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**CORTEZ CITY COUNCIL  
WORK SESSION/SPECIAL MEETING  
TUESDAY, MARCH 25, 2025  
6:15 p.m.**

**CALL TO ORDER**

- A. 6:15 p.m., Interviews for Parks, Recreation, and Forestry Advisory Board  
Matthew Carras and Randy McKnight
- B. 6:35 p.m., Discussion on the Parks and Recreation Master Plan Scope
- C. 7:05 p.m., Update on Rec Trek Upgrade Benefits
- D. 7:15 p.m., Council General Discussion
- E. For Your Information
  - a. Thank you for Donation from Colorado Pet Pantry
  - b. Board of Commissioners Montezuma County, Colorado Minutes for February 25, 2025

**ADJOURNMENT of Work Session.**



CITY OF CORTEZ  
123 ROGER SMITH AVENUE  
CORTEZ, CO 81321

03/25/2025

Agenda Item: 1. E. a.

MEMO TO: Honorable Mayor and City Council

FROM: LINDA SMITH, CITY CLERK

SUBJECT: Thank you for Donation from Colorado Pet Pantry

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**Attachments**

Colorado Pet Pantry



# Donation Receipt

March 6, 2025

Colorado Pet Pantry  
PO Box 323  
Boulder, Colorado 80306

City of Cortez  
123 Roger Smith Ave  
Cortez, CO 81321

Hi City of Cortez,

Thank you for your generous gift of \$1,500.00 on 1/8/2025 to the Colorado Pet Pantry, a registered 501(c)(3) organization. Our EIN is 45-4210185. Your willingness to help hungry cats and dogs throughout Colorado makes all the difference!

Thanks to you, we provided 7.3 million meals to pets in the past year, serving 123,000 dogs and cats a 30-day supply of pet food. In the last 12 months, requests for help at our existing locations has continued to increase, at times by over 50%. In addition to our 100+ pet food banks in partnership with humans food banks and low-income housing facilities, we also assist 100+ local animal rescues, free/low-cost veterinary clinics, Veterans organizations, and domestic violence prevention groups with pet food and supplies through our Animal Welfare Share Program. We have locations in 32 counties throughout Colorado including but not limited to Alamosa, Bayfield/Durango, Boulder, Cañon City, Denver, Dove Creek, Glenwood Springs, Grand Junction, Greeley, Lamar, Loveland, Montrose, Trinidad and many more, with new locations in Cortez, Summit County, and Denver.

At this time, we are experiencing increased need across the state, however food donations have plateaued and in some cases decreased. We are focused on balancing the available food with making sure we help as many people as possible. We are seeking out additional food donations continuously so that we can keep up with demand. Your donation will help us to provide more pet food to those in need. We are grateful to you for supporting us during this time, and please know that our clients are especially thankful for the ability to keep their loved pets with their families.

Thank You,

Eileen Lambert  
Executive Director, Colorado Pet Pantry  
720.441.3111  
eileen@coloradopetpantry.org

*Thank you! This is  
incredible!*

No goods or services were received in return for this gift.



CITY OF CORTEZ  
123 ROGER SMITH AVENUE  
CORTEZ, CO 81321

03/25/2025

Agenda Item: 1. E. b.

MEMO TO: Honorable Mayor and City Council

FROM: LINDA SMITH, CITY CLERK

SUBJECT: Board of Commissioners Montezuma County, Colorado Minutes for February 25, 2025

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**Attachments**

Minutes for February 25, 2025

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
February 25, 2025**

STATE OF COLORADO            )  
  ) ss.  
COUNTY OF MONTEZUMA    )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday February 25, 2025 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  
Stephen Tarnowski, County Attorney  
Kim Percell, County Clerk  
Diana Smith, Deputy Clerk

**CHAIRMAN CANDELARIA** opened the meeting of February 25, 2025 with the Pledge of Allegiance.

**MINUTES:** Commissioner Koppenhafer moved to approve the Proceedings of the Board of County Commissioners of Montezuma County, for Tuesday, February 18, 2025 as presented. The motion was seconded by Commissioner Lindsay and carried.

**Planning Director, Don Haley** along with **Assistant, S. Jane Duncan** presented for signatures a Mylar of a 3 Lot Minor Subdivision submitted by **Three Rotors Ranches, Inc.**; agent: **Rebecca Lambert**, on property located at 30275 Road S, Dolores, CO, consisting of 40 acres, more or less, located east of Road 30, north of Road S, situated in Section 22, Township 37N, Range 15W, N.M.P.M.

**Planning Director, Don Haley** presented for signatures a Mylar of a Subdivision Amendment and AR3-9 Rezoning to Lots 3 & 4 of the Lost Canyon Estates Subdivision, submitted by **Chris Robertson & Joanie Allencastre**; agent: **Bill Stanley**, on properties located at 30076 & TBD Road S.6, Dolores, CO, consisting of 0.32 acres, more or less & 0.56 acres, more or less, both located east of Hwy 184, south of Road S.6, situated in Section 22, Township 37N, Range 15W, N.M.P.M.

**PUBLIC COMMENT:** Public comment was made by **Allen Maez, Rebecca Busic, Roy Brown, Mary Dodd, MB McAfee, Karelia VerEcke, and Jennifer Magnusen.**

**BOARD OF SOCIAL SERVICES MONTHLY REPORT:** It being the time set aside, the Board of Social Services was conducted. **Director, Kelli Hargraves** and **Finance Officer, Lori Higgins** were present. Commissioner Lindsay moved to approve the Promoting Safe and Stable Families grant request in the amount of 1,611,099.41 Second by Commissioner Koppenhafer. (See attached)

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**UNFINISHED BUSINESS:**

**GRANT APPLICATION:** The **Edward Byrne Memorial Justice Assistance Grant** request Presented by **Finance Director, Robert Dobry.** Commissioner Koppenhafer moved to approve the Montezuma County Grant Application Submission Form for the Montezuma County Sheriff's office, for the Taser upgrade part 2 in the amount of \$161,187.60. Second by Commissioner Lindsay. (See Attached)

**GRANT APPLICATION:** Presented by **Commissioner, Candelaria** the **State of Colorado Contract Modification Contract, Amendment #5.** Commissioner Koppenhafer moved to approve the Colorado Department of Early Childhood Contract Amendment #5 in the amount of \$200,000 for the fiscal year 2025. Second by Commissioner Lindsay. (See Attached)

**COUNTY CLERK & RECORDER:** **County Clerk, Kim Percell** presented the **Runbeck DuoAgiles Software & Support** contract for renewal. Commissioner Koppenhafer moved to sign the Service Agreement with Runbeck related to Montezuma County. Second by Commissioner Lindsay. (See Attached)

**GRANT APPLICATION:** The proposed **Grant Administration and Funding Policy** was presented for approval by **Administrator Anderson.** Commissioner Koppenhafer Moved to approve the Grant Administration and Funding Policy as presented for Montezuma County. Second by Commissioner Lindsay. (See Attached)

**NEW BUSINESS:**

**TRANSFER ORDER:** **Finance Manager, Robert Dobry** presented a **Transfer Order #2-2025.** A transfer of \$41,023.40 from the General Fund (001) to Senior Services and Transportation Fund (072) to transfer unexpended Senior Services and Transportation grant funds received into the General Fund in 2024 for to be expended out of the Senior Services and Transportation Fund. Commissioner Lindsay moved to approve Transfer order #2-2025 to transfer funds to Senior Services and Transportation fund. Second by Commissioner Koppenhafer. (See Attached)

**TRANSFER ORDER:** **Finance Manager, Robert Dobry** presented a **Transfer Order # 3-2025.** Commissioner Lindsay moved to approve Transfer Order #3-2025 to transfer \$15,000.00 from Senior Citizens Bus Fund to the Senior Services and Transportation fund for

reimbursement of wraps for MoCo transportation. Second by Commissioner Koppenhafer. (See Attached)

**COUNTY ATTORNEY REPORT:** Attorney Tarnowski gave an update on the position of Assistant County Attorney, other topics discussed included he has been in contact with the Attorney's and CDPHE for the Sherriff Sale Action of the Ironwood Property scheduled to go to sale this Thursday, and the Child Protection Docket, along with two different trial dates.

**COUNTY ADMINSTRATOR REPORT:** Administrator Anderson reported that he attended the CCI conference last week, attended a session at the Capitol. Spoke with Senator Caitlin regarding unfunded mandates. Starting the County budget process with the directive of the Commissioners, has sent out the packets to all Departments and elected officials.

**COUNTY CLERK & RECORDER:** County Clerk, Kim Percell had nothing to report.

**COUNTY COMMISSIONER REPORT:** Topics within the Commissioners reports included:

**Commissioner Lindsay** reported he will attend the scheduled Cortez City Council meeting, and discussed an e-mail received from **Sarah Pretzer**, letter will be given to County Clerk Kim Percell for inclusion into the Public Minutes.

**Commissioner Koppenhafer** reported he will attend the scheduled Mancos Town meeting and Coffee with the Commissioners.

**Commissioner Candelaria** reported he had attended the CCI conference, where they took position on over 60 bills, the Commissioner also discussed the attended Dolores Town Meeting, will be Traveling to Washington with Administrator Anderson, has a meeting with Congressman Jeff Hurd, attended a meeting with BLM.

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

**CORRESPONDENCE:** The following correspondence was noted: E-mail received by Commissioner Lindsay from Sarah Pretzer. (See Attached)

**ADJOURNED: 9:54 am**

\_\_\_\_\_  
Deputy Clerk      February 25, 2025

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Chairman