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**CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 13, 2026
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 meeting minutes from September 22, 2026
- b. Approval of the Expenditure List for October 13, 2026
- c. Approval of a Beer and Wine Liquor License and an Outdoor Dining Agreement for Jodi Jahrling., DBA ZU Gallery, located at 48 West Main Street, Cortez
- d. Approval of the Renewal Application for a Tavern Liquor License for Cortez Veterans, Inc., Located at 320 North Harrison, Cortez

3. PUBLIC PARTICIPATION

Individuals may not comment on items that are on this Council Agenda during the Public Participation time. There is no limit to the number of speakers, although public comments will be held to an overall time limit of 30 minutes. (Speakers have a time limit of three (3) minutes per person, may only speak once, and may not cede time to another commenter. Please reference rules below.)

4. PRESENTATIONS
5. PUBLIC HEARINGS

- a. **New Tavern Liquor License for Junction Enterprises LLC, D/B/A The Junction**

Council will consider an application for a New Tavern Liquor License for Junction Enterprises LLC, D/B/A The Junction, located at 309 North Broadway, Cortez.

Presenter: Danielle Wells, City Clerk

- b. **Ordinance 1377, Series 2026**

Council will consider approving, on second reading, Ordinance No. 1377, Series 2026, an ordinance approving the building located at 209 West Main Street for Historic Designation and including this property on the City Register of Historic Resources.

Presenter: Jason Armstrong, City Planner & Community & Economic Development Deputy Director

6. UNFINISHED BUSINESS

7. NEW BUSINESS

a. **Bid Results for 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements**

The City Council will consider awarding the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements to Sno-Engineering, Inc., dba SE Group, and authorizing the City Manager to negotiate and sign a contract with the company on behalf of the City.

Presenter: Jason Armstrong, Deputy Director Of Community & Economic Development/City Planner

b. **Ordinance No. 1371, Series 2026**

An ordinance approving revisions to Chapter 15, Article IX of the Cortez City Code regarding the annual licensure process for mobile food vendors operating in the City of Cortez.

Presenter: Rachael Marchbanks, Community & Economic Development Director

c. **Park Village on 7th CHFA Notification: Request for Council Approval of Mayor's Signature**

Consideration of a request authorizing Mayor Spruell to sign CHFA's Notification to Local Jurisdiction form for Park Village on 7th, a proposed affordable rental development on city-owned land at the former high school property.

Presenter: Rachael Marchbanks, Director of Community & Economic Development

d. **Possible cancellation of December 22, 2026 City Council Meeting**

Possible cancellation of the December 22, 2026, Council Meeting due to the holiday.

Presenter: Danielle Wells, City Clerk

e. **Appointment of two Council Members for the Community Support Grant Selection Committee**

Appointment of two Council Members for the community support grant selection committee.

Presenter: Drew Sanders, City Manager

8. DRAFT RESOLUTION/ORDINANCES

9. CITY ATTORNEY'S REPORT

10. CITY MANAGER'S REPORT

11. CITY COUNCIL COMMITTEE REPORTS

a. Mayor's Report on Workshop

b. Other Board Reports

12. PUBLIC PARTICIPATION

Individuals may not comment on items that are on this Council Agenda during the Public Participation time. 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.

13. OTHER ITEMS OF BUSINESS

- a. Executive Session - Negotiations concerning the possible sale of City owned real estate**

14. ADJOURNMENT

PURSUANT TO RESOLUTION NO. 10, SERIES 2025, PUBLIC COMMENT RULES:

- During the general Public Participation sections of City Council Meetings, individuals may not comment regarding items on the Council agenda, but may comment on any other topic they wish to address the City Council about, including items discussed in a previous Council Workshop or previous Council Meeting.
- Those persons 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 or other presiding officer, who will call each speaker to the podium at the appropriate time.
- Comments specific to agenda items scheduled for this agenda should be reserved and delivered during the public comment portion of that specific agenda item.
- Courtesy, civility, and respect for others is expected. All commenters should only speak from the podium using the microphone, and comments should be addressed directly to the Council and not to staff or other members of the public. Commenters who are called upon by the Mayor, or other presiding officer, 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, or other presiding officer, as the chairperson for the meeting, retains the discretion to deviate from the format described below.
- There are two general opportunities for the public 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
The public may also participate via email if addressed to councilcomments@cortezco.gov. Comments received by 3:00 pm the day of a Council meeting will be delivered to Council the same day and entered into the meeting minutes. The public 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 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

Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO. 81321
dwells@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Danielle Wells, City Clerk

Date: September 24, 2026

RE: Approval of the meeting minutes from September 22, 2026

Attachments

Worksession Minutes 9.22.2026
Minutes 9.22.2026

CORTEZ CITY COUNCIL
WORK SESSION/SPECIAL MEETING
TUESDAY, SEPTEMBER 22, 2026

The work session/special meeting was called to order at 6:32 p.m.

- A. Green Ash Beetle Informational Presentation. Parks and Recreation Director Creighton Wright presented an update on the emerald ash bark beetle, an infestation that has spread across the country over the last few years. Working with arborist Roman Jefferson of Legacy Tree Solutions, staff ranked the City's ash trees by value, health, and likelihood of being saved. Trees marked for treatment appear on the map included in the packet. Two treatment methods are being used for the trees that remain: a trunk-injection that lasts two to three years and kills the beetle in its larval stage, and a soil drench applied at the drip line that the tree absorbs through its roots. Staff prioritized the healthiest trees and will monitor closely after treatment and during Spring leaf-out. Treatment costs \$100 to \$300 per tree, while replacement runs close to \$800 per new tree. There are 10 to 12 trees too badly damaged to save. Those trees will be removed over the winter and plan to be replaced over time.
- B. Executive Session – Municipal Judge Beth Padilla Contract and Fiber Express Line Negotiations. Council considered a motion to enter executive session. Mayor Pro Tem Lewis moved that City Council go into executive session for a conference with the city attorney CRS Section 24-6-402(b) to receive legal advice regrading the municipal judge's professional service contract and the Fiber Express Line and for the following additional purposes: 1. Pursuant to C.R.S. Sections 24-6-402(4)(e) and 24-6-402(4)(f)(I), for the specific purposes of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, and for discussing a personnel matter, both of which concern the Professional Services Contract between the City and Municipal Judge Beth Padilla. Ms. Padilla has not requested that this executive session occur in an open meeting. 2. Pursuant to C.R.S. Section 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, and specifically concerning the Fiber Express Line. Councilmember Randle seconded the motion and the vote was as follows:

	Lewis	Osborn	Randle	Spruell	Swope	West
Wolf						

		Yes	Yes	Yes	Yes	Yes
Yes	Yes					

Close of Executive Session: The open meeting resumed at 7:36 p.m. Those persons participating in the executive session were Mayor Dennis Spruell, Mayor Pro Tem Bill Lewis, Councilmembers April Randle, Kathleen Swope, Carly Wolf, Clarisa Osborn, and Claire West. Also, City Manager Drew Sanders and City Attorney Patrick Coleman were present for the executive session. No adoption of any proposed policy, position, resolution, rule, regulation or formal action occurred during the executive session.

The work session was adjourned at 7:36 p.m.

CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, SEPTEMBER 22, 2026

1. The meeting was called to order in the City Council Chambers at 7:41 p.m., with the Pledge of Allegiance. Roll Call was taken and the following Councilmembers were present: Mayor Dennis Spruell, Mayor Pro Tem Bill Lewis, April Randle, Carly Wolf, Kathleen Swope, Clarisa Osborn and Claire West. Staff present included: Chief of Police Vernon Knuckles, Parks and Recreation Director Creighton Wright, Finance Director Randy Bailey, Library Director LeRoy Harris, Community and Economic Development Specialist Helen West, Contract City Planner Nancy Dosdall, Deputy Community and Economic Development Director/City Planner Jason Armstrong, Community and Economic Development Director Rachael Marchbanks, Airport Director Kyle Sloan, IT Support Technician Aaron Holleman, Public Works and General Services Director Casey Simpson, Public Works Project Engineer Noah Peterson, Court Administrator/Clerk Carla Odell, City Clerk Danielle Wells, City Manager Drew Sanders and City Attorney Patrick Coleman. There were 8 members of the public present in the audience.

Mayor Pro Tem Lewis moved that Council approve the Agenda as presented for September 22, 2026. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

2. CONSENT AGENDA

- a. Approval of the meeting minutes from September 8, 2026.
- b. Approval of the Expenditure List for September 22, 2026.
- c. Approval of a Special Event Permit to allow The Cortez Area Chamber of Commerce to host a Business After Hours event on October 8, 2026, from 4:00 p.m. to 8:00 p.m., at 20 West Main Street, Cortez.
- d. Approval of a Hotel and Restaurant Liquor License for Loungin' Lizard, located at 2 West Main Street, Cortez.
- e. Approval of a Hotel and Restaurant Liquor License for Mi Mexico Mexican Food LLC, DBA Mi Mexico, located at 801 East Main Street, Cortez.

Councilmember Swope moved that Council approve the Consent Agenda. Councilmember Randle seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
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Yes Yes Yes Yes Yes Yes Yes

3. PUBLIC PARTICIPATION

Susan Hakanson, Executive Director of the Durango & Cortez Adult Education Center, addressed Council. She noted the Center is in its 39th year serving the five-county region and opened its full-time Cortez location ten years ago. The Center is the region's only provider of in-person high school equivalency (GED) and English as a Second Language classes for adults, and is among the top-performing centers in Colorado. It also operates in the La Plata County Jail, and offers career counseling. Ms. Hackinson invited Council to an open house on October 8, 2026, from 4:30 p.m. to 6:30 p.m. at the Center's new facility at 640 East 2nd Avenue, and to a literacy luncheon on October 20 in Durango.

Susan Kemnetz, city resident, urged Council to prioritize the needs of residents and infrastructure over tourism, expressing concern that past civic focus had favored visitors.

4. PRESENTATIONS: None

5. PUBLIC HEARINGS

A. New Fermented Malt Beverage and Wine Liquor License for UPOP Holdings LLC, DBA Gopher (Store #49) presented by Danielle Wells, City Clerk.

City Clerk Danielle Wells reported that the application for a new fermented malt beverage and wine liquor license for UPOP Holdings LLC, DBA Gopher (Store #49), located at 2410 Fairway Drive, was submitted on August 14, 2026, and was complete, with all fees and materials in order. The location complies with City zoning, building, and fire codes and is not within 500 feet of a school; the hearing was properly noticed and published on September 9, 2026; the neighborhood was set as the City limits; and the applicants' background investigation returned no issues. Petitions submitted in support included more than 70 signatures in favor, with one opposing signature.

Chief of Police Vernon Knuckles presented the Police Department's report, dated September 15, 2026, stating that a neighborhood poll returned six responses in favor and one against, and that the location complies with Colorado liquor rules and creates no known public safety issues. The applicant's representatives appeared remotely: Adam Stapen, attorney for the applicant; Joseph Lienhop, Chief Operating Officer of UPOP Holdings; and Eva Garretson of Liquor Licensing Professionals. Ms. Garretson testified that surveying was conducted September 15–16, 2026, with 269 contacts and 74 signatures obtained (34 business and 40 residential), all in favor. Mr. Lienhop described the

company's operation of convenience stores and fuel locations, its purchase of the Cortez store in March 2026, consistent customer demand for beer and wine, and the company's identification and alcohol-compliance policies. The Mayor opened the public comment portion; no one spoke, and the public comment portion of the hearing was closed.

Councilmember Randle moved that, after considering the reasonable requirements of the neighborhood, the desires of the adult inhabitants, the necessity of any restrictions on the license, the good character of the applicants, and in compliance with all the provisions of Colorado Revised Statutes 44-3-301, Council approve a new Retail Fermented Malt Beverage and Wine Liquor License for UPOP Holdings LLC, DBA Gopher (Store #49) located at 2410 Fairway Drive, Cortez. Councilmember West seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

B. Resolution No. 17, Series 2026 presented by Nancy Dosdall, Contract City Planner.

Planner Dosdall presented a request for a conditional use permit and minor deviation for a carport at 1411 Montelores Avenue in the R-3 zone, which would place the carport at a zero-foot front setback and a 2.5-foot side setback. The carport had been partially constructed after the applicants purchased a kit without realizing permits were required; they stopped work and cooperated once contacted by code enforcement. Staff explained that the adjacent alley is unimproved and dead-ends at a mobile home park, and that conditions of approval include leaving the carport open-sided to preserve visibility. Both staff and the Planning Commission recommended approval, with one dissenting Commission vote. The Mayor called for public comment; none was received.

Councilmember Osborn moved that the Cortez City Council approve Resolution No. 17, Series 2026, a resolution approving a conditional use permit for a carport closer than 10' to the property line and minor deviation for a 2.5' side yard setback on property located at 1411 Montelores Avenue, in the R-3 zone, as submitted by Maria and Ezequiel Avila, with the conditions as stated in the resolution. Councilmember Swope seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

C. Ordinance No. 1376, Series 2026 presented by Helen West, Community & Economic Development Specialist.

Specialist West reviewed the three levels of historic designation — local, state, and national — noting that local designation does not restrict what a property owner may do and that designated properties become eligible for state historic tax credits and grant funding. She presented the Garland Home at 120 East North Street (Colorado site 5MT2033), surveyed in 2012 and built in 1942, as a representative example of working-class infill housing from the City's 1940s oil and uranium boom. The structure, approximately 84 years old, meets the architectural and geographic criteria for designation, and the Historic Preservation Board unanimously recommended approval. The Mayor called for public comment; none was received.

Councilmember Lewis moved that the City Council approve, on second reading, Ordinance No. 1376, Series 2026, an ordinance approving the Garland Home building located at 120 E. North Street for Historic Designation and to include this property on the City Register of Historic Resources. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS

a. Ordinance No. 1377, Series 2026 presented by Helen West, Community & Economic Development Specialist.

Specialist West presented, on first reading, the historic designation of the building at 209 West Main Street, noting it is one of the few commercial buildings to come before Council for designation and that commercial buildings have a higher likelihood of receiving state historic grant funding. The property is owned by Denkai Animal Sanctuary and leased by Fundamental Needs, both nonprofit organizations that may pursue state historic fund grants once designation is complete.

Councilmember Osborn moved that Council approve, on first reading, Ordinance No. 1377, Series 2026, an ordinance approving the building located at 209 West Main Street for Historic Designation and to include this property in the City Register of Historic Resources, and set the ordinance for second reading and a public hearing on October 13, 2026. Councilmember West seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
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Yes Yes Yes Yes Yes Yes Yes

b. Resolution No. 14, Series 2026 presented by Casey Simpson, Director of Public Works & General Services.

Director Simpson explained that voters approved a charter amendment in 1993 authorizing Council to set procurement benchmarks by resolution, most recently updated in 2001. Because outdated spending limits create procurement inefficiencies, staff proposed updated benchmarks: informal purchases of \$1,000 or less; informal quotes for purchases from \$1,000 to \$10,000; formal quotes for purchases from \$10,000 to \$50,000; and City Council and City Manager approval for anything over \$50,000. The proposed limits are on the low end of current best practices and carry no fiscal impact. Council members agreed the update was appropriate and overdue.

Mayor Pro Tem Lewis moved that City Council approve Resolution No. 14, Series 2026, a resolution that supersedes Resolution No. 34, Series 2001, and amends spending authority limits for the City. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

c. Resolution No. 16, Series 2026 presented by Casey Simpson, Director of Public Works & General Services.

Director Simpson presented the City of Cortez 2026 Water System Master Plan, summarizing a system that serves approximately 3,784 metered customers, multiple bulk users, and two consecutive systems outside City boundaries, with more than 71 miles of distribution pipe. The plan concludes the City is not facing an immediate crisis but requires proactive work, identifying four guiding priorities: dam safety and the raw water line, treatment capacity, rehabilitation of aging treatment facilities, and systematic renewal of distribution lines. The raw water line, installed in 1986 and not inspected since, is the highest priority, with an inspection estimated at \$500,000 to \$750,000 scheduled for 2027. Forecasted demand may exceed the current firm supply of 2,300 acre-feet per year around 2059, and roughly 11,000 linear feet of pipe were identified as in the poorest condition. Council discussed staffing and equipment needs over a three-to-five-year horizon, the recent Carpenter-area transmission line break, and the framing of the plan's conclusion regarding the urgency of infrastructure needs.

Councilmember Swope moved that City Council approve Resolution No. 16, Series 2026, a resolution accepting and adopting the City of Cortez 2026 Water

System Master Plan as a guiding policy for the City of Cortez. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

d. Intergovernmental Agreement with Montezuma County concerning 309 North Broadway presented by Danielle Wells, City Clerk.

The City Clerk explained that the property at 309 North Broadway includes a building split between the jurisdictions of Montezuma County and the City of Cortez, which complicates licensing and land use regulation. The proposed intergovernmental agreement, unlike a prior license-specific agreement, would establish the City's authority going forward across multiple license types. Montezuma County approved and signed the agreement earlier that day, and staff recommended the Mayor be authorized to sign on behalf of the City.

Mayor Pro Tem Lewis moved that City Council authorize the Mayor to sign an intergovernmental agreement with Montezuma County establishing the City's authority to regulate and enforce liquor, marijuana, and natural medicine licensing, and other land use matters, on the entirety of the property located at 309 North Broadway, Cortez. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

e. New Application for a Tavern Liquor License presented by Danielle Wells, City Clerk.

Ms. Wells reported that Junction Enterprises LLC, DBA The Junction, filed an application on August 17, 2026, for a new tavern liquor license at 309 North Broadway. State regulations require Council to set a public hearing no less than 30 days from the application date and to establish neighborhood boundaries. Staff requested that the hearing be set for the next meeting.

Councilmember Osborn moved that City Council set a Public Hearing date of Tuesday, October 13, 2026, for review of a new Tavern Liquor License for Junction Enterprises LLC, DBA The Junction, and set the neighborhood boundaries as the Cortez City limits. Councilmember Randle seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Yes	Yes	Yes	Yes	Yes

8. DRAFT RESOLUTIONS/ORDINANCES: None

9. CITY ATTORNEY'S REPORT: None

10. CITY MANAGER'S REPORT

City Manager Drew Sanders reported that he has been working on the FY2027 budget.

11. CITY COUNCIL COMMITTEE REPORTS

a. Mayor's Report on Workshop

Council heard from Parks and Recreation Director Creighton Wright regarding a green ash beetle infestation and the contract arborist's plan to address it. Council also went into executive session regarding contract negotiations concerning Municipal Judge Padilla's professional services contract and a fiber express line issue.

b. Other Board Reports

- i. Parks and Recreation Advisory Board met on September 17, 2026, and is focused on its master plan, which anticipates a capital need exceeding \$23 million over the next ten years; they encouraged community involvement in the upcoming listening sessions.
- ii. The Golf Advisory Committee met on Friday, September 11, 2026. Rounds of golf are still above last year's numbers. MVI irrigation water was shut off August 31, 2026, though favorable weather has limited potable water use. The women's club championship was held the prior weekend, with the men's senior open and other tournaments upcoming.
- iii. The Airport Advisory Committee's meeting was rescheduled to Thursday, September 24.
- iv. The Library Advisory Board reported more than 6,000 patron visits in August, a range of programming for all ages, new community partnerships, a switch of its e-library service to Hoopla, receipt of an Onward endowment grant, volunteer hours already exceeding 2025 totals, and a recent hiring.

12. PUBLIC PARTICIPATION: None

13. OTHER ITEMS OF BUSINESS: None

14. The meeting was adjourned at 9:19 p.m.

Dennis Spruell, Mayor

ATTEST:

Danielle Wells, City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Randy Bailey
Director of Finance
123 Roger Smith Ave
Cortez, CO. 81321
rbailey@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: SARA COFFEY, PAYROLL/SALES TAX ADMINISTRATOR

Date: October 7, 2026

RE: Approval of the Expenditure List for October 13, 2026

Attachments

Expenditure List

EXPENDITURE LIST FOR WEEK ENDING SEPTEMBER 25, 2026

Department	Vendor Name	Description	Amount
City Council	TOWN OF RICO	CML DISTRIC 9 FALL MEETING	\$ 180.00
		Total	\$ 180.00
Library	ATMOS ENERGY	GAS SERVICE	\$ 67.63
	INGRAM LIBRARY SERVICES	BOOKS	\$ 11.54
	INGRAM LIBRARY SERVICES	BOOKS	\$ 12.30
	INGRAM LIBRARY SERVICES	BOOKS	\$ 12.76
	INGRAM LIBRARY SERVICES	BOOKS	\$ 13.53
	INGRAM LIBRARY SERVICES	BOOKS	\$ 13.87
	INGRAM LIBRARY SERVICES	BOOKS	\$ 15.45
	INGRAM LIBRARY SERVICES	BOOKS	\$ 15.75
	INGRAM LIBRARY SERVICES	BOOKS	\$ 16.59
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.03
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.27
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.28
	INGRAM LIBRARY SERVICES	BOOKS	\$ 18.29
	INGRAM LIBRARY SERVICES	BOOKS	\$ 19.14
	INGRAM LIBRARY SERVICES	BOOKS	\$ 19.90
	INGRAM LIBRARY SERVICES	BOOKS	\$ 20.45
	INGRAM LIBRARY SERVICES	BOOKS	\$ 20.48
	INGRAM LIBRARY SERVICES	BOOKS	\$ 20.72
	INGRAM LIBRARY SERVICES	BOOKS	\$ 20.79
	INGRAM LIBRARY SERVICES	BOOKS	\$ 20.99
	INGRAM LIBRARY SERVICES	BOOKS	\$ 28.54
	INGRAM LIBRARY SERVICES	BOOKS	\$ 31.55
	INGRAM LIBRARY SERVICES	BOOKS	\$ 37.88
	INGRAM LIBRARY SERVICES	BOOKS	\$ 50.57
	INGRAM LIBRARY SERVICES	BOOKS	\$ 52.29
	INGRAM LIBRARY SERVICES	BOOKS	\$ 55.29
	INGRAM LIBRARY SERVICES	BOOKS	\$ 67.22
	INGRAM LIBRARY SERVICES	BOOKS	\$ 72.23
	INGRAM LIBRARY SERVICES	BOOKS	\$ 103.25
	INGRAM LIBRARY SERVICES	BOOKS	\$ 117.22
	INGRAM LIBRARY SERVICES	BOOKS	\$ 143.73
	INGRAM LIBRARY SERVICES	BOOKS	\$ 1,219.14
	CANON FINANCIAL SERVICES, INC	Blanket PO-CanonC5850 60 Month FMV Lease-Li	\$ 184.09
	KAYLA SHAGGY	TRAVEL EXPENSES	\$ 300.00
		Total	\$ 2,857.76
General Services	CARE BEYOND CARE CLEANING SERVIC	Blanket PO - Service Center Janitorial Services	\$ 1,160.00
	ATMOS ENERGY	GAS SERVICE	\$ 68.63
	AMERICAN ELECTRIC COMPANY	RAB WPX1 30W WLPK Lights	\$ 215.00

EXPENDITURE LIST FOR WEEK ENDING SEPTEMBER 25, 2026

Department	Vendor Name	Description	Amount
	CANON FINANCIAL SERVICES, INC	Blanket PO-Canon 4945 - Service Center	\$ 128.85
	CANON FINANCIAL SERVICES, INC	Blanket PO - Canon C5850 60 Month Lease	\$ 171.25
		Total	\$ 1,743.73
City Hall Operations	CORTEZ JOURNAL	SUBSCRIPTION RENEWAL	\$ 192.00
	FIRST RESPOND	FIRST AID SUPPLIES	\$ 51.75
	CANON FINANCIAL SERVICES, INC	Blanket PO - Canon C5850 60 Month FMV Lease -	\$ 171.25
		Total	\$ 415.00
Welcome Center	ORKIN LLC	PEST CONTROL SERVICES	\$ 182.72
		Total	\$ 182.72
Police Department	CYCLERIE	Crank Brothers Stamp 1 V2 Pedals - Large, Black	\$ 239.96
	ANGEL ARMOR, LLC	Carrier for ballistic panels	\$ 507.13
	CODE 4 PUBLIC SAFETY EMBLEMS LLC	Badge	\$ 140.75
	MANE SHIPPING LLC	SHIPPING	\$ 17.62
	MANE SHIPPING LLC	SHIPPING	\$ 113.56
		Total	\$ 1,019.02
Animal Shelter	FOUR CORNERS M.A.S.H., LLC	SPAY	\$ 112.50
	ATMOS ENERGY	GAS SERVICE	\$ 44.99
		Total	\$ 157.49
Public Works	TAPCO-TRAFFIC & PARKING CONTROL		\$ 296.24
	TAPCO-TRAFFIC & PARKING CONTROL	Sign, Roll-Up 48 Orange Flagger Ahead Worded R	\$ 517.50
	TAPCO-TRAFFIC & PARKING CONTROL	Sign, Roll-Up 48 Orange Merge Right Symbol Refle	\$ 1,552.50
	TAPCO-TRAFFIC & PARKING CONTROL	Sign, Roll-Up 48 Orange Merge Left Symbol Reflex	\$ 1,552.50
	TAPCO-TRAFFIC & PARKING CONTROL	Sign, Roll-Up 48 Orange Workers Ahead Worded P	\$ 1,552.50
		Total	\$ 5,471.24
Outdoor Pool	ATMOS ENERGY	GAS SERVICE	\$ 32.46
		Total	\$ 32.46
Golf Course Maint	STOTZ EQUIPMENT	Universal Joint Yoke	\$ 238.12
		Total	\$ 238.12
Parks	AMERICAN ELECTRIC COMPANY	RAB WPX1 30W WLPK Lights	\$ 215.00
		Total	\$ 215.00
Planning & Building	HELLO ZARK LLC	Graphic Design for the CCC Historical Brochure	\$ 1,775.00
	SHORT-ELLIOTT-HENDRICKSON INC	ON CALL PLANNING SERVICES	\$ 6,341.25
		Total	\$ 8,116.25

EXPENDITURE LIST FOR WEEK ENDING SEPTEMBER 25, 2026

Department	Vendor Name	Description	Amount
Lodger's Tax	JET LIMITED 4	BEAUTIFICATION GRANT	\$ 1,346.25
	PITCHERS ON MAIN LLC	BEAUTIFICATION GRANT	\$ 3,000.00
	SACRED DESIGNS AND CREATIVE HEAL	BEAUTIFICATION GRANT	\$ 217.97
		Total	\$ 4,564.22
Shop	SNAP-ON	Blanket PO - Software Subscription	\$ 105.50
	CHOICE BUILDING SUPPLY	CREDIT	\$ (9.98)
	CHOICE BUILDING SUPPLY	CREDIT	\$ (4.79)
	CHOICE BUILDING SUPPLY	SCREWS	\$ 42.65
	4 RIVERS EQUIPMENT LLC	Cutting Edge and Bolt	\$ 994.40
		Total	\$ 1,127.78
Technology	AVAYA INC	S/W SUBSCRIPTION DAAS J179 IP PHONE NO PW	\$ 13.32
	AVAYA INC	S/W SUBSCRIPTION DAAS J100 EXP MOD 24B AD	\$ 14.52
	AVAYA INC	S/W SUBSCRIPTION DAAS AV B199 ADJ LP	\$ 70.14
	AVAYA INC	S/W SUBSCRIPTION DAAS J139 IP PHONE ADJ LP	\$ 98.28
	AVAYA INC	S/W SUBSCRIPTION DAAS J159 IP PHONE ADJ LP	\$ 304.56
		Total	\$ 500.82
Streets	A-1 CHIPSEAL COMPANY	2026 Micro-Surfacing Project	\$ 137,839.39
		Total	\$ 137,839.39
Airport	ATMOS ENERGY	GAS SERVICE	\$ 71.35
		Total	\$ 71.35
Rec Center	SYDNEY MAYBURY	PERSONAL TRAINING	\$ 224.00
	LINCOLN AQUATICS	CLEANING SOLUTION	\$ 231.62
	WESTERN PAPER DISTRIBUTORS	CLEANING SUPPLIES	\$ 65.14
		Total	\$ 520.76
Water	FERGUSON WATERWORKS #1001	16 MEGALUG F/ DI	\$ 275.28
	FERGUSON WATERWORKS #1001	16 MEGALUG F. C905 PVC	\$ 731.08
	FERGUSON WATERWORKS #1001	16x15 MJ C153 LONG L/A SLEEVE	\$ 1,963.02
	STONE SAND & GRAVEL	Class 6 & Reject Sand	\$ 1,709.54
	FERGUSON WATERWORKS #1001	Regsiters P/C R900i V4 5/8 T10 PIT	\$ 4,092.00
	FERGUSON WATERWORKS #1001	2 CTS OR 1-1/2 IPS SS INS STFNR PE	\$ 7.10
	FERGUSON WATERWORKS #1001	3/4 SS INS STIFFENER CTS PE	\$ 31.32
	FERGUSON WATERWORKS #1001	4 MJ C153 BLT GSKT PK L/ GLAND	\$ 205.74
	FERGUSON WATERWORKS #1001	4 MJ C153 L/A 45 BEND	\$ 223.26
	FERGUSON WATERWORKS #1001	4 FOSTER MJ COUPLER W/MJ ACC KIT	\$ 233.20
	FERGUSON WATERWORKS #1001	6x4 MJ C153 L/A REDUCER	\$ 253.62

EXPENDITURE LIST FOR WEEK ENDING SEPTEMBER 25, 2026

Department	Vendor Name	Description	Amount
	FERGUSON WATERWORKS #1001	4 MEGALUG F/ C900/IPS PVC	\$ 287.46
	FERGUSON WATERWORKS #1001	4x3 DI 125# C110 FLG CONC REDUCER	\$ 301.26
	FERGUSON WATERWORKS #1001	4 MEGAFLANGE FLG ADAPTER	\$ 324.64
	FERGUSON WATERWORKS #1001	LF 2 CTS PJ COMP COUPLER	\$ 465.75
	FERGUSON WATERWORKS #1001	4 C900 DR18 PVC GJ BLUE PIPE	\$ 522.40
	FERGUSON WATERWORKS #1001	6x2 CC DBL SS STRP NYL SADDLE	\$ 888.66
	FERGUSON WATERWORKS #1001	LF 3/4 CCxCTS COMP BALL CORP ST	\$ 942.00
	FERGUSON WATERWORKS #1001	LF 2 CCxCOMP BALL CORP ST	\$ 1,156.29
	FERGUSON WATERWORKS #1001	6x3/4 CC DBL SS STRP NYL SADDLE	\$ 1,636.26
	MOUNTAINLAND SUPPLY COMPANY	FORD F1-1350-75-IP3 12 Repair Clamp"	\$ 299.15
	MOUNTAINLAND SUPPLY COMPANY	Chlorine Tablets HTH 68% 50# pail	\$ 324.62
	THE PLUMBING STORE	SOLDER	\$ 69.34
		Total	\$ 16,942.99
Refuse	BELT SALVAGE	Blanket PO - Misc. Materials for Repairs	\$ 714.00
	FOUR CORNERS WELDING & GAS SUPPLY	Blanket PO - Welding Supplies - Dumpster Repair	\$ 280.21
	KOIS BROTHERS EQUIPMENT CO.	3RD EYE SYSTEM INSTALLED - Recycling	\$ 15,073.37
	KOIS BROTHERS EQUIPMENT CO.	3RD EYE SYSTEM INSTALLED - Refuse	\$ 22,188.06
		Total	\$ 38,255.64
Conservation Trust	A TO Z RECREATION	Centennial and Parque de Vida - Slide Replacement	\$ 3,203.00
		Total	\$ 3,203.00
Total			\$ 223,654.74

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 2, 2026

Department	Vendor Name	Description	Amount
Municipal Court	MARSHALL SUMRALL	LEGAL SERVICES	\$ 560.00
	MARSHALL SUMRALL	LEGAL SERVICES	\$ 560.00
	MARSHALL SUMRALL	LEGAL SERVICES	\$ 1,120.00
	MARSHALL SUMRALL	LEGAL SERVICES	\$ 1,400.00
	MICHAEL WANGER	Fill-in Judge Services-9/14/26	\$ 572.00
	MICHAEL WANGER	Fill-in Judge Services-March/August	\$ 950.00
		Total	\$ 5,162.00
Finance	NEUMO TAX & LICENSING LLC	AUG 2026 ELECTRONIC PAYMENTS	\$ 763.06
	NEUMO TAX & LICENSING LLC	JUL 2026 ELECTRONIC PAYMENTS	\$ 811.65
	NEUMO TAX & LICENSING LLC	APR-JUN 2026 ELECTRONIC PAYMENTS	\$ 2,130.28
		Total	\$ 3,704.99
City Clerk	OPEN MEDIA FOUNDATION	ANNUAL SUPPORT	\$ 3,000.00
		Total	\$ 3,000.00
Events	INNER ORBIT SOUND SYSTEM	Summer Send off DJ MC and Sound services	\$ 2,000.00
	PIONEER PRINTING	BROCHURES	\$ 56.00
		Total	\$ 2,056.00
Library	MIDWEST TAPE LLC	MEDIA	\$ 25.49
	MIDWEST TAPE LLC	MEDIA	\$ 26.99
	PIONEER PRINTING	BUSINESS CARDS	\$ 108.00
		Total	\$ 160.48
General Services	FIRST RESPOND	Blanket PO - First Aid Refills - Service Center	\$ 70.60
	ORKIN LLC	Blanket PO - Pest Control Services - SC	\$ 239.03
	ORKIN LLC	Blanket PO - Pest Control Services - SC	\$ 239.03
		Total	\$ 548.66
City Hall Operations	WAGNER ENTERPRISE, L.L.C.	Blanket PO - Janitorial Services	\$ 3,196.62
	FP MAILING SOLUTIONS	POSTBASE INKJET CARTRIDGE	\$ 198.00
		Total	\$ 3,394.62
Welcome Center	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 40.93
	IMAGENET CONSULTING LLC	Blanket PO - Welcome Center Copier	\$ 94.72
		Total	\$ 135.65
Police Department	MODERN MARKETING	Pencils	\$ 407.22
	LORI MILLICH	REIMB PETTY CASH - CITIZENS ACADEMY	\$ 122.38
	SIRCHIE ACQUISITION COMPANY	Evidence box, guns	\$ 89.00
	WAGNER ENTERPRISE, L.L.C.	Blanket PO - Janitorial Services	\$ 2,999.99

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 2, 2026

Department	Vendor Name	Description	Amount
	ADVANCE FIRE SYSTEMS, INC.	5 year inspection	\$ 1,100.00
	FP MAILING SOLUTIONS	POSTBASE INKJET CARTRIDGE	\$ 198.00
	PITNEY BOWES GLOBAL FINANCIAL SERV	CONTRACT 0040240606 EARLY SETTLEMENT	\$ 186.26
	CANON FINANCIAL SERVICES, INC	COPIER EXPENSE	\$ 300.10
		Total	\$ 5,402.95
Animal Shelter	FOUR CORNERS M.A.S.H., LLC	SPAY	\$ 112.50
	FOUR CORNERS M.A.S.H., LLC	CASTRATIONS	\$ 301.50
	MONTEZUMA VETERINARY CLINIC	CASTRATION	\$ 130.18
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 47.50
		Total	\$ 591.68
Public Works	BIG R/JOHN DEERE FINANCIAL	CLOTHES - D PATRICK	\$ 181.97
	INTERMOUNTAIN FARMERS ASSOC.	GLOVES - J GRITZ	\$ 5.84
	INTERMOUNTAIN FARMERS ASSOC.	CLOTHES - D PATRICK	\$ 101.92
	WALTER TAFT	Reimbursement for Work clothes	\$ 8.29
	INTERMOUNTAIN FARMERS ASSOC.	GLOVES - B POPE	\$ 15.99
		Total	\$ 314.01
Golf Pro	ORKIN LLC	Blanket PO - Pest Control Services - GC Pro	\$ 174.03
		Total	\$ 174.03
Planning & Building	BOHANNAN HUSTON INC	Engineering Plan Review Support	\$ 974.25
	PIONEER PRINTING	INSPECTION FORMS	\$ 124.00
		Total	\$ 1,098.25
Shop	LES SCHWAB TIRES	Blanket PO - Tire Repairs and Alignments	\$ 109.78
	KEESEE MOTORS	Blanket PO - Vehicle Repairs and Maintenance	\$ 82.91
	O'REILLY AUTO PARTS	Blanket PO - Parts for Fleet Repairs and Supplies	\$ 187.17
	PARTNERS IN PARTS, INC.	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 8.49
	STOTZ EQUIPMENT	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 68.75
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (175.24)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (24.66)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (22.00)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (17.34)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ (4.79)
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 7.76
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 12.72
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 14.38
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 21.18
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 22.41
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 29.38

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 2, 2026

Department	Vendor Name	Description	Amount
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 37.96
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 42.23
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 44.20
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 50.97
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 65.27
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 71.04
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 119.99
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 125.47
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 147.86
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 148.99
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 150.34
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 172.34
	SUPERIOR AUTO	Blanket PO - Parts/Supplies for Fleet Maintenance	\$ 175.24
	BRENNAN OIL INC	Dyed Diesel for Airport	\$ 729.98
	BRENNAN OIL INC	86E10 Unleaded for SC	\$ 4,059.46
	BRENNAN OIL INC	Dyed Diesel for SC	\$ 5,153.74
		Total	\$ 11,615.98
Technology	GRAYLOG INC	Graylog Enterprise Self-managed 5GB (Co-Term)	\$ 5,500.00
	RINGCENTRAL INC	Mobile User	\$ 23.52
		Total	\$ 5,523.52
Dispatch	PARKER'S WORKPLACE SOLUTIONS	NOTARY STAMP	\$ 19.34
		Total	\$ 19.34
Rec Center	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 190.00
	FARMERS TELECOMMUNICATIONS INC.	PHONES	\$ 40.93
		Total	\$ 230.93
Refuse	GREEN ANALYTICAL LABS, INC.	Blanket PO - Lab Testing Services	\$ 124.20
	THATCHER CHEMICAL CO.	Blanket PO - Liquid Alum AL2	\$ 8,670.66
	USA BLUEBOOK	Schedule 80 PVC Bushing, 3/4 NPT(M) x 1/2" NPT	\$ 126.39
	DAILEY CDL SOLUTIONS LLC	ELDT 1-Day Client Truck - Entry Level Drivers Train	\$ 1,500.00
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 65.00
	INTERMOUNTAIN FARMERS ASSOC.	CLOTHES - Z MCGEE	\$ 114.73
	W L CONSTRUCTION SUPPLY INC	14x.125x1" 20mm X-Treme Hybrid asphalt/green	\$ 423.00
	FERGUSON WATERWORKS #1001	5/8x3/4 T10 PCDR R900i w/ 6 ft ANT - Meters	\$ 2,676.00
	FERGUSON WATERWORKS #1001	REG P/C R900I V4 USG 5/8 T10 PIT	\$ 6,820.00
	THE PLUMBING STORE	SOLDER	\$ 66.16
	INFRA-RED RADIANT, INC	Tube Chain Set - Hanging Hardware	\$ 1,305.00
	INFRA-RED RADIANT, INC	15 Ft 50,000 Btu/H Tube Heater Natural Gas	\$ 1,748.00
	INFRA-RED RADIANT, INC	20 Ft 75,000 Btu/H Tube Heater Nat Gas	\$ 2,866.00

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 2, 2026

Department	Vendor Name	Description	Amount
		Total	\$ 26,505.14
Refuse	ORKIN LLC	Blanket PO - Pest Control Services - Refuse	\$ 95.00
	ORKIN LLC	Blanket PO - Pest Control Services - Refuse	\$ 95.00
	MONTEZUMA WATER COMPANY	WATER 57371	\$ 281.00
	WASTEQUIP LLC	2 YD REAR LOAD CONTAINER SQUEEZE	\$ 5,387.00
	WASTEQUIP LLC	3 YD REAR LOAD CONTAINER SQUEEZE	\$ 14,016.00
		Total	\$ 19,874.00
Conservation Trust	L.E.R. INC.	Resurface of Tennis Courts at the Rec Center	\$ 46,374.25
		Total	\$ 46,374.25
Total			\$ 135,886.48

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 9, 2026

Department	Vendor Name	Description	Amount
City Council	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 2,182.54
		Total	\$ 2,182.54
City Attorney	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 247.01
		Total	\$ 247.01
Human Resources	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 244.80
		Total	\$ 244.80
Municipal Court	PADILLA LAW P.C.	MUNICIPAL COURT PROFESSIONAL SERVICES	\$ 4,983.33
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 1,079.34
	BUFFINGTON LAW, LLC	LEGAL SERVICES - ASSISTANT CITY ATTORNEY	\$ 3,480.00
		Total	\$ 9,542.67
City Manager	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 253.63
		Total	\$ 253.63
Finance	NEUMO TAX & LICENSING LLC	MuniRevs Tax and Registration Renewal 2026-2027	\$ 29,040.00
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 589.74
	AMAZON CAPITAL SERVICES	BENFEI Mini DisplayPort to HDMI Adapter 2 Pack	\$ 12.95
	AMAZON CAPITAL SERVICES	Wireless Headset with Mic	\$ 65.99
	AMAZON CAPITAL SERVICES	Ergonomic Office Chair with Lumbar Support	\$ 247.49
	POSTAL PROS, INC.	INVOICES	\$ 555.07
	CITY OF CORTEZ	FIBER	\$ 902.08
		Total	\$ 31,413.32
City Clerk	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 293.76
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 10.56
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 13.64
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 21.12
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 36.96
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 61.69
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 63.68
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 252.00
		Total	\$ 753.41
Events	BRUIN WASTE MANAGEMENT	Porta Pottie Restroom Services for Events 2026	\$ 367.03
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 36.43
		Total	\$ 403.46
Library	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 5,685.65
	CITY OF CORTEZ	FIBER	\$ 3,503.40

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 9, 2026

Department	Vendor Name	Description	Amount
	CORTEZ SANITATION DISTRICT	SEWER	\$ 57.00
	CITY OF CORTEZ	REFUSE	\$ 121.50
	CITY OF CORTEZ	WATER	\$ 46.12
	DRUG & ALCOHOL TESTING ASSOC	EMPLOYEE DRUG TESTING	\$ 47.50
	NCSI	APPLICANT PROFILES	\$ 18.50
		Total	\$ 9,479.67
General Services	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 1,544.10
	CITY OF CORTEZ	FIBER	\$ 902.08
	CORTEZ SANITATION DISTRICT	SEWER	\$ 218.00
	CITY OF CORTEZ	REFUSE	\$ 402.00
	CITY OF CORTEZ	WATER	\$ 229.71
	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 64.80
		Total	\$ 3,360.69
Building Maint	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 2,184.29
		Total	\$ 2,184.29
City Hall Operations	ORKIN LLC	Blanket PO - Pest Control Services - City Hall	\$ 206.64
	FP MAILING SOLUTIONS	POSTBASE RENTAL	\$ 152.85
	CORTEZ SANITATION DISTRICT	SEWER	\$ 989.00
	CITY OF CORTEZ	REFUSE	\$ 261.75
	CITY OF CORTEZ	WATER	\$ 1,041.19
	ADVANCE FIRE SYSTEMS, INC.	Five year inspection on fire sprinkler system and fire	\$ 1,100.00
		Total	\$ 3,751.43
801 N Broadway	CORTEZ SANITATION DISTRICT	SEWER	\$ 117.00
	CITY OF CORTEZ	REFUSE	\$ 96.75
	CITY OF CORTEZ	WATER	\$ 147.25
		Total	\$ 361.00
Welcome Center	CORTEZ SANITATION DISTRICT	SEWER	\$ 53.00
	CITY OF CORTEZ	REFUSE	\$ 121.50
	CITY OF CORTEZ	WATER	\$ 33.40
		Total	\$ 207.90
Police Department	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 4,033.43
	PUEBLO COMMUNITY COLLEGE	Law Enforcement Academy - Mikeal Ford	\$ 9,801.80
	AT&T MOBILITY	PHONES	\$ 1,360.93
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 10,918.04
	GALL'S LLC	511 Stryke Pant	\$ 184.20
	SPECIALTY INCENTIVES, INC	LED Dual Shine Carbiner (150)	\$ 386.68

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 9, 2026

Department	Vendor Name	Description	Amount
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 14.39
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 2,028.04
	MATTHEW BENDER & COMPANY, INC	CO STATS REPL CODE 26 SET	\$ 146.70
	LOIBL FAMILY PARTNERSHIP	October rent at 1108 N. Mildred	\$ 1,000.00
	FP MAILING SOLUTIONS	POSTBASE RENTAL	\$ 152.85
	CORTEZ SANITATION DISTRICT	SEWER	\$ 81.00
	CITY OF CORTEZ	REFUSE	\$ 300.00
	CITY OF CORTEZ	WATER	\$ 71.56
		Total	\$ 30,479.62
Animal Shelter	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 463.19
	FOUR CORNERS M.A.S.H., LLC	CASTRATIONS	\$ 378.00
	CORTEZ SANITATION DISTRICT	SEWER	\$ 101.00
	CITY OF CORTEZ	REFUSE	\$ 64.50
	CITY OF CORTEZ	WATER	\$ 80.04
		Total	\$ 1,086.73
Public Works	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 3,845.30
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 8,830.43
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 452.12
		Total	\$ 13,127.85
Parks & Rec	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 271.68
		Total	\$ 271.68
Outdoor Pool	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 2,630.92
	ALPINE SECURITY & ELECTRONICS	ALARM MONITORING	\$ 31.00
	CORTEZ SANITATION DISTRICT	SEWER	\$ 461.00
	CITY OF CORTEZ	REFUSE	\$ 523.50
	CITY OF CORTEZ	WATER	\$ 2.31
		Total	\$ 3,648.73
Golf Pro	RUDOSKY GOLF, LLC	Q3 Blanket PO - Contracted Compensation for Indep	\$ 11,250.00
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 672.88
	CORTEZ SANITATION DISTRICT	SEWER	\$ 525.00
	CITY OF CORTEZ	REFUSE	\$ 261.75
	CITY OF CORTEZ	WATER	\$ 478.60
		Total	\$ 13,188.23
Golf Course Maint	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 967.44
	CORTEZ SANITATION DISTRICT	SEWER	\$ 57.00
	CITY OF CORTEZ	REFUSE	\$ 261.75

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 9, 2026

Department	Vendor Name	Description	Amount
	CITY OF CORTEZ	WATER	\$ 4,421.26
	KANSAS GOLF & TURF INC	spacer Smithco roller	\$ 36.72
	KANSAS GOLF & TURF INC	seal Smithco roller	\$ 162.56
	KANSAS GOLF & TURF INC	bearing Smithco roller	\$ 350.56
	R & R PRODUCTS INC.	Toro 3150 rear roller double lip seal	\$ 51.00
	R & R PRODUCTS INC.	Toro 3150 rear roller V ring	\$ 65.50
	R & R PRODUCTS INC.	Toro 3150 rear roller ball bearing	\$ 91.50
	R & R PRODUCTS INC.	Toro 3150 rear roller lock nu	\$ 203.50
	UNITED AG & TURF	pressure sensor oring JD 9009A	\$ 26.64
	UNITED AG & TURF	D.P.F. pressure sensor JD 9009A	\$ 437.04
		Total	\$ 7,132.47
Parks	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 7,935.22
	LE PEW PORTA-JOHNS INC.	MONTHLY RENTALS	\$ 1,056.00
	MONICA'S CLEANING SERVICE LLC	Blanket PO - Parks Cleaning Services - Restrooms	\$ 880.00
	CORTEZ SANITATION DISTRICT	SEWER	\$ 407.00
	CITY OF CORTEZ	REFUSE	\$ 1,617.25
	CITY OF CORTEZ	WATER	\$ 12,141.16
	MONTEZUMA COUNTY WATER DIST.	WATER M592	\$ 5,891.00
		Total	\$ 29,927.63
Recreation	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 220.26
	WALLACE TRADE SERVICES	SHIRTS	\$ 114.37
		Total	\$ 334.63
Planning & Building	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 887.78
	NCSI	APPLICANT PROFILES	\$ 37.00
		Total	\$ 924.78
Lodgers Tax	DATAFY LLC	Tourism and Visitation Platform Annuel Subscription	\$ 18,900.00
		Total	\$ 18,900.00
Shop	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 1,737.01
	RELADYNE WEST LLC	Dry Dieselall API DEF BU	\$ 1,589.14
	FOUR CORNERS WELDING & GAS SU	Contact Tip	\$ 34.00
	FOUR CORNERS WELDING & GAS SU	Bench WL8x1 Medium	\$ 67.71
	KOIS BROTHERS EQUIPMENT CO.	HL-LINK SINGLE	\$ 286.15
	KOIS BROTHERS EQUIPMENT CO.	HL-Joystick Autocan	\$ 839.00
	BELT SALVAGE	FLATBAR	\$ 111.30
	FARIS MACHINERY	FINANCE CHARGE	\$ 10.93
	EATON SALES & SERVICE LLC	Parts - 35% Down Payment New Fuel Master - Parks	\$ 11,970.00
		Total	\$ 16,645.24

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 9, 2026

Department	Vendor Name	Description	Amount
Technology	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 399.64
	AVAYA INC	S/W SUBSCRIPTION DAAS J100 EXP MOD 24B ADJ LP	\$ 500.82
		Total	\$ 900.46
Streets	BALLANTINE COMMUNICATIONS	NEWSPAPER ADS/NOTICES	\$ 12.24
		Total	\$ 12.24
Airport	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 3,233.60
	CITY OF CORTEZ	REFUSE	\$ 48.38
	MONTEZUMA COUNTY WATER DIST.	WATER M064	\$ 59.00
	MONTEZUMA COUNTY WATER DIST.	WATER M068	\$ 140.00
	RAMCO DEVELOPMENTS LLC	Change Order # 1	\$ 3,317.00
	RAMCO DEVELOPMENTS LLC	Blanket PO - 2026 Airport Leach Field Replacement P	\$ 47,375.00
		Total	\$ 54,172.98
Dispatch	LANGUAGE LINE SERVICE	INTERPRETATION SERVICES	\$ 9.65
	BRAND CENTRAL	Port Authority 1/4 Zip	\$ 42.00
	BRAND CENTRAL	Port Authority Polo	\$ 56.00
	BRAND CENTRAL	Port Authority Polo	\$ 58.00
	BRAND CENTRAL	Port Authority Polo	\$ 60.00
	BRAND CENTRAL	Port Authority Polo	\$ 62.00
	BRAND CENTRAL	SportTek Polo	\$ 70.00
	BRAND CENTRAL	Port Authority 1/4 Zip	\$ 88.00
	BRAND CENTRAL	Port Authority 1/4 Zip	\$ 92.00
	BRAND CENTRAL	Port Authority Polo	\$ 168.00
	CITY OF CORTEZ	FIBER	\$ 902.08
		Total	\$ 1,607.73
Rec Center	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 11,241.54
	NCSI	APPLICANT PROFILES	\$ 55.50
	NCSI	APPLICANT PROFILES	\$ 55.50
	CITY OF CORTEZ	FIBER	\$ 902.08
	CORTEZ SANITATION DISTRICT	SEWER	\$ 925.00
	ATMOS ENERGY	GAS SERVICE	\$ 770.54
	CITY OF CORTEZ	REFUSE	\$ 261.75
	CITY OF CORTEZ	WATER	\$ 397.32
	FIRST RESPOND	FIRST AID SUPPLIES	\$ 63.60
	MICHELLE D GRITZ	WORKOUT BENCHES	\$ 72.91
	SPORT COURT OF THE ROCKIES	2026 Hardwood Flooring Repair Project at the Cortez	\$ 52,650.90
	BRAND CENTRAL	SCREEN PRINTS	\$ 836.00
	ADVANCE FIRE SYSTEMS, INC.	Five year inspection of fire sprinkler system and testi	\$ 1,100.00

EXPENDITURE LIST FOR WEEK ENDING OCTOBER 9, 2026

Department	Vendor Name	Description	Amount
		Total	\$ 69,332.64
Water	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 43.29
	POSTAL PROS, INC.	POSTAGE	\$ 863.01
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 20,893.87
	CITY OF CORTEZ	REFUSE	\$ 64.50
	PVS DX INC	Blanket PO - Sodium Hypochlorite or 10%	\$ 16,046.47
	DIVERSIFIED RENTAL SERVICES	Long Reach Excavator for WTP	\$ 6,000.00
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 2,952.48
	UTILITY NOTIFICATION CENTER	Blanket PO - Utility Notification Charges	\$ 167.33
	CESSCO INC	ICS PowerGRIT XL-29 15/16 Diamond Chain"	\$ 1,017.50
	CESSCO INC	ICS PowerGRIT XL-34 20 Diamond Chain"	\$ 1,190.30
	FERGUSON WATERWORKS #1001	3 150# ZN NA 1/16 RNG NBG SET - BOLTS	\$ 27.62
	FERGUSON WATERWORKS #1001	3 WROT CXC COUPLER 3-1/8 OD	\$ 83.48
	FERGUSON WATERWORKS #1001	LF 3 125/150# COP 2PC COMP FLG	\$ 258.42
	LE PEW PORTA-JOHNS INC.	Blanket PO - Port-a-John Rental for Waterline Project	\$ 180.00
	MOUNTAINLAND SUPPLY COMPANY	16xKG UNO DU NH SKEEVE TC L/ACCY C153	\$ 4,285.71
	SGM INC.	Design Proposal for WTP House Water System Improv	\$ 1,154.00
	SGM INC.	Blanket PO - Water Distribution Network Master Plan	\$ 2,418.00
		Total	\$ 57,645.98
Refuse	POSTAL PROS, INC.	POSTAGE	\$ 863.02
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 2,533.04
	NCSI	APPLICANT PROFILES	\$ 18.50
	WASTEQUIP LLC	Poly Lid 31x45 SWDL	\$ (2,255.00)
	WASTEQUIP LLC	Caster Pad-Quick Change	\$ 306.80
	WASTEQUIP LLC	Casters 6x2 Phenolic Swivel	\$ 358.75
	WASTEQUIP LLC	Casters 6x2 Phenolic Swivel	\$ 358.75
	WASTEQUIP LLC	Plastic Lid 31x43 S	\$ 491.90
	WASTEQUIP LLC	Caster 6x2 Phenolic Rigid	\$ 734.25
	WASTEQUIP LLC	Caster 6x2 Phenolic Rigid	\$ 734.25
	WASTEQUIP LLC	Plastic Lid 31x43 S	\$ 1,763.10
	WASTEQUIP LLC	Poly Lid 31x45 SWDL	\$ 5,783.97
	CIRSA	2026 PROPERTY, AUTO & LIABILITY INSURANCE	\$ 117.90
		Total	\$ 11,809.23
Conservation Trust	COLORADO GOLF AND TURF INC	Reel Grinder for Conquistador Golf Course	\$ 61,254.00
		Total	\$ 61,254.00
Total			\$ 456,788.67



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO. 81321
dwells@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Danielle Wells, City Clerk

Date: October 1, 2026

RE: Approval of a Beer and Wine Liquor License and an Outdoor Dining Agreement for Jodi Jahrling., DBA ZU Gallery, located at 48 West Main Street, Cortez

Attachments

Renewal Memo Zu Gallery



Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO 81321
dwells@cortezco.gov

DATE: October 1, 2026

MEMO TO: Honorable Mayor and City Council

FROM: Danielle Wells, City Clerk

SUBJECT: Renewal Application for a Beer and Wine Liquor License and an Outdoor Dining Agreement from Jodi Jahrling, DBA Zu Gallery, located at 48 West Main Street, Cortez

BACKGROUND

The renewal application referred to above was filed in the City Clerk's office on September 29, 2026. 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 Beer and Wine Liquor License and an Outdoor Dining Agreement for Jodi Jahrling., DBA ZU Gallery, located at 48 West Main Street, Cortez.



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO. 81321
dwells@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Danielle Wells, City Clerk

Date: October 1, 2026

RE: **Approval of the Renewal Application for a Tavern Liquor License for Cortez Veterans, Inc., Located at 320 North Harrison, Cortez**

Attachments

Renewal Memo Cortez Veterans



Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO 81321
dwells@cortezco.gov

DATE: October 1, 2026

MEMO TO: Honorable Mayor and City Council

FROM: Danielle Wells, City Clerk

SUBJECT: Renewal Application for a Tavern Liquor License for Cortez Veterans, Inc., Located at 320 North Harrison, Cortez.

BACKGROUND

The renewal application referred to above was filed in the City Clerk's office on September 21, 2025. 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 the Renewal Application for a Tavern Liquor License for Cortez Veterans, Inc., Located at 320 North Harrison, Cortez.



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO. 81321
dwells@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Danielle Wells, City Clerk

Date: October 7, 2026

RE: New Tavern Liquor License for Junction Enterprises LLC, D/B/A The Junction

BACKGROUND

The application referred to above was filed in the office of the City Clerk on August 17, 2026. The application appears to be complete. Junction Enterprises LLC, D/B/A The Junction, is located at 309 North Broadway, Cortez.

DISCUSSION

In considering an application for a new liquor license, Council is directed by state statute to determine the needs of the neighborhood, the desires of the residents of the neighborhood, and to verify that the applicant is of good character. Fingerprints for Anna Arellanes were sent to CBI and the individual history record has been completed. The CBI and FBI have checked the prints and reportedly found no record of any criminal history for those listed above.

Chief of Police Vernon Knuckles will be present at the hearing to give the report from the Police Department. A copy has been attached for your review. A sign was posted on the premises and a public hearing notice was published according to regulations.

Copies of the petitions circulated by the Police Department as well as petitions circulated by the applicant have also been included in the packet. There were a total of 127 signatures in favor of the license being granted, and 0 signatures opposed. Council's options for acting on this application are as follows:

1. Council can recommend that the public hearing be continued for further information.
2. Council can deny the liquor license application based on the needs of the neighborhood and the desires of the residents.
3. Council can approve the liquor license application after considering the information presented at the public hearing.

RECOMMENDATION

Staff recommends after considering the reasonable requirements of the neighborhood, the desires of the adult inhabitants, the necessity of any restrictions on the license, the good character of the applicants, and compliance with all the provisions of Colorado Revised Statutes 44-3-301, that Council approve a new Tavern Liquor License for Junction Enterprises LLC, D/B/A The Junction, located at 309 North Broadway, Cortez.

MOTION

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

After considering the reasonable requirements of the neighborhood, the desires of the adult inhabitants, the necessity of any restrictions on the license, the good character of the applicants, and in compliance with all the provisions of Colorado Revised Statutes 44-3-301, I move that Council approve a new Tavern Liquor License for Junction Enterprises LLC, D/B/A The Junction, located at 309 North

Attachments

Application

Public Notice - The Journal

Public Notice Poster

Signed Petitions - Circulated by Applicant

Intergovernmental Agreement with Montezuma County - 309 N. Broadway

Signed Petitions - Circulated by Police Department

Preliminary Findings Report

Colorado Liquor Retail License Application

* Note that the Division will not accept cash ☐ Paid by Check Date Uploaded to MoveIt

☐ Paid Online

☒ New License ☐ New-Concurrent ☐ Transfer of Ownership ☐ State Property Only ☐ Master file

- All answers must be printed in black ink or typewritten
- Applicant must check the appropriate box(es)
- Applicant should obtain a copy of the Colorado Liquor and Beer Code: SBG.Colorado.gov/Liquor

Applicant is applying as a/an ☐ Individual ☒ Limited Liability Company ☐ Association or Other
☐ Corporation ☐ Partnership (includes Limited Liability and Husband and Wife Partnerships)

Applicant Name If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation

Junction Enterprises LLC

FEIN Number

42-4150059

State Sales Tax Number

Trade Name of Establishment (DBA)

The Junction

Business Telephone

(970) 560-2912

Address of Premises (specify exact location of premises, include suite/unit numbers)

309 North Broadway

City

Cortez

County

Montezuma

State

CO

ZIP Code

81321

Mailing Address (Number and Street)

28260 Highway 160 #45

City or Town

Cortez

State

CO

ZIP Code

81321

Email Address

~~thejunction970@gmail.com~~ thejunction970@gmail.com

If the premises currently has a liquor or beer license, you **must** answer the following questions.

Present Trade Name of Establishment (DBA)

Present State License Number

Present Class of License

Present Expiration Date

Section A Nonrefundable application fees*

- ☒ Application Fee for New License\$1,100.00
- ☐ Application Fee for New License with Concurrent Review\$1,200.00
- ☐ Application Fee for Transfer.....\$1,100.00

Section B Liquor License Fees*

- ☐ Add Optional Premises to H & R\$100.00 X Total
- ☐ Add Sidewalk Service Area.....\$75.00
- ☐ Arts License (City).....\$308.75
- ☐ Arts License (County).....\$308.75
- ☐ Beer and Wine License (City).....\$351.25
- ☐ Beer and Wine License (County).....\$436.25
- ☐ Brew Pub License (City).....\$750.00
- ☐ Brew Pub License (County).....\$750.00
- ☐ Campus Liquor Complex (City)\$500.00
- ☐ Campus Liquor Complex (County).....\$500.00
- ☐ Campus Liquor Complex (State).....\$500.00
- ☐ Club License (City)\$308.75
- ☐ Club License (County).....\$308.75
- ☐ Distillery Pub License (City).....\$750.00
- ☐ Distillery Pub License (County)\$750.00
- ☐ Hotel and Restaurant License (City).....\$500.00
- ☐ Hotel and Restaurant License (County)\$500.00
- ☐ Hotel and Restaurant License with one optional premises (City).....\$600.00
- ☐ Hotel and Restaurant License with one optional premises (County).....\$600.00

Section B Liquor License Fees* (Continued)

☐	Liquor-Licensed Drugstore (City).....	\$227.50
☐	Liquor-Licensed Drugstore (County).....	\$312.50
☐	Lodging & Entertainment - L&E (City)	\$500.00
☐	Lodging & Entertainment - L&E (County)	\$500.00
☐	Manager Registration - H & R	\$30.00
☐	Manager Registration - Tavern	\$30.00
☐	Manager Registration - Lodging & Entertainment	\$30.00
☐	Manager Registration - Campus Liquor Complex	\$30.00
☐	Optional Premises License (City)	\$500.00
☐	Optional Premises License (County)	\$500.00
☐	Racetrack License (City)	\$500.00
☐	Racetrack License (County)	\$500.00
☐	Resort Complex License (City).....	\$500.00
☐	Resort Complex License (County).....	\$500.00
☐	Related Facility - Campus Liquor Complex (City).....	\$160.00
☐	Related Facility - Campus Liquor Complex (County)	\$160.00
☐	Related Facility - Campus Liquor Complex (State)	\$160.00
☐	Retail Gaming Tavern License (City)	\$500.00
☐	Retail Gaming Tavern License (County).....	\$500.00
☐	Retail Liquor Store License - Additional (City).....	\$227.50
☐	Retail Liquor Store License - Additional (County).....	\$312.50
☐	Retail Liquor Store (City)	\$227.50

Section B Liquor License Fees* (Continued)

- ☐ Retail Liquor Store (County)\$312.50
- ☒ Tavern License (City).....\$500.00
- ☐ Tavern License (County).....\$500.00
- ☐ Vintners Restaurant License (City).....\$750.00
- ☐ Vintners Restaurant License (County).....\$750.00

Questions? Visit: SBG.Colorado.gov/Liquor for more information

Do not write in this space - For Department of Revenue use only

Liability Information

License Account Number

Liability Date

License Issued Through (Expiration Date)

Total

\$

Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. **All** documents must be properly signed and correspond with the name of the applicant exactly. **All** documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable.

Questions? Visit: SBG.Colorado.gov/Liquor for more information

Items submitted, please check all appropriate boxes completed or documents submitted

I. Applicant information

- ☐ Applicant/Licensee identified
- ☐ State sales tax license number listed or applied for at time of application
- ☐ License type or other transaction identified
- ☐ Return originals to local authority (additional items may be required by the local licensing authority)
- ☐ All sections of the application need to be completed
- ☐ Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application

II. Diagram of the premises

- ☐ No larger than 8½" X 11"
- ☐ Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.)
- ☐ Separate diagram for each floor (if multiple levels)
- ☐ Return originals to local authority (additional items may be required by the local licensing authority)
- ☐ Kitchen - identified if Hotel and Restaurant
- ☐ Bold/Outlined Licensed Premises

III. Proof of property possession (One Year Needed)

- ☐ Deed in name of the applicant (or) (matching Applicant Name provided on page 1) date stamped / filed with County Clerk
- ☐ Lease in the name of the applicant (or) (matching Applicant Name provided on page 1)
- ☐ Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant
- ☐ Other agreement if not deed or lease. (matching Applicant Name provided on page 1)

IV. Background information (DR 8404-I) and financial documents

- ☐ Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members)
- ☐ Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved State Vendor. Master File applicants submit results to the State

Do not complete fingerprint cards prior to submitting your application.

The Vendors are as follows:

IdentoGO

Appointment Scheduling Website: <https://uenroll.identogo.com/workflows/25YQHT>

Phone: 844-539-5539 (toll-free)

IdentoGO FAQs: <https://www.colorado.gov/pacific/cbi/identification-faqs>

State Liquor Code for IdentoGO: 25YQHT

Colorado Fingerprinting

Appointment Scheduling Website: <http://www.coloradofingerprinting.com/cabs/>

Phone: 720-292-2722 833-224-2227 (toll free)

State Liquor Code for Colorado Fingerprinting: C030LIQI

- ☐ Purchase agreement, stock transfer agreement, and/or authorization to transfer license
- ☐ List of all notes and loans (Copies to also be attached)

V. Sole proprietor/husband and wife partnership (if applicable)

- ☐ Form DR 4679 Lawful Presence Affidavit
- ☐ Copy of State issued Driver's License or Colorado Identification Card for each applicant

VI. Corporate applicant information (if applicable)

- ☐ Certificate of Incorporation
- ☐ Certificate of Good Standing
- ☐ Certificate of Authorization if foreign corporation (out of state applicants only)

VII. Partnership applicant information (if applicable)

- ☐ Partnership Agreement (general or limited).
- ☐ Certificate of Good Standing

VIII. Limited Liability Company applicant information (if applicable)

- ☐ Copy of articles of organization
- ☐ Certificate of Good Standing
- ☐ Copy of Operating Agreement (if applicable)
- ☐ Certificate of Authority if foreign LLC (out of state applicants only)

IX. Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application

- ☐ \$30.00 fee
- ☐ If owner is managing, no fee required

1. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?..... ☐ Yes ☒ No

2. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):

a. Been denied an alcohol beverage license?..... ☐ Yes ☒ No

b. Had an alcohol beverage license suspended or revoked?..... ☐ Yes ☒ No

c. Had interest in another entity that had an alcohol beverage license suspended or revoked?..... ☐ Yes ☒ No

If you answered yes to a, b or c above, explain in detail on a separate sheet.

*3. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years?..... ☐ Yes ☒ No

If "yes", explain in detail.

4. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?..... ☐ Yes ☒ No

or

Waiver by local ordinance? ☐ Yes ☐ No

Other

5. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS..... ☐ Yes ☒ No

6. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS..... ☐ Yes ☒ No

For additional Retail Liquor Store only.

- a. Was your Retail Liquor Store License issued on or before January 1, 2016?.... ☐ Yes ☐ No
- b. Are you a Colorado resident?..... ☐ Yes ☐ No
7. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any **current** financial interest in said business including any loans to or from a licensee..... ☐ Yes ☒ No
8. Does the applicant, as listed on line 2 of this application, **have legal possession of the premises by ownership**, lease or other arrangement?..... ☒ Yes ☐ No

☐ Ownership ☒ Lease ☐ Other (Explain in detail)

- a. If leased, list name of landlord and tenant, and date of expiration, **exactly** as they appear on the lease:

Landlord

Centenario LLC

Tenant

Junction Enterprises LLC

Expires

August 3rd 2031

- b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question on page 9..... ☐ Yes ☒ No
- c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".

9. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.

Last Name		First Name	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
Last Name		First Name	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
Last Name		First Name	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	

Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.

10. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:

Has a local ordinance or resolution authorizing optional premises been adopted?.... ☐ Yes ☐ No

Number of additional Optional Premise areas requested. (See license fee chart)

For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

11. Liquor Licensed Drugstore (LLDS) applicants, answer the following:

a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise?..... ☐ Yes ☐ No

If "yes" a copy of license must be attached.

12. Club Liquor License applicants answer the following: Attach a copy of applicable documentation

- a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?..... ☐ Yes ☐ No
- b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?..... ☐ Yes ☐ No

c. How long has the club been incorporated?.....

- d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?..... ☐ Yes ☐ No

13. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:

- a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)..... ☐ Yes ☐ No

14. Campus Liquor Complex applicants answer the following:

- a. Is the applicant an institution of higher education?..... ☐ Yes ☐ No
- b. Is the applicant a person who contracts with the institution of higher education to provide food services?..... ☐ Yes ☐ No

If "yes" please provide a copy of the contract with the institution of higher education to provide food services.

15. For all on-premises applicants.

- a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.

Last Name of Manager

First Name of Manager

- 16. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.**..... ☐ Yes ☐ No

Name

Type of License

Account Number

17. Related Facility - Campus Liquor Complex applicants answer the following:

- a.** Is the related facility located within the boundaries of the Campus Liquor Complex?..... ☐ Yes ☐ No

If yes, please provide a map of the geographical location within the Campus Liquor Complex.

If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.

- b.** Designated Manager for Related Facility - Campus Liquor Complex

Last Name of Manager

First Name of Manager

18. Tax Information.

- a.** Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?..... ☐ Yes ☒ No

- b.** Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?..... ☐ Yes ☒ No

If applicant is a corporation, partnership, association or limited liability company, applicant must list all **Officers, Directors, General Partners, and Managing Members**. In addition, applicant must list any stockholders, partners, or members with **ownership of 10% or more in the applicant**. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name	Date of Birth (MM/DD/YY)
Anna B. Arellanes	01/15/2002

Street Address				
28260 Highway 160 # 45				

City	State	ZIP Code	Position	%Owned
Cortez	CO	81321	Owner	100

Name	Date of Birth (MM/DD/YY)

Street Address				

City	State	ZIP Code	Position	%Owned

Name	Date of Birth (MM/DD/YY)

Street Address				

City	State	ZIP Code	Position	%Owned

Name	Date of Birth (MM/DD/YY)

Street Address				

City	State	ZIP Code	Position	%Owned

Name	Date of Birth (MM/DD/YY)

Street Address				

City	State	ZIP Code	Position	%Owned

** If applicant is owned 100% by a parent company, please list the designated principal officer on above.

** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)

** If total ownership percentage disclosed here does not total 100%, applicant must check this box:

☐ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.

Oath Of Applicant

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer and Wine Code which affect my license.

Printed Name

Anna B. Arellanes

Title

Owner

Authorized Signature

Anna Arellanes

Date (MM/DD/YY)

08/17/20

Report and Approval of Local Licensing Authority (City/County)

Date application filed with local authority

Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)

For Transfer Applications Only - Is the license being transferred valid?..... ☐ Yes ☐ No

The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:

☐ Fingerprinted

☐ Subject to background investigation, including NCIC/CCIC check for outstanding warrants

That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license

(Check One)

☐ Date of inspection or anticipated date

☐ Will conduct inspection upon approval of state licensing authority

☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000? ☐ Yes ☒ No

☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000? ☐ Yes ☒ No

NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.

☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period? ☐ Yes ☒ No

The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. **Therefore, this application is approved.**

Local Licensing Authority for Telephone Number ☐ Town, City
☐ County

Printed Name		Title	
Signature		Date (MM/DD/YY)	
Printed Name		Title	
Signature		Date (MM/DD/YY)	

Tax Check Authorization, Waiver, and Request to Release Information

I, Anna Arellanes

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter
"Waiver") on behalf of

(the "Applicant/Licensee")

Junction Enterprises LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)

Anna Belle Arellanes ; Junction Enterprises LLC

Social Security Number/Tax Identification Number

652-22-7042

Home Phone Number

(910)500-2912

Business/Work Phone Number

Street Address

28260 Hwy 160 # 45 Cortez CO 81321

City

Cortez

State

ZIP Code

Printed name of person signing on behalf of the Applicant/Licensee

Anna

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)

Date Signed

Anna Arellanes

8/17/20

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



Colorado Secretary of State

Colorado Secretary of State

ID#: 20261933899

Document #: 20261933899

Filed on: 07/29/2026 06:33:40 PM

Paid: \$50.00

Articles of Organization for a Limited Liability Company

filed pursuant to § 7-90-301 and § 7-80-204 of the Colorado Revised Statutes (C.R.S.)

The domestic entity name of the limited liability company is Junction Enterprises LLC

The principal office street address is

309 N Broadway
Cortez CO 81321
US

The principal office mailing address is

309 N Broadway
Cortez CO 81321
US

The name of the registered agent is ANNA BELLE ARELLANES

The registered agent's street address is

28260 Highway 160 Trlr 45
Cortez CO 81321
US

The registered agent's mailing address is

28260 Highway 160 Trlr 45
Cortez CO 81321
US

The person above has agreed to be appointed as the registered agent for this entity.

The management of the limited liability company is vested in Members

There is at least one member of the limited liability company.

Person(s) forming the limited liability company

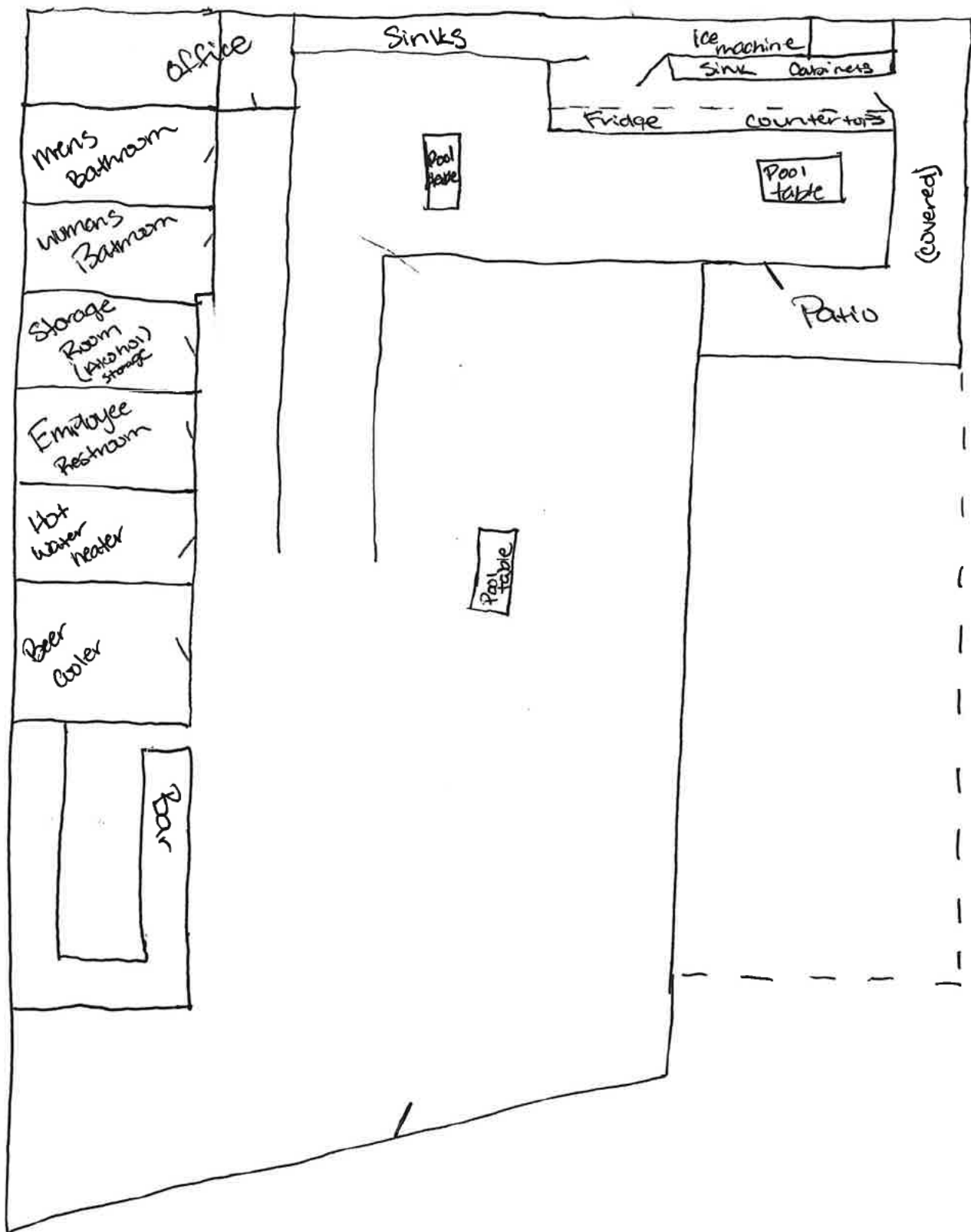
Anna B Arellanes
28260 Highway 160 Trlr 45
Cortez CO 81321
US

Causing this document to be delivered to the Secretary of State for filing shall constitute the affirmation or acknowledgment of each individual causing such delivery, under penalties of perjury, that the document is the individual's act and deed, or that the individual in good faith believes the document is the act and deed of the person on whose behalf the individual is causing the document to be delivered for filing, taken in conformity with the requirements of part 3 of article 90 of title 7, C.R.S., and, if applicable, the constituent documents, and the organic statutes, and that the individual in good faith believes the facts stated in the document are true and the document complies with the requirements of that Part, the constituent documents, and the organic statutes.

This perjury notice applies to each individual who causes this document to be delivered to the Secretary of State, whether or not such individual is named in the document as one who has caused it to be delivered.

Name(s) and address(es) of the individual(s) causing the document to be delivered for filing

Julie Sturman
PO Box 893
Cortez CO 81321
US



OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Junction Enterprises LLC

is a

Limited Liability Company

formed or registered on 07/29/2026 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20261933899 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 08/14/2026 that have been posted, and by documents delivered to this office electronically through 08/17/2026 @ 13:00:25 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 08/17/2026 @ 13:00:25 in accordance with applicable law. This certificate is assigned Confirmation Number 18916062 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

COMMERCIAL LEASE AGREEMENT

1. **THE PARTIES.** This Commercial Lease Agreement ("Agreement") is made on Monday 3 August 2026, by and between:

Landlord: Centenario LLC, with a mailing address of 309 North Broadway Cortez CO 81321 ("Landlord"), who agrees to lease the Premises to:

Tenant: Junction Enterprises LLC, with a mailing address of 28260 Highway 160 #45 Cortez CO 81321 ("Tenant"), who agrees to rent the Premises under the following terms:

Landlord and Tenant are each referred to herein as a "Party" and, collectively, as the "Parties."

2. **LEASED PREMISES.** The Landlord agrees to lease to the Tenant the following described space:

Street Address: 309 North Broadway Cortez Colorado 81321

Type of Space: Building & Parking lot

Square Feet: Na SF

Other Description:

Hereinafter known as the "Premises."

3. **TERM.** This Agreement shall be considered a: (check one)

☒ - **Fixed Lease.** The Tenant shall be allowed to occupy the Premises starting on 3 August 2026 and ending on 3 August 2031.

☐ - **Month-to-Month Lease.** The Tenant shall be allowed to occupy the Premises on a month-to-month arrangement starting on _____ and ending upon written notice of _____ days from one Party to the other.

Hereinafter known as the "Initial Term."

4. **SECURITY DEPOSIT.** The Tenant is obligated to pay: (check one)

☐ - **No Security Deposit.**

☒ - **Security Deposit Required.** The Tenant is required to pay \$ \$1000.00 and shall be due and payable in advance of the Initial Term and shall be held in escrow by the Landlord in a separate bank

account as security for the successful performance of the terms and conditions of this Agreement. The Security Deposit may not be used to pay the last month's rent.

5. RENT. During the Initial Term, there shall be: (check one)

☒ - **No Rent Increases.**

Monthly Rent: \$ 1,500

☐ - **Increases in Rent.** The Tenant shall be obligated to pay rent for the Initial Term in accordance with the following time periods:

Hereinafter known as the "Base Rent."

6. PERCENTAGE RENT. In addition to the Base Rent, there is: (check one)

☒ - **No Percentage Rent.**

☐ - **Percentage Rent.** The Tenant must pay ____% of _____ (gross sales, net sales, etc.). Such payments shall be made, with proof of calculation: (check one)

☐ - Monthly

☐ - Quarterly

☐ - Annually

Hereinafter known as "Percentage Rent." The Base Rent and the Percentage Rent shall be referred collectively to as the "Rent."

7. RENEWAL PERIODS. The Tenant shall have: (check one)

☐ - **No Option to Renew.**

☒ - **Option(s) to Renew.** The Tenant has the option to renew this Agreement under the following terms:

Lease agreement followed by both Landlord and tenant.

8. **PAYMENT INSTRUCTIONS.** Tenant shall pay the Landlord the Rent amount on the 1st day of the month ("Due Date") per the following instructions:
-

9. **LATE FEE.** If Rent has not been paid on the Due Date, there is: (check one)

☒ - **No Late Fee.**

☐ - **Late Fee Required.** If the Rent is not paid within _____ day(s) of the Due Date, the Landlord shall charge a penalty in the following manner: (check one)

☐ - **Flat Fee.** The late fee shall equal \$_____ and applied each ☐ occurrence ☐ day until the Rent is paid in full.

☐ - **Based on Interest.** The late fee shall equal the Rent Due with interest accumulating at a rate of _____% per annum and applied each ☐ occurrence ☐ day until the Rent is paid in full.

All late payments made related to Rent shall be first applied to the late fee and all remaining amounts toward the outstanding Rent amounts.

10. **LIABILITY INSURANCE.** The Tenant is: (check one)

☒ - **Not Required to Obtain Liability Insurance.**

☐ - **Required to Obtain Liability Insurance.** The Tenant is required to obtain general liability insurance with a minimum coverage of \$_____ per occurrence and \$_____ aggregate.

11. **PROPERTY EXPENSES.** The Tenant shall be required to pay their prorated share of property expenses: (check one)

☒ - **No Property Expenses.** The Tenant shall not be obligated to pay any fees related to real estate taxes, insurance, or common area maintenance expenses.

☐ - **Property Expenses.** The Tenant shall be required to pay prorated CAM fees for their share of the entire property: (check all that apply)

☐ - Real Estate Taxes

☐ - Property Insurance

☐ - Common Area Maintenance (CAMs)

☐ - Other. _____.

12. **DELIVERY OF PREMISES.** The Landlord agrees to deliver the Premises on the Initial Term in the following condition: (check one)

☒ - **As-Is.** The Tenant agrees to accept delivery of the Premises in its current condition.

☐ - **Vanilla Box.** The Tenant agrees to accept delivery of the Premises in a standard "vanilla box," with the Tenant being required to provide fixtures, furniture, or any other buildouts. All utilities and services shall be brought to connection with the Premises.

☐ - **Custom Fit-Out.** The Landlord and Tenant agree that the Premises shall be delivered on the 1st day of the Initial Term in accordance with the following arrangement:

13. **PARKING.** The Premises shall have the following: (check one)

☐ - **No Parking Provided.** The Tenant acknowledges that the Landlord shall provide no parking on the Premises.

☒ - **Parking Provided.**

a.) Type of Parking. The Landlord agrees to provide: (check one)

☐ - **Shared or Common Parking.**

☐ - **Designated Parking.** A minimum of ____ parking space(s).

b.) Parking Fees. The parking space(s) come with: (check one)

☐ - **No Fee.** The Tenant shall not pay a fee for parking access.

☐ - **Monthly Fee.** The fee for the parking spaces shall be \$_____ per month for ☐ each ☐ all parking space(s).

14. **LEASEHOLD IMPROVEMENTS.** Regarding making improvements to the Premises, the Tenant is: (check one)

☐ - **Not Allowed to Make Changes.** The Landlord does not allow the Tenant to make improvements or changes to the Premises unless written consent is granted.

☒ - **Allowed to Make Changes.** The Landlord allows the Tenant to make changes to the Premises under the condition that any change made must be reverted to its original condition at the termination of this Agreement, unless otherwise agreed upon by the Landlord.

15. **USE.** The Tenant agrees to use the Premises for: (check one)

☒ - **All Purposes Legal under Law.**

☐ - **Only for the Following Purpose(s):** _____
Any change in the above-mentioned purposes of the Premises shall only be permitted upon the Landlord's prior written consent.

16. **EXCLUSIVE USE.** The Tenant is: (check one)

☐ - **Not Granted a Non-Compete.**

☐ - **Granted a Non-Compete.** The Tenant shall possess a non-compete as part of this Agreement that prohibits the Landlord from leasing any other portion of the Premises, or abutting properties, for the following uses: _____

17. **SUBLETTING.** The Tenant is: (check one)

☒ - **Not Allowed to Sublet.** The Tenant is not permitted to sublet the Premises unless written authorization is granted.

☐ - **Allowed to Sublet.** The Tenant is allowed to sublet the Premises with: (check one)

☐ - No Approval. No written approval is required by the Landlord.

☐ - Approval Needed. Written approval is required by the Landlord.

18. **DEFAULT AND POSSESSION.** If the Tenant doesn't pay rent or breaches other terms of the Agreement and fails to correct this within 15 days notice, the Landlord can terminate the Agreement. The Landlord can then re-enter the Premises, take possession, and hold any of the Tenant's property on the Premises as security for unpaid rent or other defaults. The Landlord can also take steps to re-lease the Premises, at the Tenant's expense, and sue for damages or past due rent.

19. **DISPUTE RESOLUTION.** In the event of any dispute arising out of or relating to this lease agreement, the parties agree to first attempt to resolve the matter amicably through direct negotiation. If a resolution cannot be reached within thirty (30) days, the parties agree to engage in mediation with a mutually agreed-upon mediator. Should mediation fail to resolve the dispute, the parties agree that the dispute will be resolved through binding arbitration conducted in accordance with the rules of [specify arbitration association]. The decision of the arbitrator will be final and binding on both parties.
20. **LICENSES AND PERMITS.** The Tenant must keep all necessary local, state, and federal permits on-site and present them to the Landlord, their agents, or government officials upon request.
21. **OBLIGATIONS OF TENANT.** The Tenant is responsible for maintaining the entranceway, minor repairs, waste removal, and overall cleanliness of the Premises. Any damage caused by the Tenant's negligence must be reported and repaired, with costs covered by insurance or the Tenant. The Tenant must comply with all laws and avoid keeping hazardous materials on the Premises.
22. **INSURANCE.** If the Tenant fails to obtain or maintain required insurance, the Landlord can obtain insurance and charge the Tenant. The Tenant should not keep items that could increase insurance premiums, and if their actions do increase premiums, they must cover the cost.
23. **DAMAGE TO LEASED PREMISES.** If damage not caused by the Tenant makes the Premises unfit for use, Rent will be adjusted or stopped until repairs are made. The Landlord's responsibility for repairs is limited to the insurance proceeds available for reconstruction.
24. **INDEMNIFICATION.** The Tenant must indemnify the Landlord against all liabilities arising from their use of the Premises, including any latent defects unknown to the Landlord.
25. **BANKRUPTCY – INSOLVENCY.** If the Tenant becomes bankrupt or insolvent, the Landlord can end the Agreement and re-enter the Premises, and the leased Premises will not be considered an asset in any bankruptcy proceedings.
26. **SUBORDINATION AND ATTORNMENMENT.** The Tenant agrees to subordinate their lease rights to any mortgages on the property and to recognize any purchaser as the new Landlord in case of foreclosure or sale.
27. **MISCELLANEOUS TERMS.**
- a. The Tenant must comply with all legal regulations, avoid hazardous activities, and obtain the Landlord's consent for signage.
 - b. Pets are allowed only for disability needs.

c. The Tenant accepts the Premises 'as is' and allows the Landlord entry for inspections or repairs.

28. **ESTOPPEL CERTIFICATE.** Upon request, the Tenant must provide a statement confirming the lease's status, any modifications, rent payment status, and any Landlord defaults.
29. **HOLDOVER.** If the Tenant stays in the premises after the lease ends without a new agreement, it creates a month-to-month tenancy, terminable with 30 days' notice by either party.
30. **WAIVER.** Waiver by Landlord of a default under this Agreement shall not constitute a waiver of a subsequent default of any nature.
31. **GOVERNING LAW.** This Agreement shall be governed by the laws of the State where the Premises is located.
32. **NOTICES.** Payments and notices shall be addressed to the following:

Landlord

Name: CENTENARIO LLC Phone: 970-560-5997
Address: 309 N. Broadway Blvd (B2152, CO 81321)
E-Mail: _____

Tenant

Name: Junction Enterprises LLC Phone: (970) 660-2912
Address: the junction 970 @ gmail.com
E-Mail: 28260 Hwy 160 #45 Cortez CO 81321

33. **AMENDMENT.** No amendment of this Agreement shall be effective unless reduced to writing and subscribed by the Parties with all the formality of the original.
34. **BINDING EFFECT.** This Agreement and any amendments thereto shall be binding upon the Landlord and the Tenants and/or their respective successors, heirs, assigns, executors, and administrators.
35. **ATTACHMENTS.** The following attachments are incorporated herein: (check all that apply and describe)

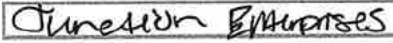
- ☐ - _____
- ☐ - _____
- ☐ - _____
- ☐ - _____
- ☐ - _____

36. **ADDITIONAL TERMS & CONDITIONS.**

IN WITNESS WHEREOF, the Parties have indicated their acceptance of the terms and conditions of this Agreement by their signatures below on the dates indicated.

Landlord's Signature:  Date: 08-17-2026
Print Name: CENTENARIO LLC

Tenant's Signature: Date:
Print Name:

Tenant's Signature:  Date: 08-17-2026
Print Name: Junction Enterprises LLC

Danielle Wells

From: The Junction <thejunction970@gmail.com>
Sent: Tuesday, August 18, 2026 10:55 AM
To: Danielle Wells
Subject: Junction Enterprises LLC Sales tax license

Good morning, Danielle.

Here is my state sales tax license for Junction Enterprises LLC : 97241600

Also, what are the chances that you can put me on the September 22nd agenda?

Thanks!
Anna

BALLANTINE

COMMUNICATIONS

Campaign No.	36972
Today's Date	16 Sep 2026
P.O. Number	
Sales Rep	Tamara Desrosiers

This is a quote for approval, not an invoice. Advanced payments may be accepted.

bill-to

City Of Cortez

123 Roger Smith Ave
Cortez, CO 81321
Tel: 970 565-3402
Account No: 100398

advertiser

City Of Cortez

123 Roger Smith Ave
Cortez, CO 81321
Tel: 970 565-3402
Account No: 100398

campaign summary

Description	Hearing, Liquor License, Junction Enterprises - Danielle Wells
Start Date	9/30/2026
End Date	10/6/2026
Currency	

cost summary

Base Amount	\$61.69
Adjustments	\$0.00
Gross Amount	\$61.69
Agency Commission	\$0.00
Net Amount	\$61.69
Estimated Tax	\$0.00
Total	\$61.69

Pre-Payment Details

Pre-Payment Amount	Pre-Payment Date	Pre-Payment Card No.
--------------------	------------------	----------------------

No Pre-Payments on this order

print lines

Line No.	Product	Description	Issue / Run Date	Quantity	Rate	Adjusted Rate	Amount
77352	The Journal	TJ Private Legal	9/30/2026	1	61.69	61.69	61.69

36972

PUBLIC NOTICE

PUBLIC NOTICE IS HEREBY GIVEN that a public hearing will be held for the consideration of a new Tavern Liquor License for Junction Enterprises LLC DBA The Junction, located at 309 North Broadway, Cortez, Colorado.

Line No.	Product	Description	Issue / Run Date	Quantity	Rate	Adjusted Rate	Amount
		The public hearing will be held at 7:30 p.m., on Tuesday, October 13, 2026, in City Council Chambers at the Cortez City Hall, 123 Roger Smith Avenue, Cortez, Colorado. Any interested persons may appear at the hearing and be heard. Written comments may also be submitted to the City Clerk's Office prior to the hearing. Further information concerning this matter may be obtained by contacting the City Clerk at the address above, calling 970-564-4008 or email at cityclerk@cortezco.gov. Published in The Journal September 30, 2026.					

digital lines

Line No.	Product	Description	Start	End	Quantity	Rate	Amount
-- No Line Items --							

other lines

Line No.	Product	Description	Start	End	Quantity	Rate	Amount
77353	TJ Adpay/4C Marketplace Online	Class Liner Non-Recruitment	9/30/2026	10/6/2026	7	0.00	0.00

309

NOTICE

PURSUANT TO THE LIQUOR LAWS
OF COLORADO

Junction Enterprises LLC DBA The Junction
309 North Broadway
Cortez CO 81321

HAS REQUESTED THE LICENSING
OFFICIALS OF THE CITY OF CORTEZ
TO ISSUE A Tavern Liquor

LICENSE AT: 309 North Broadway
Cortez CO 81321

HEARING ON APPLICATION TO BE HELD AT:
CORTEZ CITY HALL, CITY COUNCIL
CHAMBERS

123 ROGER SMITH AVE CORTEZ, CO 81321

TIME AND DATE: Tuesday, October 13, 2026 at 7:30 p.m.

DATE OF APPLICATION: August 17, 2026

BY ORDER OF: CORTEZ CITY COUNCIL

OFFICERS: Anna B. Arellanes

PETITIONS, REMONSTRANCES, AND
COMMENTS MAY BE FILED WITH THE CITY
CLERK AT CITYCLERK@CORTEZCO.GOV OR
123 ROGER SMITH AVE CORTEZ CO 81321

BUSINESS HOURS:

Mon.	CLOSED	to	
Tues.	CLOSED	to	
Wed.	1:00	to	9:00
Thur.	6:00	to	2:00
Fri.	6:00	to	2:00
Sat.	6:00	to	2:00
Sun.	12:00	to	6:00

WARNING: It is against the law for anyone to sign any petition with any name other than his or her own or to knowingly sign his or her name more than once for the same issue.

Petition to the Cortez City Council regarding a
Tavern Liquor License

TO: Junction Enterprises LLC DBA The Junction

ADDRESS: 309 North Broadway, Cortez, CO 81321

NEIGHBORHOOD SET BY COUNCIL as the City Limits of the City of Cortez
PUBLIC HEARING ON THIS APPLICATION WILL BE HELD ON Tuesday, October 13, 2026, at 7:30 p.m., in the Cortez Council Chambers, located at 123 Roger Smith Avenue, Cortez, Colorado.
PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE SIGNING THIS PETITION.

1. You must be at least 21 years old.
2. You must be a resident of the neighborhood, or an owner or manager of a business within the neighborhood.

READ CAREFULLY: I, the undersigned, declare, under penalty of perjury, that I am at least 21 years of age; that I am a resident of the neighborhood, or an owner or manager of a business in the neighborhood, as set by Council.

If you **favor/support** this application because present liquor establishments of this type are insufficient for your present needs and it is your desire this license, be issued, sign the petition **favor "yes"**.

If you **oppose/do not support** this application because present liquor establishments of this type are sufficient for your needs and it is your desire this license is not issued, please sign the petition **opposed "no"**.

Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/24	Vale Bagg	[Signature]	321 S Broadway	X		
9/24	Michael [unclear]	[Signature]	308 S Market	X		
9/24	Bonnie [unclear]	[Signature]	9203 I. [unclear]	✓		
9/24	Juan Calo	[Signature]	203 7th St	X		
09/24	Juan Antonio Garcia	[Signature]	621 N Elm St	yes		
09/24	Juan Dora Garcia	[Signature]	622 N Elm St	yes		
9/24	3-day Clark	[Signature]	310 S Main	yes		
9/24	Donna Clark	[Signature]	310 S Main	yes		
9/24	Laetha Lechman	[Signature]	24 West 2nd St	yes		
9/24	Edwar [unclear]	[Signature]	24 West 2nd St	yes		
9/24	Minh Phan	[Signature]	215 S Sligo	Yes		
9/24	Halle Chupp	[Signature]	1606 E Empire	✓		
9/25	Valerie Sharp	[Signature]	2717 S. Broadway	yes		
9/25	Garry Sharp	[Signature]	2717 S. Broadway	yes		
9/25	Cody Sharp	[Signature]	705 Memorial Dr	yes		

OATH OF CIRCULATOR
I, Anna Arellanes, declare under penalty of perjury that I was the circulator of the foregoing petition; that I am at least 21 years of age; that I reside at 28260 Hwy 160 #45 Cortez; and that I witnessed each signature written above.

[Signature]
SIGNATURE

9/28/20
DATE

WARNING: It is against the law for anyone to sign any petition with any name other than his or her own or to knowingly sign his or her name more than once for the same issue.

Petition to the Cortez City Council regarding a
Tavern Liquor License

TO: Junction Enterprises LLC DBA The Junction

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If you **oppose/do not support** this application because present liquor establishments of this type are sufficient for your needs and it is your desire this license is not issued, please sign the petition **opposed "no"**.

Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/23	Susan Owen	[Signature]	609 Colorado	✓		
9/23	Stephanie Walls	[Signature]	1705 Aldridge	✓		
9/23	Rebecca Walls	[Signature]	30850 Road 22 Cortez	✓		
9/23	Shawn White	[Signature]	10475 Rd 23 Cortez CO	✓		
9/23	Keith Hawkins	[Signature]	2704 Golf Course Dr	✓		
9/23	J. KETTER	[Signature]	2258 Golf Course Dr	✓		
9/23	Andrea MacDonald	[Signature]	2712 Fairway Drive	✓		
9/23	Lance Olson	[Signature]	6842-0514	✓		
9/23	Jeff Cullihan	[Signature]	101 North Broadway	✓		
9/23	William Drenth	[Signature]	701 N. Broadway	✓		
9/23	VIRGIL HOLT	[Signature]	240 N. LINDEN	✓		
9/23	Berto Pacheco	[Signature]	717 So Broadway	✓		
9/23	Gary Cummins	[Signature]	717 S Broadway	✓		
9/23	Jacob Derengowski	[Signature]	806 S Broadway	✓		
9/23	Jatona Coma	[Signature]	390 South Broadway	✓		

OATH OF CIRCULATOR
I, Anna Drelones, declare under penalty of perjury that I was the circulator of the foregoing petition; that I am at least 21 years of age; that I reside at 78260 US 160 #45 Cortez; and that I witnessed each signature written above.

[Signature]

SIGNATURE

9/28/26

DATE

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Petition to the Cortez City Council regarding a
Tavern Liquor License

TO: Junction Enterprises LLC DBA The Junction

ADDRESS: 309 North Broadway, Cortez, CO 81321

NEIGHBORHOOD SET BY COUNCIL as the City Limits of the City of Cortez
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If you **oppose/do not support** this application because present liquor establishments of this type are sufficient for your needs and it your desire this license is not issued, please sign the petition **opposed "no"**.

Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/23	Annabelle Pietsch	[Signature]	50 N. Broadway	X		
9/23	CHRIS HEART	[Signature]	223 N. MAPLE	X		
9/23	Aislynn O'Brien	[Signature]	15 N. Maple	X		
9/23	Kaitly Sparks	[Signature]	15 N. Maple	X		
9/23	Ben Stokes	[Signature]	106 E 2nd St	X		
9/23	Mariah Porter	[Signature]	2015 N. Maple	X		
9/23	Jenna Hankins	[Signature]	15 N. Maple	X		
9/23	Karelinch	[Signature]	36 N. Maple	X		
9/23	Falestia Reichman	[Signature]	329 W. Montezuma	X		
9/23	Randy Pixler	[Signature]	322 N. Broadway	X		
9/23	Brooklynne Petersen	[Signature]	330 W. Broadway	X		
9/23	Valerie Kibbel	[Signature]	330 N. Broadway	X		
9/23	Lori Seward	[Signature]	530 N. Broadway	X		
9/23	Bryan Melchor	[Signature]	800 N. Broadway	X		
	Joan Johnson	[Signature]		X		

No address

I, Anna Arellanes, OATH OF CIRCULATOR, declare under penalty of perjury that I was the circulator of the foregoing petition; that I am at least 21 years of age; that I reside at 28260 Hwy 160 #45; and that I witnessed each signature written above.

[Signature]
SIGNATURE

9/28/26
DATE

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Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9-23	Jordan McDonald	[Signature]	525 N Broadway	✓		yes
	Kyle Polich	[Signature]	N Broadway	✓		
9-23	Blaine Olson	[Signature]	237 W Main St	✓		
	Debra Jordan	[Signature]	810 Ridge Dr	✓		
9-23	Mercedes Howard	[Signature]	209 W. Main St.	✓		
9-23	Justice Ramos	[Signature]	209 W. Main St	✓		
9/23	Tyler Bruce	[Signature]	209 W. Main St	✓		
9/23	Melanie Dennis	[Signature]	1 W. Main St.	✓		
9/23	Adam Moore	[Signature]	33 E Main St	✓		
9/23	BRAD MOORE	[Signature]	33 E Main	✓		
9/23	Miranda Bubernath	[Signature]	37 E Main	✓		
9/23	David Scales	[Signature]	13 E Main	✓		
9/23	Connie Leighton	[Signature]	443 E Main	✓		
9/23	Alicia Simpson	[Signature]	645 E Main	✓		
9/23	Annalisa Gray	[Signature]	1013 E Main	✓		

I, Anna Arellanes, OATH OF CIRCULATOR, declare under penalty of perjury that I was the circulator of the foregoing petition; that I am at least 21 years of age; that I reside at 2840 Hwy 110 #45; and that I witnessed each signature written above.

[Signature]
SIGNATURE

9/28/26
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Out of City
Limits

Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/23	Chad Fox	[Signature]	1013 E. Main	✓		
9/23	Raul Paredes	[Signature]	1115 E Main	✓		
9/23	DANIEL GOWNS	[Signature]	6000 1/2 S. 12th	✓		
9-23	Zach Kautz	[Signature]	2805 7th	✓		
9-23	Peggy Hewitt	Peggy Hewitt	329 S EIM St	X		
9-23	JERRY HEWITT	Jerry Hewitt	329 S EIM St	X		
	Brenda May	Brenda May	1119 E Main	X		
9-23	THOMAS HUBBARD	THOMAS HUBBARD	N23 E Main	✓		
9-23	Ernie Padilla	Ernie Padilla	1918 Red King Rd	X		
9/23	ELENA WATTS	[Signature]	815 Schestner	✓		
9-23	Victoria Stevens	Vicki St	2121 E Main	✓		
9/23	Brooklyn Ward	Brooklyn Ward	2121 E Main	✓		
9/23	Jackie Hood	Jackie Hood	920 n. state	✓		
9/23	Hopie Darrin	[Signature]	6085 Madison	✓		
9/28	Anna Paulus	Anna Paulus	2228 E Main	✓		

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Anna Paulus
SIGNATURE

9/28/26
DATE

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Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9-23-26	Lena Gailawa	[Signature]	1512 E Downing	✓		
9-23-26	Lee Lurtis	[Signature]	2212 E Main	✓		
9-23-26	Kia Willden	[Signature]	2040 E Main	✓		
9/23/26	Andrew Vern	[Signature]	2044 Main	✓		
9/23/26	David Boody	[Signature]	2020 E Main	✓		
9/23/26	Rashawnya Beary	[Signature]	2020 E Main	✓		
9/23/26	Katie Williams	[Signature]	718 E Main St	✓		
9/23/26	Mary Fuller	[Signature]	622 N Washington	✓		
9/23/26	Hope Bell	[Signature]	2395 R 165	✓		
9/23/26	Aaron Cato	[Signature]	14175 Rd 21	✓		
9/23/26	Jordy Gonzalez	[Signature]	15687 Rd 11	✓		
9/23/26	Jordy Gonzalez	[Signature]	1302 S. Chestnut	✓		
	Merlin Tuma	[Signature]	451 W 1st Main St	✓		
9.23.26	Taylee Dennison	[Signature]	1702 Abbadge Rd	✓		
9/23/26	Erik Quilo	[Signature]	227 N Market	✓		

Out of City Limits

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[Signature]
SIGNATURE

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Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/23	Luis Robles	Luis Robles	345 S. S. Maple St	✓		
9/23	Tori Rule	Tori Rule	1414 Navajo St	✓		
9/23	EDUARDO NEPI	[Signature]	1110 Delgado	✓		
9/24	ASPENSTREGLMEY	[Signature]	1850 E Main	✓		
9/24	Carlos Rodriguez	[Signature]	1430 E. Main	✓		
9/24	Frank [unclear]	[Signature]	1620 E. Army	✓		
9/24	Adam Felsen	[Signature]	1856 E. Main	✓		
9/24	Tony Daniel	[Signature]	322 S. Valley	✓		
9/24	[unclear]	[Signature]	126 E. Main	✓		
9/24	[unclear]	[Signature]	110 E. Main	✓		
9/24	Erin Hanson	[Signature]	408 Main	✓		
9/24	Tiffany Rando	[Signature]	34 E. Main	✓		
9/24	Amanda Holt	[Signature]	2 W. Main	✓		
9/24	Brittney Morgan	[Signature]	34 W. Main	✓		
9/24	Charlene Thompson	[Signature]	15 Chestnut	✓		

I, Anna Arellanes OATH OF CIRCULATOR, declare under penalty of perjury that I was the circulator of the foregoing petition; that I am at least 21 years of age; that I reside at 28210 Hwy 1100 #45; and that I witnessed each signature written above.

Anna Arellanes
SIGNATURE

9/28/26
DATE

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Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/24	Scott Darwin	[Signature]	130 W Main	X		
9/24	PEREGRIN	[Signature]	901 COTTON	X		
9/24	Addison Davis	[Signature]	345 W. Main	X		
9/24	Hendal Dixon-Calkin	[Signature]	1510 E MAIN ST	X		
9/24	Perla A. Leon	[Signature]	321 S. Broadway	X		
9/24	Leanny [unclear]	[Signature]	1202 S Broadway	X		
9/24	JEFF MATHIAS	[Signature]	310 N. Linden	X		
9/24	Deborah Schuler	[Signature]	707 N Market	X		
9/24	Dorrie Battle	[Signature]	215 S Signo #4	X		
9/24	Randee [unclear]	[Signature]	215 S Signo #5	X		
9/24	RANDY PEEDLER	[Signature]	215 S Signo #6	X		
9/24	Passon Thompson	[Signature]	1430 E main st	X		
9/24	JUAM	[Signature]	1740 Main	X		
9/24	Robert S. Hobbs	[Signature]	603 Detroit Ave	X		
	BILL THOMPSON	[Signature]		X		

No address

I, Anna Arellanes, OATH OF CIRCULATOR, declare under penalty of perjury that I was the
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28200 Hwy 100 #45; and that I
witnessed each signature written above.

[Signature]
SIGNATURE

9/28/26
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Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
9/25	Jennifer Huscher	Jennifer Huscher	277 S. Broadway	Yes		
9/26	Alexandra Haest	Alexandra Haest	507 N. Dolores Rd	Yes		
9/26	Leticia Camis	Leticia Camis	302 N. Henry St	Yes		
9/26	Gillian Whitte	Gillian Whitte	12042 Hwy 145	Yes		
9/26	Little Crawford	Little Crawford	24132 Rd 1	Yes		
9/26	Michaela Stinner	Michaela Stinner	621 N Elm St	Yes		
9/26	Stephanie Quezada	Stephanie Quezada	203 7th St	Yes		
9/26	Nayeli Garcia	Nayeli Garcia	2279 Hawkins St	Yes		
9-26	Vanessa Corral	Vanessa Corral	2279 Hawkins St	Yes		
9-26	Jantrell Quezada	Jantrell Quezada	203 7th St	Yes		
9/26	Julian Torres	Julian Torres	641 S Broadway	Yes		
9/27	Georgina Pareda	Georgina Pareda	1204 E Main St	Yes		
9/27	Jordan L.	Jordan L.	15302 RA CC	Yes		
9/27	Keegan Spadok	Keegan Spadok	141660 Rd 28	Yes		
9/27	Kaysie Horne	Kaysie Horne	1428 W Mildred Rd	Yes		

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Anna Arellanes
SIGNATURE

9/28/26
DATE

9/28/26
DATE

**INTERGOVERNMENTAL AGREEMENT REGARDING PROPERTY LOCATED AT
309 N. BROADWAY, CORTEZ, COLORADO**

THIS Intergovernmental Agreement (this "IGA"), is made effective this 22nd day of September, 2026 (the "Effective Date"), by and between the CITY OF CORTEZ, COLORADO, a Colorado home-rule municipality (the "City,") and MONTEZUMA COUNTY, COLORADO, a Colorado statutory county and political subdivision of the State of Colorado (the "County"). The City and the County may be referred to herein individually as a "Party," and collectively as the "Parties."

Recitals

- A. The westerly portion of that certain building located at 309 N. Broadway, Cortez, Colorado (the "Building"), comprising approximately 1/3rd of the Building's footprint, is located in the County; and
- B. The easterly portion of the Building, comprising approximately 2/3rds of its footprint, is located in the City.
- C. The legal address of the Building is 309 N. Broadway, Cortez, Colorado, which is located within the City.
- D. To effectuate more efficient local government and more effectively regulate the land use and other local government functions relating to the Building, the City and the County desire to enter into this IGA.

NOW, THEREFORE, the City and the County agree as follows:

1. Liquor, Marijuana, and Natural Medicine License Regulation

The City shall have responsibility for regulating the Building for any liquor, marijuana, or natural medicine licenses, and any other land use permits and approvals, and any related enforcement actions concerning the Building and any attached porches, patios and other improvements located immediately adjacent to the Building.

2. Authority

This IGA is entered into pursuant to C.R.S. § 29-1-203, which authorizes public agencies to contract with one another to perform governmental functions and deliver public services.

3. Term

This IGA shall commence on the Effective Date and continue for the later to occur of (1) either Party provides the other Party with a one (1) year written notice of its intent to terminate, (2) until after such notice to terminate, any approved license or other City approval relating to the Building has expired, or (3) the portion of the property upon which the Building is located that is located in the County is annexed into the City, or the property that is located in the City is disconnected from the City.

4. Governmental Immunity.

Nothing in this IGA shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to either Party, its officials, officers, employees, and agents, or any other person acting on behalf of either Party and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10, Part 1, of the Colorado Revised Statutes. This Section shall survive termination of this IGA.

5. Governing Law – Venue - Jurisdiction

This IGA shall be governed by and construed in accordance with the laws of the State of Colorado, and venue and jurisdiction for any action to dispute, interpret or enforce it shall be in the State District Court of Montezuma County, Colorado.

6. Amendments

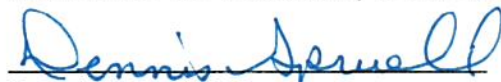
This IGA may only be amended in writing, signed by both Parties.

7. Entire Agreement

This IGA represents the entire understanding between the Parties and supersedes all prior negotiations or agreements, whether oral or written.

THE PARTIES AGREE TO THIS IGA EFFECTIVE AS OF THE EFFECTIVE DATE STATED ABOVE.

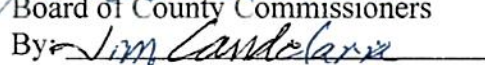
THE CITY OF CORTEZ, COLORADO


Dennis Spruell, Mayor

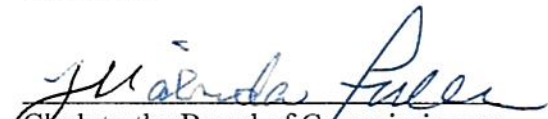
ATTEST:


Danielle Wells, City Clerk

MONTEZUMA COUNTY, COLORADO


Board of County Commissioners
By: 
Title: 

ATTEST:


Clerk to the Board of Commissioners



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Petition to the Cortez City Council regarding a
Tavern Liquor License

RECEIVED

OCT 06 2026

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Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
10/5	Stacey Hall	Stacey Hall	611 Detroit		✓	
10/5	Olga Lounis	Olga Lounis	1305 Jackson St		✓	
10/5	Jami Luther	Jami Luther	321 S Broadway		✓	
10/5	Chet Hurrip	Chet Hurrip	882 Brooks St	✓		
10/5	Stacy Lounis	Stacy Lounis	2302 10th St		✓	
10/5	Kristyn Spruill	Kristyn Spruill	448 W. Main Ct		✓	
10/5	Michele McCabe	Michele McCabe	195 Broadway		✓	Fraud
10/5	Tony & Debbie	Tony & Debbie	706 W. North	✓		
10/5	Budny Fancin	Budny Fancin	702 W. North		✓	N/A
10/5	Jeff Callahan	Jeff Callahan	101 N Broadway	✓		
10/5	Houston Frail	Houston Frail	127 N Broadway	✓		
10/5	Nancy EVANSON	Nancy EVANSON	404 W MAIN ST	✓		
10/5	Serrat Hankins	Serrat Hankins	157 Maple St		✓	
10-5	Zachary Davis	Zachary Davis	19 N Maple St	✓		
10-5	Para Linch	Para Linch	36 W. Main St		✓	gal signed no before wasn't honest.

I, Brad Milligan, as the CH
Name Title/Position

for the City of Cortez Police Department declare under penalty of perjury that I was the circulator of the
foregoing petition; that I am at least 21 years of age; and that I witnessed each signature written above.

Brad Milligan
SIGNATURE

10-5-26
DATE

Out of City
Limits

WARNING: It is against the law for anyone to sign any petition with any name other than his or her own or to knowingly sign his or her name more than once for the same issue.

Petition to the Cortez City Council regarding a
Tavern Liquor License

RECEIVED

OCT 06 2026

TO: Junction Enterprises LLC DBA The Junction

ADDRESS: 309 North Broadway, Cortez, CO 81321

NEIGHBORHOOD SET BY COUNCIL as the City Limits of the City of Cortez
PUBLIC HEARING ON THIS APPLICATION WILL BE HELD ON Tuesday, October 13, 2026, at 7:30
p.m., in the Cortez Council Chambers, located at 123 Roger Smith Avenue, Cortez, Colorado.
PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE SIGNING THIS PETITION.

1. You must be at least 21 years old.
2. You must be a resident of the neighborhood, or an owner or manager of a business within the neighborhood.

READ CAREFULLY: I, the undersigned, declare, under penalty of perjury, that I am at least 21 years
of age; that I am a resident of the neighborhood, or an owner or manager of a
business in the neighborhood, as set by Council.

If you **favor/support** this application because present liquor establishments of this type are insufficient
for your present needs and it is your desire this license, be issued, sign the petition **favor "yes"**.

If you **oppose/ do not support** this application because present liquor establishments of this type are
sufficient for your needs and it your desire this license is not issued, please sign the petition **opposed "no"**.

Date	Printed Name	Signature	Street or Business Address	Favor YES	Opposed NO	Reason
10/5/26	Sharleen Odell	Sharleen Odell	48 N Made	Yes		
	Don Beard	Don Beard	111 Pinon	Yes		
10/5/26	Bonny Sturdevant	Bonny Sturdevant	126 Pinon	Yes		
10/5/26	Nicki Krohn	Nicki Krohn	200 Broadway	Yes		
10/5	Isabella Chavez	Isabella Chavez	200 Broadway	Yes		
10/5	Kerril Hughes	Kerril Hughes	201 N. TIRILL	Yes		
10/5	David Funder	David Funder	1445 W. Main	Yes		
10/5	Stephanie Wells	Stephanie Wells	255 N Broadway		no	
10/5	Robert Klue	Robert Klue	257 N Broadway	Yes	No.	
10/5	Randy Pixler	Randy Pixler	322 N. Broadway	Yes		
10/5	Valerie Hibel	Valerie Hibel	330 N Broadway	Yes		
10/5	TED Coen	TED Coen	493 N Broadway	Yes		
	Kyla Polich	Kyla Polich	445 N Broadway		No	
10/6	Jarrod Jewell	Jarrod Jewell	423 N. Linden St		No	
10/6	Ronnie Trigg	Ronnie Trigg	432 N Broadway	Yes		

Wrote yes
and no

I, Brian Miligan, as the OATH OF CIRCULATOR
Name Title/Position

for the City of Cortez Police Department declare under penalty of perjury that I was the circulator of the
foregoing petition; that I am at least 21 years of age; and that I witnessed each signature written above.

Brian Miligan
SIGNATURE

10-5-26
DATE



City of Cortez
123 Roger Smith Avenue
Cortez, CO 81321

October 7, 2026

Junction Enterprises LLC, DBA The Junction
309 North Broadway
Cortez, CO 81321

Dear Junction Enterprises LLC, DBA The Junction:

You are hereby advised that an investigation has been made with regard to your application for a tavern liquor license. Based on the results thereof, the following has been determined:

1. The location of the premises for which the license is sought is 309 North Broadway, Cortez Colorado. Application was received on August 17, 2026.
2. In the two years preceding the date of the application, there has not been a denial of any liquor license application for the reason that the reasonable requirements of the neighborhood were satisfied by the existing outlets.
3. It appears from the application documents that you are entitled to possession of the premises where you propose to exercise the license applied for, and that the possession will continue throughout the initial term of the license, if granted.
4. The sale of liquor on the proposed premises is not a violation of the City of Cortez zoning, building and fire laws or regulations.
5. The proposed location does not appear to be within 500 feet from any public or private school or the principal campus of any college, university or seminary.
6. The City of Cortez has designated the Neighborhood to be the city limits. You have satisfactorily presented adequate signatures on your petition to meet the needs of the Neighborhood and the desires of the adult inhabitants of the Neighborhood.
7. The background investigation results from CBI and FBI has produced no results which would cause character of the applicant to be part of this hearing.
8. The Notice of Public Hearing was physically posted at the location on September 23, 2026 and published in The Journal on September 30, 2026.

The public hearing on your application has been set for Tuesday, October 13, 2026 beginning at 7:30. The hearing will take place in the City of Cortez Council Chambers located at 123 Roger Smith Avenue in Cortez. At said hearing, you shall have an opportunity to be heard regarding all matters of consideration of your application. Be advised that you, as the applicant, are burdened of proving that you are qualified to hold the license applied for and that your character, record and reputation are satisfactory. Should you have any questions or concerns regarding the procedure involved in this public hearing, please feel free to contact me at 970-564- 4008 or dwells@cortezco.gov.

Sincerely,

Danielle Wells
City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

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

Memorandum

To: CORTEZ CITY COUNCIL

From: Helen West, Community and Economic Development Specialist

Date: September 28, 2026

RE: Ordinance 1377, Series 2026

BACKGROUND

The property owner and tenant have applied to the Historic Preservation Board to have the building located at 209 West Main Street building listed on the City Register of Historic Places. The Historic Preservation Board met on September 1, 2026 to consider the application and merits of the building at 209 West Main Street, and unanimously recommended that the building be designated as historic and included in the City Register of Historic Resources. Meetings minutes and the application for historic designation are attached.

Listing a resource on the City Register does not restrict the property owner's ability to change, alter, or demolish the resource. Resources that are altered beyond their defining historic features may be removed from the City Register. Resources listed on the City Register may be eligible for State Historic Preservation Tax Credits and/or grant funding through the State Historical Fund.

DISCUSSION

The Cortez Historic Preservation Board unanimously voted to recommend the building at 209 W. Main Street be designated as a historic resource and included in the City Register based on the "Cultural" criteria outlined in Chapter 7, Section 4.1.2.b of the Cortez Land Use Code. The Historic Preservation Board felt that the building's cultural significance comes from its participation in the commercial development of downtown Cortez since 1938. The building was built in 1938 and has several defining features, including being one-story and is typical of an early 20th century commercial style. Other defining features include the recessed entry and the large plate glass display bay windows that face Main Street.

FISCAL IMPACT

There is no fiscal impact to the City of Cortez.

RECOMMENDATION

City Staff recommends that Council approve on second reading, Ordinance No. 1377, Series 2026, approving the building located at 209 West Main Street for Historic Designation and to include this property in the City Register of Historic Resources.

MOTION

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

I move that Council approve, on second reading, Ordinance No. 1377, Series 2026, an ordinance approving the building located at 209 West Main Street for Historic Designation and to include this property in the City Register of Historic Resources.

Attachments

209 West Main Street Application
209 West Main Street Survey Form

209 West Main Street Image 1

209 W. Main Image 2

209 W. Main Property Card

Historic Preservation Board September 2026 Minutes

Ordinance 1377, Series 2026 - First Reading

Official Designation for 209 West Main Street



City of Cortez
Community & Economic Development Department
Division of Planning & Building
123 Roger Smith Avenue
Cortez, Colorado 81321

File Number: _____

Date Application Received: _____

Received by: _____

HISTORIC RESOURCE NOMINATION AND CONSENT FORM

NOTE: Before submitting this application, contact City of Cortez Historic Preservation Board (CCHPB) about the status of your property's historical survey. If the property has previously been surveyed, CCHPB will provide you with a copy of your historical site form and evaluation to be attached to this application prior to submittal. Contact CCHPB at City Hall, the Planning and Building Department, (970) 565-3402.

I. SITE/PROPERTY INFORMATION

Property Address: 209 W. Main St, Cortez, CO 81321 PARCEL ID Number: 561126306001

Historic Name (if applicable): Pennington's; Sam's Town Furniture

Resource(s) on Property being nominated: Commercial building
List all that are applicable: i.e., house, barn, garage, commercial building, church. Exclude structures not part of the nominated structure but are now located on the property (site).

Lot: 1-3 Block: 38 Subdivision: Original Plat of Cortez

USE OF PROPERTY

Historic use: Commerce/trade: furniture store, department store, household goods rental center

Current use: Commerce/trade and community use: coffee shop, makerspace, nonprofit education programs

Is the resource inhabited or indented for livable? ☒ YES ☐ NO

Year of construction: 1938 (source: Montezuma County Assessor)

Year(s) of any exterior remodeling (if known): 1969-1970 (shingle hood, plate glass windows, east side entry)

HISTORIC FEATURES / DEFINING CHARACTERISTICS

Please list the historic characteristics or defining features of the resource(s). These may be outlined in a historic site survey provided to you. If a survey does not exist, you must provide a brief description and/or justification for these features/characteristics as historic. **Add attachments as needed*

One-story, L-shaped brick and concrete block commercial building (1938), 102 ft x 76 ft, flat asphalt roof. Early 20th century commercial style. Recessed entry set at 45 degrees with aluminum-framed plate glass double doors. Large plate glass display bays with brick kick plates along the Main Street facade, wrapping to the east facade. Wood-shingled angled hood added in the 1969-1970 remodel. Rear mural depicting local fruit growing. Documented as significant under National Register Criterion A (Commerce) for association with the development of downtown Cortez's business district. Period of significance 1938-1967. See attached Architectural Inventory Form 5MT22591 (2016 Main Street survey).

QUESTIONS? Call (970) 565 – 3402, email hwest@cortezco.gov

HAND DELIVERY or MAIL: Please submit application and plans in person to:
Planning & Building, Cortez City Hall, 123 Roger Smith Avenue, Cortez, CO 81321

ONLINE: <https://www.cortezco.gov/186/Building-Permits-Applications>

City of Cortez • 970-565-3402 • www.cortezco.gov



City of Cortez
Community & Economic Development Department
Division of Planning & Building
123 E Roger Smith Avenue
Cortez, Colorado 81321

HISTORIC PROPERTY NOMINATION

II. CONTACT INFORMATION

PRIMARY CONTACT: ☐ Owner ☒ Applicant/Agent ☐ Other: _____

APPLICANT/AGENT

Contact Name: Justice Ramos, Fundamental Needs Inc.

Mailing Address: 209 W. Main St, Cortez, CO 81321

Phone: 325-829-049

Email: justice@fundamentalneeds.net

PROPERTY OWNER (if different than applicant)

Owner's Name: Denkai Animal Sanctuary

Mailing Address: 970 County Road 126 Hesperus, CO 81326

Phone: 970-217-1457

Email: info@denkaisanctuary.org

IV. ATTACHMENTS

- ☐ Proof of ownership documentation (if not indicated on City GIS map)
- ☒ Legal description of property location & boundaries (if applicable)
- ☒ Site Survey that includes the following (if available, otherwise please include what information you have in a narrative):
 - Statement describing the history of the structures (year built, any renovations over time)
 - Description and photo(s) of current appearance of the property and boundaries of historic structure
 - Description and photo(s) of *original* appearance of the property and boundaries of historic structure (if possible)
 - Description of the characteristics of the structure which justify its designation and a description of the particular features that should be preserved
 - Description of the structure's historical significance in regards to the criteria listed below (architectural, cultural, geographic/environmental, prehistoric or historic structures or sites).
- ☒ Letter demonstrating eligibility for historic designation as the result of a Certified Local Government inventory (if applicable)
- ☒ Copy of the State Site Form from History Colorado (if applicable)

V. ACKNOWLEDGMENT AND AUTHORIZATION

I hereby certify that I am the owner or the owner's duly authorized agent and have read and understand this application, and that the information on this application and attachments are correct and that the property affected by this application is in the exclusive ownership or control of the applicant, or that the applicant has the consent of all partners in ownership of the affected property. An authorization letter from the property owner has been attached in the event that the owner's signature has not been provided below.

I/we agree that, before making any alterations to the exterior of a structure, resource, or property designated in the Cortez Register of Historic Sites, Structures and Districts, the applicant proposing the alterations shall obtain approval from the Cortez Historic Preservation Board as set out in Chapter 7 of the City Land Use Code, Historic Preservation Board.

I also agree to comply with all Cortez ordinances, codes, rules and regulations including but not limited to Chapter 7 of the Cortez Land Use Code regarding application for, designation as, alteration of, and all other review processes now in effect or as may be amended or created from time to time.

Applicant Signature: justice ramos Date: 8/11/2026

Property Owner Signature (if different): [Signature] Date: 8/11/2026

VI. DEPARTMENT USE ONLY

TYPE OF DESIGNATION (select as many as needed)

☒ Building

☐ Site

☐ Structure

☐ Object

PROCESSING

Fee Required: \$_____ Date Paid: HPB LOR Grant Receipt #: _____

Application Accepted as Complete for Processing on: 8/15/2026

Public Notice Issue Date: 8/21/2026

Historic Preservation Board Meeting Date: 9/1/2026

City Council First Reading Date: 9 / 22 / 2026

City Council Second Reading Date: 10 / 13 / 2026

Resource Number: 5MT22591
Temporary Resource Number: DC-20

OAHP1403
Rev. 9/98

COLORADO CULTURAL RESOURCE SURVEY

Architectural Inventory Form

Official eligibility determination
(OAHP use only)

Date _____ Initials _____
____ Determined Eligible- NR
____ Determined Not Eligible- NR
____ Determined Eligible- SR
____ Determined Not Eligible- SR
____ Need Data
____ Contributes to eligible NR District
____ Noncontributing to eligible NR District

I. IDENTIFICATION

1. Resource number: 5MT22591
2. Temporary resource number: DC-20
3. County: Montezuma
4. City: Cortez
5. Historic building name: Pennington's, Sam's Town Furniture
6. Current building name: Rent- a-Center
7. Building address: 209 W. Main Street, Cortez, CO 81321
8. Owner name and address: Lamke Investments, LLC., 6821 Highway 160-491 Unit F, Cortez, CO 81321

II. GEOGRAPHIC INFORMATION

9. P.M. NM Township 36N Range 16W NW 1/4 of SW 1/4 of Section 26
10. UTM reference
Zone 1 2 ; 7 1 3 6 3 6 mE 4 1 3 6 2 3 7 mN
11. USGS quad name: Cortez, CO
Year: 2016 Map scale: 7.5' XX 15' _____ Attach photo copy of appropriate map section.
12. Lot(s): 1-3 Block: 38
Addition: Original Plat of Cortez Year of Addition: 1886
13. Boundary Description and Justification: The site is bounded by the parcel boundary

III. Architectural Description

14. Building plan (footprint, shape): "L"-shaped
15. Dimensions in feet: Length 102 x Width 76
16. Number of stories: 1
17. Primary external wall material(s): Brick and concrete block
18. Roof configuration: Flat
19. Primary external roof material: Asphalt roof
20. Special features: None

21. General architectural description: The building, located at 209 W. Main Street in Cortez, has an "L"-shaped footprint with gross measurements of 102' (N-S) by 76' (E-W). The building has a flat, asphalt roofing covered roof. The front façade facing West Main Street is asymmetrical with the entry offset west of the center of the facade. There are four large bays west of the entry with plate glass windows and four courses of brick as kick plates below the windows. The entryway is recessed at 45 degrees from the plane of the main parts of the front façade. The entryway consists of one large single-light, aluminum-framed window bracketed by 2 large single-light aluminum-framed plate glass double doors on either side. There is a three-light aluminum-framed window above the entry. There are six large bays with plate glass windows east of the entry. There are two large bays with plate glass windows that wrap around to the eastern façade. Above the windows and entry on the front and northern section of the eastern facade there is a wood-shingled, angled hood that covers the façades. The remainder of the eastern wall and the rest of the building is constructed of concrete blocks. There is an inset doorway in the eastern side and the rear of the wall is covered with a mural depicting local fruit growing. The rear facade includes aluminum-framed double-hung replacement windows, a metal garage-sized door, and a metal personnel door.
22. Architectural style/building type: Early 20th century commercial
23. Landscaping or special setting features: Trees set out by city in holes in the sidewalk.
24. Associated buildings, features, or objects: None

IV. ARCHITECTURAL HISTORY

25. Date of Construction: Estimate: _____ Actual: 1938
Source of information: Montezuma County Assessor
26. Architect: Unknown
Source of information:
27. Builder/Contractor: Unknown
Source of information:
28. Original owner: Joe and Mary Chiono
Source of information: Montezuma County Clerk and Recorder
29. Construction history (include description and dates of major additions, alterations, or demolitions): The building was extensively remodeled in 1969 and 1970 according to information from the Assessor's Office. These remodels appear to have included the shingle treatment on the street façade and a portion of the eastern façade. Other changes may have involved the plate glass windows and east side entry (see photos). After this remodel the large signage tower protruding from the roof near the front of the building was removed.

30. Original location XX Moved ____ Date of move(s):

V. HISTORICAL ASSOCIATIONS

31. Original use(s): Commerce/trade
32. Intermediate use(s): Commerce/trade
33. Current use(s): Commerce/trade
34. Site type(s): Commercial Building
35. Historical background: The building has housed commercial businesses since its construction, serving in the past as a furniture store, a department store, and a rental center for household appliances and goods. Montezuma County data indicates that this building has changed hands numerous times since 1990. In that year the Roberts Trust sold the property to J.S. and C. K. Blevins purchased the property. Two years later Mrs. Charlotte Blevins received title to building, possibly as the result of a divorce. On December 30, 1999 Ms. Blevins, then remarried, sold the building to Bill and Sandra Williams who turned a quick profit, selling the building to Rent-Alls rentals on April 28, 2000. This company held title until December of 2011 when Lamke Investments purchased the building. The investment company in turn sold the building to Nathan Matthews on November 30, 2015. The building has been a commercial facility throughout this period.
36. Sources of information: Assessor files, Montezuma County, Colorado; Vila Schwindt, Janet Weeth, and Dale Davidson. *Images of America: Cortez*. Charleston, SC: Arcadia Publishing, 2011; 1919 Sanborn Fire Insurance Map on file at the City of Cortez.

VI. SIGNIFICANCE

37. Local landmark designation: Yes ____ No XX Date of designation: ____
Designating authority:
38. Applicable National Register Criteria:
X A. Associated with events that have made a significant contribution to the broad pattern of our history;
____ B. Associated with the lives of persons significant in our past;
____ C. Embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or that possess high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction; or
____ D. Has yielded, or may be likely to yield, information important in history or prehistory.
____ Qualifies under Criteria Considerations A through G (see Manual)
____ Does not meet any of the above National Register criteria
39. Area(s) of significance: Commerce
40. Period of significance: 1938-1967
41. Level of significance: National ____ State ____ Local X
42. Statement of significance: This building could be considered significant under Criterion A for Commerce because it is associated with the development of downtown Cortez's business district during the early to

Resource Number: 5MT22591

Temporary Resource Number: DC-20

mid 20th century. The property is located on Main Street which was platted to be the commercial core of Cortez. The street, both within the original commercial core and extending in both directions from the original plat, has become the business heart of Cortez. The building housed various stores over time from its construction until the 1960s. Unfortunately it is not depicted on the 1919 Sanborn Fire Insurance Map. The period of significance extends from the date of construction to 1967, 50 years ago, following the National Register standards.

43. Assessment of historic physical integrity related to significance: The building does not retain its integrity of association, design, feeling, materials, setting, and workmanship. It only retains integrity of location. As a result it does not have the integrity to be recommended to be eligible for individual inclusion in the National Register of Historic Places.

VII. NATIONAL REGISTER ELIGIBILITY ASSESSMENT

44. National Register eligibility field assessment:

Eligible ____ Not Eligible X Need Data ____

45. Is there National Register district potential? Yes ____ No XX

Discuss: Cortez's Main Street in the original town plat and nearby constitutes a collection of buildings, structures, and features linked to the commercial growth and maturation of the town since the late 19th century. The area also has a few nearly unaltered examples of the architectural maturation of the town. Nevertheless, the area does not have a sufficient number of resources that have not been altered since the historic period (pre 1967) to form a discernible collection of resources that demonstrate significant associations with theme of commercial growth in Cortez before 1967.

If there is National Register district potential, is this building: Contributing ____ Noncontributing X

46. If the building is in existing National Register district, is it: Contributing ____ Noncontributing ____
N/A

VIII. RECORDING INFORMATION

47. Photograph numbers: Digital – DSCF2271 – DSCF2273 and DSCF2334 - DSCF2336

Negatives filed at: City of Cortez and ECS, La Jara, CO

48. Report title: Historic Survey of Main Street in Downtown Cortez, Montezuma County, Colorado

49. Date(s): 7 October 2016

50. Recorder(s): Steve Mehls and Esteban Salazar

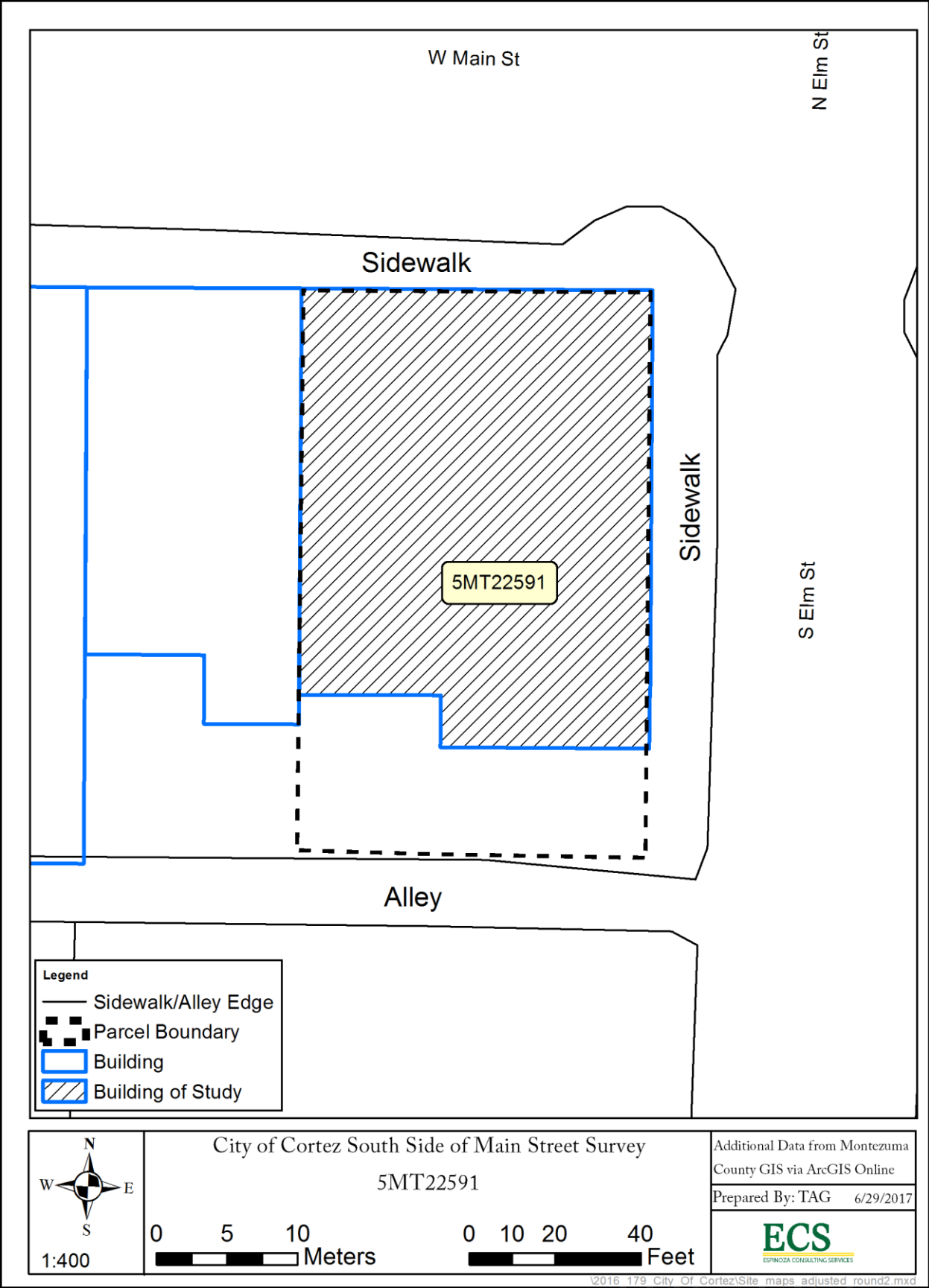
51. Organization: Espinoza Consulting Services, LLC

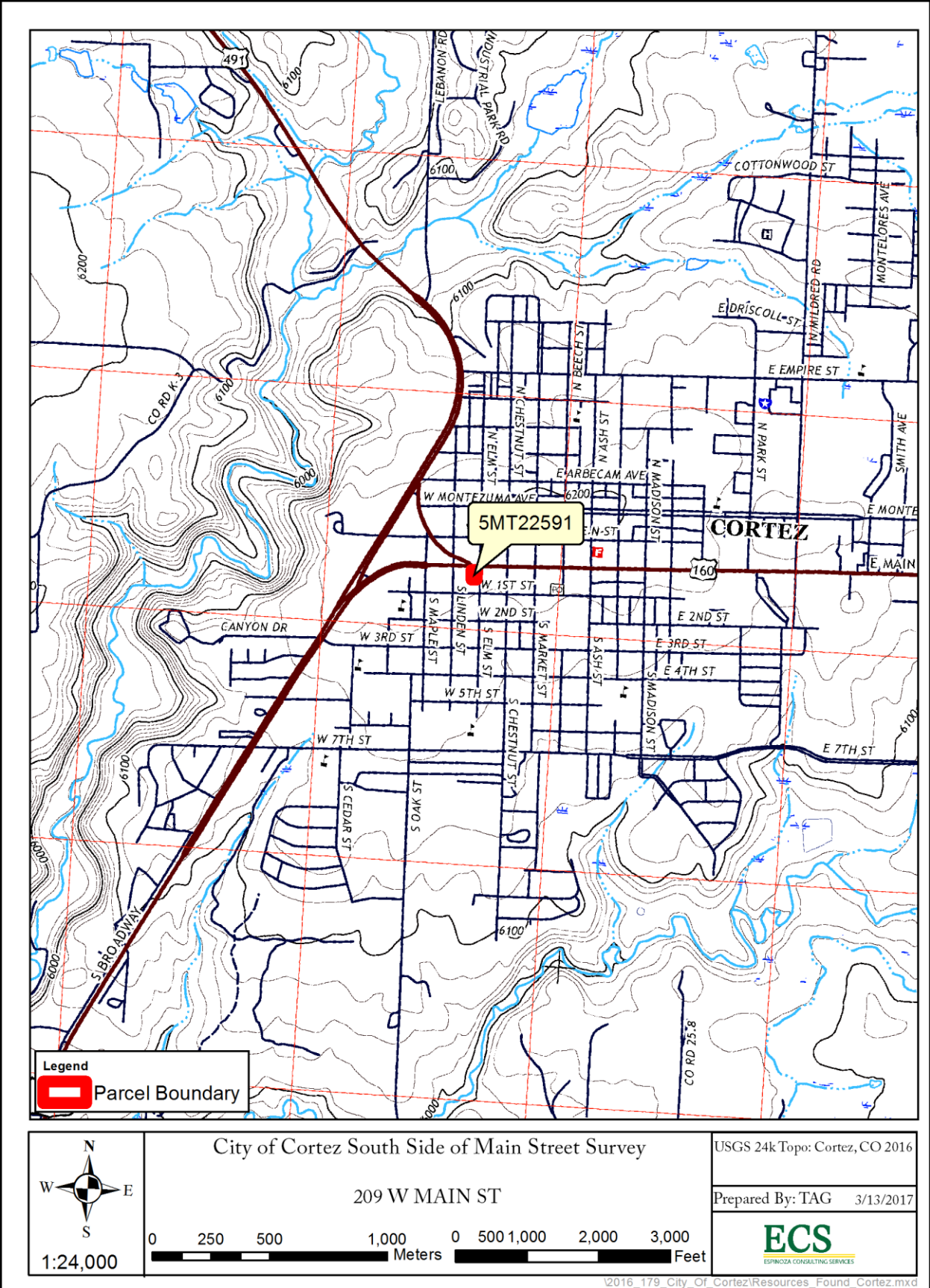
52. Address: P.O. Box 571/403 Main Street, La Jara, CO 81140

53. Phone number(s): 800-511-8685

NOTE: Please include a sketch map, a photocopy of the USGS quad map indicating resource location, and photographs.

History Colorado - Office of Archaeology & Historic Preservation
1200 Broadway, Denver, CO 80203 (303) 866-3395





Resource Number: 5MT22591
Temporary Resource Number: DC-20



5MT22591 Front and East Façades Oblique View Looking Southwest



5MT22591 Rear Façade Oblique View Looking Northeast

Resource Number: 5MT22591
Temporary Resource Number: DC-20



5MT22591 Front and East Façades Oblique View ca. 1970 from Montezuma County Assessor



5MT22591 Front and East Façades Oblique View ca. 2000 from Montezuma County Assessor





MAKER SPACE
BY
FUNDAMENTAL
NEEDS



FREE
PARKING



Property Record Card

Montezuma Assessor

DENKAI ANIMAL SANCTUARY

970 CR 126
HESPERUS, CO 81325

Account: R009615

Cortez Makerspace
Tax Area: 11001 - DISTRICT 11001
Acres: 0.230

Parcel: 5611-263-06-001

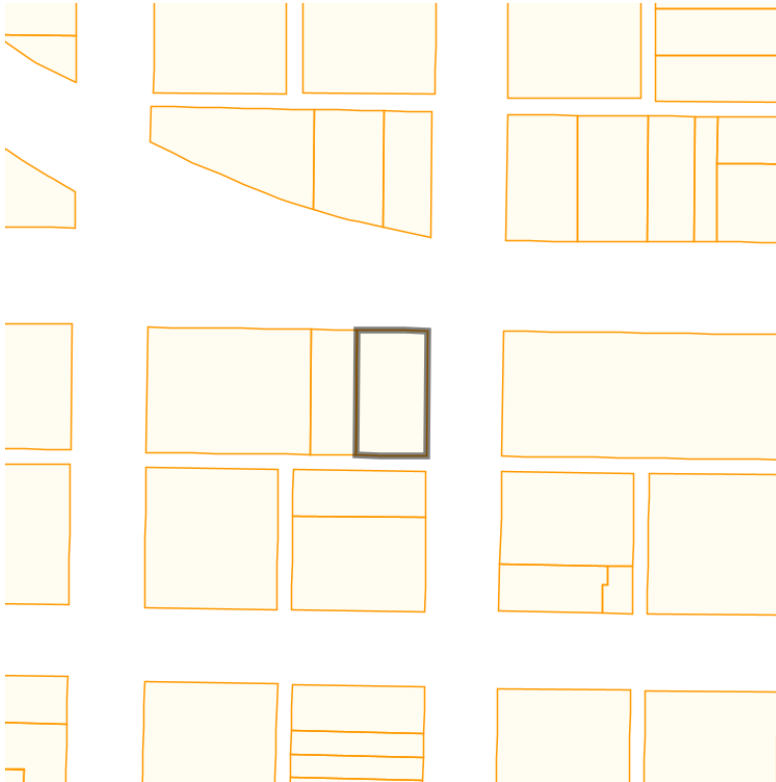
Situs Address:
209 W MAIN ST
CORTEZ, 81321

Value Summary

Value By:	Market	Override
Land (1)	\$136,556	N/A
XFOB (1)	\$2,400	N/A
Commercial/Ag (1)	\$320,157	N/A
Total	\$459,113	\$459,113

Legal Description

Subdivision: TOWN OF CORTEZ Lot: 1-3 Block: 38 B630 P753 B660
P428 R/460001 R/485177 R/487691



Sale Data

Doc. #	Sale Date	Deed Type	Validity	Verified	Sale Price	Ratio	Adj. Price	Ratio	Time Adj. Price	Ratio
631693	09/02/2020	SWD_	QV	Y	\$350,000	131.18	\$350,000	131.18	\$350,000	131.18
603336	11/30/2015	WD_	QV	N	\$280,000	163.97	\$280,000	163.97	\$280,000	163.97
580337	12/28/2011	QCD	QV	Y	\$277,000	165.74	\$277,000	165.74	\$277,000	165.74
487691	04/28/2000	W	QI	Y	\$220,000	208.69	\$220,000	208.69	\$220,000	208.69
485177	12/30/1999	W	QI	Y	\$195,000	235.44	\$195,000	235.44	\$195,000	235.44

Land Occurrence 1

Property Code	2112 - MERCHANDISING-LAND	Measure By	Square Feet
Acres	0.23	SQFT	10018.8
Units	0	Land Code	900005S - CORTEZ COMM MAIN ACRES
Sewer Type	2 - COMM/PUBLIC		

SubArea	Actual	Effective	FinBsmnt	Footprint	Garage	LiveArea	UnfBsmnt
---------	--------	-----------	----------	-----------	--------	----------	----------



Property Record Card

Montezuma Assessor

Land Occurrence 1

ACRES 0.23
SQFT 10018.8
Total 10,019.03

Value	Rate	Rate	Rate	Rate	Rate	Rate	Rate
\$136,556	13.63						

XFOB Occurrence 1

Property Code	2212 - MERCHANDISING-IMPROVEMENT	Actual Year Built	1954
Effective Year Built	1954	Building Number	6
Condition	Average	Life Expectancy	30
Neighborhood	9000 - CORTEZ MAIN S COMM DIST	Quality	Fair
XFOB Code	1045 - COOLING,EVAP		

SubArea	Actual	Effective	FinBsmnt	Footprint	Garage	LiveArea	UnfBsmnt
XFOB_UNITS	2						
Total	2.00						
Value	Rate	Rate	Rate	Rate	Rate	Rate	Rate
\$2,400	1,200.00						

Commercial/Ag Occurrence 1

Property Code	2212 - MERCHANDISING-IMPROVEMENT	Actual Year Built	1938
Effective Year Built	1969	Use Code	2000 - COMMERCIAL IMPROVED
Building Type	319 - Discount Store	Architectural Style	319 - Discount Store
Construction Quality	2 - Low Plus	Stories	1 - STORIES 1.0
Roof Structure	1 - Flat	Heating Type	600 - Space Heater
Air Conditioning	600 - Space Heater	Condition	3 - Average
Story Height	8		

SubArea	Actual	Effective	FinBsmnt	Footprint	Garage	LiveArea	UnfBsmnt
SQFT	7071						
Total	7,071.00						
Value	Rate	Rate	Rate	Rate	Rate	Rate	Rate
\$320,157	45.28						

Abstract Summary

Code	Classification	Non-School Actual Value	Non-School Taxable Value	School Actual Value	School Taxable Value	Actual Override	Taxable Override
2112	MERCHANDISING-LAND	\$136,556	\$35,500	\$136,556	\$35,500	NA	NA
2212	MERCHANDISING-IMPROVEMENT	\$322,557	\$83,860	\$322,557	\$83,860	NA	NA
Total		\$459,113	\$119,360	\$459,113	\$119,360	NA	NA



MINUTES
City of Cortez
Historic Preservation Board

Meeting

Tuesday, September 1, 2026
Regular Meeting 5:00 p.m.

Meeting was held in the Mesa Verde Room
City Hall: 123 Roger Smith Ave

☒ Holly Tatnall, Chair & Cortez Cultural Center	☒ Bruce Burkett, Planning & Zoning Commission (excused)	☒ Elizabeth Quinn MacMillan, MCHS (excused)
☒ Linda Towle, Vice Chair	☒ Jennifer Dimond	☒ Helen West, City Staff
☒ Mitchell Toms, Chamber of Commerce	☒ Diane McBride	☒ Dr. April Randle, Council Liaison

I. Meeting was called to order at 5:01 PM

II. Approval of Minutes from August 4, 2026 meeting: Towle moves, McBride seconds.
Motion passes with some grammatical changes to the minutes.

III. Presentations: none

IV. New Business

- a. Historic Designation Application for Fundamental Needs — Towle moves to recommend that the building at 209 W Main Street be added to the City Register of Historic Resources, qualifying under Criteria A and notes that this has been commercial building, since 1938 and has participated in the development of downtown Cortez. McBride seconds, motion passes.
- b. Section 106 for SRTS — The Historic Preservation Board (HPB) reviewed the revised scope of work for the Safe Routes to School Project and still find no adverse effect. The scope was reduced from the previous consultation in June. Towle moves that Staff liaison, Helen West, write a letter in response to the Section 106 consultation, Jen seconds. Motion passes.
- c. Manaugh School Update — The Montezuma-Cortez School District was awarded the Historic Structural Assessment Grant from the State Historic Fund. This is the first step towards potentially adapting the Manaugh School Building (which was added to the Cortez Register of Historic Resources in 2025) for a new use.
- d. Nominations for Review Committee for CLG Grant 2025 Brochure Contractor — The Board discussed the five bids received from BearRoot Marketing, Hello Zark, Studio Quality, Verde Design, and Woods Canyon Archaeological Consultants. All were strong candidates, varying in different skills. The proposed price for the project ranged from \$3,300 - \$4,200. Diamond moved to select Hello Zark as the contractor for the project, McBride seconded. Motion passes.

- e. 2027 Cortez Retail Enhancement Association Grant Application — The HPB reviewed a draft of the CREA Grant application and suggested adding additional funding for food after the tours. West will revise the application and present the HPB for approval at the October meeting.

IV. Old Business

- a. 2025 CLG Grant Update — Woods Canyon received comments from History Colorado and is editing the report to meet those comments. A public presentation may need to be planned in the future. West will talk with Woods Canyon about potentially consulting on the brochure content.
- b. 2026 CLG Grant Update — The City was awarded \$24,937 for surveying commercial properties and schools. The Grants Administrator is finalizing the contract with History Colorado. The funding will be appropriated in the 2027 budget, so the project will start in the new year. West will work on preparing the Request for Proposals for a consultant on the project.
- c. Review 2026 Work Plan — The HPB reviewed the 2026 Work Plan. In the next several months, the plan including finalizing the CREA Marketing Grant, the CLG Annual Report, presenting to City council and drafting the 2027 CLG Grant. The Board discussed potentially skipping this grant round.
- d. Historic Walking Tour Review & Plan for **September/October** – West will lead the morning (downtown) tour on September 5th and McBride will lead the afternoon (Montezuma Ave) tour. Who will lead the October tours will be decided later, although West, Tatnall, and a volunteer from outside the HPB may be available.
 - i. In 2026, 93 people have participated in the tours. The Board discussed adding additional questions to the registration form next year.
- e. Diorama — discussed postponed.
- f. Presentation to City Council (set for October 27) — There are 4 new Council members and will need to be educated on what historic preservation is and why it matters. The Board had some discussion on this topic and decided to wait until October to work on the presentation.
- g. Historic Markers — The Board discussed nominating an area in the City for one of the Historic Marker that the State of Colorado is planning to erect to mark 150 years of Colorado Statehood. More information on the program can be found at: <https://www.historycolorado.org/initiative-history-where-it-happened>. The Board discussed several ideas, including an open call for nominations from the public. West will look into the requirements and establish a proposal for a City of Cortez nominated marker. The next due date for nominations is February 2027, however the nominations are planned for 2 rounds per year through 2033.
- h. Birthday Party for Cortez — Some ideas discussed for a “birthday party for Cortez” included a historic information fact sheet, a coloring sheet, 140 things idea for local schools. The Barn Quilt Treasure Hunt contest will run from December 1 – 14, 2026 to coincide with the Sales Tax holiday (October 18 – December 31), Santa at the Cultural Center and the Parade of Lights (December 5), FaLaLaLa Local (December 12). The drawing for the winner of the contest will take place on December 15 (the same day the City of Cortez was platted in 1886) and Towle suggested City Hall may want to host this drawing. The idea of a City-wide party for either just City employees or residents was discussed. Towle suggested the party should include a discussion of history or trivia.

Given that the Board has no funding to plan this birthday party, West suggested the Board write a letter with ideas/proposals to entities within the City who make want to plan and present the party. McBride moves to form a committee to plan the Cortez 140th birthday party. Diamond seconds. Motions passed. McBride, Diamond, Tatnall, Towle, and Toms agree to serve on the committee.

V. Other Business:

VI. Update from Representatives on Board

- a. City Council Representative: nothing
- b. Realtor: Homes that were sold in July of 2025 cost 27% more than those homes sold July of this year. In addition, July home sales were down by 25% over last year. The sale of the home listed on the City Register (144 S. Market Street) fell through. 144 S Market is still for sale.
- c. Cortez Cultural Center: The Chuck wagon super will be held on Saturday, September 12. The dinner is chicken/BBQ pork. The Executive Director of the Cultural Center, Susan Lisak, received a grant in conjunction with the Montezuma Heritage Museum to do a photo/video shoot. There is currently an exhibit on Southwest Arts at the Center. The Native American dances have ended.
- d. Chamber of Commerce: Business after hours is the second Thursday of each month, anyone is welcome to attend.
- e. Planning and Zoning: There is a new commercial construction project planned at the vacant lot next to WildEdge on North Market. The main tenant will be Edward Jones.
- f. Montezuma County Historical Society: Ute Mountain Utes, Circle of Change discuss will be held September 19 and the Mesa Verde CCC Legacy program comes to the Sunflower Theater on Saturday, September 26. The Annual Member Celebration is planned for November 7 thing is Nov 7, Cortez Ghost Tours All events can be found at <https://montezumamuseum.org/events-2/>. 23 historic designation plaques have been handed out, with 9 additional potentially being taken to businesses & school district soon.

VII. Adjourned at 6:26 PM.

CITY OF CORTEZ
ORDINANCE NO. 1377, SERIES 2026

AN ORDINANCE APPROVING THE BUILDING LOCATED AT 209 WEST MAIN STREET FOR HISTORIC DESIGNATION, AND TO INCLUDE THIS PROPERTY IN THE CITY REGISTER OF HISTORIC RESOURCES

WHEREAS, on March 12, 1996, the City Council (the "Council") of the City of Cortez, Colorado (the "City"), adopted Ordinance No. 814, Series 1996, implementing the City of Cortez Land Use Code, for the purpose of regulating land use, subdivision and development in the City of Cortez in accordance with the Cortez Comprehensive Plan; and

WHEREAS, Ordinance No. 830, Series 1997, established the City of Cortez Historic Preservation Board to enhance our community's local resources and to promote the public interest in historic preservation through the protection and preservation of the City's architectural, historic, and cultural heritage, as embodied in designated historic structures, sites, and districts, by appropriate regulations and incentives; the establishment of a City Register listing designated structures, sites, and districts; and to provide educational opportunities to increase public appreciation of the City's unique heritage; and

WHEREAS, the Council determined as a matter of public policy that the protection, preservation, and enhancement of the City's cultural, historical, archaeological, and architectural heritage is in the public interest, as established through the adoption of Ordinance No. 830, Series 1997; and

WHEREAS, Ordinance No. 1140, Series 2010, updated the regulations pertaining to historic preservation within the City for compliance with the standards of the State Historic Preservation Office; and

WHEREAS, in 2010, the City applied for, and was awarded, designation as a Certified Local Government (hereinafter "CLG") from History Colorado and the National Park Service; and

WHEREAS, the City has been awarded ten CLG grants from History Colorado to conduct site surveys of structures located within city limits of Cortez; and

WHEREAS, the City updated its Land Use Code in 2025 to include Chapter 7 as a separate section to enhance the community's local resources and to promote the public interest in historic preservation; and

WHEREAS, the building located at 209 West Main Street was found eligible for inclusion with the City Register of Historic Resources, the property owner has applied for historic designation, and has properly requested that the City designate the building on said property to the City Register of Historic Resources; and

WHEREAS, the Historic Preservation Board has reviewed Chapter 7 of the Land Use Code and has recommend the building for historic designation; and

WHEREAS, the building recommended for historic designation (the "Building") is located at 209 West Main Street, which is more particularly described as:

Lot 1-3, Block 38
of the Town of Cortez
County of Montezuma
State of Colorado

WHEREAS, due notice was given that Council would meet to hear and consider the merits for designation of the Building at a public hearing on September 22, 2026, and Council reviewed the qualifications of the Building at said meeting and found that the Building is historically important and satisfies the criteria for historic designation as set forth in Land Use Code, Chapter 7; and

WHEREAS, the Owner agrees to consult with the Cortez Historic Preservation Board before making any alterations or modifications to the Building that could affect the character of the historic resources relative to the criteria by which it was designated, understanding than any alternations or modifications could negate such designation.

NOW THEREFORE, BE IT ORDAINED BY THE CORTEZ CITY COUNCIL AS FOLLOWS:

THAT the building existing on the property located at 209 West Main Street, Cortez, Colorado, shall be designated to the City Register of Historic Resources as an individual building having a special historical and architectural value.

REPEALER. All orders, bylaws, ordinances, and resolutions of the City, or parts thereof, inconsistent or in conflict with this Ordinance, are hereby repealed to the extent only of such inconsistency or conflict.

SEVERABILITY. If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

RECORDING AND AUTHENTICATION. Upon adoption hereof, this Ordinance shall be recorded in a book kept for that purpose and shall be authenticated by the signatures of the Mayor and the City Clerk.

EFFECTIVE DATE. This ordinance shall be effective upon publication after second reading and final passage.

FIRST READING. This ordinance shall be considered first reading on the 22nd day of September, 2026, at the hour of 7:30 p.m., in the City Council Chambers in City Hall, Cortez, Colorado.

PUBLIC HEARING. This ordinance shall be considered for second and final reading on the 13th day of October, 2026, at the hour of 7:30 p.m., in the City Council Chambers in City Hall, Cortez, Colorado, at which time and place all persons may appear and be heard concerning the same.

CITY OF CORTEZ

ATTEST:


DANIELLE WELLS, CITY CLERK


DENNIS SPRUELL, MAYOR

PASSED, ADOPTED AND APPROVED ON SECOND AND FINAL READING THIS 13th DAY OF OCTOBER, 2026.

CITY OF CORTEZ

ATTEST:

DANIELLE WELLS, CITY CLERK

DENNIS SPRUELL, MAYOR

APPROVED AS TO FORM:


J. PATRICK COLEMAN, CITY ATTORNEY

Official Historic Designation

*to the City of Cortez, Colorado,
Register of Historic Resources*

Reference: Building at 209 West Main Street

*The Council of the City of Cortez,
having heard and considered evidence and testimony
regarding the historical significance of said Structure,*

*Finds and declares that the protection and
preservation of said Structure is in
the public interest; and*

*Hereby Designates the Building at
209 West Main Street
as Historic and Unique in Nature*

*in accordance with
Council Ordinance No. 1377, Series 2026,
on this 13th day of October, 2026.*

Dennis Spruell, Mayor

Danielle Wells, City Clerk



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

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

Memorandum

To: CORTEZ CITY COUNCIL

From: Jason Armstrong, Deputy Community/Economic Development Director/City Planner

Date: 10/13/2026

RE: Bid Results for 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements

BACKGROUND

The Community and Economic Development Department is seeking a qualified planning and engineering consultant to develop these elements for its Comprehensive Plan, as a guiding, interim set of chapters that will fully integrate into a new Comprehensive Planning process expected to begin in late 2027. In 2024, the Colorado Legislature adopted legislation around housing, land use, water, and related issues. One of these laws, SB24-174, amended various sections of the Colorado Revised Statutes and requires local governments to include a Strategic Growth element and a Water Supply element in their comprehensive plans (by December 31, 2026). These particular elements must be updated at least every five years thereafter.

DISCUSSION

The Community and Economic Development Department assembled bid documents and advertised the project in the newspaper and on the City's website. Submittals were due by 12:00 PM on Friday, July 24, 2026, with four firms responding:

Capital Consulting Services LLC

Sno-Engineering, Inc (SE Group)

KLJ Engineering LLC

Moore Iacofano Goltsman, Inc. (MIG)

City staff, including a representative from the Planning and Zoning Commission, conducted a review and scoring of the four submitted bid packages. Due to the range of bid amounts being close to each other, and all bids submitted falling under the cap as stated in the released RFP Addendum, the group was able to focus mainly on the firms' qualifications and scores.

Based on these qualifications scores, the top two firms were selected for interviews. The same group conducted interviews with the top two firms on September 9, 2026. These interviews were scored, completing the final ranking matrix. Overall, the top two firms were close in scoring and price. Both submitted fully prepared bids. Both firms have previous experience with similar projects, and no concerns arose during reference checks with previous clients (municipalities and counties) in Colorado. The determining factor for the committee was the strength of the interviews and the pricing for the project, which bears itself out in the scoring matrix.

City staff and the selection committee believe, and, based on the merits of the proposal, the interview, and the scoring matrix, that Sno-Engineering, Inc is best positioned to fulfill the requirements of the project while providing the best overall value to the City. It is the recommendation from City staff and the selection committee that Sno-Engineering, Inc. be chosen for the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements.

FISCAL IMPACT

Monies allocated for the Comprehensive Plan Update are budgeted within the Community and Economic Development Department's grant match fund for FY 2026. The total estimated cost for the project was \$45,000.00. The Department received a Housing Planning Grant Program (HPLN) grant from the Department of Local Affairs in the amount of \$33,700.00 awarded March 13, 2026. The revenue for this project was appropriated through Ordinance 1365, Series 2026 on April 28, 2026. The grant match for the City is 25% (\$11,250.00).

RECOMMENDATION

Staff recommends that Council accept the bid for the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements of Sno-Engineering, Inc. d/b/a SE Group, at its bid price of \$44,050.00, and authorize the City Manager to negotiate and sign a contract on behalf of the City with this bidder.

MOTION

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

I move that City Council accept the bid for the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements of Sno-Engineering, Inc., d/b/a SE Group, at its bid price of \$44,050.00, and authorize the City Manager to negotiate and sign a contract on behalf of the City for this purpose.

Attachments

Staff Memo
Scoring Matrix



*City of Cortez
123 Roger Smith Avenue.
Cortez, CO 81321*

Jason Armstrong
Deputy Director of Community
& Economic Development/City Planner
123 Rodger Smith Avenue
Cortez, CO 81321
jarmstrong@cortezco.gov

Memorandum

To: Cortez City Council

From: Jason Armstrong, Deputy Community & Economic Development Director/City Planner

Date: October 13, 2026

RE: Bid Results for 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements

SUBJECT DESCRIPTION:

The City Council will consider awarding the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements to Sno-Engineering, Inc., dba SE Group, and authorizing the City Manager to negotiate and sign a contract with the company on behalf of the City.

BACKGROUND:

The Community and Economic Development Department is seeking a qualified planning and engineering consultant to develop these elements for its Comprehensive Plan, as a guiding, interim set of chapters that will fully integrate into a new Comprehensive Planning process expected in 2027.

In 2023, the City of Cortez, Colorado (the “City”) completed a municipal Housing Needs Assessment to define its current housing context and inform solutions for advancing residential development. Shortly thereafter the City adopted a Housing Action Plan, which utilized community input to develop an inclusive set of housing goals and priorities. The City then opted into Proposition 123, the State of Colorado’s affordable housing fund, to help address critical needs for affordable, workforce housing options in town. With DOLA grant support through the Local Planning Capacity program, the City contracted a Housing Coordinator to initiate the ratified Action Plan and help build policies and programs that would incentivize the private sector in creating affordable housing.

In 2024, the Colorado Legislative Assembly launched several pieces of legislation around housing, land use, water, and related issues. One of these laws, SB24-174, requires local governments to include a Strategic Growth element and a Water Supply element in their comprehensive plans (by December 31, 2026). These particular elements must be updated at least every five years thereafter.

DISCUSSION:

The Deputy Community and Economic Development Director/City Planner assembled bid documents and advertised the project in the newspaper and on the City’s website. Submittals were due by 12:00 PM on Friday, July 24, 2026, with the following four firms responding:

Capital Consulting Services LLC – Florissant, MO	\$42,850.00
Sno-Engineering, Inc (SE Group)- Salt Lake City, UT	\$44,050.00
KLJ Engineering LLC – Bismarck, ND	\$44,890.00

Moore Iacofano Goltsman, Inc. (MIG)-Denver, CO

\$44,976.00

Planner's Estimate

\$45,000.00

FISCAL IMPACT:

Monies allocated for the Comprehensive Plan Update are budgeted within the Community and Economic Development Department's Grant Match fund for FY 2026. The total estimated cost for the project is \$45,000.00. The Department received a Housing Planning Grant Program (HPLN) grant from the Department of Local Affairs in the amount of \$33,700.00 awarded March 13, 2026. The revenue for this project was appropriated through Ordinance 1365, Series 2026 on April 28, 2026. The grant match for the City is 25% (\$11,250.00).

RECOMMENDATION:

City staff, including a representative from the Planning and Zoning Commission, conducted a review and scoring of the four submitted bid packages. Due to the range of bid amounts being close to each other, and all bids submitted fell under the cap as stated in the released RFP, the group was able to focus mainly on the firm's qualifications scores. Based on these qualifications scores the top two firms, Sno-Engineering, Inc. (SE Group) and Moore Iacofano Goltsman, Inc. (MIG) were selected for interviews. The same group conducted interviews with the top two firms on September 9, 2026. These interviews were scored, completing the final ranking matrix.

Overall, the top two firms were very close in scoring and price. Both submitted fully prepared bids. Both firms have previous experience with similar projects and no concerns arose during reference checks with previous clients (municipalities and counties) in Colorado. The determining factor for our committee was the strength of the interviews which bears itself out in the scoring.

City staff believes, and based on the merits of the proposal, the interview, and the scoring matrix, that Sno-Engineering, Inc. is best positioned to fulfill the requirements of the project while providing the best overall value to the City. It is the recommendation from the selection committee that Sno-Engineering, Inc. be chosen for the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements.

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

I move that City Council award the contract for the 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements to Sno-Engineering, Inc. dba. SE Group at their bid price of \$44,050.00 and authorize the City Manager to negotiate and sign a contract on behalf of the City for this purpose.

ATTACHMENTS:

- Scoring Matrix - 2026 Comprehensive Plan Update: Strategic Growth & Water Supply Elements

APPENDIX A1: SUBMITTAL RANKING MATRIX FORM CSBVB/SRM**2026 COMPREHENSIVE PLAN UPDATE**

QUALIFICATIONS: 60 Points / BID: 40 Points

INTERVIEWS: Additional 50 Points (Top Bids Only)

COMPANY NAME	QUALS SCORE³	BID SCORE⁴	QUALS & BID SCORE⁵	INTERVIEW SCORE	RANK⁶	NOTES
KLJ Engineering LLC	48	38	86	0	3	Did not interview
Moore Iacofano Goltsman, Inc. (MIG)	59	38	97	47	2	
Sno-Engineering, Inc (SE Group)	60	39	99	50	1	
Capital Consulting Services LC	15	40	55	0	4	Did not interview



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: Helen West, Community and Economic Development Specialist

Date: September 24, 2026

RE: Ordinance No. 1371, Series 2026

BACKGROUND

Mobile Food Vendors have been an allowed type of retail food establishment in the City of Cortez since 2017, when Ordinance No. 1220, Series 2017 was adopted by Council.

Mobile Food Vendors are currently allowed to operate within the public right-of-way in most Zoning Districts of Cortez provided that the Mobile Food Vendors are parked in a legal parking space and comply with all City and State parking restrictions, serve customers from an adjacent sidewalk or curbside of the mobile food vending apparatus, only operate between the hours of 7 am – 9 pm, collect all trash and debris accumulated within 25 feet of the vehicle, and remove the mobile food vending apparatus and equipment from the location when not open for business. As with all businesses that sell food within the City, they must also have a City sales tax license, pass an inspection from the Montezuma County Health Department, and if required, pass an inspection from City of Cortez Fire Inspector.

Council clarified these regulations in 2022 with Ordinance No. 1305, Series 2023 that classified Mobile Food Vendors as a Conditional Use in the Central Business Zoning District (CBD).

Following the 2025 Fourth of July celebrations, and after multiple incidents of mobile food vendors failing to comply with staff direction and park regulations, Parks and Recreation staff requested that the City of Cortez establish a formal licensing process for these vendors. A licensing process would make it easier for staff to permit vendors at City events and to take action against those who violate City regulations. The Parks and Recreation Department feel that the process for licensing Mobile Food Vendors outlined in Ordinance No. 1371, Series 2026 would be a huge benefit to the events staff. Throughout 2025 and 2026, Community and Economic Development staff developed the licensing program in coordination with the Parks and Recreation, Police, City Attorney, and City Clerk Departments.

Ordinance No. 1371, Series 2026 is the outcome of these discussions. The proposed Ordinance clarifies the current Code and outlines a clear process for licensing Mobile Food Vendors in the City of Cortez.

DISCUSSION

Ordinance No. 1371, Series 2026 clarifies the process and steps necessary for mobile food vendors to be compliant with City regulations. The ordinance creates a streamlined way for City event planners, managers, code enforcement, and law enforcement to easily verify a mobile food vendor's compliance with City regulations.

The proposed process is for the applicant mobile food vendor to submit the Mobile Food Vendor License Application along with proof of the following (1) a current City of Cortez Sales Tax License, (2) good standing with the State of Colorado, (3) an inspection from the Montezuma County Health Department, and (4) an

annual inspection by City of Cortez Fire Inspector, if a vendor is cooking food in the vehicle. A draft of the Mobile Food Vendor License Application has been included. Once approved, the Mobile Food Vendor will be given a certificate to display in their window while operating in the City of Cortez.

A conditional use permit will still apply for all Mobile Food Vendors operating in the CBD and a vendor or event permit through Parks & Recreation will be required of mobile food vendors operating in the Cortez park system.

Furthermore, Ordinance No. 1371, Series 2026 does not give automatic approval for Mobile Food Vendors to participate in City events. Additional permits, insurance, and/or approvals may be required to participate in City and/or partner events. Receiving the annual license is the first step for Mobile Food Vendors to operate in the City of Cortez.

FISCAL IMPACT

There is no fiscal impact to the City of Cortez. There will be limited impact to personnel time spent on processing applications.

RECOMMENDATION

City staff recommend that City Council pass Ordinance No. 1371, Series 2026 on first reading and set for a second reading and public hearing on October 27, 2026.

MOTION

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

I move that City Council approve on 1st reading Ordinance No. 1371, Series 2026, an ordinance approving revisions to Chapter 15, Article IX of the Cortez City Code regarding the annual licensure process for mobile food vendors operating in the City of Cortez and set the public hearing and 2nd reading of the Ordinance for October 27, 2026.

Attachments

Mobile Food Vendor License Application
Article IX Changes
ORDINANCE NO. 1371, SERIES 2026



City of Cortez
Community & Economic Development Department
Division of Planning & Building
123 Roger Smith Avenue
Cortez, Colorado 81321

File Number: _____

Application/Permit Number: _____

Date Application Received: _____

Received by: _____

MOBILE FOOD VENDOR LICENSE CHECK-LIST AND APPLICATION

A Mobile Food Vendor License is required for any retail food establishment vending from a non-permanent location and without a fixed structure ("Mobile Food Vendor"). The Mobile Food Vendor License is required as described in the City of Cortez Code, Chapter 15, Article IX. The Mobile Food Vendor License fee is established in the City of Cortez Fee Schedule. The Mobile Food Vendor License, once approved, is valid until December 31 of the current calendar year. All Mobile Food Vendors are responsible for updating their license status annually. Liquor, alcohol, marijuana, and other regulated substances require a separate license and are not permitted with the Mobile Food Vendor License.

CONTACT INFORMATION

Mobile Food Vendor Business Name: _____

Registered Business Address: _____ State: _____ Zip Code: _____

State of Vehicle Registration: _____ License Plate Number: _____

VIN Number: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

PROJECT NARRATIVE

In a separate document, provide a narrative of how the Mobile Food Vendor will operate within the City of Cortez. Please include the expected events and/or general overview of the times and potential location(s) you plan to vend in the City – both on public or private property. The Mobile Food Vendor will not be mandated to the narrative provided; however, this information can help staff understand and anticipate mobile food vending in the City.

Please note: Mobile Food Vendors are not permitted to sell in the Central Business District, may only vend on private property with proof of written consent from the owner, and may not vend in the public right-of-way adjacent to City owned parks while a special event is occurring or planned within the immediate 4-hours preceding and after such an event.

ATTACHMENTS

Your application must include the following attachments and will not be complete until all documents have been received.

1. Current City of **Cortez Sales Tax License**.

- Visit the City of Cortez website at <https://www.cortezco.gov/131/Taxes> for more information.

2. Proof of annual **Inspection from the Montezuma County Health Department**, or similar regulatory agency with legal jurisdiction over the mobile food vending business.
 - Visit the Montezuma County Health Department website at <https://montezumacounty.org/public-health/environmental-health/> for more information or to schedule an inspection.
3. Proof of annual **Inspection from the City of Cortez Fire Inspector**, if cooking food inside the vehicle.
 - Visit the City of Cortez Fire Inspector website at <https://www.cortezco.gov/194/Fire-Inspection-Services> for more information or to schedule an inspection.
4. If operating as a legal entity and not an individual, **Certificate of Good Standing** or **Certificate of Fact of Trade Name** with the State of Colorado.
 - Visit the Secretary of State website at <https://www.coloradosos.gov/> for more information and to download your Certificate.

Please Note: If the Mobile Food Vendor is intending to vend at regularly occurring sporting/community events or Special Events with the City of Cortez, the Mobil Food Vendor may be required to carry proof of General Liability Insurance of at least \$1 Million with the City of Cortez listed as Additionally Insured. Mobile Food Vendors must be separately permitted to vend at Special Events or on City property. Additional fees may apply.

Please contact the City of Cortez Events Coordinator or visit the website at <https://www.cortezco.gov/929/Cortez-Special-Events-Committee> for more information.

ACKNOWLEDGMENT AND AUTHORIZATION

Please read the City of Cortez [rules & regulations](#) pertaining to Mobile Food Vendors and acknowledge the following:

I hereby certify that I am the owner or the owner's duly authorized agent and have read and understand this application, and all City regulations that pertain to my mobile food vendor project. I acknowledge that all information included in this application is accurate and true. I understand that I am responsible for following all Federal laws, guidelines, and regulations, as well as those set forth by the State of Colorado and the City of Cortez.

Applicant Signature: _____ Date: _____

DEPARTMENT USE ONLY

Fee Required: \$ _____ Paid On: _____ Receipt #: _____

QUESTIONS? Call (970) 565 – 3402

HAND DELIVERY or MAIL: Please submit application and plans in person to:
Planning & Building, Cortez City Hall, 123 Roger Smith Avenue, Cortez, CO 81321

ONLINE: <https://www.cortezco.gov/186/Building-Permits-Applications>

City of Cortez • 970-565-3402 • www.cortezco.gov

CHAPTER 15

Article IX. Mobile Food Vendors.

Sec. 15-68. Licenses. Section 15-68 is amended as shown below in Track Changes:

A Cortez mobile food vendor license is required to operate within city limits. To obtain a mobile food vending license the vendor must complete the Mobile Food Vendor License Application and supply proof of (1) a City of Cortez sales tax license; (2) an annual inspection by the Montezuma County Health Department, or similar department; (3) an annual inspection from the City of Cortez Fire Inspector, if cooking food within the vehicle; and (4) pay the Mobile Food Vending License fee established in the City of Cortez fee schedule. The Mobile Food Vending License will be valid through each calendar year and must be renewed after January 1st of each new year. All licenses business or sales tax license or transient vendor license, if applicable, proof of inspection by the Montezuma County Health Department are required as well as any land owner written permission required in section 15-68.4 and must be conspicuously displayed at all times during the operation of a mobile food vendor. Failure to display received licenses shall be a violation and punishable as set forth in section 15-68.8.

Sec. 15-68.2. Zone districts. Section 15-68.2 is amended as shown below in Track Changes:

Mobile food vendors shall not operate in the following zone districts: CBD, central business district unless a Conditional Use Permit is approved as set forth in section 3.06 of the City of Cortez Land Use Code. Mobile food vendors intending to vend at Special Events or regularly occurring sporting/community events within the City of Cortez must be separately permitted. See Section 15-68.5 for more information.

Sec. 15-68.3. Operating within public right-of-way. Section 15-68.3 is amended as shown below in Track Changes:

Mobile food vendors may operate within the public right-of way provided they meet the following requirements:

- (a) Mobile food vendor must be parked in a legal parking space and comply with all city and state parking restrictions;
- (b) When operating within the public right-of-way mobile food vendor may only serve customers from an adjacent sidewalk or from the curbside of the vehicle.
- (c) Mobile food vendors may operate within the public right-of-way adjacent to city owned parks, unless a special event is occurring or planned to occur within the next four hours in the adjacent park.

Sec. 15-68.4. Operating on private property. Section 15-68.4 is amended as shown below in Track Changes:

Mobile food vendors may operate on private property provided they meet the following requirements:

- (a) Mobile food vendor operator must obtain prior written permission from the private property owner and must have available an original copy of such permission for inspection purposes at all times;
- (b) Mobile food vendor must be parked on a paved surface or weather proof surface outside any designated fire lane and outside the corner visibility triangle vision clearance triangle, as that term is defined in section 5.0 3(G)2(j)(3) City of Cortez Land Use Code.

(c) Mobile food vendor must adhere to section 15-68.6 of this article in concern for trash, noise, and all other City regulations while operating on private property.

Sec. 15-68.8. Violations. Section 15-68.8 is amended as shown below in Track Changes:

A violation of this article shall be punishable as set forth in section 17-16A of the Cortez City Code now in effect or as may be amended from time to time.

Repeated violations of this article may result in the revocation of the vendor's Mobile Food Vending License.

**CITY OF CORTEZ
ORDINANCE NO. 1371, SERIES 2026**

**AN ORDINANCE APPROVING REVISIONS TO CHAPTER 15, ARTICLE IX OF THE
CORTEZ CITY CODE REGARDING THE ANNUAL LICENSURE PROCESS FOR
MOBILE FOOD VENDORS OPERATING IN THE CITY OF CORTEZ**

RECITALS

WHEREAS, by Ordinance No. 1220, Series 2017, passed and adopted on March 28, 2017, the City Council (the “Council”) of the City of Cortez, Colorado (the “City”), adopted regulations for mobile food vendors in the City of Cortez; and

WHEREAS, since adoption Ordinance No. 1220, Series 2017, City staff has found the procedure for permitting and licensing mobile food vendors in the City of Cortez confusing and lacking clarity; and

WHEREAS, the City of Cortez Land Use Code, outlined in Chapter 3, Section 3.06.4(H) requires a Mobile Food Vendor Permit for placement on public or private property; and

WHEREAS, mobile food vendors are required to have a current City of Cortez Sales Tax License, State of Colorado Sales Tax License, and an annual inspection from the Montezuma County Health Department, or other similar inspection, and, an annual inspection from the Cortez Fire Inspector, if cooking food in the vehicle; and

WHEREAS, a mobile food vendor, if it is a legal entity rather than an individual, should be registered and in Good Standing with the Secretary of State of Colorado; and

WHEREAS, currently, a mobile food vendor must show multiple forms of documentation to prove compliance with the rules and regulations set by City Council for food vendors, creating a repeated burden on the mobile food vendor and city staff;

NOW, THEREFORE, BE IT ORDAINED BY THE CORTEZ CITY COUNCIL AS FOLLOWS:

RECITALS INCORPORATED. The foregoing recitals are incorporated herein as conclusions, facts, determinations, and findings by the Cortez City Council.

CITY CODE AMENDMENTS ARE ADOPTED. The revisions to chapter 15, article ix of the Cortez City Code as shown on Exhibit A are hereby adopted.

COMPLIANCE REQUIRED. Any mobile food vendor must comply with any rules, policies and regulations concerning mobile food vendors adopted from time to time by the City Council or the City staff, and any Colorado State Statutes and State Regulations applicable to mobile food vendors.

REPEALER. All orders, bylaws, resolutions, and ordinances of the City, or parts thereof, inconsistent or in conflict with this Ordinance, are hereby repealed to the extent only of such inconsistency or conflict.

SEVERABILITY. If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

RECORDING AND AUTHENTICATION. Upon adoption hereof, this Ordinance shall be recorded in a book kept for that purpose and shall be authenticated by the signatures of the Mayor and the City Clerk.

EFFECTIVE DATE. This ordinance shall be effective upon publication after second reading and final passage.

FIRST READING. This Ordinance shall be considered on first reading on the 13th day of October, 2026, at the hour of 7:30 p.m., in the City Council Chambers in City Hall, Cortez, Colorado, at which time this Ordinance shall be read and introduced on first reading and the public hearing for the second or final reading of this Ordinance shall be set.

PUBLIC HEARING. This Ordinance shall be considered for second and final reading on the 27th day of October, 2026, at the hour of 7:30 p.m., in the City Council Chambers in City Hall, Cortez, Colorado, at which time and place all persons may appear and be heard concerning the same.

PASSED, ADOPTED, AND APPROVED ON FIRST READING THIS 13TH DAY OF OCTOBER, 2026.

ATTEST: CITY OF CORTEZ

DENNIS SPRUELL, MAYOR

DANIELLE WELLS, CITY CLERK

PASSED, ADOPTED AND APPROVED ON SECOND AND FINAL READING THIS 27th DAY OF OCTOBER, 2026.

ATTEST: CITY OF CORTEZ

DENNIS SPRUELL, MAYOR

DANIELLE WELLS, CITY CLERK

APPROVED AS TO FORM:

J. PATRICK COLEMAN, CITY ATTORNEY



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: Rachael Marchbanks, DIRECTOR OF COMMUNITY/ECONOMIC DEVELOPMENT

Date: 10/13/2026

RE: Park Village on 7th CHFA Notification: Request for Council Approval of Mayor's Signature

BACKGROUND

Colorado Housing and Finance Authority (CHFA) administers the state's Housing Tax Credit (LIHTC) program, created under the 1986 Tax Reform Act to encourage production and preservation of affordable rental housing. In exchange for the tax credits, property owners must maintain rent affordability for low-income households, typically for 30 to 40 years. Before CHFA will score an application in its competitive statewide allocation process, it requires the local jurisdiction where a project is sited to submit comments on a standard form.

CHFA notified the City that Evergreen Real Estate Group has proposed Park Village on 7th for the 2026 funding round (Federal 4% and layered State credits) and requested the City's comments. Staff has prepared draft responses to CHFA's three questions on the attached Notification to Local Jurisdiction form, addressing the project's consistency with the City's adopted housing plans. Council authorization is requested so that the Mayor may sign the form, so the City can return it to CHFA.

DISCUSSION

Staff finds Park Village on 7th strongly consistent with the City's 2023 Housing Needs Assessment and 2023 Housing Action Plan. The Needs Assessment documented rental vacancy near 1–2%, housing production lagging job and population growth, and the community's most acute unmet need as rental housing priced below 80% AMI (extending to 100% AMI for local young professionals). It specifically recommended the City use government-owned land to catalyze development on the most promising parcels — the approach taken here, on land at the former high school property.

The Action Plan's Goal 2 (increasing housing production and diversity of unit types) and Goal 3 (prioritizing entry-level rentals and missing-middle housing for households in the 60–100% AMI range) are both directly advanced by this project's mix of one-through four-bedroom rentals at 40–80% AMI. The project also reflects the Action Plan's emphasis on collaborative partnerships and targeted developer engagement with the City's partner, Evergreen Real Estate Group, both identified as top-priority actions.

FISCAL IMPACT

There is no direct cost to the City associated with signing the CHFA comment form.

RECOMMENDATION

Staff recommends Council review the attached form, recommend any comments or changes, and approve the Mayor's signature on CHFA's Notification to Local Jurisdiction form for Park Village on 7th, affirming the project's consistency with the City's adopted housing plans.

MOTION

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

I move that Cortez City Council authorize the Mayor to sign the CHFA Notification to Local Jurisdiction form as presented for Park

Village on 7th.

Attachments

CHFA Letter Response



denver

1981 Blake Street
Denver, CO 80202

303.297.chfa (2432)
800.877.chfa (2432)

PO Box 60
Denver, CO 80201

800.659.2656 tdd
www.chfainfo.com

western slope

348 Main Street
Grand Junction, CO 81501

970.241.2341
800.877.8450

NOTIFICATION TO THE LOCAL JURISDICTION

August 19, 2026

Via email: dspruell@cortezco.gov

City of Cortez
Mayor Dennis Spruell
123 Roger Smith Avenue
Cortez, CO 81321

Subject: Park Village on 7th

Dear Mayor Dennis Spruell,

Colorado Housing and Finance Authority (CHFA) is the administrator of the Housing Tax Credit Program (HTC) in Colorado. The HTC program was created by the 1986 Tax Reform Act to encourage the production and preservation of affordable rental housing. To receive the tax credits, property owners are required to maintain long-term rent affordability for individuals and families of low income, typically for 30 to 40 years. CHFA awards the credits statewide through a comprehensive selection process that is governed by its [Qualified Allocation Plan](#) (or QAP).

We are notifying you that the referenced project has been proposed in your local jurisdiction in order to provide you an opportunity to comment on the project.

Please provide us with your comments on the attached form, attach any additional information, and sign and return the form to our office as soon as possible.

Additionally, if you are interested in having CHFA staff provide you and your staff with an introduction to the HTC program and CHFA's award process, please let us know and we will be happy to coordinate a meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Megan Herrera", is written over a light blue horizontal line.

Megan Herrera
Tax Credit Program Administrator

CC: Drew Sanders
Bill Lewis

NOTIFICATION TO THE LOCAL JURISDICTION

HTC Type: 2026 Federal 4% and Layered State
Project Name: Park Village on 7th
Project Address: NW corner of the intersection of W 7th Street and S Chestnut Street
Project Sponsor: Evergreen Real Estate Group
Type of Project: New Construction
Number of Units: 70 Total Units - 70 Low Income Units

1. Do you view this proposed project as being consistent with the development and preservation of the housing plan in your community?

Yes, the City views Park Village on 7th as strongly consistent with our adopted housing plans. The 2023 Housing Needs Assessment identified rental vacancy near 1–2%, housing production lagging behind job and population growth, and the community's most acute unmet need as rental housing priced below 80% AMI (extending to 100% AMI for local young professionals). The Assessment specifically recommended that the City use government-owned land to catalyze development and pursue an RFP process on the most promising parcels — precisely the approach taken with this project, sited on city-owned land at the former high school property. The 2023 Housing Action Plan builds directly on those findings: Goal 3 prioritizes entry-level rentals and missing-middle housing serving households in the 60–100% AMI range, and its Top Priority actions call for both a vacant land inventory to catalyze private development and targeted engagement with developers experienced in affordable and entry-level housing — both of which describe the City's partnership with Evergreen Real Estate Group on this site.

The project's mix of one- through four-bedroom units also supports Goal 2's call for a diverse range of housing types and sizes to serve households at different stages of life, an area the Needs Assessment flagged as a gap in Cortez's existing stock. Pairing the housing with continued investment in the adjacent city park further reflects the community vision underlying the Action Plan: integrated, livable neighborhoods rather than housing in isolation. While the project is new construction rather than a preservation or rehabilitation effort — the focus of the Action Plan's Goal 1 — it does not conflict with that goal and instead advances the Plan's other two core goals, increasing housing supply and targeting the income levels and unit types Cortez has identified as its highest priority.

2. If proposed project is not viewed as consistent with local housing needs and priorities, please explain why.

The project, as mentioned above, is consistent with the City's needs and identified priorities.

3. Other Comments:

Beyond helping the City meet housing needs as identified in our planning efforts, this project will help address the unique challenges facing Cortez as a rural hub in Southwest Colorado — a region that is often overlooked relative to Colorado's larger metro and mountain resort markets in state and federal funding decisions, despite facing comparable affordability pressures. Cortez serves as an employment and service center for a wide surrounding area, including Montezuma County and the Ute Mountain Ute community, and the Needs Assessment documents poverty rates in the City (16%) running notably higher than the county as a whole (12%), with nearly one in five households relying on food assistance. Because rural communities like Cortez typically have fewer large-scale developers, less access to capital markets, and smaller staff capacity to pursue complex funding stacks than urban areas, the City's role in providing land is often the difference between a project being feasible or not — consistent with the Action Plan's recognition that the City's greatest leverage lies in catalyzing private and nonprofit development rather than building housing itself. This project also strengthens regional partnerships named throughout the Action Plan, including the Housing Authority of Montezuma County, and other regional service providers and employers, reinforcing Cortez's role as a stabilizing housing resource for the broader Southwest Colorado area.

Signature

Mayor

Title

Dennis Spruell

Print Name

CHFA, attention: Megan Herrera, Tax Credit Program Administrator

Via email to: mherrera@chfainfo.com



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

Danielle Wells
City Clerk
123 Roger Smith Ave
Cortez, CO. 81321
dwells@cortezco.gov

Memorandum

To: CORTEZ CITY COUNCIL

From: Danielle Wells, City Clerk

Date: September 29, 2026

RE: Possible cancellation of December 22, 2026 City Council Meeting

BACKGROUND

Council has historically canceled the second Council meeting in December due to its scheduled proximity to the year-end holidays.

DISCUSSION

The fourth Tuesday in December falls on the same week as Christmas. Council can discuss canceling this meeting. Discussing this option early, will help City staff and the community to better plan agenda items accordingly.

RECOMMENDATION

Staff recommends that Council make a decision on canceling the December 22, 2026 Council meeting.

MOTION

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

"I move that Council approve the cancellation of the regular Council meeting scheduled for December 22, 2026, due to the holidays."



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

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

Memorandum

To: CORTEZ CITY COUNCIL

From: DREW SANDERS, CITY MANAGER

Date: September 22, 2026

RE: Appointment of two Council Members for the Community Support Grant Selection Committee

BACKGROUND

Most years, the Cortez City Council budgets money from the general fund to support community non-profit organizations that preserve or enrich the health, education, welfare, and fitness of the community. 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 resident welfare and education in the region. The deadline for the grant submission is Friday, October 16, 2026 at 5 p.m.

DISCUSSION

Staff requests that two Councilmembers be appointed to the community support grant selection committee. This committee will be scheduled to meet after the November 10, 2026 City Council meeting to review the submitted grant applications, and will make recommendations to Council regarding award and funding for the grants submitted.

RECOMMENDATION

Staff recommends that Council appoint two members to the community support grant selection committee.

MOTION

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

"I move to appoint Council Member _____ and Council Member _____ to the community support grant selection committee."



CITY OF CORTEZ
123 ROGER SMITH AVENUE
CORTEZ, CO 81321

October 13, 2026

Agenda Item: 13. a.

MEMO TO: Honorable Mayor and City Council

FROM: PATRICK COLEMAN, CITY ATTORNEY

SUBJECT: **Executive Session - Negotiations concerning the possible sale of City owned real estate**

BACKGROUND

Council may go into executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators concerning the possible sale of City owned Real Estate.

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

I move that City Council go into executive session pursuant to C.R.S. Section 24-6-402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators concerning the possible sale of City owned Real Estate.
