose of permitting staff and Council attendance at the Colorado Municipal League conference.

Attachments

CML Conference Agenda



2023 CML Annual Conference Agenda

Sunday, June 25, 2023

1:00 p.m. - 5:00 p.m.

Registration

This year, plan to arrive on Sunday afternoon to take advantage of special pre-conference sessions, a done-in-a-day volunteer opportunity, and a chance to enjoy the amenities at the Gaylord. Stop by and pick up your registration materials early so you are ready for the conference. Swing by the lawn outside of registration for an informal reception at 5:00 pm (cash bar.)

Everyone in the conference center and all meeting rooms must be registered and have a name badge to enter/attend sessions and events.

2:30 - 4:30 p.m.

Pre-Conference Session: Leading Organizations in Crisis

A key to effectively leading in crisis is to remember that while we are focused on public relations, damage control, and the external environment, someone has to be paying attention to the organization and its people. This session will establish a common definition of crisis, introducing a continuum ranging from sudden unanticipated events to smoldering issues with warning signs along the way. Specific strategies will be presented to manage internal stress and resilience, ensure effective internal communication, and prepare for the future by taking advantage of the opportunities in chaos. Leaders at all levels have a tendency to relax as things return to normal, often forgetting that what was once "normal" is likely what allowed the crisis to occur.

Speaker: Terrance Gordon,

Advance registration and ticket required. Cost \$45. No on-site sales.

Pre-Conference Session: TBA

More information is coming soon.

Advance registration and ticket required. Cost: \$45. No on-site sales

4:30 - 5:00 p.m.

Welcome to the CML Annual Conference

This session, while ideal for those new to the conference to get tips on making the most of the experience, will be valuable for all municipal officials who want to kick off their week by meeting new members and hearing new ideas.

5:00 - 6:30 p.m.

Informal Reception

You are invited to attend this informal reception on the lawn outside of registration. Cash bar.

Monday, June 26, 2023

7:00 - 8:00 a.m.

Sunrise Yoga

Arranged by Visit Aurora.. All registered conference attendees and registered guests are invited to refresh and renew with this morning wellness program. Registered guests under 18 must be accompanied by a registered adult.

Advance registration required by June 16. No charge.

7:30 a.m. - 4:30 p.m.

Registration

Everyone in the conference center and all meeting rooms must be registered and have a name badge to enter/attend sessions and events.

7:30 a.m.. - 4:30 p.m.

Work Zone

Print conference documents/materials. Equipment intended for the exclusive use of CML conference registrants with conference badges.

7:30 a.m. - 8:45 a.m.

Continental Breakfast

Registered attendees can enjoy breakfast and coffee in the Exhibit Hall with sponsors and network with colleagues before the sessions kick off at 9 a.m.

7:30 a.m. - 4:30 p.m.

Exhibit Hall

Make sure you stop by our Exhibit Hall and visit with our sponsors and subject matter experts in municipal products and services.

9 a.m.-10:30 a.m.

General Session: Attitude Changes Everything

Sponsored by CIRSA

Welcome to the 101st CML annual conference. Join us for the opening general session featuring Sam Glenn. We have all heard speeches on the topic of attitude, but we have a feeling this one is going to be a little different than what you are used to. Sam Glenn's inspiring and artistic approach to educating and empowering will have you looking at your attitude in a whole new way. If there is one thing for certain in life, it is that our attitude plays an incredible role in everything – both personally and professionally. Sam Glenn is considered one of the leading experts and authorities on the subject of "attitude", having written more than 30 books related to this subject. Attitude Changes Everything offers an enlightening, entertaining and educational exploration into how our attitude works, what creates it, feeds it, how to keep it healthy and finally ways to use your attitude to author positive experiences. Sam's speech will recharge your attitude like jumper cables to car battery.

10:45 a.m. - 11:45 am

Transforming Water Intensive Landscapes: Case Studies on Innovative Local Policies & Programs

As Colorado experiences aridification, more valuable treated water is needed to keep water-thirsty turfgrass green in the summer. Many cities in Colorado are looking for ways to sustainably manage water demand by changing the deeply rooted turfgrass norm. Join a discussion by water-wise landscape program managers from Aurora, Greeley, and Thornton to learn about the benefits and barriers of various policies and incentives to transform new and existing landscapes. Specific strategies include Aurora's recent innovative policy on turfgrass in new developments and their water demand reduction goals, Greeley's water budget-based rate structure, and Thornton's rebate programs. Western Resources Advocates, who will moderate the session, will also provide an overview of their recent research on trending landscape policies and initiatives.

Speakers: Laura Wing, City of Thornton

Healing our Politics: Mental Health in the Public Space

Mental health in politics, it's time we talk about it. We all know what it's like. Public hate, people in your face at the grocery store, misinformation, colleague conflict, threats, overwork and underpay. Working in the public sector comes with unique challenges. What we rarely talk about is the human toll. 83% of elected officials have experienced anxiety and/or depression in their time of service, 50% have felt overwhelmed, and the drop-out rate is increasing. These challenges are not unique to elected officials. All those in the public eye experience these challenges - they are the predictable outcome of a toxic culture. Things do not need to be this way. With training, we can take control of our own experience. You already have everything you need inside of you right now to be the human and leader you want to be. Join us to learn how to start, today.

Speaker: Skippy Mesirow, councilperson, City of Aspen

Unlocking Clerk Superpowers as Organizational Superglue

Presented by the Clerks Section.

Despite the differences that exist across Colorado's communities, every municipality has a clerk. While how that role or office functions differs across organizations, there are commonalities in

the DNA of the role of clerks that tapping into can unlock greater connectivity. The Clerk's Office is uniquely positioned to serve as the glue that can bring together departments and staff across an organization while also nurturing connection points for the public into their local government. This session focuses on building an understanding of the unique roles played by the Clerk's Office and how to ensure your Clerk's Office is prepared to be the organization's secret resource for breaking down silos and building connectivity both within the organization and out into the community.

Speakers: Anissa Hollingshead, city clerk, City of Fort Collins and Maddy Norgard, town clerk, Town of Breckenridge

Succession Planning: Key to Service Continuity

Session presented by Employers Council

Change is inevitable and planning for your future leadership can ensure smooth transitions and save your organization time, money, and hopefully avoid unflattering news headlines. Colorado's municipalities and other public sector employers are challenged by socio-demographic trends that impact their ability to adequately staff their operations, including leadership positions at all levels. When searching for an effective strategy, innovative and creative methods are needed to meet the challenge and fulfill the need for effective succession planning. Succession planning is the organizational practice to ensure people are adequately prepared to replace those who leave the organization and ensure a continuity of operations with minimal interruption to the delivery of services expected by citizens and other stakeholders. This session takes a multi-disciplinary approach to succession planning to inform public sector leaders of the opportunities and risks they face in their practices.

Speakers: Jen DeFranco, HR consultant, Employers Council; Aerie Nandi, staff attorney, Employers Council and Lisa Primising, consulting services manager, Employers Council

Gas v. Electric - Taking the Hot Air Out of the Home Electrification Debate

Presented by Utilities Section

12:00 p.m. - 1:30 p.m.

100th Anniversary Celebration Luncheon & Sam Mamet

Sponsored by Xcel Energy.

Advance registration and ticket required. Cost: \$55. No on-site sales.

12:00 p.m. - 1:30 p.m..

Small Group Lunches

If you are not attending the luncheon, join other attendees for informal discussions over lunch about issues that are important to you and your municipality.

1:45 p.m. - 3:00 p.m.

CLE: 2023 Legislative Update

The CML advocacy team will offer highlights from the 2023 session of the Colorado General Assembly, with a special focus on new legislation that may require immediate action by municipalities.

Speakers: Heather Stauffer, legislative advocacy manager, CML; Meghan McKillop, legislative and policy advocate, CML; Mollie Steinemann, legislative and policy advocate, CML and Jaclyn Terwey, legislative and policy advocate.

CLE credit has been applied for.

The Benefits of a Positive Culture in Your Police Department

Presented by Police Chief's Section

Learn from two different communities about their journey creating a positive culture in their police department that has led to fully staffed forces and safer communities. The Lone Tree police department developed and implemented a new system of visions and values that are integrated into hiring, field training, evaluations, and promotion processes in 2019. See how that has sustained them since the pandemic. The Cañon City Police department went from being perceived as a hostile workplace with significant vacancies to fully staffed and thriving in three years by creating a positive culture through transparency, outreach, incentives, and training. Learn more about the tools, challenges, and how to work with your city officials to make it happen.

Counting Down to Zero: Ending Homelessness One Community at a Time

In May of 2021, Fremont County became the 14th community in the U.S. and the 1st in Colorado to achieve Functional Zero for Veteran homelessness. Fremont's success is the product of their implementation of the Built for Zero methodology, effective engagement with city, county, state, and federal partners, and commitment to creating a data-driven homeless response system. This session will explore the essential partnerships, creative solutions, and innovative strategies used throughout the process. You'll hear from local leaders in Cañon City, front-line street outreach workers in Thornton, affordable housing providers, and national experts as they share their insights into how communities across Colorado can create a future where homelessness is rare and brief.

Technology Accessibility for Web Content and Applications

Learn about laws governing state and local website and application accessibility and how it applies to municipalities. Learn from experts about what's required in the law, and how municipalities are working to comply.

Speakers: Laurie Kubits, Colorado Office of Information Technology and Kevin McDaniel, Colorado Springs office of Accessibility

Financing Development with TIF - It's a Sprint, Not a Marathon

Presented by Colorado Downtown, Inc.

Colorado communities are looking to develop and redevelop parcels and buildings to maintain housing, jobs, and quality of life. Whether the community is small or large, rural or urban, savvy or new to the game, there are pathways to success. Join our Downtown Colorado team as we explore the different journeys to development, the challenges that block the way, and some ideas to keep moving ahead.

3:00 p.m. - 4:00 p.m.

Exhibitor Showcase

This exclusive event is an opportunity for conference attendees and registered guests to visit with exhibitors while enjoying some mid-afternoon refreshments. Our conference exhibitors are

subject matter experts in municipal projects and services and would like to share their knowledge and how they can be of service to your municipality. CML truly appreciates all our sponsors and thanks them for their support – their participation in the conference this year makes it extra special for our attendees. Visit the exhibit area to learn more about our sponsors and to thank them for being a part of the conference!

3:30 p.m. - 5:30 p.m.

Extended Sessions

Mayors Mingle

Meet and engage with fellow mayors in this informal session with a discussion facilitated by CML Executive Director Kevin Bommer. FOR MAYORS ONLY.

Mobile Tour: Aurora Water Binney Water Purification Facility Tour

In response to the 2003 drought, Aurora conceived an indirect potable re-use system that would provide drought resilience using water rights the City already owned. The Prairie Waters re-use system was designed, permitted and constructed in less than 10 years from the 2003 drought – becoming operational in 2010. It uses multiple natural and engineered barriers to meet or exceed all water quality standards/regulations and is expandable to help meet future needs as the City grows. The final treatment location for Prairie Waters re-use water is the Binney Water Purification facility. The potable water from Binney is generally indistinguishable from potable water delivered from Aurora's other Water Treatment Plants. The system has been recognized with multiple local, regional and national awards. This tour will provide an overview of the Prairie Waters system and a walking tour of the Binney Water Purification facility along with highlighting some of the other actions Aurora is taking to ensure responsible and efficient use of water supplies into the future.

No cost to attend but you must pre-register

Mobile Tour: Aurora's Housing Continuum: Homelessness to Housed

This tour will provide a glimpse of our continuum of responses to homelessness and housing stability. We will stop at a safe outdoor space for people transitioning from encampment abatements, one of our new affordable housing developments, and do some window viewings of other notable affordable housing projects including land banking and utilization of faith based property.

No cost to attend but you must pre-register

4:15 p.m. - 5:15 p.m.

CLE: Public Funds & Campaigning: Staying Out of FCPA Trouble

Sec 117 of the Fair Campaign Practices Act imposes restrictions on use of government funds for election advocacy. Complaints alleging violation of this statute continue to be a frequent aspect of local elections, and are a particular favorite of anti-government individuals or groups in the community. This session will acquaint you with the restrictions of Sec. 117, when they apply in your election cycle, and what exceptions apply, along with direction provided by the courts and administrative decisions. The statute is not a model of good drafting or clarity, and the speakers will provide practical ideas for avoiding violations and (perhaps!) frivolous complaints against municipalities.

CLE credit has been applied for.

Speakers: Geoff Wilson, Wilson Williams, LLP and Dee Wisor, Butler Snow, LLP

Accessing Expanded Brownfield Resources

There have never been more resources to help Colorado communities clean up and reuse brownfields. The Bipartisan Infrastructure Law authorized \$1.5 Billion in expanded Brownfields grant funding with no match requirements over the next five years. Learn how Colorado counties are tapping into expanded assessment and clean up funds and other resources. To help communities plan for and execute brownfields projects, the non-profit Colorado Brownfields Partnership (CBP) offers no-cost support such as educational workshops, assistance with developing site inventories, assessing sites and market potential, conducting planning and visioning for site redevelopment, and assisting with grant applications.

Speaker: Erica Heller, AICP, Colorado Brownfields program manager at Community Builders and Doug Jamison, Superfund/Brownfields unit leader, CDPHE

Session Presented by Library Section

More details coming soon.

Session Presented by Purchasing Section

More details coming soon.

5:30 p.m. - 7:00 p.m.

Opening Welcome Reception

All registered attendees, including registered guests and sponsors, are invited to attend this great event underwritten by our generous sponsors. Great networking opportunities abound!

Tuesday, June 27, 2023

7:00 - 8:00 a.m.

5K Fun Run/Walk

Arranged by the City of Aurora

Run (or walk) for local government! Wake up early, stretch and join in on the 21st Annual 5K Fun Run/Walk. Route and start location details to follow.

Advanced registration required. Fun Run registration made after May 26 will not receive a t-shirt. Fee: \$25

7:30 a.m. - 8:45 a.m.

Continental Breakfast

Registered attendees can enjoy breakfast and coffee with sponsors and network with colleagues in the Exhibit Hall before the sessions kick off at 9 a.m.

7:30 a.m. - 4:30 p.m.

Work Zone

Print conference documents/materials. Equipment intended for the exclusive use of CML conference registrants with conference badges.

8:00 a.m. - 5:00 p.m.

Registration

Everyone in the conference center and all meeting rooms must be registered and have a name badge to enter/attend sessions and events.

8:15 a.m. - 8:45 a.m.

Meet the Candidates

Hear from candidates running for the CML executive board, get details on the board election held during Tuesday's annual meeting.

9 a.m.-10:30 a.m.

General Session: Turning Uncertainty to Your Competitive Advantage

These are unprecedented times where there is more change building outside of your municipality than in it. And a relentless pace of uncertainty that can radically impact your ability to keep your team motivated. The only guarantee you have – is more change is coming. And if you're not prepared - if you don't have a plan – then research proves this level of uncertainty will negatively impact your ability to drive innovation, attract top talent and achieve bottom line results. While uncertainty can seem daunting, the truth is uncertainty has an upside – it always has an upside. In fact, it can be your greatest asset to thrive, grow and turn disruption into opportunity. But you need a plan, you need a strategy, and you need the research that shows exactly how to turn disruption to opportunity.

CLE: Banning Lawns

*Presented by Attorney Section
CLE credit has been applied for*

10:45 a.m. - 11:45 a.m..

CLE: Construction Contracting Basics

One of the key functions of any municipality is to plan, design and construct public infrastructure and public facilities. This session will provide an overview of the laws applicable to local governments constructing infrastructure and facilities and will discuss the nuances between different delivery methods that local governments can use. Discussion will include design, procurement, construction delivery methods, change orders and close out of construction projects, all from a legal perspective. Drawing on decades of experience drafting design and construction contracts, advising departments on various aspects of construction delivery and closeout, and handling claims and construction litigation, the speakers will present a primer on issues for municipal lawyers, as well as putting the legal framework for government construction

into context for construction managers.

CLE credit has been applied for

Speakers: Deanne Durfee, director municipal operations section, City and County of Denver

Innovative Solutions for Affordable Homeownership

In order to buy the average home in Colorado, which is currently over \$600,000, you need to earn at least \$166,000. In so many communities around the state –teachers, firefighters, nurses, restaurant managers – the people who help make our communities safe, healthy, and thriving - can't afford a decent place to live. If the workforce doesn't have stability, neither do our communities. Learn from a panel of innovators how they are increasing affordable homeownership opportunities for Coloradans through creative partnerships and practices.

Speaker: Karen Kallenbert, Habitat for Humanity

What's New at DOLA?

Colorado Department of Local Affairs (DOLA) leadership will discuss recent developments in funding programs, strategic services provision, and policy initiatives. The basics of DOLA structure and function, how to access resources, and collaborative opportunities with local governments will be addressed.

Speakers: Rick Garcia, executive director, DOLA; Dave Bowman, deputy director DLG DOLA and Chantal Unfug, director DLG, DOLA

Working with the Railroads

Hear from representatives from UP and BNSF to learn about how your community can work with railroad providers. Whether you are from a large community or a small rural area, there are opportunities for cities to collaborate with the railroads to solve common problems and encourage growth and development for communities.

The Efficient Meeting - Rules of Order

An efficient and well-run public meeting will promote fairness, facilitate the decision-making process and, importantly, build public confidence in local government. Conversely, a poorly run and dysfunctional meeting leads citizens to believe that all aspects of the government are poorly run and dysfunctional. Parliamentary or procedural rules of order are an essential component to an efficient public meeting. Although many local governments turn to Robert's Rules of Order for meeting procedures, these rules largely fail to serve the special needs of the public meeting. Governments should consider using a more simplified and tailored set of procedural rules. Bob's Rules of Order, available through the Colorado Municipal League, may present a reasonable alternative to Robert's Rules when pursuing the goals of running an efficient and fair meeting and maintaining confidence in government.

Speaker: Robert Widner, city attorney, City of Centennial

12:00 p.m. - 1:30 p.m.

Tuesday Meeting of the Minds Luncheon

Sponsored by: Swire Coca-Cola.

Advance registration and ticket required. Cost \$55. No on-site sales.

1:45 p.m. - 2:30 p.m.

Annual Business Meeting

If you are the voting delegate for your municipality, you must check in and pick-up your ballot between 1:45 - 2:15 pm.

Exhibitor Showcase

This exclusive event is an opportunity for conference attendees and registered guests to visit with exhibitors while enjoying some mid-afternoon refreshments. Our conference exhibitors are subject matter experts in municipal projects and services and would like to share their knowledge and how they can be of service to your municipality. CML truly appreciates all our sponsors and thanks them for their support -- their participation in the conference this year makes it extra special for our attendees. Visit the exhibit area to learn more about our sponsors and to thank them for being a part of the conference!

2:45 p.m. - 3:45 p.m.

CLE: Law Enforcement Related Internal Affairs: Policy, Practice & Legal Considerations

We are living in a time where internal affairs investigations must be completed thoroughly and appropriately. This presentation will discuss frequent questions that we as legal advisors often encounter. Join us for a discussion of best practices involving these sensitive investigations. Topics may include: Should the employee be on administrative leave? Should the department make a public statement regarding an internal investigation? What internal affairs records must the department release?

Speaker: Aaron Jacks, police legal advisor and senior assistant city attorney, City of Arvada; Christiana McCormick, Michow Cox & McCaskin and Jenna Roth, police legal advisor, City of Westminster

CLE credit has been applied for.

CIRSA Session

Building Intentional Relationships in Smaller Communities

Smaller communities sometimes feel isolated from participating in regional projects due to a lack of funding, staffing, or resources. This presentation will focus on how local government leaders can develop relationships with surrounding communities and key industries while helping to engage those people interested in investing in your community. Understanding how to leverage these relationships into grant funded projects is how smaller communities can connect on a regional scale.

Speaker: Christian Morgan, town manager, Town of Kersey and Chris La May, DOLA

DEI Brain-Based Approach to Inclusive Leading

DEI training models have generally remained stagnant for more than a generation. In this groundbreaking workshop you will discover the science behind unconscious and defensive thinking habits and how they may interfere with realizing DEI goals. In this brain-based approach to inclusive leading, you will explore the S.E.A.T Model, a results-driven approach to engage in inclusive behaviors that will move you and your organization towards sustained DEI efforts.

Broadband Funding & Resources

Presented by Communications Section

The nation is seeing an unprecedented level of state, federal and grant opportunities for broadband infrastructure and technology. This session will provide an overview of funding related programs and how to ensure your community is broadband ready. Don't miss this opportunity to tap into these funds and resources!

Aurora's Approach to Addressing Youth Violence

Presented by the City of Aurora

The City of Aurora's Youth Violence Prevention Program (YVPP) is a dynamic program that works alongside community agencies, the Aurora Police Department, various City Departments, and at-risk youth to ensure the program meets the needs of youth and reduces youth violence in the City of Aurora. Aurora's YVP Program addresses key risk factors through prevention and intervention efforts to ensure at-risk youth and their families' have a more sustainable path forward. This session will provide valuable insights into establishing the program, focused deterrence of the most prolific offenders in the community and the successful utilization of Federal programs that support the reduction of youth violence in communities.

4:00 p.m. - 5:00 p.m.

CLE: Criminal v. Civil Enforcement of Municipal Codes

Presented by Attorneys Section

CLE credit has been applied for.

Emerging Issues 1- TBD

Managing Your Messages in a Changing Media Environment

Presented by PIO Section

Informing people with accurate, reliable information is always vital for local governments. The changes in how local media outlets operate has made it harder - and occasionally confrontational - for many governments. There are new and effective techniques to "own" your messaging to better serve your community's residents and stakeholders.

Our Climate Future: Systems-Based Environmental Leadership

The City of Fort Collins has long been a leader for environmental stewardship by setting ambitious community goals for climate, renewable electricity, and waste - and then implementing strategies to reach them. With the adoption of the Our Climate Future (OCF) plan in 2021, the City of Fort Collins has laid out strategies to help the community do its part to: minimize the worst impacts of the climate emergency (emission mitigation); Adapt to climate impacts that are increasing in frequency and severity and Transition to a cleaner, healthier future.

Speakers: Honore Depew, City of Fort Collins and Molly Saylor, City of Fort Collins

Public Works Session

Wednesday, June 28, 2023

7:30 a.m. - 8:45 a.m.

Breakfast for Elected Officials, Muniversity Awards and Special Program: The Mayor, and the Manager go to the Movies: Lessons from Cinema

We love movies! They can also provide some great lessons for municipal leaders. Join Jason and Dave to watch a few classic movie clips that highlight some great city issues and then join the discussion about the similar choices we make leading our communities.

Speakers: David Corliss, town manager, Town of Castle Rock and Jason Gray, mayor, Town of Castle Rock

Advance registration and ticket required. Limited Seating. Cost: \$45 No on-site ticket sales.

Managers Breakfast

Advance registration and ticket required. Limited Seating. Cost: \$45 No on-site ticket sales.

7:45 a.m. - 8:45 a.m.

Continental Breakfast

Registered attendees can enjoy breakfast and coffee and network with colleagues before sessions kick off at 9 a.m.

8:00 a.m. - 10:00 a.m.

Registration

Everyone in the conference center and all meeting rooms must be registered and have a name badge to enter/attend sessions and events.

9:00 a.m. - 10:15 a.m.

CLE: Regulating Nuisance Businesses at the Municipal Level

Presented by Attorney Section.

One of the key functions of any municipality is to plan, design and construct public infrastructure and public facilities. This session will provide an overview of the laws applicable to local governments constructing infrastructure and facilities and will discuss the nuances between different delivery methods that local governments can use. Discussion will include design, procurement, construction delivery methods, change orders and close out of construction projects, all from a legal perspective. Drawing on decades of experience drafting design and construction contracts, advising departments on various aspects of construction delivery and closeout, and handling claims and construction litigation, the speakers will present a primer on issues for municipal lawyers, as well as putting the legal framework for government construction into context for construction managers.

CLE credit has been applied for

Speakers: Patrick Freeman, sr. assistant city attorney, City of Lakewood and Gus Schnek, assistant city attorney, City of Lakewood

Transforming Water Intensive Landscapes: Case Studies on Innovative Local Policies & Programs

As Colorado experiences aridification, more valuable treated water is needed to keep water-thirsty turfgrass green in the summer. Many cities in Colorado are looking for ways to sustainably manage water demand by changing the deeply rooted turfgrass norm. Join a discussion by water-wise landscape program managers from Aurora, Greeley, and Thornton to learn about the benefits and barriers of various policies and incentives to transform new and existing landscapes. Specific strategies include Aurora's recent innovative policy on turfgrass in new developments and their water demand reduction goals, Greeley's water budget-based rate structure, and Thornton's rebate programs. Western Resources Advocates, who will moderate the session, will also provide an overview of their recent research on trending landscape policies and initiatives. *Speakers: Amanda Sandoval, Councilmember, Denver City Council and Jamie Torres, Councilmember, Denver City Council*

Destination Management

Learn about how to balance: Managing the growth of a tourism economy, Protecting our way of life and the natural environment that we all love, and Maintaining a world-class experience for visitors and residents. "Destination stewardship" is a strategic approach to tourism management that focuses on environmental, social and economic sustainability. We know that tourism is an important economic engine for our community. But we also know that tourism for our unique Colorado destinations must be done in a way that preserves all that makes our community such a special place to live, work, and visit.

Awareness, Avoidness & Action

According to the National League of Cities (NLC), 81% of Elected officials have experienced some form of personal threats or harassment. In this current climate, civil servants must learn how to practice situational awareness and avoidance through training and repetition in order to remain safe as we perform our duties. These are new realities as the lack of civility continues to rise. *Speakers: Shannon Lukeman-Hiromasa, councilmember, City of Northglenn*

Emerging Issues 2: TBA

10:45 a.m. - 11:45 a.m.

CLE: Ethics

Presented by Attorney Section

CLE credit has been applied for.

Speaker: Melanie Kay, director, Daniels Fund Ethics Initiative at Colorado Law and faculty instructor, University of Colorado Law School

A Model for Civic Innovation

Colorado is seen as a national leader in civic innovation and the use of technology. The Colorado Smart Cities Alliance will discuss specific ways for communities to foster innovation around areas of civic importance in communities large and small, and multiple speakers leading government innovation will discuss their experience with real projects. Expect an enthusiastic discussion about the role of technology and partnership in government from the people working in it day-to-day.

Is a Gun Buyback Program Right for Your Community?

The Cities of Aurora and Denver implemented a gun buyback program in 2022. This session will be a discussion on how the programs works, lessons learned and takeaways for other cities to run similar programs.

Speakers:

Small Lot Development is Not a Small Thing

Presented by the Planning Officials Section

In this session, planning practitioners will define and describe small lot development. Challenges and opportunities associated with this specific type of residential development will be highlighted and diverse examples from communities across Colorado will be shared.

Session presented by EDCC

12:15 p.m. - 1:45 p.m.

Attorneys Luncheon: Speaker from AG Office

Arranged by the Attorneys Section

Advance registration and ticket required. Limited seating. Cost: \$55. No on-site sales.