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**CORTEZ CITY COUNCIL
WORK SESSION/SPECIAL MEETING
TUESDAY, JUNE 11, 2024
6:00 p.m.**

CALL TO ORDER

- A. 6:00 p.m. - 7:10 p.m. - Interviews with interested citizens wishing to serve on various City Boards and Commissions.
- B. 7:15 p.m., Council General Discussion
- C. For Your Information
 - a. Minutes for the Board of Commissioners, Montezuma County, Colorado for May 21, 2024 and Special Meeting Minutes for May 23, 2024.

ADJOURNMENT of Work Session.



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

06/11/2024

Agenda Item: 1. A.

MEMO TO: Honorable Mayor and City Council

FROM: LINDA SMITH, CITY CLERK

SUBJECT: 6:00 p.m. - 7:10 p.m. - Interviews with interested citizens wishing to serve on various City Boards and Commissions.

BACKGROUND

Council will interview citizens interested in serving on the Historic Preservation Board (one applicant representing the Cortez Cultural Center); Planning and Zoning Commission (one open seat); Library Advisory Board (three open seats); and Parks, Recreation, and Forestry Advisory Board (four open seats). Also, a student representative interested in serving on the Arts Advisory Board will be introduced.

Attachments

Summary of Existing Boards and Commissions



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

Summary of Existing Boards and Commissions

Advisory Boards are established by resolution or ordinance, the recommendations of which are advisory in nature. Decisions of advisory boards are guided by the comprehensive plan, City Council Goals, and other planning documents. Regulatory Boards are established by ordinance and have regulatory oversight.

Cortez Planning and Zoning Commission responsibilities include public hearings, recommending and/or determining matters relating to zoning, planning or subdivision control, recommending boundaries of the various zoning districts, and exercising the duties and powers of the Land Use code, the City Charter, and applicable laws of the State of Colorado. (Cortez City Code Sec. 2-13, 2-14, 2-15)

Board of Adjustment and Appeals' responsibilities include to hear and decide appeals. (Cortez City Code Sec. -28, 6-22)

Public Arts Advisory Committee is committed to enriching the cultural environment and experiences of the people of the City of Cortez through education, sustainable support, coordination and promotion of the arts. **Vision Statement:** The Cortez Public Arts Advisory Committee is a community asset that affirms the value and necessity of arts as an integral component of the quality of life and the economy of the City of Cortez. (Cortez City Code Sec. 2-51)

Parks, Recreation & Forestry Advisory Board makes recommendations to the Parks and Recreation Director concerning the Parks and Recreation Department programs policies, procedures, park and master plan development, park rules, and long-range plans. (Resolution 29, Series 2005)

Golf Advisory Board acts in an advisory capacity to the Parks and Recreation Director concerning the operation and master planning of the Conquistador Golf Course. (Cortez City Code Sec 19-6(d))

Library Advisory Board acts in an advisory capacity to the Library Director, City Manager, and City Council concerning the operation and master planning of the Cortez Library.

Historic Preservation Board is committed to enhancing our community's local resources and promoting public interest in historic preservation through the protection and preservation of the City's architectural, historic, and cultural heritage; and the provision of educational opportunities to increase public appreciation of Cortez's unique heritage. (Ord. 830, Series 1997)



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

06/11/2024

Agenda Item: 1. C. a.

MEMO TO: Honorable Mayor and City Council

FROM: DONNA MURPHY, DEPUTY CITY CLERK

SUBJECT: Minutes for the Board of Commissioners, Montezuma County, Colorado for May 21, 2024 and
Special Meeting Minutes for May 23, 2024.

Attachments

BOCC Minutes of 5.21.24

BOCC Special Meeting

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS
MONTEZUMA COUNTY, COLORADO
May 21, 2024**

STATE OF COLORADO)
) ss.
COUNTY OF MONTEZUMA)

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday May 21, 2024 at the Montezuma County Administration building in Cortez, Colorado, there were present:

- Jim Candelaria, Chairman
- Kent Lindsay, Vice Chairman
- Gerald Koppenhafer, Commissioner of Deeds
- Travis Anderson, County Administrator
- Ian MacLaren, County Attorney
- Kim Percell, County Clerk

CHAIRMAN CANDELARIA opened the meeting of May 21, 2024 with the Pledge of Allegiance

MINUTES: Commissioner Koppenhafer moved to approve the Proceedings of the Board of County Commissioners of Montezuma County, for Tuesday, May 14, 2024 as presented. Motion was seconded by Commissioner Lindsay and carried.

PUBLIC COMMENT: No public comment was made.

BOARD OF SOCIAL SERVICES MONTHLY REPORT: It being the time set aside, the Board of Social Services was conducted. **Assistant Director, LueAnn Everett** and **Finance Officer, Lori Higgins** were present. (See attached)

DISCUSSION: Landfill Manager, Mel Jarmon presented for discussion an amendment to the Cell 5 Excavation bid quote from **CON-SY Inc.** It was the recommendation of Manager Jarmon, to terminate the contract with CON-SY Inc. Commissioner Lindsay moved to terminate the contract out at the Landfill, for Cell 5, not to exceed \$63,000.00 in cost, and includes the County retaining the liner. Second by Commissioner Koppenhafer and carried. (See attached)

UNFINISHED BUSINESS:

GRANT DISCUSSIONS: Robert Dobry, County Grant Coordinator, met with the Commissioners to discuss the following Montezuma County Grant Applications:

The **Montezuma County Public Health Department - 2024 Colorado WIC Local Agency Application Grant**, in the amount of \$123,524.00. Commissioner Koppenhafer moved to accept the Montezuma County Grant Application Submission Form for the Public Health Department, 2024 Colorado WIC Local Agency Application. Second by Commissioner Lindsay and carried. (See attached)

The **Montezuma County Public Health Department – Core Immunization Contract Amendment #1 2025*0038**, in the amount of \$45,788.00. Commissioner Koppenhafer moved to accept the Montezuma County Grant Application Submission Form, Public Health for the CDPHE Core Immunization Contract Amendment #1 2025*0038, in the amount of \$45,788.00. Second by Commissioner Lindsay and carried. (See attached)

The **Montezuma County Clerk & Recorder – Colorado Secretary of State 2024 Election Improvement Grant**, in the amount of \$35,940.53. Commissioner Koppenhafer moved to accept the Montezuma County Grant Application Submission Form, for the Clerk elections, 2024 Election Improvement Grant, in the reimbursement amount of \$35,940.53. Second by Commissioner Lindsay and carried. (See attached)

COUNTY ATTORNEY REPORT: County Attorney, Ian MacLaren discussed the Ironwood case and the CDPHE site visit the Ironwood property.

ADMINISTRATOR REPORT: County Administrator, Travis Anderson discussed the attended Crisis Intervention Program meetings, and reported that he will be out of office to attend his son’s award ceremony.

PAYABLE EXPENDITURE REPORT: Administrator Anderson presented for approval, the April 2024 Accounts Payable Expenditure Reports in the amount of \$3,492,107.52. Commissioner Lindsay moved to approve the financials for April 1 through April 30th, 2024 for Montezuma County, in the amount of \$3,492,107.52. Second by Commissioner Koppenhafer and carried. (See attached)

COUNTY COMMISSIONER REPORT: Topics within the Commissioners reports included: **Commissioner Lindsay** Reported on the attended Cortez City Council meeting, discussed the attended Republican Lincoln Day Dinner event, constituent discussions and National EMS Week.

Commissioner Koppenhafer discussed the Triple A Board meeting, reported that the Director’s position will be posted soon, and mentioned the scheduled Mancos Town Council meeting.

Commissioner Candelaria: discussed the attended Enterprise / Montezuma County Fleet Analysis meeting, the Ironwood property site visit, the National Hospital week luncheon, the OREC Outdoor Recreation Industry Office plan analysis given during the Monday Workshop, an update on the Spruce Creek Fire and the Facebook page for the San Juan National Forest.

MOTION TO ADJOURN: Commissioner Lindsay moved to adjourn, seconded by Commissioner Koppenhafer and carried.

CORRESPONDENCE: The following correspondence was read and noted: The Outdoor Recreation Industry Office (OREC) Plan and the First Quarter Financial update.

MEETING ADJOURNED: 9:27 a.m.

Clerk

May 21, 2024

Chairman

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS
MONTEZUMA COUNTY, COLORADO
May 23, 2024**

STATE OF COLORADO)
) ss.
COUNTY OF MONTEZUMA)

At a scheduled special meeting of the Board of Commissioners, Montezuma County, Colorado, held on Thursday May 23, 2024 at the Montezuma County Administration building in Cortez, Colorado, there were present:

- Jim Candelaria, Chairman
- Kent Lindsay, Vice Chairman (By phone)
- Gerald Koppenhafer, Commissioner of Deeds
- Travis Anderson, County Administrator
- Ian MacLaren, County Attorney
- Kim Percell, County Clerk.

CHAIRMAN, CANDELARIA opened the special meeting of May 23, 2024 with the Pledge of Allegiance.

EXECUTIVE SESSION Pursuant to Attorney MacLaren’s suggestion, Commissioner Koppenhafer moved to go into executive session for a conference with the attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b). Seconded by Commissioner Candelaria and carried. Included in the session will be; Commissioners Candelaria, and Koppenhafer, Commissioner Lindsay by phone, Administrator Anderson, Attorney MacLaren, Landfill Manager, Mel Jarmon and Clerk Percell. Topics for the executive session were legal advice on the Cell 5 Excavation contract from **CON-SY Inc.** Commissioner Koppenhafer moved to exit the executive session, seconded by Commissioner Candelaria and carried. (See attached)

DISCUSSION: Landfill Manager, Mel Jarmon presented a corrected price for the Cell 5 excavation contract from **CON-SY Inc.** The corrected price included a guaranteed maximum of \$1,438,233.13. Commissioner Koppenhafer moved to accept the change order for the Landfill Cell 5 contract, to increase the amount of the contract for the construction of the cell to \$1,438,233.13. Second by Commissioner Lindsay and carried. (See attached)

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

MEETING ADJOURNED: 9:27 a.m.

County Clerk May 23, 2024

Chairman