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**CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, APRIL 11, 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 and Agenda Minutes of March 28, 2023
 - b. Approval of the Expenditure List for April 11, 2023
 - c. Approval of a renewal Fermented Malt Beverage Liquor License for Worldwide Restaurant Corporation, DBA Pizza Hut of Cortez, located at 1119 East Main Street, Cortez.
 - d. Approval of a renewal Hotel and Restaurant Liquor License for La Casita de Cortez LLC, DBA La Casita de Cortez, located at 332 East Main Street, 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
6. UNFINISHED BUSINESS
7. NEW BUSINESS

- a. **Letter of Support, Montezuma Heritage Museum.**

Letter of Support for the Montezuma Heritage Museum.

Presenter: Drew Sanders, City Manager

b. Letter of Support, Montezuma County Office of Economic Development.

Letter of Support for the Colorado Opportunity Now grant.

Presenter: Drew Sanders, City Manager

c. Resolution No. 8, Series 2023.

Resolution No. 8, Series 2023, Site Plan review for 111 W. 1st St. as submitted by Chris and Kim Lindell.

Presenter: Contract City Planner Nancy Dosdall

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. Executive Session as needed.

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: LINDA SMITH, CITY CLERK

Date: April 3, 2023

RE: Approval of the Council Worksession and Agenda Minutes of March 28, 2023

Attachments

Worksession03.28.2023
Agenda Minutes 03.28.2023

CITY COUNCIL
REGULAR WORKSHOP
TUESDAY, MARCH 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, and Dennis Spruell. Councilmember Lydia DeHaven was present by phone. Staff members present included Chief of Police Vern Knuckles, Finance Director Kelly Koskie, Community and Economic Development Director Rachael Marchbanks, Director of Parks and Recreation Creighton Wright, Director of General Services Rick Smith, Public Works Director Brian Peckins, Court Clerk/Administrator Carla Odell, City Engineer Kevin Kissler, IT Technician Aaron Hollman, IT Manager Shay Allred, Deputy City Clerk Donna Murphy, City Clerk Linda Smith, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were six people present in the audience.

2. Judge Beth Padilla gave an update on the operations of Municipal Court noting that alcohol evaluations are being required for criminal offenses where alcohol is allegedly involved and a majority of people are completing the evaluations. She stated that funding is available to help with the cost if needed. She spoke about the Alive at 25 program that is being required for young people that have driving offenses. The Web-X program continues to be helpful for Court and the docket is now posted digitally on a sign located by the window in Municipal Court. Municipal Court staff will be hosting a meeting this summer to bring those that work in court system together to network. Discussion was held on the homelessness/outreach court that staff is hoping to bring to the community. Judge Padilla stated that she will be working with various partners that service at-risk individuals to see if the court can become a reality and noted that if the court is created it would be the first in Colorado. Discussion was held on how many juvenile cases are handled in Municipal Court as well as the need to not forget about the victims from crimes in the community.

3. Laura Lewis Marchino, Executive Director for Region 9, reviewed the 2022 Performance Report for Montezuma County and the 2022 Corporate Annual Report. She commented that Region 9 is a non-profit organization that promotes and coordinates economic and community development efforts throughout Southwest Colorado. She stated that Region 9 covers 5 counties, 10 municipalities and 2 Native American Tribes. She explained how Region 9 was originated and that it is led by a 26-member Board of Directors. She spoke about the programs and services provided by Region 9 and stated that one of the highlights for 2022 is the successful integration of the Southwest Colorado Council of Governments with Region 9. She spoke about the new loans that were given in 2022 and the loans that were paid off. The current activity updates that Region 9 is working on in 2023 include: SWORD (SouthWest Opioid Response District) feasibility study; transit connectivity; data dashboard/reports; commercial real estate search tool; grant digest/grant navigator; updating community development action plan; build middle mile broadband infrastructure; regional housing efforts; and economic development support. She stated that Region 9 is here to help however they can.

4. City Manager Sanders spoke about the information received regarding proposed state legislation that is opposed by the Colorado Municipal League (CML) that could preempt local authority for land use involving affordable housing. He stated that the information included in the packet was to inform Council on the legislation and to ask for direction on how much Council would like to be involved in opposing the legislation. Cortez already meets or exceeds proposed requirements for a municipality of our classification, all of which was accomplished at the local level and without State input or oversight. He spoke about the items which Cortez has already completed in regard to housing requirements. City Attorney Coleman stated that the legislation is continuing to be modified and may change in its wording before being proposed as a final bill. He spoke about the overlap of State regulations on home rule communities noting that it doesn't seem the State has gotten into policy issues in the past. Council asked that staff keep everyone informed as the bill moves forward so Council can be pro-active on a response to the bill.

5. Council General Discussion. Councilmember Spruell noted that his wife was recently hit on North Broadway, though she is okay, he hopes that something can be done to help make Broadway more safe.

The regular workshop was adjourned at 7:25 p.m.

CITY COUNCIL
REGULAR MEETING
TUESDAY, MARCH 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, Robert Dobry, Matthew Keefauver, David Rainey, and Dennis Spruell. Councilmember Lydia DeHaven was present by phone. Staff present included Chief of Police Vernon Knuckles, Director of Parks and Recreation Creighton Wright, Finance Director Kelly Koskie, Airport Manager Jeremy Patton, Contract Planner Nancy Dossdall, Community and Economic Development Director Rachael Marchbanks, Library Director Isabella Sharpsteen, Director of Public Works Brian Peckins, Director of General Services Rick Smith, Deputy City Clerk Donna Murphy, City Clerk Linda Smith, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were thirteen people present in the audience.

Mayor Pro-tem Yazzie moved that the agenda be approved. Councilmember Dobry seconded the motion and the vote was as follows:

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

2. The Consent Agenda items acted upon by Council were as follows:
 - a. Approval of the Council Worksession and Agenda Minutes for March 14, 2023.
 - b. Approval of the Expenditure List for March 28, 2023.
 - c. Approval of a Special Events Permit application for Habitat for Humanity of Montezuma County for a fundraiser event on Friday, April 21, 2023, at the Cortez Chamber of Commerce, located at 20 West Main Street, Cortez.
 - d. Approval of a Fermented Malt Beverage Liquor License renewal for Esmeralda's Ranchito Mexican Store, located at 2501 East Main Street, Cortez.

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

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

3. CITIZEN PARTICIPATION – None.
4. PRESENTATIONS
 - a. 2023 February Financial Statements. Finance Director Koskie stated that the contingency

account reflects the payment of four loans for the Water Enterprise Fund being paid off. She stated that the Water Enterprise Fund revenue reflects the amount from the General Fund for the loans paid off through February 2023. The Dolores Water Conservancy District payoff was made on March 10, 2023. Director of Finance Koskie noted that the invoice for the Bridge Shelter has been received and payment is in process. She commented that the City is officially debt free and, that as far as she can tell, is the first time since the 1980's. She thanked Council for their support of the loan payoffs. City Manager Sanders noted that the City being debt free is a great accomplishment and a good attitude to take into the future is if we don't have the cash to pay for it we can't afford it.

5. PUBLIC HEARINGS – None.

6. UNFINISHED BUSINESS

a. 2023 Community Support Grant Addendum. City Manager Sanders stated that Renew, Inc. had applied for a 2023 Community Support Grant (in October 2022); however, the City's email was blocked and the email was sent to barracuda so the City was not aware of the application. He stated that the application was found after the City was alerted about the application and the original grant committee reviewed the application and have recommended that the request be funded. He stated that \$29,380.00 was awarded for the 2023 Community Support Grants from the originally budgeted \$32,000.00 which leaves \$2,620.00 available. He stated the recommendation is that the remaining amount of \$2,620.00 be awarded to Renew, Inc. Councilmember Keefauver stated that Renew provides an invaluable service that the City does not have the capacity to provide and he is glad the City can support them. City Manager Sanders stated that Renew has been asked to apply for grant funding for 2024 as their service is really important to the community.

Councilmember Spruell moved that Council approve the 2023 Cortez Community Grant award for Renew, Inc. in the amount of \$2,620.00. Councilmember Rainey seconded the motion, and the vote was as follows:

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

7. NEW BUSINESS

a. Resolution No. 7, Series 2023. Contract City Planner Dosdall stated that Resolution No. 7, Series 2023, approves a site plan for a 2,365 square foot retail/fast food restaurant with a drive through to be located on property located at 610 East Main Street. She stated that the property is zoned Commercial Highway. The Planning and Zoning Commission requested that a color rendering be provided for Council's review of the building layout showing the rear/back of the structure that will face Main Street. Contract City Planner Dosdall noted that the existing Land Use Code does not require any design features for structures facing the street. She also noted that neighbors of the project spoke at the Planning and Zoning meeting regarding traffic concerns in the area. Staff has had conversation with the neighbors about the issues and some potential solutions. Discussion was held on the location of the proposed building and it was noted that the property is located next to City Market and Kemper Elementary School. It was noted that a right turn-in and right turn-out would be required by the Colorado Department of Transportation (CDOT) as well as

signage noting the limitation on the access point. Discussion was held on a gate that was located on the property, once closed but now open, and also on a fence that is located between the property to the east (liquor store/yoga studio) which may hinder line of sight from the property. Contract City Planner Dosdall spoke about the landscaping that is being proposed which will help with the view of the building and stated that staff is recommending approval of the proposal as the application has met all the requirements of the Land Use Code.

Cliff Sorrell, representing MBH Architects, spoke about the plan for circulation of traffic on the property commenting that the building is proposed to be set back from Main Street by 30 feet. He stated there should not be any problem with the building obscuring the vision of people coming in and out of the property. Mayor Medina opened the meeting for public comment. Dana Jansen, North Adams Street, thanked City staff for visiting with her regarding her concerns. She spoke about living in the historic neighborhood adjacent to the commercial properties for many years and her concerns with the traffic that will come from the proposed project as well as the traffic that has already occurred with the opening of the gate that had been in place for many years. She spoke about the speed of cars driving on Adams Street which is located next to a school zone and noted that area is a busy intersection used by parents dropping of/picking up their children as well as City Market trucks driving into the loading bays at the back of the building. She stated that any mitigation that could be done to help with her concerns would be appreciated. No one else spoke and the public comment period was closed.

Discussion was held on the parking lot located on the property and what area would be left to serve the commercial buildings that are already located on the property (some are vacant at the moment). Contract City Planner Dosdall stated that she is unsure on what parking would be required as the numbers are based upon the type of business that occupies a building. Discussion was also held on the squatters in the area and whether it helps to have the gate open or closed. It was noted that Planners usually want to keep all access points open for connectivity throughout the community. It was suggested that additional enforcement be used for the area to help monitor traffic concerns. Director of Public Works Peckins stated that a traffic count is being conducted on the area and staff will make decisions on how to proceed following the receipt of the information.

Mayor Pro-tem Yazzie moved that Council approve Resolution No. 7, Series 2023, a resolution approving a site plan for a 2,365 square foot retail/fast food restaurant with drive through to be located on property located at 610 East Main Street, zoned Commercial Highway, with the three conditions listed. Councilmember Dobry seconded the motion, and the vote was as follows:

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
absent	Yes	No	Yes	No	Yes	Yes

The resolution passed with a 4-2 vote.

b. New 124-inch Rotary Mower for the Parks Department. Director of General Services Smith stated two bids were received for a new 124-inch rotary mower for the Parks Department. He stated that the low bidder Simpson-Norton said they could order the mower with no deposit required, and the order could be canceled anytime. Once Simpson-North has a build date for the unit they would notify the City and the process could be completed for the purchase or lease of the

equipment upon its delivery. The mower will replace unit #624 which has over 4,000 hours on it. It was noted that the new unit could take up to 18 months for delivery. Council held discussion on receiving only two bids and if the price would go up when the City took delivery on the mower in 2024. The equipment has gone up \$25,000.00 from the budgeted amount that was planned during the review process in August 2022. Comment was made that the bidders have no incentive to give discounts as the companies can sell what they build. Discussion was held on the importance of the mower to the Parks Department as it is one of their main pieces of equipment. Parks and Recreation Director Wright spoke about the importance of keeping the mowers under 3,000 hours and getting them in a cycle for replacement so major repairs don't have to be made. Discussion was held on ordering the mower and possibly rebidding the mower to see if a better price could be obtained. City Attorney Coleman recommended that the City order the mower so it is in the process to be built and if the City decides not to complete the purchase, the mower can be canceled without any penalty. He stated that the purchase will be brought before Council prior to the delivery and the vendor has been advised of the purchase arrangement. He noted that there are very few vendors that deal in this size of mower and that Bidnet, which the City uses to advise for bids, allows the City to broadcast bids nationwide.

Councilmember Dobry moved that Council authorize staff to place a no penalty, revocable order for a new 124-inch rotary mower with the low bidder, Simpson-Norton at the bid amount of \$129,373.00, and that staff be encouraged to investigate lower cost or quicker options for the mower. Councilmember Rainey seconded the motion, and the vote was as follows:

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

c. Award of Bid for Park Litter and Trash Removal Service. Parks and Recreation Director Wright stated that keeping the parks clean is one of the most important duties of the Parks Department; however, it is challenging especially during the winter months. He stated that the City began contracting the litter and trash removal last year and staff feels that it is an efficient manner of completing the work. He stated that the scope of services includes litter and trash removal service at eleven City park sites, seven days per week, including holidays from April through October and reduced to three days per week during the months of November through March. He stated that the City also requested a per-site special event fee. The City received two bids and Bravo! Cleaning and Restoration is the low bidder in the amount of \$30,840.00. He noted that the amount bid is slightly under the budgeted amount of \$32,400.00.

Councilmember Keefauver moved that Council award the Parks Litter and Trash Removal Service Contract to Bravo! Cleaning and Restoration in the amount of \$30,840.00. Councilmember Rainey seconded the motion, and the vote was as follows:

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

d. Award of Bid for Outside Restroom Janitorial Services. Parks and Recreation Director Wright stated that having a clean restroom is an integral part of a satisfactory park experience and the City has contracted for outside restroom janitorial services for the last several years. He stated that the

scope of service includes cleaning and sanitizing six park restrooms sites seven days per week from April 3 through October 30. He noted that special event cleanings are also included in the scope of the bid. He stated that if the restrooms stay open longer than October 30 (which happened in 2022), staff cleans the restrooms until they are closed. Three bids were received and Bravo! Cleaning and Restoration is the low bidder in the amount of \$16,643.24. He stated that the bid is slightly over the budgeted amount (\$16,000.00); however, the Parks Division can handle the overage in their budget.

Councilmember Keefauver moved that Council award the bid for Outside Restroom Janitorial Services to Bravo! Cleaning and Restoration in the amount of \$16,643.24. Mayor Pro-tem Yazzie seconded the motion, and the vote was as follows:

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

e. Vehicle Purchase of an Airport Pickup. Airport Manager Patton stated that the Airport ordered a new fleet pickup in the spring of 2021; however, the vehicle was never received and is not in the queue any longer due to the supply chain issues. He stated that the Airport needs to replace an aging 2005 light-duty pickup with a more modern medium-duty truck. He reviewed the three quotes which were obtained from the local dealerships and stated that staff is recommending that the City purchase the 2020 F150 with 49,809 miles on it from Keesee Motor Company for \$38,864.00. He stated that the truck is the same type of truck as the existing 2018 F150 the Airport uses now. He stated that the purchase is fully reimbursed under the Airport CARES Grant and the purchase is allowed under the Federal grant threshold for qualifying as a simplified acquisition. He stated that the purchase will not affect the general fund equipment budget. Discussion was held on the amount left (\$127,000.00) in the Airport CARES Grant/AARPA funding which will expire in 2024.

Councilmember Dobry moved that Council approve the acquisition of an Airport pickup from Keesee Motor Company in the amount of \$38,864.00 to be fully reimbursed by the Airport CARES Grant. Councilmember Spruell seconded the motion, and the vote was as follows:

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

f. Airport Land Lease Amendments. Airport Manager Patton stated that it was discovered that the word Lessee and Lessor were reversed on current Airport Land Leases and staff would like to have the leases amended so the wording is cleaned up. He stated that each of the seven lessees have been informed of the amendment to the lease and are in support of fixing the wording.

Councilmember Dobry moved that Council approve the seven amendments to the Airport Land Lease and Hangar Development Agreements for the following Lessees: Thomas N. Buffaloe; Bernard Karwich, DBA N294CC, LLC; Roland LaFont; Joseph and Twila Moore; Jack Thompson; Karl Spielman; and Jared Engbring. Councilmember Keefauver seconded the motion, and the vote was as follows:

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

8. DRAFT RESOLUTION/ORDINANCES – None.

9. CITY ATTORNEY’S REPORT

a. New Assistant. City Attorney Coleman stated that an offer has been made for an assistant that will be shared by the City Attorney and Community and Economic Development Department. The new assistant will begin in April.

10. CITY MANAGER’S REPORT

The following information was shared by City Manager Sanders:

- The Southwestern Water Conservation District’s 39th Annual Southwest Water Seminar will be held this Friday, March 31, 2023 in Ignacio, CO. This is a full day of in-depth discussions on seeking common ground in securing a better water future for Coloradans. We have five people attending from the City, including Mayor Medina.
- The restoration project for Water Tank #3 is close to completion. The timeline was extended a few weeks due to the weather. This marks the completion of restoration and rehabilitation of all City water storage tanks.
- The City is working on a mutual aid agreement with Montezuma County for emergency response to all hazards. We have submitted for their consideration a draft and are awaiting their reply. This will become a Council agenda item once fully agreed upon. Additionally, our Emergency Operations Plan (EOP) was last updated in 2018. We will be embarking upon an update of our local plan as well.
- The Senior Staff retreat is slated for this Thursday, March 30, 2023. This is preparation, in part, for the City Council retreat which is scheduled for April 29, 2023.
- Employee Spotlight – Sean Canada, our current Building Official, is celebrating 11 years as an employee for the City of Cortez. He is a valued member of the team and has taken on roles and responsibilities above and beyond his job description while taking great personal initiative. He is an excellent manager and mentor to our Building/Code Enforcement division employees. Sean thoroughly understands building best practices and knows the City building codes inside and out. He keeps his training up to date and ensures other division employees are also well trained. Working well with contractors and developers ensures safe construction throughout the City and also called upon for County construction on occasion. Sean guides the City’s efforts at code enforcement and works with our residents and businesses to help keep our City safe. With the recent proliferation of graffiti, he has worked with law enforcement and public works to identify problem areas and work with property owners to address the defacement of their properties in a timely manner - even going so far as to help clean some himself. When he sees a problem or a need, he rolls up his sleeves to help mediate the situation. Recently, Sean spent several hours shoveling out the City hall parking lot so our employees and residents had a safe place to walk. Sean is a dedicated, thoughtful, and diligent employee who gracefully tackles difficult situations and continually goes the extra mile. Plus, he has a great sense of humor.

11. CITY COUNCIL COMMITTEE REPORTS

a. Mayor's Report on Workshop. Mayor Medina stated that during the worksession Judge Beth Padilla gave an update on Municipal Court operations and Laura Lewis Marchino, Executive Director of Region 9, spoke about the economic outlook for the region. City Manager Sanders spoke about state legislation that is being opposed by the Colorado Municipal League that could preempt local authority for land use involving affordable housing. It was noted that staff will keep Council informed on the legislation as it continues through the process.

b. Parks, Recreation, and Forestry Advisory Board Meeting. Councilmember Keefauver stated that the Parks, Recreation, and Forestry Advisory Board meeting was held on Friday March 17, 2023 with discussion held on a clean-up date for the Carpenter Natural Area and plans for Arbor Day. He stated that discussion also included the pool reservation process and the pocket park playground subcommittee which will meet to solicit information from neighbors on the south side of town on what they would like to see in the pocket parks. He stated that a general update was also given on the Recreation Department.

c. Dispatch Center Users Group. Councilmember Spruell stated that he attended the Dispatch Center Users Group meeting which included an update on the financials. He stated that the next meeting will be held in the next quarter.

d. City of Cortez Advisory Board Seat Vacancies. Mayor Medina noted that there are many seats open on various City Advisory Boards: four seats on the Cortez Public Arts Board and one student representative; three seats on the Historic Preservation Board; two seats on the Parks, Recreation, and Forestry Advisory Board and two student representatives; and one student representative on the Golf Advisory Board. She encouraged anyone interested to send a letter of interest to the City Clerk and commented that this is a great way to get involved in local government.

12. OTHER ITEMS OF BUSINESS – None.

13. PUBLIC PARTICIPATION- None.

14. ADJOURNMENT: Councilmember Keefauver moved that the regular meeting be adjourned at 9:05 p.m. Councilmember Dobry seconded the motion, and the vote was as follows:

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

Rachel B. Medina, Mayor

ATTEST:

Linda L. Smith, City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Kelly Koskie
Director of Finance
123 Roger Smith Ave
Cortez, CO. 81321
kkoskie@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: SARA COFFEY, PAYROLL/SALES TAX ADMINISTRATOR

Date: 04/05/2023

RE: Approval of the Expenditure List for April 11, 2023

Attachments

Expenditure List

EXPENDITURE LIST FOR WEEK ENDING MARCH 31, 2023

Department	Vendor Name	Description	Amount
Human Resources	AT&T MOBILITY	PHONES	\$ 55.24
	AMAZON CAPITAL SERVICES	TONER CARTRIDGE	\$ 101.89
		Total	\$ 157.13
Finance	GOVOS INC	ONLINE PAYMENT PROCESSING FEB 2023	\$ 595.70
	PIONEER PRINTING	WATER & TRASH RECEIPTS	\$ 142.00
		Total	\$ 737.70
Events	MEDIAMAX NETWORK LLC	GOLF DIGEST ADVERTISING	\$ 7,500.00
		Total	\$ 7,500.00
Library	INGRAM LIBRARY SERVICES	BOOKS	\$ 13.23
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.51
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.67
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.82
	INGRAM LIBRARY SERVICES	BOOKS	\$ 17.01
	INGRAM LIBRARY SERVICES	BOOKS	\$ 17.06
	INGRAM LIBRARY SERVICES	BOOKS	\$ 17.41
	INGRAM LIBRARY SERVICES	BOOKS	\$ 17.78
	INGRAM LIBRARY SERVICES	BOOKS	\$ 17.80
	INGRAM LIBRARY SERVICES	BOOKS	\$ 26.59
	INGRAM LIBRARY SERVICES	BOOKS	\$ 31.76
	INGRAM LIBRARY SERVICES	BOOKS	\$ 38.99
	INGRAM LIBRARY SERVICES	BOOKS	\$ 45.04
	INGRAM LIBRARY SERVICES	BOOKS	\$ 61.39
	INGRAM LIBRARY SERVICES	BOOKS	\$ 73.36
	INGRAM LIBRARY SERVICES	BOOKS	\$ 95.41
	INGRAM LIBRARY SERVICES	BOOKS	\$ 140.34
	INGRAM LIBRARY SERVICES	BOOKS	\$ 362.55
	INGRAM LIBRARY SERVICES	BOOKS	\$ 495.03
		Total	\$ 1,520.75
City Hall Operations	WAGNER ENTERPRISE, L.L.C.	JANITORIAL SERVICE - MAR 2023	\$ 2,300.00
	VITAL RECORDS CONTROL	DOCUMENT DESTRUCTION	\$ 193.16
		Total	\$ 2,493.16
Welcome Center	STERICYCLE INC.	HAZARDOUS WASTE DISPOSAL	\$ 38.29
	CENTURYLINK	PHONES	\$ 87.75
	IMAGENET CONSULTING LLC	EQUIPMENT RENTAL	\$ 64.69
		Total	\$ 190.73
Police Department	AT&T MOBILITY	PHONES	\$ 138.71
	VITAL RECORDS CONTROL	DOCUMENT DESTRUCTION	\$ 75.21
	CRYSTAL BRITE LAUNDRY	Blanket PO for uniform cleaning services	\$ 49.50
	WAGNER ENTERPRISE, L.L.C.	JANITORIAL SERVICE - MAR 2023	\$ 1,499.58

EXPENDITURE LIST FOR WEEK ENDING MARCH 31, 2023

Department	Vendor Name	Description	Amount
	CENTURYLINK	PHONES	\$ 61.26
	CENTURYLINK	PHONES	\$ 82.60
	CENTURYLINK	PHONES	\$ 133.82
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 160.23
	AMERICAN FIRST AID & SAFETY	First aid supplies for kit	\$ 63.03
	IMAGENET CONSULTING LLC	EQUIPMENT RENTAL	\$ 21.34
		Total	\$ 2,285.28
Public Works	AT&T MOBILITY	PHONES	\$ 55.24
	INTERMOUNTAIN FARMERS ASSOC.	BOOTS	\$ 260.99
	INNOVATION MEDICAL GROUP	PRE-EMPLOYMENT PHYSICAL - ROBINSON	\$ 135.00
	AT&T MOBILITY	PHONES	\$ 228.93
	FASTENAL COMPANY	1258200 Irrigation Shovel size 00	\$ 340.00
	BELT SALVAGE	2x4x3/16 Steel material for rack on Unit #9	\$ 409.20
	CHOICE BUILDING SUPPLY	Material for side racks for Unit 987	\$ 214.64
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 9,727.67
		Total	\$ 11,371.67
Outdoor Pool	AMAZON CAPITAL SERVICES	FILTER POWDER	\$ 1,838.01
	AMAZON CAPITAL SERVICES	RACE CLOCK	\$ 233.26
		Total	\$ 2,071.27
Golf Pro	RUDOSKY GOLF, LLC	Yearly Contract for Golf Pro - Quarterly Pay	\$ 9,000.00
		Total	\$ 9,000.00
Golf Course Maint	AT&T MOBILITY	PHONES	\$ 53.22
		Total	\$ 53.22
Parks	AT&T MOBILITY	PHONES	\$ 53.22
	CENTURYLINK	PHONES	\$ 68.44
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 138.45
	AMAZON CAPITAL SERVICES	AAA Alkaline Battery, 36/pk	\$ 13.48
	AMAZON CAPITAL SERVICES	Oregon OR534-316A Grinding Wheel	\$ 23.98
	AMAZON CAPITAL SERVICES	Stihl 25 Chain 3623-005-0084"	\$ 35.29
	AMAZON CAPITAL SERVICES	Oregon 410-120 Bench mounted grinder/s	\$ 209.99
	FOUR CORNERS SAWS	CHAINSAW, OIL	\$ 1,423.46
	SHERILL INC	Rope gloves	\$ 27.86
	SHERILL INC	Pinto Pulley	\$ 56.69
	SHERILL INC	Foot Ascender	\$ 71.96
	SHERILL INC	Rope bags	\$ 71.98
	SHERILL INC	Pulley for 5/8 rope	\$ 71.99
	SHERILL INC	1/2 Sling"	\$ 84.59
	SHERILL INC	Hand saw	\$ 93.59
	SHERILL INC	Rigging carabiners	\$ 104.36
	SHERILL INC	Arborist Helmet	\$ 112.45

EXPENDITURE LIST FOR WEEK ENDING MARCH 31, 2023

Department	Vendor Name	Description	Amount
	SHERILL INC	Mini arborist blocks 1/2,125.99"	\$ 125.99
	SHERILL INC	Chainsaw Pants	\$ 152.99
	SHERILL INC	CHAINSAW PANTS	\$ 152.99
	SHERILL INC	Throw line kit	\$ 170.99
	SHERILL INC	Bull rope 5/8 x 150ft	\$ 184.49
	SHERILL INC	3/4 Portawrap/Sling Combo"	\$ 274.49
	SLAVENS TRUE VALUE	KEYS	\$ 4.58
	SLAVENS TRUE VALUE	GALV SAFE HASP	\$ 10.00
	SLAVENS TRUE VALUE	TARP	\$ 15.46
	SLAVENS TRUE VALUE	HACKSAW, SAW BLADES	\$ 18.18
	SLAVENS TRUE VALUE	BATTERIES, UTIL LOCK	\$ 18.35
	PARTNERS IN PARTS, INC.	SLIDE TERMINAL, BRACKET	\$ 13.67
	BELT SALVAGE	SCH 40 PIPE	\$ 267.28
		Total	\$ 4,071.24
Planning & Building	SHORT-ELLIOTT-HENDRICKSON INC	Blanket PO - On Call Planning Services for	\$ 7,255.00
	AT&T MOBILITY	PHONES	\$ 245.12
		Total	\$ 7,500.12
Shop	AMAZON CAPITAL SERVICES	Kleenguard 44342 Disposable coveralls - L	\$ 137.99
	FOUR CORNERS WELDING & GAS SUPP	Tweco female cable connector	\$ 58.40
	FOUR CORNERS WELDING & GAS SUPP	Tweco male cable connector	\$ 61.40
	FOUR CORNERS WELDING & GAS SUPP	Sait 20063 Grinding disc 4.5x1/4x7/8 A24	\$ 66.00
	FOUR CORNERS WELDING & GAS SUPP	#1 Welding cable	\$ 427.00
	HARDLINE EQUIPMENT	LM-9910207 Contact block - Unit 900	\$ 68.08
	HARDLINE EQUIPMENT	6110046FCL DU5000 Conveyor Side Rubber	\$ 75.74
	HONNEN EQUIPMENT COMPANY	AT143311 Brake disk - Unit 977	\$ 359.13
	ROBERTS TRUCK CENTER	1655285C1 Junction block - Unit 989	\$ 13.64
	ROBERTS TRUCK CENTER	FLTEG4720QP20-CORE Reman brake shoe	\$ 43.20
	ROBERTS TRUCK CENTER	FLTEG4720QP20 Reman brake shoe kit - U	\$ 61.98
	ROBERTS TRUCK CENTER	R802487 Slack adjuster - Unit 722	\$ 101.37
	ROBERTS TRUCK CENTER	FLT4410B Brake drum - Unit 725	\$ 421.52
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ (27.51)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ (14.87)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ (8.73)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 1.82
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 3.07
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 6.48
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 7.34
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 8.73
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 13.29
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 16.62
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 33.09
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 34.39
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 35.66

EXPENDITURE LIST FOR WEEK ENDING MARCH 31, 2023

Department	Vendor Name	Description	Amount
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 42.19
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 44.18
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 48.74
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 48.74
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 49.19
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 51.44
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 76.53
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 79.85
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 85.54
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 101.78
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 122.24
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 169.27
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Main	\$ 365.89
	PROFESSIONAL GARAGE DOOR	Materials/Labor - Repair to overhead door	\$ 2,133.00
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 209.97
	VITAL RECORDS CONTROL	DOCUMENT DESTRUCTION	\$ 15.00
		Total	\$ 5,648.38
Technology	GRAYBAR	Aiphone IX-MV7-B SIP Video Master Station	\$ 1,032.91
	AT&T MOBILITY	PHONES	\$ 43.23
	CENTURYLINK	PHONES	\$ 75.01
	AMAZON CAPITAL SERVICES	Kroser Laptop Bag Expandable Lightweight	\$ 33.90
	AMAZON CAPITAL SERVICES	Lovevook Travel Laptop Backpack Dark Green	\$ 39.99
	AMAZON CAPITAL SERVICES	Lovevook Laptop Backpack for Women, Light	\$ 49.98
	AMAZON CAPITAL SERVICES	Canon MC31 Maintenance cartridge	\$ 79.95
	AMAZON CAPITAL SERVICES	Canon cT-08 Cutter blade	\$ 100.00
	AMAZON CAPITAL SERVICES	Canon compatible PF06 Printhead	\$ 299.99
	AMAZON CAPITAL SERVICES	Canon PFI120 Ink tank bundle	\$ 303.93
	CXTEC	343062 SmartUPS SRT 10KVA RM w/ 208/	\$ 11,999.99
		Total	\$ 14,058.88
Airport	CHOICE BUILDING SUPPLY	SQUEEZE CONN, CABLE	\$ 58.16
	INTERMOUNTAIN FARMERS ASSOC.	LUMBER, SPIKES	\$ 107.17
	FLIGHT LIGHT INC	METAL HALIDE LAMP	\$ 67.08
		Total	\$ 232.41
Dispatch	INNOVATION MEDICAL GROUP	PRE-EMPLOYMENT PHYSICAL - RAYGOZA	\$ 125.00
	INNOVATION MEDICAL GROUP	PRE-EMPLOYMENT PHYSICAL - BOGOTT	\$ 125.00
		Total	\$ 250.00
Rec Center	INNOVATION MEDICAL GROUP	PRE-EMPLOYMENT PHYSICAL - GOODWIN	\$ 125.00
	ALSCO (AMERICAN INDUSTRIAL)	MATS	\$ 37.40
	AMAZON CAPITAL SERVICES	REAGENT REFILL KITS	\$ 57.96
	BRAND CENTRAL	EMBROIDERY	\$ 36.00
	ID EDGE, INC.	RIBBON, ADHESIVE	\$ 557.30

EXPENDITURE LIST FOR WEEK ENDING MARCH 31, 2023

Department	Vendor Name	Description	Amount
	WESTERN PAPER DISTRIBUTORS	CLEANING SUPPLIES	\$ 209.29
	WESTERN PAPER DISTRIBUTORS	CLEANING SUPPLIES	\$ 400.99
	AMAZON CAPITAL SERVICES	EXERCISE CORDS	\$ 182.47
	AMBROSIA LLC	UV LAMPS	\$ 1,600.52
	GRAINGER	WORK SHIRTS	\$ 70.92
	GRAINGER	LED BULBS	\$ 240.28
	GRAINGER	BOOT BRUSHES	\$ 259.47
	NEPTUNE-BENSON	GASKETS, VALVES	\$ 2,391.35
	NICE ELECTRIC	REPAIR SWITCH	\$ 416.62
	SLAVENS TRUE VALUE	CRACK SEAL, FASTENERS	\$ 20.59
	WEBB CHEVROLET BUICK OF CORTEZ L	Materials/Labor - Body repairs for Unit #10	\$ 1,229.62
		Total	\$ 7,835.78
Water	HARCROS CHEMICALS INC.	POTASSIUM PERMANGANATE	\$ 6,800.22
	AT&T MOBILITY	PHONES	\$ 106.53
	FASTENAL COMPANY	1258200 Irrigation Shovel size 00	\$ 340.00
	BACKFLOW SUPPLY	Test kit calibration - Midwest 845-5 s/n 05	\$ 112.13
	MOUNTAINLAND SUPPLY COMPANY	Ford B44-666-Q-NL Ball valve curb stop 1-1/2"	\$ 647.81
	SHORT-ELLIOTT-HENDRICKSON INC	2023 Municipal Water Rate Study Project	\$ 1,621.50
		Total	\$ 9,628.19
Total			\$ 86,605.91

EXPENDITURE LIST FOR WEEK ENDING APRIL 7, 2023

Department	Vendor Name	Description	Amount
City Attorney	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 49.75
		Total	\$ 49.75
Municipal Court	MARSHALL SUMRALL	LEGAL SERVICES - WHITEHORSE	\$ 85.00
	PADILLA LAW P.C.	MUNICIPAL COURT PROFESSIONAL SERVICES	\$ 424.00
	PADILLA LAW P.C.	MUNICIPAL COURT JUDGE	\$ 1,549.58
	RICHARD SIMS LAW OFFICE	LEGAL SERVICES - THOMAS, BAILEY	\$ 40.00
	BUFFINGTON LAW, LLC	LEGAL SERVICES - ASSISTANT CITY ATTORNEY	\$ 1,638.00
		Total	\$ 3,736.58
City Manager	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	AMAZON CAPITAL SERVICES	Wordsworth & Black WB-INK-BLUE Fountain Pen	\$ 20.44
		Total	\$ 148.44
Finance	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	POSTAL PROS, INC.	INVOICES	\$ 513.32
		Total	\$ 641.32
City Clerk	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
		Total	\$ 128.00
Events	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
		Total	\$ 128.00
Library	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 43.58
	CITY OF CORTEZ	FIBER	\$ 3,503.40
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 762.80
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	CITY OF CORTEZ	REFUSE	\$ 135.60
	CITY OF CORTEZ	WATER	\$ 33.60
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 25.96
		Total	\$ 4,549.94
General Services	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	WCA CONSTRUCTION, LLC	City Hall New Jury Room - per submitted bid	\$ 85,633.42
		Total	\$ 85,761.42
Building Maint	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	MOUNTAINLAND SUPPLY COMPANY	Milwaukee 2841-20 M18 Fuel Nail Gun - Quote	\$ 296.17
		Total	\$ 424.17
City Hall Operations	ORKIN LLC	PEST CONTROL SERVICES	\$ 152.99
	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 101.61
	CITY OF CORTEZ	FIBER	\$ 599.64
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00

EXPENDITURE LIST FOR WEEK ENDING APRIL 7, 2023

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EXPENDITURE LIST FOR WEEK ENDING APRIL 7, 2023

Department	Vendor Name	Description	Amount
	CORTEZ SANITATION DISTRICT	SEWER	\$ 57.00
	CITY OF CORTEZ	REFUSE	\$ 218.30
	CITY OF CORTEZ	WATER	\$ 51.35
	KONICA MINOLTA BUSINESS SOLUTIONS	EQUIPMENT RENTAL	\$ 190.94
	KONICA MINOLTA BUSINESS SOLUTIONS	EQUIPMENT RENTAL	\$ 356.72
	ALPINE SECURITY & ELECTRONICS	ALARM SERVICES	\$ 340.00
		Total	\$ 3,591.44
Animal Shelter	DOLORES ANIMAL HOSPITAL	CASTRATION	\$ 60.00
	DOLORES ANIMAL HOSPITAL	CASTRATION	\$ 92.00
	DOLORES ANIMAL HOSPITAL	SPAY	\$ 112.00
	ORKIN LLC	PEST CONTROL SERVICES	\$ 110.99
	CITY OF CORTEZ	FIBER	\$ 650.20
	CORTEZ SANITATION DISTRICT	SEWER	\$ 81.00
	CITY OF CORTEZ	REFUSE	\$ 54.00
	CITY OF CORTEZ	WATER	\$ 83.30
		Total	\$ 1,243.49
Public Works	DOUGLAS ROTH	Blanket PO - GIS Consulting Services	\$ 1,750.00
	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 256.00
	AMAZON CAPITAL SERVICES	975-3MIL-MENU-100 Crystal Clear Laminating P	\$ 31.99
	MOUNTAINLAND SUPPLY COMPANY	Prinsco 24WT20NP Storm drain pipe - 20ft joint	\$ 5,046.15
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 482.04
		Total	\$ 7,566.18
Parks & Recreation	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
		Total	\$ 128.00
Outdoor Pool	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 49.23
	CITY OF CORTEZ	FIBER	\$ 323.80
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 660.40
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	CITY OF CORTEZ	REFUSE	\$ 161.40
		Total	\$ 1,239.83
Golf Pro	CORTEZ SANITATION DISTRICT	SEWER	\$ 61.00
	CITY OF CORTEZ	REFUSE	\$ 235.40
	CITY OF CORTEZ	WATER	\$ 54.90
		Total	\$ 351.30
Golf Course Maint	WEIR HOMETOWN HEALTHCARE, LLC	PRE-EMPLOYMENT PHYSICAL - MCCLENNY	\$ 110.00
	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	CITY OF CORTEZ	FIBER	\$ 563.80
	CORTEZ SANITATION DISTRICT	SEWER	\$ 45.00
	CITY OF CORTEZ	REFUSE	\$ 235.40

EXPENDITURE LIST FOR WEEK ENDING APRIL 7, 2023

Department	Vendor Name	Description	Amount
	CITY OF CORTEZ	WATER	\$ 26.50
		Total	\$ 1,108.70
Parks	LE PEW PORTA-JOHNS INC.	MONTHLY RENTALS	\$ 648.00
	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	CITY OF CORTEZ	FIBER	\$ 386.68
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 351.63
	CORTEZ SANITATION DISTRICT	SEWER	\$ 315.00
	CITY OF CORTEZ	REFUSE	\$ 1,339.35
	CITY OF CORTEZ	WATER	\$ 328.00
	CHOICE BUILDING SUPPLY	MARK PAINT	\$ 19.98
	SLAVENS TRUE VALUE	MARK PAINT	\$ 8.18
	SLAVENS TRUE VALUE	MARK PAINT	\$ 16.36
	FERGUSON WATERWORKS #1116	WIRE FLAG 100 PK	\$ 31.74
	SLAVENS TRUE VALUE	LAP LINK	\$ 2.72
	SLAVENS TRUE VALUE	POLE SAW	\$ 88.99
	SLAVENS TRUE VALUE	FIELD MARKER	\$ 218.85
	SUPERIOR AUTO	TRAILER HITCH BUSHING	\$ 23.74
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 10.77
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 10.77
		Total	\$ 3,928.76
Planning & Building	WILLIFORD LLC	Blanket PO - Consulting - Housing Needs	\$ 8,470.00
	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	B&H PHOTO-VIDEO	Canon PF-04 3630B003AA Print head for iPF850	\$ 399.60
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 58.59
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 66.15
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 66.15
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 149.25
		Total	\$ 9,337.74
Shop	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 128.00
	CONSERVANCY OIL COMPANY	Blanket PO - Lubrication Product for Fleet	\$ 645.00
	KEESEE MOTORS	Diagnosis for Unit 1231	\$ 128.00
	O'REILLY AUTO PARTS	Blanket PO - Parts for Fleet Repairs and Supplies	\$ 9.38
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (203.50)
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (12.26)
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 24.71
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 57.12
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 57.91
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 127.96
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 139.38
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 250.26
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 255.92
	ROBERTS TRUCK CENTER	4163697C91-CORE Sensor - Unit 726	\$ 30.00

EXPENDITURE LIST FOR WEEK ENDING APRIL 7, 2023

Department	Vendor Name	Description	Amount
	ROBERTS TRUCK CENTER	4210388C1-CORE Temp control solenoid valve	\$ 30.00
	ROBERTS TRUCK CENTER	Freight	\$ 75.00
	ROBERTS TRUCK CENTER	4163697C91 Sensor - Unit 726	\$ 181.44
	ROBERTS TRUCK CENTER	4210388C1 Temp control solenoid valve	\$ 283.45
	STOTZ EQUIPMENT	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 70.91
	SENERGY PETROLEUM	E10 Unleaded Gas for Service Center	\$ 5,140.18
	SUPERIOR SERVICES, LLC	Blanket PO - Janitorial Services at Service Center	\$ 1,950.00
	ALSCO (AMERICAN INDUSTRIAL)	Blanket PO - Floor Mat Service, Shirt Service - Se	\$ 101.70
	ALSCO (AMERICAN INDUSTRIAL)	Blanket PO - Floor Mat Service, Shirt Service - Se	\$ 101.70
	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 94.34
	CITY OF CORTEZ	FIBER	\$ 256.00
	CORTEZ SANITATION DISTRICT	SEWER	\$ 106.00
	CITY OF CORTEZ	REFUSE	\$ 380.65
	CITY OF CORTEZ	WATER	\$ 270.64
		Total	\$ 10,679.89
Technology	FASTTRACK COMMUNICATIONS	Blanket PO - Class C IPv4 Block (206.123.215.0/2	\$ 600.00
	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 524.40
		Total	\$ 1,124.40
Streets	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 56.04
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 122.55
		Total	\$ 178.59
Equipment	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 10.45
		Total	\$ 10.45
Airport	GARVER LLC	Terminal Parking Lot Rehab. Design - #22A2550	\$ 30,473.40
	CITY OF CORTEZ	REFUSE	\$ 45.05
	MONTEZUMA COUNTY WATER DIST.	WATER M064	\$ 50.00
	MONTEZUMA COUNTY WATER DIST.	WATER M068	\$ 58.20
	SLAVENS TRUE VALUE	SCREWS, TAPE MEASURE, FENCE STAPLES	\$ 41.18
	INTERMOUNTAIN FARMERS ASSOC.	WIRE SLEEVES	\$ 13.98
	INTERMOUNTAIN FARMERS ASSOC.	CONCRETE MIX, RISER	\$ 26.45
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 22.23
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 87.40
	GARVER LLC	Hangar Development Categorical Exclusion - Env	\$ 1,751.35
		Total	\$ 32,569.24
Dispatch	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 106.26
		Total	\$ 106.26
Rec Center	MONTEZUMA COUNTY	LEADERSHIP TRAINING	\$ 640.00
	FARMERS TELECOMMUNICATIONS INC.	PHONE	\$ 45.63
	CITY OF CORTEZ	FIBER	\$ 599.64

EXPENDITURE LIST FOR WEEK ENDING APRIL 7, 2023

Department	Vendor Name	Description	Amount
	CORTEZ SANITATION DISTRICT	SEWER	\$ 585.00
	ATMOS ENERGY	GAS SERVICE	\$ 1,409.42
	CITY OF CORTEZ	REFUSE	\$ 235.40
	CITY OF CORTEZ	WATER	\$ 271.92
	AMBROSIA LLC	CALCIUM HYPOCHLORITE	\$ 2,207.00
	GRAINGER	SPRAY FOAMER, WATER NOZZLE, COUPLER	\$ 226.32
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 478.10
		Total	\$ 6,698.43
Water	POSTAL PROS, INC.	POSTAGE	\$ 669.09
	GREEN ANALYTICAL LABS, INC.	Blanket PO - Lab Testing Services	\$ 124.20
	SPRONK WATER ENGINEERS	Engineering/Consulting - Water Matters - 1/202	\$ 3,770.00
	CENTURYLINK	PHONES	\$ 61.26
	CITY OF CORTEZ	FIBER	\$ 556.00
	EMPIRE ELECTRIC ASSOCIATION	ELECTRIC SERVICE	\$ 50.40
	CITY OF CORTEZ	REFUSE	\$ 54.00
	DPC INDUSTRIES, INC.	Blanket PO - Sodium Hypochlorite T-Chlor	\$ 13,352.90
	USA BLUEBOOK	Blanket PO - Chemical and Lab Supplies	\$ 861.19
	UTILITY NOTIFICATION CENTER	Blanket PO - Utility Notification Charges	\$ 79.98
	AMAZON CAPITAL SERVICES	GTPlayer GT800A Computer Chair, Black - Dono	\$ 149.97
	ZORO TOOLS INC	Apache 43074504 Short shank fire hose couplin	\$ 17.58
	CORE AND MAIN	6 EBAA MegaLug Accessory Kit"	\$ 610.56
	CORE AND MAIN	6 EBAA MegaLug C900/IPS 2006PV Red - Quote	\$ 1,121.04
	MOUNTAINLAND SUPPLY COMPANY	564SI 16 Cast iron Valve Box Top Section - orig.	\$ 426.67
	SGM INC.	Blanket PO - Water Distribution Improvements	\$ 13,672.42
	SGM INC.	Blanket PO - Water Distribution Improvements	\$ 18,389.00
	SGM INC.	Blanket PO - Inspections on Tank 3 Repairs	\$ 1,656.25
		Total	\$ 55,622.51
CCN Fund	UTILITY NOTIFICATION CENTER	Blanket PO - Utility Notification Charges	\$ 77.40
	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 int	\$ 1,949.60
		Total	\$ 5,059.40
Refuse	POSTAL PROS, INC.	POSTAGE	\$ 669.09
		Total	\$ 669.09
Total			\$ 239,731.46



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: 04/04/2023

RE: Approval of a renewal Fermented Malt Beverage Liquor License for Worldwide Restaurant Corporation, DBA Pizza Hut of Cortez, located at 1119 East Main Street, Cortez.

Attachments

Renewal- Pizza Hut



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

4/4/2023

MEMO TO: Honorable Mayor and City Council

FROM: Donna Murphy, Deputy City Clerk

SUBJECT: RENEWAL APPLICATION ON A FERMENTED MALT BEVERAGE LICENSE FROM WORLDWIDE RESTAURANT CORPORATION, DBA PIZZA HUT OF CORTEZ, LOCATED AT 1119 EAST MAIN STREET, CORTEZ

BACKGROUND

The renewal application referred to above was filed in the City Clerk's office on April 4, 2023. The application appears to be complete and all fees were paid.

ISSUES

The fire inspection report shows no violation to the Fire Code.

The police report shows no liquor violations were found over the past twelve months.

The sales tax account is current.

RECOMMENDATION

Staff recommends approval of a Fermented Malt Beverage Liquor License for Worldwide Restaurant Corporation, DBA Pizza Hut of Cortez, located at 1119 East Main Street, Cortez



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: 04/04/2023

RE: Approval of a renewal Hotel and Restaurant Liquor License for La Casita de Cortez LLC, DBA La Casita de Cortez, located at 332 East Main Street, Cortez.

Attachments

Renewal- La Casita

4/4/2023

MEMO TO: Honorable Mayor and City Council

FROM: Donna Murphy, Deputy City Clerk

SUBJECT: RENEWAL APPLICATION ON A HOTEL AND RESTAURANT LIQUOR
LICENSE FOR LA CASITA DE CORTEZ, LLC, DBA LA CASITA DE CORTEZ,
LOCATED AT 332 EAST MAIN STREET, CORTEZ.

BACKGROUND

The renewal application referred to above was filed in the City Clerk's office on April 3, 2023. The application appears to be complete and all fees were paid.

ISSUES

The fire inspection report shows no violation to the Fire Code.

The police report shows no liquor violations were found over the past twelve months.

The sales tax account is current.

RECOMMENDATION

Staff recommends approval of a Hotel and Restaurant Liquor License for La Casita de Cortez, Located at 332 East Main Street, Cortez.



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: April 4, 2023

RE: Letter of Support, Montezuma Heritage Museum.

DISCUSSION

The Montezuma Heritage Museum is applying for designation to become an Enterprise Zone Contribution Project.

BACKGROUND

Please see attachment.

RECOMMENDATION

Staff recommends that Council sign the letter of support.

MOTION

If agreed upon by the City Council:

I move to approve that City Council authorize the Mayor to sign the Letter of Support for the Montezuma Heritage Museum designation to become an Enterprise Zone Contribution Project.

Attachments

Montezuma Museum



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

April 11, 2023

Region 9 Board of Directors
295-A Girard Street
Durango, CO 81301

State of Colorado Office of Economic Development
Colorado Financial Review Committee
1625 Broadway, Suite 2700
Denver, CO 80202

Dear Region 9 Board of Directors and Colorado Financial Review Committee:

This letter is in support of the Montezuma Heritage Museum's application for designation to become an Enterprise Zone Contribution Project. This project resides within the Enterprise Zone designation area and meets the economic goals of a community project.

The City of Cortez recognizes the impact the Montezuma Heritage Museum will have in our city, being an economic hub in the downtown area, and through its ability to help educate individuals about our rich heritage. The museum is the single most important step the Montezuma County Historical Society has ever taken to better achieve its mission to "educate, enrich and inspire our residents and visitors through the preservation, presentation and interpretation of the county's and region's rich and diverse history."

The City firmly believes that the Montezuma Heritage Museum will play a valuable role in enhancing the quality of life of our community and is a strong community and regional asset. We therefore strongly encourage your support and recognition of the Montezuma Heritage Museum as an Enterprise Zone Contribution Project.

Sincerely,

Rachel Medina, Mayor
City of Cortez



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: April 4, 2023

RE: Letter of Support, Montezuma County Office of Economic Development.

DISCUSSION

The County has requested a letter of support for the Colorado Opportunity Now grant. This grant will help create a pilot pathways program designed to develop opportunities for students and workers within our creative and experience industries of Montezuma County, and help develop the workforce (youth) to meet the demand of our growing creative economy through project-based learning guided by paid mentors from within the current local creative industries. And to understand the conditions needed for creative industries (products, services, experiences, and transformation) to thrive in Montezuma County in a way that creates well-paying, rewarding jobs that our young people want to work in and that boosts the economic viability of Montezuma County.

BACKGROUND

Please see attachment.

RECOMMENDATION

Staff recommends that Council sign the letter of support.

MOTION

If agreed upon by the City Council:

I move to approve that City Council authorize the Mayor to sign the Letter of Support for the Colorado Opportunity Now grant submitted by the Montezuma County Office of Economic Development.

Attachments

Letter of Support



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

April 11, 2023

Colorado Office of Economic Development
and International Trade
1600 Broadway, Suite 2500
Denver, Colorado 80202

RE: Colorado Opportunity Now Grant

Dear Colorado Opportunity Now Selection Committee,

This letter is to show the City of Cortez's support for Montezuma County's application for the Colorado Opportunity Now Grant. This funding will help the County create a pilot pathways program designed to develop opportunities for students and workers in the creative and experience industries in Montezuma County.

Developing a creative economy workforce will help diversify local industry, support tourism, and establish economic opportunities by providing the necessary skills and knowledge for our youth through mentoring and apprenticeships. The development of this program could also help provide opportunities for business owners and artists in Cortez and throughout our area.

The City of Cortez looks forward to supporting the Montezuma County Office of Economic Development in their goals to develop strategies, strengthen the County's creative economy and help guide our youth into a local workforce with creative well-paying and rewarding jobs.

Sincerely,

Rachel Medina, Mayor
City of 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: 4/05/2023

RE: Resolution No. 8, Series 2023.

DISCUSSION

See attached staff report for full discussion.

BACKGROUND

The City of Cortez has received an application for a site plan review submitted by Chris and Kim Lindell to use an existing parking lot for a Flea Market/Farmers Market, located on property at 111 W. 1st St., zoned Neighborhood Business, as described in Resolution No. 8, Series 2023.

FISCAL IMPACT

Fiscal impact has not been analyzed.

RECOMMENDATION

Staff recommends that Council approve Resolution No. 8, Series 2023, a resolution approving a site plan to use an existing parking lot for a Flea Market/Farmers Market, as described in Resolution No. 8, Series 2023.

MOTION

If agreed upon by the City Council, a possible motion would be: I move that Council approve Resolution No.8, Series 2023, a resolution approving a site plan for a Flea Market/Farmers Market to be located on property at 111 W. 1st St., zoned Neighborhood Business.

Attachments

Staff Report
P&Z Resolution No. 4, Series 2023
Application, letter, plat
Resolution No. 8, Series 2023



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

Meeting Date: April 11, 2023
Project No. PL23-000002

MEMO

TO: Members of the Cortez Council

FROM: Nancy Dosdall, Contract City Planner

SUBJECT: Public Hearing on an Application for a Site Plan Review for a seasonal flea/farmers market to be located on property at 111 W. 1st St., zoned Neighborhood Business.

APPLICANT: Chris and Kim Lindell

OWNER: XZIA, LLC – Registered Agent Kim Lindell

ATTACHMENTS: Resolution No. 8, Series 2023
Application Packet

BACKGROUND:

Chris and Kim Lindell, (the “Applicants”) are proposing a site plan to use an existing parking lot they own at 111 W. 1st St., Cortez, Colorado (the “Property”) for a Flea Market/Farmers Market on occasional days in the spring, summer and fall. The Property is zoned neighborhood business (NB). Farmers Markets are not a listed use in the code and no provision is made for seasonal type uses. Flea Markets, defined as “any market, indoors or out-of-doors (where permitted), where new or used items are sold from individual locations, with each location being operated independently from the other locations. Items sold include, but are not limited to, household items, antiques, rare items, decorations, used books, and used magazines.” While the items proposed to be sold are slightly different than the code listed items, the Flea Market definition is the closest to what the Applicants are proposing. Proposed items for sale will include local farm produce, juried/approved artisans, and food trucks. Farm-to-table and similar events with acoustic music may also be held on the Property.

The Property is bounded on the west by public parking. Developed commercial properties are located to the north and east. Directly south is a vacant lot.

The Applicants propose to set up only on the day of operation, although two trucks may remain on the site when not in operation. They propose to open on Saturdays from 12:00pm to 4:00pm, although additional days may be added. Additional hours will be required for set up/break down.



ISSUES:

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.

DISCUSSION:

The project as submitted is unusual in that no permanent construction is proposed. The site is already developed as a parking lot with paving and landscaping. The most applicable issues with this use are the public health, safety, order, convenience, prosperity and general welfare criteria.

AGENCY REVIEW:

GIS Coordinator (Doug Roth)

No concerns

City Parks and Recreation (Creighton Wright)

There needs to be clarity regarding the intent of the space. While it seems that it is being framed as a farmer's market space, the narrative seems to suggest the intent may be for a broader special event facility. It should be framed as a farmer's market or an event site, but not broadly both. Hosting a farmer's market garners one concept and corresponding infrastructure needs and impacts. Hosting various special events, possibly including a multiple-day event, garners another concept and much greater infrastructure need and impact. The broadness of the narrative, specifically regarding "Musical Events" and "Fundraising Events," could likewise elicit a much grander scale event that could have a drastically more significant impact on the surrounding area. I recommend clarifying the intent or removing those references from the application. Should there be a desire to host a wider range of special events, a more detailed and specific application should be submitted addressing the impacts. The reference to multiple-day events is especially concerning, as the current application does not describe the necessary infrastructure to host longer than a half-day farmers market-type event. This is not to say that the property couldn't function as a broader event facility. If it did, the infrastructure would become much more important, and the outreach to the neighborhood may be critical.

I strongly recommend the applicant connect with the current manager of the Cortez Farmers Market and Third Thursday, especially if they plan to host events on the same day/time. Coordinating events is ideal.

City Manager (Drew Sanders)

Upon review of the applicant's plan I have no concerns with the proposal. In fact, I am quite pleased with the concept and look forward to opportunities this may offer our community"

Cortez Sanitation District (Jim Webb)

The Sanitation District has no issues with this proposal.

ALTERNATIVES:

1. The Council can approve the site development plan for the proposed flea market on property located at 111 W. 1st St., in the NB zone, as submitted by Chris and Kim Lindell;
2. The Council can deny the application for the site development plan and state its reasons;
3. The Council can ask for more information and table the application or continue the application to a date certain; or

4. The Council can approve the site development plan, and state any conditions it feels would be necessary to ensure compliance with the Land Use Code.

PLANNING COMMISSION RECOMMENDATION:

At its meeting of April 4, 2023 the Planning and Zoning Commission recommended that Council approve the site development plan for a new seasonal outdoor flea market on property located at 111 W. 1st St., in the Neighborhood Business (NB) zone, as submitted by Chris and Kim Lindell through P&Z Resolutions No. 4, Series 2023, 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. Specifically, all public improvements shall comply with the minimum requirements of the 2009 City of Cortez Construction Design Standards and Specifications.
2. All temporary sales tents, structures or items shall be removed or stored indoors when the market is not in operation.
3. The site will be kept in a clean and orderly manner at all times.
4. The applicants shall be responsible for ensuring that each vender obtains the necessary sales tax license and business licenses from the City of Cortez
5. The Applicants will apply for and receive a flea market license from the City Clerk prior to operation.
6. Noise from any event held on the property shall comply with all requirements of the Land Use Code Sec. 5.07 (d) at all times.
7. Operations shall be limited to a maximum of two days per week between the stated hours in the spring, summer and fall.
8. The Applicants shall comply with all representations made in their application and as part of any public hearings regarding operation of the site.

RECOMMENDATION:

Staff recommends Alternative “4” above, approval of the site development plan through Resolution No. 8, Series 2023, with 8 conditions.

If the City Council so chooses to follow the recommendation of the Planning and Zoning Commission and Staff, a possible motion for the Council is as follows:

I make a motion to approve Resolution No. 8, Series 2023, a resolution approving the site development plan for a new seasonal outdoor flea market on property located at 111 W. 1st St., in the Neighborhood Business (NB) zone, as submitted by Chris and Kim Lindell, 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. Specifically, all public improvements shall comply with the minimum requirements of the 2009 City of Cortez Construction Design Standards and Specifications.

2. All temporary sales tents, structures or items shall be removed or stored indoors when the market is not in operation.
3. The site will be kept in a clean and orderly manner at all times.
4. The Applicants shall be responsible for ensuring that each vender obtains the necessary sales tax license and business licenses from the City of Cortez
5. The Applicants will apply for and receive a flea market license from the City Clerk prior to operation.
6. Noise from any event held on the property shall comply with all requirements of the Land Use Code Sec. 5.07 (d) at all times.
7. Operations shall be limited to a maximum of two-days per week between the stated hours in the spring, summer and fall.
8. The Applicants shall comply with all representations made in their application and as part of any public hearings regarding operation of the site.

**CITY OF CORTEZ
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 4, SERIES 2023**

**A Resolution Recommending Approval of a Site Development Plan for a Seasonal Outdoor
Market**

Located at 111 W. 1st St. in the Neighborhood Business (NB) Zoning District

WHEREAS, the owners/applicants, Chris and Kim Lindell (the "Owner/applicant") have applied for a Site Plan Review for establishment of a new outdoor seasonal market to be located on property at 111 E. 1st St., Cortez, Colorado and more particularly described as (the "Property):

Lots 1 - 9, Block 44, City of Cortez, County of Montezuma, State of Colorado.

WHEREAS, the Owner/applicant presented a site plan and necessary submittal items for review by the City Planning and Zoning Commission at a regular meeting held on April 4, 2023; and

WHEREAS, the Cortez Land Use Code, Section 6.14, Site Plans, indicates that the owner or developer of a property may request an application of these site plan requirements for development on property located in the Neighborhood Business (NB) Zoning District; and

WHEREAS, the Planning and Zoning Commission reviewed the Site Plan for a seasonal outdoor market for the Property and is recommending approval of the Site Plan for the Property, with certain conditions, as evidenced in the adoption of P&Z Resolution No. 4, Series 2023; and

WHEREAS, it appears that all requirements of Chapters 5.00 and 6.00 of the City's Land Use Code for development of Property as requested in the Site Plan Review application 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. 4, Series 2023, establishes the conditions of approval for the development on the Property; and

THAT, the Site Plan and full application for the Property are hereby recommended to Council for approval, subject to the following conditions to ensure compliance with the standards in the Cortez Land Use Code for a Site Plan:

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. Specifically, all public improvements shall comply with the minimum requirements of the 2009 City of Cortez Construction Design Standards and Specifications.
2. All temporary sales tents, structures or items shall be removed or stored indoors when the market is not in operation.

3. The site will be kept in a clean and orderly manner at all times.
4. The applicants shall be responsible for ensuring that each vender obtains the necessary sales tax license and business licenses from the City of Cortez.
5. The applicants will apply for and receive a flea market license from the City Clerk prior to operation.
6. Noise from any event held on the Property shall comply with all requirements of the Land Use Code Sec. 5.07 (d) at all times.
7. Operations shall be limited to a maximum of two days per week between the stated hours in the spring, summer and fall.
8. The Owner/applicant shall comply with all representations made in their application and as part of any public hearings regarding operation of the site.

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

MOVED, SECONDED, AND ADOPTED THIS 4th DAY OF APRIL, 2023

PLANNING AND ZONING COMMISSION



Robert Rime, Chairman

ATTEST:


Cheryl Lindquist, Deputy City Clerk

SITE PLANS

(Land Use Code Section 6.14)

Contractor's Name: Lindell Construction Inc. Phone/Fax: 970.882.2233 or 970.759.5715 (Chris: Cell)
Owner's Name: Chris and Kim Lindell / Xzia, LLC Phone/Fax: 970.749.8803 (Kim: Cell)
Address: P. O. Box 635, Dolores, CO 81323 Zone District: Commercial
Legal Description (Lot & Block): Subdivision: TOWN OF CORTEZ Lot: 1-9 Block: 44 B 463 P 528 B 557 P 815, 111 West 1st Street, Cortez, CO 81321
Existing Use: Parking Lot Proposed Use: Farmers Market, Art Market
Lot Dimensions: 224.76' x 142.38' Proposed GFA(Gross Floor Area): TBD

Application Requirements

- ☒ 3 copies of site plan drawn to scale, titled "Preliminary Site Plan"
☒ Scale and north point indicated
☒ Name of street on drawing 111 West 1st Street, Cortez, CO 81321
☒ Fees \$500.00 Paid by Xzia, LLC, Check #1018, 3/8/2023
☒ Site plan shall contain, but not limited to:
- | | |
|---|---|
| <input type="checkbox"/> Drives, streets, and rights-of-way | <input type="checkbox"/> Narrative describing the proposed development, Lot, Block and subdivision description, and name(s), address and phone number of the property owner(s) must be attached to the plat |
| <input type="checkbox"/> Easements | <input type="checkbox"/> A copy of the warranty deed and title commitment current within thirty days of submittal. |
| <input type="checkbox"/> Location and dimensions of structures and signs | <input type="checkbox"/> Five copies of the drainage plan. |
| <input type="checkbox"/> Typical elevations of such buildings | <input type="checkbox"/> Five copies of the landscape plan. |
| <input type="checkbox"/> Access ways, including points of ingress, egress | <input type="checkbox"/> Five copies of building elevations of all sides to include rooftop mechanical structures and showing screening of rooftop mechanical devices. |
| <input type="checkbox"/> Parking, loading, and refuse areas | <input type="checkbox"/> Surface and subsurface soils report. |
| <input type="checkbox"/> Common open space | <input type="checkbox"/> Additional copies may be requested for the referral process |
| <input type="checkbox"/> Landscaping and open spaces | <input type="checkbox"/> Certification of notification of mineral estate owners as described in Section 6.04 (b)(19). |
| <input type="checkbox"/> Topography | |
| <input type="checkbox"/> Specific areas proposed for specific types of land use | |
| <input type="checkbox"/> Lots or plots | |
| <input type="checkbox"/> Area proposed for dedication | |
| <input type="checkbox"/> Parks and parkways | |
| <input type="checkbox"/> School sites | |
| <input type="checkbox"/> Wetlands | |

Review Procedures/Approval Requirements

- ____ Site plan submittal, narrative, fees, and application form
____ PN in paper 15 days prior to P&Z meeting on _____
Action of P&Z: _____
____ PN in paper 15 days prior to Council meeting on _____
Action of Council: _____
____ Certificate of Occupancy, provided that:
- ☐ Landscaping requirements met
 - ☐ Drainage plan approved by City Engineer
 - ☐ Parking lot and drainage facilities are in
 - ☐ Fire flow/prevention approved by Cortez Fire District
 - ☐ Other requirements are met by agencies and Building Official

Receipt No: 30 002441

Mar 9, 2023

XZIA, LLC, Lindell

Building Permits - Plans & Maps LU23-2	500.00
Total:	500.00
Check Check No: 1018	500.00
Payor: XZIA, LLC, Lindell	
Total Applied:	500.00
Change Tendered:	.00

03/09/2023 10:06 AM

111 1st Street Market

Project Location: 111 West 1st Street, Cortez, Colorado to be referred to as One Eleven in this document.

Subdivision: TOWN OF CORTEZ Lot: 1-9 Block: 44 B 463 P 528 B 557 P 815

Property Owners: Chris and Kim Lindell
32905 Rd P, Mancos, Colorado, 81328
970-882-2233

Project Scope: To provide an outdoor space for the use of multiple vendors of locally produced, quality products in the following categories;

Local Farm Produce
Juried/Approved Artisans
Farm to Table Events
Food Trucks

The events will be held during daylight hours during the Spring, Summer and Autumn, not to exceed 180 days of operation per year. The time of open public attendance is 12:00 PM to 4:00 PM. The day of operation will be Saturdays with the possibility of one added day per week. The set up times will extend before and after the event for 1 ½ hours.

One Eleven will make efforts to avoid conflict with existing events such as The Cortez Farmers Market and the Third Thursday events. If the event is held on the same day as existing events the time and duration will be adjusted for attendees to enjoy both events. Attendees can wander between events and visit all the downtown main street businesses.

One Eleven will be responsible to verify that every vendor has a sales tax license with the City of Cortez.

Any amplified music whether live or recorded will be limited to low volume levels. SPL monitoring can be used for control.

The vendors will set up on the $\frac{3}{4}$ acre property on the day of the event.

There is Cortez City water available on the property. The water service has a currently certified backflow prevention device. There is also a 70 Amp electrical service for use by the vendors.

Parking is abundant as the property is located adjacent to the existing Cortez City Parking Lot.

Fire and Police: There are currently three ingress/egress gates to get vendors in and out safely. Gates would be clearly marked and operated to keep any confused drivers from trying to enter the property. Signage will be provided for vehicles and pedestrians for appropriate paths of access.

One Eleven will possibly need to park two trucks seasonally or year round depending on vendors needs. There may also be an office trailer and 12'x12' refrigerated cooler in order to store produce, depending on vendors needs.

There is currently no fence bordering the property. A fence may be installed as needed in the future.

Restroom: One handicap portable restroom provided by One Eleven.
Trash: Containers and removal provided by One Eleven.

Thank you for your help with this project!
Chris Lindell

WARRANTY DEED

THIS DEED, Made on October 5, 2018

between The Citizens State Bank of Cortez now known as Four Corners Community Bank
of the County of Montezuma and State of Colorado
grantor, and XZIA, LLC

Whose Legal Address is P.O. Box 635, Dolores Co. 81323

of the County of Montezuma and state of Colorado ,grantee:

WITNESSETH, That the grantor for and in consideration of the sum of
Sixty five thousand and no/100 DOLLARS
the receipt and sufficiency of which is hereby acknowledged, has granted, bargained, sold and conveyed, and by these
presents, does grant, bargain, sell, convey and confirm, unto the grantee, his heirs and assigns forever, all the real
property together with improvements, if any, situate, lying and being in the County of Montezuma and state
of Colorado described as follows:

AS SHOWN ON EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF BY REFERENCE


as known by street and number as: 111 W. First Street, Cortez, Co. 81321

TOGETHER with all and singular the hereditaments and appurtenances thereto belonging, or in anywise
appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the
estate, right, title, interest, claim and demand whatsoever of the grantor, either in law or equity, of, in and to the above
bargained premises, with the hereditaments and appurtenances.

TO HAVE AND TO HOLD the said premises above bargained and described, with the appurtenances, unto the
grantee, his heirs and assigns forever. And the grantor, for himself, his heirs, and personal representatives, does
covenant, grant, bargain, and agree to and with the grantee, his heirs and assigns, that at the time of the enrolling and
delivery of these presents, he is well seized of the premises above conveyed, has good, sure, perfect, absolute and
indefeasible estate of inheritance, in law, in fee simple, and has good right, full power and lawful authority to grant,
bargain, sell and convey the same in manner and form as aforesaid, and that the same are free and clear from all former
and other grants, bargains, sales, liens, taxes, assessments, encumbrances and restrictions of whatever kind or nature
soever, except Taxes and assessments for the year 2018. Easements, Reservations and rights of way, visible and/or of record.
Oil, gas, Co2 & other mineral rights that have been reserved or conveyed by predecessors in title and any assignments thereof.
Those specifically described rights of 3rd parties not shown of public record which grantor and/or grantee has actual knowledge &
which were accepted by grantee; also any other matters reflected by title documents accepted by grantee in accordance with
subsection 8(a) of the Real Estate Contract.

The grantor shall and will WARRANT AND FOREVER DEFEND the above-bargained premises in the quiet and
peaceable possession of the grantee, his heirs and assigns, against all and every person or persons lawfully claiming the
whole or any part thereof. The singular number shall include the plural, the plural the singular, and the use of any
gender shall be applicable to all genders.

IN WITNESS WHEREOF, grantor has executed this deed on the date set forth above.


Steve Slagle as Market President for Four Corners Community
Bank formerly known as The Citizens State Bank of Cortez

STATE OF Colorado)
COUNTY OF Montezuma)ss

The foregoing instrument was acknowledged before me this 5th day of October, 2018, by

Steve Slagle as Market President for Four Corners Community Bank formerly known as the Citizens State Bank of
Cortez

Witness my hand and official seal


Notary Public

My Commission expires: 03/06, 2022

SHAWN C. KVASNICKA
Notary Public
State of Colorado
Notary ID # 20184010565
My Commission Expires 03-06-2022



Lots 1 through 9, inclusive, in Block 44, Cortez, Colorado, as per the plat of the "Town of Cortez and Chamberlin's Addition to the Town of Cortez" recorded August 20, 1890 in Book 3 at Page 36 in the office of the Clerk and Recorder.

County of Montezuma
State of Colorado.

Account: R009651 Real Property Account

- [General](#)
- [Legal](#)
- [Value Detail](#)
- [Account Detail](#)
- [Remarks](#)

Account Number	Version Start	Version End
R009651	*****	*****
Parcel Number	Business Name	Calculation Method
5611-263-12-001		
Tax Area		
DISTRICT 11001		

Situs Address

House#	Dir	Street	Designation	Unit		
111	W	1ST	ST		City	ZipCode
					CORTEZ	81321

Account Information

Neighborhood
CORTEZ MAIN S COMM DIST

Appraisal District Land Size A
 0.734

Account Type
COMMERCIAL

Optional Account Information

Economic Area
CORTEZ

Appraiser
VALUEWEST

Parcel Sequence
R009651

Account: R009651 Account Sale History

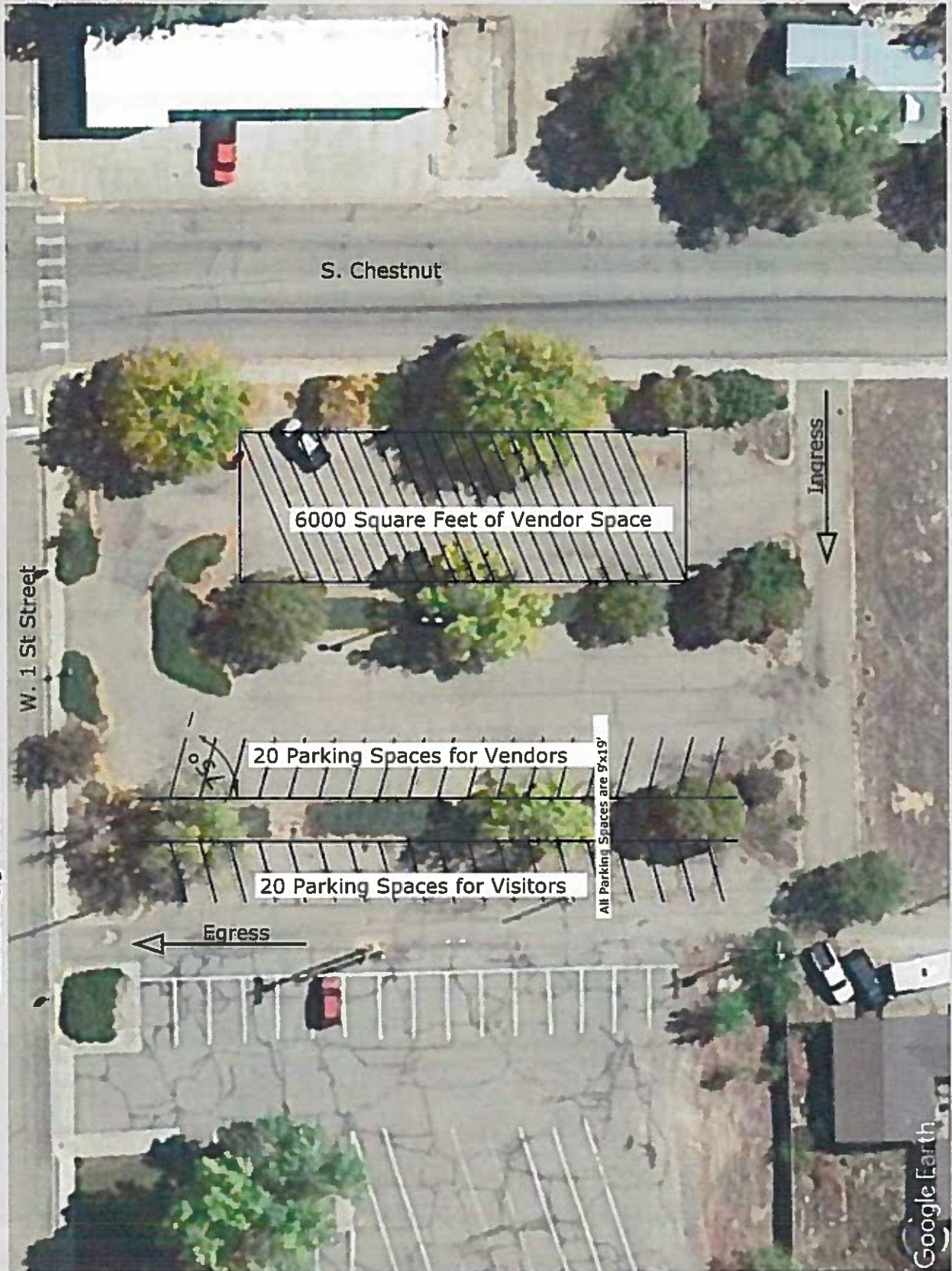
Document #	Document Type	Price	Sale Date	Grantor	Grantee	Remarks
619552	Warranty Deed (doc fee)	\$65,000	10/05/2018	FOUR CORNERS COMMUNITY BANK FKA	XZIA, LLC	_

1

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Rev:5-10-19

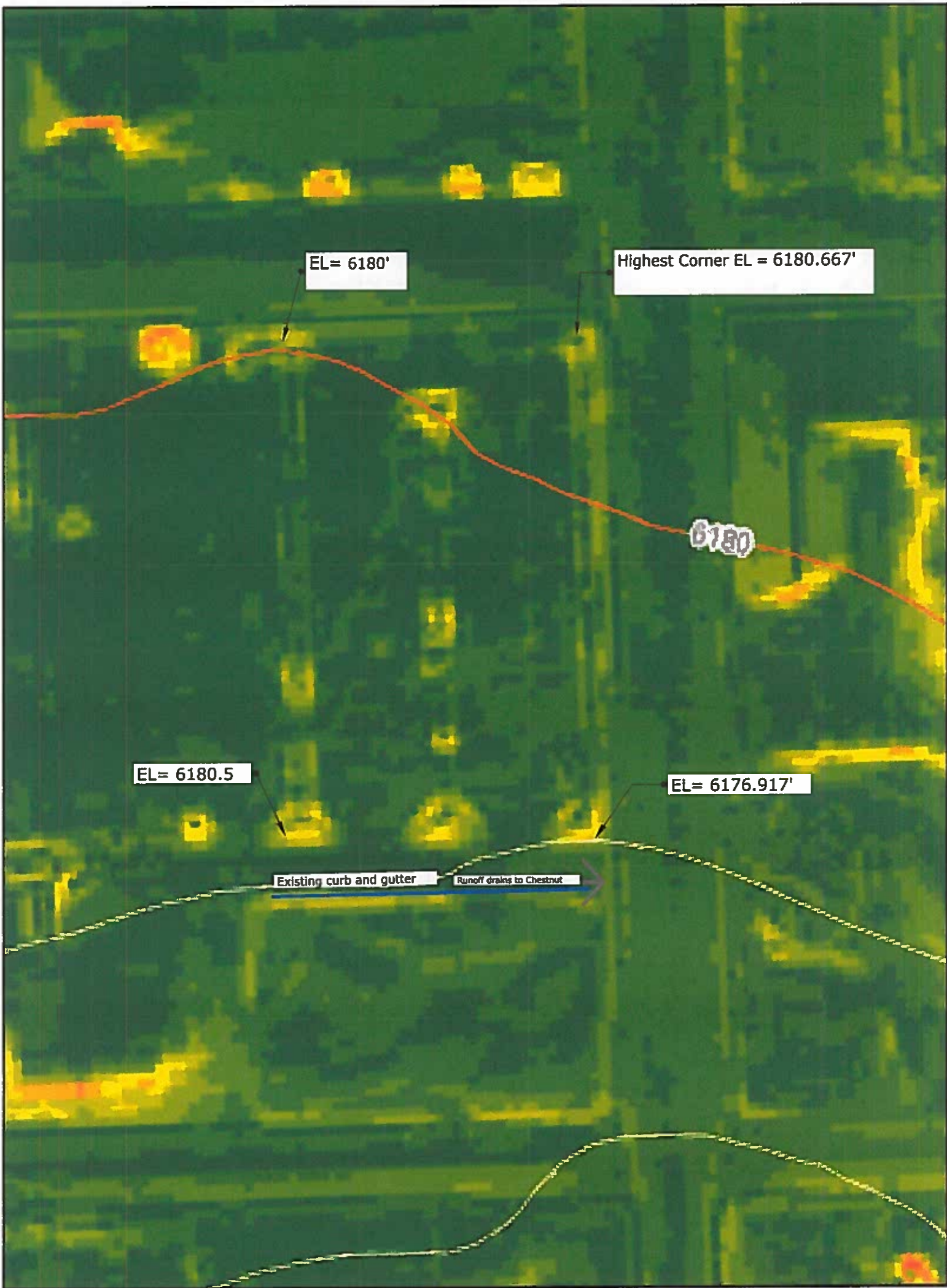
Chris Lindell
111 W. 1 St Street, Cortez, Co
Lindell66@gmail.com



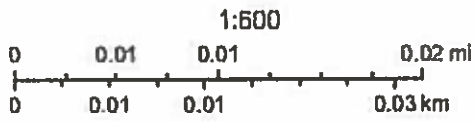


Scale 1"= 30'

Montezuma County Property Detail Map



3/8/2023, 11:44:55 AM



**CITY OF CORTEZ
RESOLUTION NO. 8, SERIES 2023**

**A RESOLUTION APPROVING A SITE DEVELOPMENT PLAN FOR A SEASONAL
OUTDOOR MARKET TO BE LOCATED AT 111 W. 1st St., CORTEZ, COLORADO, IN
THE NEIGHBORHOOD BUSINESS (NB) ZONING DISTRICT**

WHEREAS, the owners/applicants, Chris and Kim Lindell (the “Owner/applicants”) have applied for a Site Plan Review for establishment of a new outdoor seasonal market to be located on property at 111 E. 1st St., Cortez, Colorado and more particularly described as (the “Property):

Lots 1 - 9, Block 44, City of Cortez, County of Montezuma, State of Colorado.

WHEREAS, the Owner/applicants presented a site plan and necessary submittal items for review by the City Planning and Zoning Commission at its regular meeting held on April 4, 2023; and

WHEREAS, the Cortez Land Use Code, Section 6.14, Site Plans, indicates that the owner or developer of a property may request an application of these site plan requirements for development on property located in the Neighborhood Business (NB) Zoning District; and

WHEREAS, the Planning and Zoning Commission reviewed the Site Plan for a seasonal outdoor market for the Property and is recommending approval of the Site Plan for the Property, with certain conditions, as evidenced in the adoption of P&Z Resolution No. 4, Series 2023; and

WHEREAS, it appears that all requirements of Chapters 5.00 and 6.00 of the City’s Land Use Code for development of Property as requested in the Site Plan Review application have been or can be met.

NOW, THERFORE, BE IT RESOLVED BY THE CORTEZ CITY COUNCIL:

THAT, this Resolution No. 8, Series 2023, establishes the conditions of approval for the development on the Property; and

THAT, the Site Plan and full application for the Property are hereby recommended to Council for approval, subject to the following conditions to ensure compliance with the standards in the Cortez Land Use Code for a Site Plan:

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. Specifically, all public improvements shall comply with the minimum requirements of the 2009 City of Cortez Construction Design Standards and Specifications.
2. All temporary sales tents, structures or items shall be removed or stored indoors when the market is not in operation.
3. The Property will be kept in a clean and orderly manner at all times.

4. The Owner/Applicants shall be responsible for ensuring that each vendor obtains all applicable sales tax licenses and business licenses from the City of Cortez.
5. The Owner/Applicants will apply for and receive a flea market license from the City Clerk prior to operation.
6. Noise from any event held on the Property shall comply with all requirements of the Land Use Code Sec. 5.07 (d) at all times.
7. Operations shall be limited to a maximum of two-days per week between the stated hours in the spring, summer and fall.
8. The Owner/applicants shall comply with all representations made in their application and as part of any public hearings regarding operations on the Property.

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

MOVED, SECONDED, AND ADOPTED THIS 11th DAY OF APRIL, 2023

Rachael B. Medina, Mayor

ATTEST:

Linda L. Smith, City Clerk