

CITY COUNCIL  
REGULAR WORKSHOP/SPECIAL MEETING  
TUESDAY NOVEMBER 28, 2023  
7:00 p.m.

1. The Workshop was called to order at 7:00 p.m., at the City Council Chambers. Councilmembers present included, Mayor Pro-tem Arlina Yazzie, Robert Dobry, Matt Keefauver, David Rainey, Dennis Spruell, and Lydia DeHaven. Mayor Rachel Medina was absent. Staff members present included: Chief of Police Vern Knuckles, Finance Director Kelly Koskie, Grants Administrator Scott Baker, Community and Economic Director Rachael Marchbanks, Director of Public Works Brian Peckins, Director of Parks and Recreation Creighton Wright, IT Technician Aaron Holleman, Deputy City Clerk Donna Murphy, City Clerk Linda Smith, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were four people present in the audience.

2. Brian Bartlett, Tourism Director and CED for Mesa Verde Country gave a presentation to Council on the projects Mesa Verde Country has completed in the past year. The presentation included an overview of their achievements both locally and state wide, statistical data from Mesa Verde Country's social media platforms and digital campaigns and a report created by Jessica Thurman, Montezuma County Community and Economic Development Coordinator, that details the visitors who come to Montezuma County, why they come and how long and where they stay. An update on year to date visitation of Mesa Verde National Park and Hovenweep National Monument were also given.

3. General Discussion: Councilmember Keefauver announced that Leadership Montezuma in conjunction with Montezuma County is hosting a Community Involvement Expo on December 14, 2023 from 4:00-8:00 p.m. at the Montezuma County Annex building. He stated this would be an opportunity for people to come gather information and volunteer for non-profit organizations in Montezuma County. Currently, there are 30 non-profits participating but they are expecting around 50-60 to sign-up and anticipating approximately 200 people from the community to attend. He stated that non-profits participating in the event would be eligible for a drawing of \$5000. Citizens who attend will also be eligible to win gift baskets for visiting with three non-profits.

The regular workshop was adjourned at 7:30 p.m.



CITY COUNCIL  
REGULAR MEETING  
TUESDAY, NOVEMBER 28, 2023

1. The meeting was called to order in the City Council Chambers at 7:32 p.m., with the Pledge of Allegiance. Roll Call was taken and the following Councilmembers were present: Mayor Pro-tem Arlina Yazzie, Lydia DeHaven, Robert Dobry, Matthew Keefauver, David Rainey, and Dennis Spruell. Mayor Rachel Medina was absent. Staff present included: Chief of Police Vern Knuckles, Director of Finance Kelly Koskie, Grants Administrator Scott Baker, Community and Economic Development Director Rachael Marchbanks, Community and Economic Development Specialist Helen West, Director of Parks and Recreation Creighton Wright, Court Clerk/Administrator Carla Odell, Director of Public Works Brian Peckins, Director of General Services Rick Smith, Library Director Isabella Sharpsteen, Airport Director Jeremy Patton, Human Resources Director Matt Cashner, IT Technician Aaron Holleman, Deputy City Clerk Donna Murphy, City Clerk Linda Smith, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were nine people present in the audience.

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

DeHaven	Dobry	Keefauver	Medina	Rainey	Spruell	Yazzie
Yes	Yes	Yes	Absent	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 November 14, 2023.
  - b. Approval of the Expenditure List for November 28, 2023.
  - c. Approval of a Fermented Malt Beverage and Wine Liquor License for Walmart Inc., DBA Walmart Store No. 966, located at 1835 East Main Street, Cortez.
  - d. Approval of a renewal Tavern Liquor License for Cortez Veterans Inc., DBA Cortez Veterans, located at 320 North Harrison Street, Cortez.

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

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

3. PUBLIC PARTICIPATION:

- Victoria Atkins, Cortez- Spoke in support of Resolution No. 28, Series 2023 and praised the response of the Cortez Historic Preservation Board.

## 4. PRESENTATIONS:

a. City of Cortez Employee Golf Tournament Presentation to the Girls and Boys High School Golf Team. City Council presented the MCHS girls and boys golf teams with a donation of \$610.00 collected at the City employee golf tournament that was held on September 22, 2023.

b. 2023 October Financial Statements: Director of Finance Koskie presented Council with the 2023 October Financial Statements and stated that there are two items to note: 1) included in the budgeted amount for sales tax is the \$3.7 million used to pay off the Water Enterprise Fund and Hydro Fund loans. Excluding that amount, sales tax is currently 83% of projected for the year which is on track as the City is 83% through the fiscal year and 2) the City received a payment from Montezuma County for property taxes which had been withheld due to the status of the City's audits. With the second payment the city has received \$919,526.35 back to the General Fund.

## 5. PUBLIC HEARINGS: None

## 6. UNFINISHED BUSINESS: None

## 7. NEW BUSINESS

a. 2024 Cortez Community Support Grants. City Manager Sanders stated that most years, the Cortez City Council budgets money from the General Fund to support community organizations that preserve or enrich the health, education, welfare, and fitness of the community. The Cortez City Council endeavor to promote community support organizations through this grant process. Community support organizations may receive grants, up to \$5,000, to support activities and programs that are accessible to the City of Cortez community and encourage the development of healthy community organizations that provide programs for citizen welfare and education in the region. Council funding priorities for 2024 are: nonprofits with verification of status from the State of Colorado, organizations that address a unique community need, organizations that serve a broad spectrum of the community, organizations that avoid overlapping services, and established service providers. The 2024 Community Support Grant application was made available to the public on the City of Cortez website the first of August, 2023 and submissions were due October 13, 2023. This year, the City received 37 grant applications totaling \$165,500 in funding requests. The Council budget for the grant awards is \$32,000. The grant review committee, Councilmember Dennis Spruell, Councilmember David Rainey, Finance Director Kelly Koskie, Community and Economic Development Director Rachael Marchbanks, Executive Assistant Wendy Mimiaga, and City Manager Drew Sanders, carefully analyzed each application based on the criteria and have submitted their recommendations for the 2024 grant awards which include: Cancer Resource Alliance of Montezuma and Dolores Counties, Community Connections, Cortez Community Christmas Dinner, Four Corners Community Band, Four Corners Child Advocacy Center, Grace's Kitchen, Hope's Kitchen, Hospice of Montezuma, Indigenous Wellbriety Program, Montelores Early Childhood Council, School Community Youth Collaborative, and Southwest Center for Independence.

Councilmember Dobry moved that Council award the 2024 Cortez Community grants as determined by the 2024 Community Support Grant review committee. Councilmember Rainey

seconded the motion, and the vote was as follows:

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

b. 2024 Joint Chemical Bid. Director of General Services Smith stated the last several years, the City has coordinated a joint chemical bid for the water and sewer plants in our area. The participants in the joint bid this year are: Town of Dolores, Town of Mancos, Montezuma Water Company, and the City of Cortez. The Cortez Sanitation District declined to participate. Combining chemicals used by these plants, and delivering quantities semi-weekly, allowed all the participants to realize cost savings. Each entity awards the chemicals used by their respective plants and are responsible for purchase orders and payments over the course of the award. The bid opening was held on November 15, 2023, with (12) twelve responses. The bid is awarded on an individual item basis to take advantage of the best price per item. Chemicals are regular budget items in each respective department.

Councilmember DeHaven moved that Council award the 2024 Joint Chemical Bid to the individually highlighted vendors as shown on the attached bid result memorandum, with the total City of Cortez award of \$350,306.43. Councilmember Rainey seconded the motion, and the vote was as follows:

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

c. Resolution No. 28, Series 2023. Grant Administrator Baker presented Council with a resolution that would allow the Historical Preservation Board to apply for a grant in the amount of \$12,100 from History Colorado as part of the Certified Local Government program to conduct an archeological study of the Carpenter and Geer natural Areas.

Councilmember Keefauver moved that Council approve Resolution No. 28, Series 2023, a resolution supporting a grant application to History Colorado for an archeological survey of the Carpenter and Geer Natural areas. Councilmember Spruell seconded the motion, and the vote was as follows:

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

d. Request for Council Ratification Regarding an IGA with CDOT for Safe Routes to School Grant. City Manager Sanders stated the Safe Routes to School Grant is a national initiative that funds states to promote walking and bicycling to school for children. Colorado's Safe Routes to Schools therefore aims to establish coalitions in towns and cities in order to: (1) fix roads and sidewalks on school routes and (2) encourage families and stakeholders to support the healthy, physical activity of kids and their neighborhood safety. The award offer specifically provides \$750,000 (out of \$810,000 total cost) to renovate the sidewalks and streets adjacent to Mesa Elementary (7th street, S. Cedar, W. 3rd). If the project is successful, the City can reapply for future funding to assist with similar projects near other schools in Cortez. CDOT has provided an IGA that sets the groundwork

that will allow for the City of Cortez to receive the award. The IGA was signed by City Manager Sanders, under his lawful authority. However, due to the amount of the grant award, Mr. Sanders has also requested ratification of the IGA by the City Council. Discussion included the remaining \$60,000 for the project. City Manager Sanders stated it was included in the 2024 budget. The project is expected to begin in the spring of 2024.

Councilmember Dobry moved that Council ratify the Intergovernmental Agreement with Colorado Department of Transportation involving a grant in the amount of \$750,000 for the "Cortez 7<sup>th</sup> Street Safe Routes to School" project. Councilmember Keefauver seconded the motion, and the vote was as follows:

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

e. Appointment to City Advisory Boards. City Clerk Smith stated Council held four interviews with interested applicants during the Council worksession held on November 14, 2023. Two of the applicants, Gary Welch and Bob Bright, had shared their interest in serving on the Planning and Zoning Commission. Also, two applicants, Jake McIntosh and Anthony Beadle spoke of their interest in serving on the Public Arts Advisory Board.

Councilmember DeHaven moved that Council appoint Bob Bright to the Planning and Zoning Commission for a three-year term. Councilmember Keefauver seconded the motion, and the vote was as follows:

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

Councilmember Keefauver moved that Council appoint Jake McIntosh to the Public Arts Advisory Board for a three-year term. Councilmember DeHaven seconded the motion, and the vote was as follows:

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

f. Cancellation of December 26, 2023, Council Meeting. City Clerk Smith stated that traditionally Council has canceled the second City Council meeting in December due to the holidays. The second Council meeting in December is scheduled for December 26, 2023.

Councilmember Spruell moved that Council approve the cancellation of the Cortez City Council meeting scheduled for December 26, 2023. Councilmember Dobry seconded the motion, and the vote was as follows:

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

8. DRAFT RESOLUTION/ORDINANCES: None

9. CITY ATTORNEY'S REPORT: None
10. CITY MANAGER'S REPORT: City Manager Sanders gave a report on the following items:
- Mr. Scott Baker and the finance department have been working on several grants including The Colorado Safe Routes to School (SRTS) grant. The City was awarded \$750,000, for an \$810,000 project to upgrade and install sidewalks and bike lanes for Mesa Elementary students, between 7th Street and 2nd Avenue. Since 2021 we have secured over \$4.4M in grant funding for the City through State and Federal sources for much needed projects throughout Cortez.
  - The City experienced a major water line break on Monday November 20, 2023 at about 1:45 a.m. on Main St. in front of Ziggy's coffee shop. Superintendent Randy Hunt and the water team responded immediately, isolated the leak and had it repaired and water service restored by noon that day.
  - The trails in the Geer Open Space are sustaining some damage and erosion. There has been limited maintenance, overseen by a volunteer group, over the years and many of the trails have no outflow drainage. With heavy rains this causes the trails to act more as a drainage ditch. Parks and Recreation is taking a proactive approach and is working with a volunteer group to help support the trail maintenance efforts, most of which will occur in the Spring, 2024.

11. CITY COUNCIL COMMITTEE REPORTS

- a. Mayor's Report on Workshop. Mayor Pro-tem Yazzie stated that during the workshop a presentation was made by Brian Bartlett, Tourism Director and CED for Mesa Verde Country. He provided Council with data and information from the projects they have completed over the last year.
- b. Intergovernmental Agency Dispatch/ Golf Advisory Board. Councilmember Spruell stated that he attended the Intergovernmental Dispatch meeting and the Golf Advisory Board has been discontinued until spring.
- b. Parks, Recreation and Forestry Advisory Board. Councilmember Keefauver stated he will be attending the next meeting that will be held on December 1, 2023 at 7:00 am at the Rec Center.
- c. Community Involvement Expo. Councilmember Keefauver announced that Leadership Montezuma in conjunction with Montezuma County is hosting a Community Involvement Expo on December 14, 2023 from 4:00-8:00 pm at the Montezuma County Annex building. He stated this would be an opportunity for people to come gather information and volunteer for non-profit organizations in Montezuma County. Currently there are 30 non-profits participating but they are expecting around 50-60 to sign-up and anticipating approximately 200 people from the community to attend. He stated that non-profits participating in the event would be eligible for a drawing of \$5000. Citizens who attend will also be eligible to win gift baskets for visiting with non-profits.
- d. First Friday. Councilmember Rainey spoke about the First Friday event to be held at the Cortez

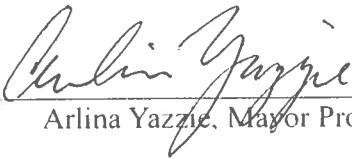
Cultural Center that will showcase beautiful art. The date is December 1, 2023 from 4-6:30 pm.

12. OTHER ITEMS OF BUSINESS: None

13. PUBLIC PARTICIPATION: None

14. ADJOURNMENT: Councilmember Keefauver moved that the regular meeting be adjourned at 8:17 p.m. Councilmember Dobry seconded the motion, and the vote was as follows:

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

  
Arlina Yazzie, Mayor Pro-tem

ATTEST:

  
Donna Murphy, Deputy City Clerk