

The public link to join the City of Cortez City Council Worksession and Meeting to be held on Tuesday, February 9, 2021, is below:

[https://zoom.us/webinar/register/WN\\_sA32VayCQeiOBLMOpi9Nyw](https://zoom.us/webinar/register/WN_sA32VayCQeiOBLMOpi9Nyw)

The City Council worksession will begin at 5:30 p.m. and the Regular Council Meeting will begin at 7:30 p.m.

The City Council worksession and meeting on Tuesday, February 9, 2021, will only be held by ZOOM.

COUNCIL WORKSHOP/SPECIAL MEETING  
TUESDAY, FEBRUARY 9, 2021  
5:30 p.m.  
(Virtual Contact by ZOOM)

CALL TO ORDER

- A. 5:30 p.m., Introduction of new Finance Director Kelly Koskie and Airport Manager Jeremy Patton
- B. 5:40 p.m., Presentation by Laurie Sigilitto, Tracey Wagster, and Deborah Uroda with Montezuma Local News (Manager of Marketing and Events Jon Brooks)
- C. 6:00 p.m., Discussion on the Recreation Center HVAC System (Regular Council Agenda Item 6a.) (Director of Parks and Recreation Dean Palmquist)
- D. 6:15 p.m., Report on Brandon's Gate and Rodeo Subdivisions (Director of Parks and Recreation Dean Palmquist)
- E. 6:30 p.m., Presentation by Stephen Scarano and Daniel Clark Representing USI (Broker for the City's Employee Insurance) (Director of Human Resources Matt Cashner)
- F. 7:20 p.m., General Council Discussion
- G. For Your Information
  - 1. Thank You from Hospice of Montezuma
  - 2. Planning and Zoning Minutes of January 5, 2021
  - 3. Montezuma County Minutes of January 19 and 26, 2021

ADJOURN



**City of Cortez**  
**Parks & Recreation**  
**Department**  
425 N. Roger Smith Avenue  
Cortez, CO 81321

To: John Dougherty, City Manager  
From: Dean Palmquist, Director of Parks and Recreation  
Subject: 2021 Brandon's Gate and Rodeo Subdivisions Report  
Date: December 31, 2020

This memo is to provide information on what the residents of Brandon's Gate and Rodeo subdivisions pay for the City of Cortez maintaining their green spaces and what cost it is to the City of Cortez to provide that service.

Brandon's Gate subdivision has 33 houses paying \$6.93 per month for an annual total revenue of \$2,744. For the Brandon's Gate subdivision, my calculations show that the City of Cortez incurred \$2,400 for annual domestic water use, \$156 for irrigated water use, \$240 for the metered electricity fee, and approximately \$1,956 for landscaping maintenance services. The annual Brandon's Gate subdivision expenditures total \$4,752 for a net loss to the City of Cortez of \$2,008. For the Brandon's Gate subdivision to absorb the full cost, those residents need to increase their monthly fee from \$6.93 to \$12.00 for an annual total revenue of \$4,752.

The Rodeo subdivision has 22 houses paying \$5 per month for an annual total revenue of \$1,320. For the Rodeo subdivision, my calculations show that the City of Cortez incurred \$1,575 for annual domestic water use and the metered electricity fee and approximately \$840 for landscaping maintenance services. The annual Rodeo subdivision expenditures total \$2,415 for a net loss to the City of Cortez of \$1,095. For the Rodeo subdivision to absorb the full cost, those residents need to increase their monthly fee from \$5 to \$9.15 for an annual total revenue of \$2,415.

For further discussion, I would like to propose a scenario of contracting out with a local landscaping company to provide landscaping maintenance services to Brandon's Gate and Rodeo subdivisions and look at repurposing our park maintenance staff for additional duties in the park system, especially when the new neighborhood park gets developed. Our park maintenance staff spends on average four hours per week taking care of the Brandon's Gate landscaping maintenance services and two hours per week taking care of the Rodeo landscaping maintenance services. In a seven month period, that would total 168 hours of staff time to provide landscaping maintenance services to these two subdivisions which could be repurposed elsewhere in our park system.

Under the new scenario of using a local landscaping company, the landscaping maintenance service costs would increase from \$1,956 to \$5,600 for Brandon's Gate subdivision and \$840 to \$2,800 for the Rodeo subdivision. Brandon's Gate subdivision total expenditures would be \$8,396, while the Rodeo subdivision total expenditures would be \$4,375.

If we were to pass this cost onto the homeowners in these subdivisions, it may be too much to ask at one time for them to do. For the Brandon's Gate subdivision to absorb the full cost, those residents would need to increase their monthly fee from \$12.00 to \$21.20 for an annual total revenue of \$8,395. For the Rodeo subdivision to absorb the full cost, those residents would need to increase their monthly fee from \$9.15 to \$16.57 for an annual total revenue of \$4,374.

Another way to consider charging the subdivisions would be to charge per lot of the subdivision and absorb some of the increase by each lot paying the monthly fee and not just per house. Brandon's Gate subdivision has 33 houses and 106 lots within the subdivision, and the Rodeo subdivision has 22 houses and 30 lots. For the Brandon's Gate subdivision, each lot would pay a monthly fee of \$6.60 for an annual total revenue of \$8,395. For the Rodeo subdivision, each lot would pay a monthly fee of \$12.15 for an annual total revenue of \$4,374.

Please let me know when you would like to discuss these subdivision options further, once you have an opportunity to review this memo.

# City of Cortez

## Rodeo Subdivision Green Space Maintenance

**CURRENT FEE:**  
\$5

**PROPOSED FEE:**  
\$9.15

**CURRENT REVENUE:**  
\$1,320

**ESTIMATED REVENUE:**  
\$2,415

**TOTAL EXPENDITURES:**  
\$2,415

The residents of Rodeo Subdivision pay the City of Cortez to maintain their green spaces. While costs have increased, assessed fees have not changed since their inception in 2007. A recent analysis of direct costs showed that current assessed fees were not covering the full maintenance costs.

# City of Cortez

## Rodeo Subdivision Green Space Maintenance

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# City of Cortez

## Brandon's Gate

### Green Space Maintenance

**CURRENT FEE:**  
\$6.93

**PROPOSED FEE:**  
\$12

**CURRENT REVENUE:**  
\$2,744

**ESTIMATED REVENUE:**  
\$4,752

**TOTAL EXPENDITURES:**  
\$4,752

The residents of Brandon's Gate pay the City of Cortez to maintain their green spaces. While costs have increased, assessed fees have not changed since their inception in 2009. A recent analysis of direct costs showed that current assessed fees were not covering the full maintenance costs.

# City of Cortez

## Brandon's Gate

### Green Space Maintenance

**CURRENT FEE:**  
\$6.93

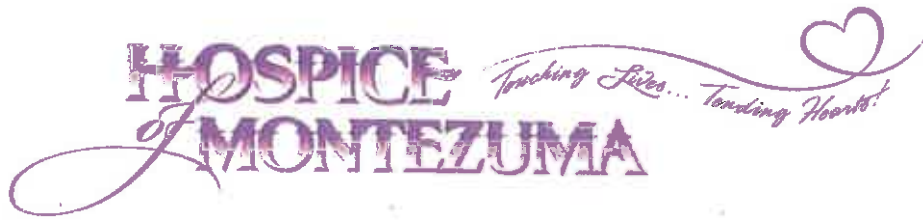
**PROPOSED FEE:**  
\$12

**CURRENT REVENUE:**  
\$2,744

**ESTIMATED REVENUE:**  
\$4,752

**TOTAL EXPENDITURES:**  
\$4,752

The residents of Brandon's Gate pay the City of Cortez to maintain their green spaces. While costs have increased, assessed fees have not changed since their inception in 2009. A recent analysis of direct costs showed that current assessed fees were not covering the full maintenance costs.



January 29, 2021

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

Dear Friends,

Thank you so very much for your generous grant of \$1500.00 to Hospice of Montezuma. It is greatly appreciated. As you know, it is the support of our community and friends that make it possible for us to continue serving everyone in our region who needs hospice care. There is no greater friend than the one who quietly helps when you are overwhelmed by a challenging situation. The loving support we receive from friends like you is our greatest treasure.

The last thing that families should have to worry about is how to afford the care that is needed for a loved one. Families are stretched financially and emotionally when caring for a loved one on Hospice and as they strive to manage their every day needs. One thing that you have provided with your generous donation is some peace of mind for these families.

Hospice of Montezuma, Inc. is a 501 (c)(3) nonprofit organization. This letter serves as your receipt and acknowledges that no goods or services were provided in association with your contribution. Please keep this written acknowledgement of our donation for your tax records as the IRS will no longer accept your cancelled check as proof of any donation of \$250 or more.

Sincerely,

*Carol A Baumgartner*

Carol A. Baumgartner  
Executive Director

*Thank you*

/nc

PLANNING AND ZONING COMMISSION  
 REGULAR MEETING  
 TUESDAY, JANUARY 5, 2021

1. The regular meeting was called to order by virtual contact through ZOOM at 6:30 p.m., and was opened with the Pledge of Allegiance. Commission members present were Chairperson Robert Rime, Tom Butler, Stephen Candelaria, Vice-Chairperson Rebecca Levy, and Lance McDaniel. City staff present included Associate Planner Neva Connolly, City Planner Tracie Hughes, Director of Public Works Phil Johnson, City Engineer Chad Hill, GIS Coordinator Doug Roth, City Clerk Linda Smith, City Manager John Dougherty, Mayor Mike Lavey, and IT Support Technician Kyle Kuhn. There were nine people signed up as participants.

2. Commissioner McDaniel moved that the minutes of December 1, 2020, be approved. Commissioner Candelaria seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

3. BUSINESS OF THE COMMISSION

a. Election of Chair and Vice-Chair. Nominations were received for Chair and Vice-Chairperson for the Planning and Zoning Commission. Commissioner Butler moved that Robert Rime remain as Chair and Rebecca Levy remain as Vice-Chairperson. Commissioner Candelaria seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

b. Public Hearing on an Application for a Conditional Use Permit to Establish a Multifamily Development on Property Located on Empire Street in the Multifamily Residential (R-2) Zone, as Submitted by Christian Pritchett of Blueline Development, Inc., Agent for Property Owner Pinon Associates, Inc., and Review of P&Z Resolution No. 1, Series 2021. City Planner Hughes stated that Christian Pritchett, with Blueline Development, Inc. agent for Pinon Associates, Inc. has applied to the City for a Conditional Use Permit to establish a multi-family development on Lot 1 of the Chism Minor Subdivision. She stated that the development will be located on the southern half of the 9.17-acre lot. She stated that the applicant is proposing to construct four buildings which will contain 50 apartments varying from one to three bedrooms in size. She stated that one building will house a leasing office and amenity facilities for the residents. She noted that the proposed apartments exceed the minimum requirements found in Land Use Code Section 3.06 for the required lot area. She reviewed the square footage for each of the four buildings noting that the buildings would be three-story. She stated that the lot coverage would be at 4.5% and that future phases would need to be addressed in regard to density and lot coverage at the time they are



submitted. She noted that the setback requirements have been met and that the plans submitted are conceptual at this time. She reviewed the off-street parking requirements and noted that the applicant has indicated they will provide the minimum required spaces. City Planner Hughes reviewed Land Use Code Section 6.10 (1-7) regarding the criteria for approving a conditional use permit and commented that the proposal is compatible with the adjacent existing uses as the site is located immediately next to a multi-family apartment complex as well as other mixed uses. She reviewed the agency/utility provider concerns and noted that all the comments can be addressed as the project moves through the process. She stated that the location of the trash receptacle/bins on the site is still a concern that needs to be addressed. She spoke of two people (Kathy Haggard and Houston Frizzell) that had contacted her regarding concerns they have on the project and noted that they may voice their concerns in the public hearing process. She also noted that a letter was received from the Ute Mountain Ute Tribe supporting the project. She stated that the Comprehensive Plan goals would be met through the project, in particular is providing infill and affordable housing in the community. She shared a map showing the project is within half a mile from many amenities (grocery store, park, etc.). Chairman Rime opened the public hearing.

Chad Holtzinger, ShopWorks Architecture, spoke about the screening that would be done during the construction phase of the project and commented that the proposal is only for Phase 1. In answer to a question from Vice-Chairperson Levy, Mr. Holtzinger stated that future phases would be presented to the City as they are planned. Mr. Holtzinger spoke about communicating with the neighbors during the construction process and commented that the project would contain a clean work site. Discussion was held on the tones, colors, etc. that would be used for the buildings and Mr. Holtzinger commented that the new buildings would compliment the buildings that are already in the area (such as the new Court House Building). Kelli Willis, Director of The Pinon Project Family Resource Center, spoke about the need for affordable housing in the community. She stated that many families are waiting long periods of time for housing and this project could really help. She stated that the Pinon Project is working the Colorado Health Foundation to put a team together to make this project possible. Oriana Sanchez, Blueline Development, spoke about working on the project with The Pinon Project and commented that this is a unique project that would be at least five years out for a Phase 2. She noted that ground breaking for Phase 1 is at least 12 months away as the financing process needs to be secured. She stated that it takes about three years total from concept to opening the facility.

Houston Frizzell, 506 Amanda Lee Lane, spoke about his concerns with the project including the loss of his views and the driveway location. He asked why the Pinon Project is getting into the real estate business and his concern for adding more low income apartments in the community. He stated that the City should focus on getting good jobs in the community rather than more housing. Ms. Sanchez, stated that if there is an opportunity to move the driveway, they would look at changing it.

Kathy Haggard, 620 East Empire Street, Manager of the Cortez Apartments, asked what kind of property this would be in regard to affordable housing and asked who would be funding the project.

She stated that The Pinon Project has helped many of her tenants and she is thankful for their help. Ms. Willis stated that the project is for affordable housing and a request has been made for low income tax credits. Ms. Haggard stated that she supports the project. No one else spoke and Chairman Rime closed the public hearing.

Commissioner Candelaria commented that a lot of the property will be taken up with the current project due to the requirement of 14 units per acre and stated his concern that all easements be shown so there is not a conflict with future building. Discussion was held on the fiber optic requirement and Mr. Holtzinger stated that all the utilities will be brought from Empire Street to the building and the Pinon Project can decide how they will deal with the cable (fiber optic) being distributed to each of the individual apartments. Commissioner McDaniel asked about the storm drainage and Mr. Holtzinger stated that civil engineering has not been done yet, but retention water will be directed towards Empire Street and consideration will be given regarding future drainage away from the Carpenter Natural Area. In answer to a question from Vice-Chairperson Levy, Mr. Holtzinger spoke about the resident amenity and office space which will be located in one of the buildings and managed by the Pinon Project.

Commissioner Candelaria moved that the Planning and Zoning Commission approve Planning and Zoning Resolution No. 1, Series 2020, approving a Conditional Use Permit to establish multifamily residential housing on property located at TBD Empire Street in the Residential Multifamily (R-2) zone, as submitted by Christian Pritchett of BlueLine Development, Inc., agent for property owner Pinon Project, with five conditions. Vice-Chairperson Levy seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

c. Public Hearing on an Application for a Site Plan Review to Construct a 931 Square Foot Addition at 801 East Main Street (DBA Mi Mexico), as submitted by Robert Nelson, Authorized Representative for Owner Sofia Rodriguez, and Review of P&Z Resolution No. 2, Series 2021. Associate Planner Connolly stated that the City of Cortez has received an application for review of a site development plan to construct a 931 square foot addition to an existing structure at 801 East Main Street. She stated that the site is currently operating as Mi Mexico and that the applicants would like to enclose an existing concrete slab that currently functions as outdoor dining space. She noted that the new addition increases the gross floor area by over 20%. She stated that the landscaping requirements have already been met and there were no concerns received from any of the City departments or affected districts on the proposal. In answer to a question from Commissioner McDaniel, Associate Planner Connolly stated that the proposal meets the required setbacks and the enclosed patio will not impede any of the site distances. Chairman Rime opened the public hearing.

Robert Nelson, representing Mi Mexico, stated that the owners would like to enclose the patio to enhance the customer’s comfort for dining at the restaurant. He stated that there are issues with the wind and the sun on the patio area and by enclosing the patio, it will insure use of the space year-round. In answer to a question from Commissioner McDaniel, Mr. Nelson stated that the space would be a full enclosure and not taken down in the summer. City Clerk Smith noted that a Change of Premises would be required by Mi Mexico so that the patio area is noted as an enclosed area on the liquor licensed premises. She noted that both the City and the State would need to approve the application and Mr. Nelson stated that he would let the applicants know of the requirement. Chairman Rime closed the public hearing.

Commissioner Candelaria moved that the Commission approve the site development plan to construct a 931 square foot addition to Mi Mexico, located at 801 East Main Street, as submitted by Robert Nelson, authorized representative for owner Sofia Rodriguez, through Planning and Zoning Resolution No. 2, Series 2020, with two conditions. Commissioner Butler seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

d. County Development: Proposed Three Lot General Planned Unit Development (GPUD) and Rezoning Application submitted by Danny and Jeanie Wilkin, on property located at 24571 Road L, Cortez, CO, consisting of 44.42 acres, on Property in Montezuma County Within the Three-Mile Urban Influence Area. Associate Planner Connolly stated that property owners Danny and Jeanie Wilkin have applied to Montezuma County for a General PUD on property located at 24517 Road L. She noted that the applicant is requesting rezoning from AGZ to GPUD. She stated that the property currently has access from Road L. She stated that a site plan provided with the application shows three lots ranging from 0.65 to 0.70 acres in size the and the remainder of the land would remain agricultural use. She stated that the existing access off of Road L will be moved slightly to the east to accommodate the new lots and is depicted at 60-feet wide. She stated that staff recommends approval of the project for conformance with the Master Streets Plan and directed the Chair to sign the plat with Signature Block No. 1. In answer to a question from Chairman Rime, Associate Planner Connolly stated that the project has already been approved by the County; however, comments can be forwarded if there are any.

Vice-Chairperson Levy moved that the Commission approve the Three Lot General Planned Unit Development and Rezoning Application for Danny and Jeanie Wilkin, on property located at 24571 Road L, for conformance with the Master Streets Plan and direct the Chair to sign the plat with Signature Block No. 1. Commissioner McDaniel seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

e. County Development: Review of a Boundary Line Adjustment to Lot 8 to Amend the Totten Lake General Planned Unit Development on Property Owned by Totten Land, Agent Cap Allen, Located at 10363 Road 29, Cortez, CO; on Property in Montezuma County Within the Three-Mile Urban Influence Area. Associate Planner Connolly stated that Cap Allen, agent for Totten Land LLC, has applied to Montezuma County for a boundary adjustment between Lot 8 and the Common Area of the Totten Lake Planned Unit Development, located at 10363 Road 29. She stated that the adjustment would increase the lot size of Lot 8 from 1.523 acres to 2.427 acres and reduce the PUD’s open space from 25.538 acres to 24.634 acres. She stated that the boundary adjustment will have no effect on streets in the area and staff recommends that the Commission approve the project in conformance with the Master Streets Plan and sign the plat with Signature Block No. 1.

Commissioner Butler moved that the Chair sign the plat for a boundary adjustment on property owned by Totten Land LLC, located at 10363 Road 29, Cortez, CO, on property in Montezuma County within the three-mile urban influence area, with Signature Block No. 1 for compliance with the Master Streets Plan. Commissioner Candelaria seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

4. CITIZEN PARTICIPATION – None.

5. P&Z DISCUSSION ITEMS

a. Master Streets Plan Update. City Planner Hughes stated that two meetings have been held with County staff on the Master Streets Plan and they have asked that the map be extended three miles out from the City boundary, rather than just one mile. Commissioner Candelaria stated that State Statutes requires that the Master Streets Plan be extended to three-miles (rather than just one mile). City Planner Hughes stated that she sent notice to agencies on the draft plan to receive input on the plan and will relay any comments to the Commission. She stated that City Council will be reviewing the plan at their worksession on January 12, 2021. She stated that citizen input will be received when staff is directed to move forward with that part of the process. It was noted that the Planning and Zoning Commission would be invited to the Council worksession (January 12, 2021) so they could attend the ZOOM meeting if they would like to participate in the discussion on the Master Streets Plan.

6. FYI

a. Building Permits issued for December 2020.

7. OTHER ITEMS OF BUSINESS – None.

8. PREVIOUS BUSINESS – None.

Commissioner Candelaria moved that the meeting be adjourned at 7:55 p.m. Commissioner McDaniel seconded the motion, and the vote was as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

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Robert Rime, Chairperson

ATTEST:

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Linda L. Smith, City Clerk

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
January 19, 2021**

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF MONTEZUMA    )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday January 19, 2021 at the Montezuma County Administration building in Cortez, Colorado, there were present:

- Jim Candelaria, Chairman
- Kent Lindsay, Vice Chairman
- Joel Stevenson, Commissioner of Deeds
- Shalako Powers, County Administrator
- John C. Baxter, County Attorney
- Kim Percell, County Clerk, Absent
- M. Lynn Dorenkamp, Chief Deputy

**CHAIRMAN, CANDELARIA** opened the meeting of January 19, 2021 with the Pledge of Allegiance.

**MINUTES:** Commissioner Lindsay moved to accept the minutes of the Proceedings of the Board of Commissioners Montezuma County, Colorado dated January 5, 2021 as presented. Motion was seconded by Commissioner Stevenson and carried.

**ELECTION OF OFFICERS:** Commissioner Lindsay moved to nominate as the Board of County Commissioner Officers, Commissioner, Jim Candelaria as the Chairman, Commissioner, Kent Lindsay as the Vice Chairman and Commissioner, Joel Stevenson as the Commissioner of Deeds, for the year 2021. Second by Commissioner Stevenson and carried. (See attached)

**CHAIRMAN:** Commissioner Jim Candelaria  
**VICE CHAIRMAN:** Commissioner Kent Lindsay  
**COMMISSIONER OF DEEDS:** Commissioner Joel Stevenson

**2021 OFFICE APPOINTMENTS:** Commissioner Lindsay moved to approve all of the office appointments as presented. Second by Commissioner Stevenson and carried. (See attached)

**County Attorney:** John Baxter  
**County Administrator:** Shak Powers  
**County Road and Bridge Supervisor:** Rob Englehart  
**County Fairgrounds:** Justin McGuire  
**County GIS/Mapping:** Doug Roth  
**County Public Health:** Bobbi Lock  
**County IT:** Jim McClain  
**County Maintenance:** Mike Chenard  
**County Natural Resources:** James Dietrich  
**County Noxious Weed Program:** Bonnie Loving  
**County Senior Nutrition:** Jonathan Parker  
**Director of Social Services:** Gina Montoya  
**Veteran's Affairs Officer:** Rick Torres  
**Emergency Manager:** Jim Spratlen  
**MOCO/Transportation:** Jennifer Morris  
**County Landfill:** Mel Jarmon  
**County Planning:** Don Haley

**2021 BOCC REPRESENTATIVE APPOINTMENTS:**

**Southwest Regional Transportation Committee (TPR):** Jim Candelaria  
Alternate: Kent Lindsay  
**Region 9 Economic Development Board:** Jim Candelaria  
Alternate: Joel Stevenson  
**AAA:** Kent Lindsay  
Alternate: Jim Candelaria  
**Southwest Workforce Board:** Kent Lindsay  
Alternate: Joel Stevenson  
**Montezuma County Housing Authority:** Jim Candelaria  
Alternate: Kent Lindsay  
**Housing Solutions:** Kent Lindsay  
Alternate: Jim Candelaria  
**Ute Mountain Tribal Council Meetings:** Joel Stevenson  
Alternate: Shak Powers  
**Lower Dolores River Group:** Joel Stevenson  
Alternate: James Dietrich  
**Club 20:** Kent Lindsay  
Alternate: Joel Stevenson  
**Native Fish Monitoring & Recommendation Team:** Joel Stevenson  
Alternate: Kent Lindsay  
**Legal Publications:** Cortez Journal  
**CCI:** Jim Candelaria  
Alternate: Joel Stevenson

**NEW SUGGESTIONS:**

Liaison to the City of Cortez Meetings: Kent Lindsay  
Liaison to the Town of Mancos Meetings: Joel Stevenson  
Liaison to the Town of Dolores Meetings: Jim Candelaria  
Liaison to UMU Tribal Meetings: Joel Stevenson

**NEW:**

Water Representatives: Ed Millard, Don Schwindt

**PLANNING: Director, Don Haley with Assistant, S. Jane Duncan** presented for signatures of a Mylar for a Subdivision Amendment for an Industrial Planned Unit Development to Lot #30 of the **Blue Door Subdivision** submitted by **Brian & Kathy Lyons**, on property located at 24227 Road G.2, Cortez, CO, located north of Road G.2, east of Hwy 160-491, situated in S.3, T.35N.; R.16W., N.M.P.M

**Director, Haley with Assistant, Duncan** presented for signatures of a Mylar for a 2 Lot Moderate Subdivision and AR3-9 Rezoning submitted by **Charles & Laurie Hall** on property located at 13221 Road 32, Mancos, CO, consisting of 74 acres, more or less, located south of Road P, west of Road 32, situated in S. 1, T.36N, R.15W, N.M.P.M.

**Director, Haley with Assistant, Duncan** presented for signatures of a Mylar for a Single Lot Development and AR3-9 Rezoning, submitted by **Cromar Ranch, LLC**; represented by **William & Carol Reynolds**, on property located at 29467 Road N, Dolores, CO, consisting of 39.97 acres, more or less, located north of Road N, east of Road 29, situated in Section 4, T.36N, R.15W, N.M.P.M.

**Director, Haley with Assistant, Duncan** presented for signatures of a Variance to the setbacks, submitted by **Love's Travel Stops & Country Stores, LLC**, agent: **Kevin McCarthy**, located at 7006 Hwy 160-491, Cortez, CO, consisting of 5.16 acres, more or less, located east of Hwy 160-491, north of Road G situated in S.3, T.35N, R.16W, N.M.P.M. Commissioner Lindsay moved to approve the Variance to the setbacks for **Love's Travel Stops & Country Stores, LLC**, Located at 7006 Hwy 160-491, Cortez, CO, consisting of 5.16 acres, more or less, located east of Hwy 160-491, north of Road G situated in S. 3, T.35N, R.16W, N.M.P.M. Second by Commissioner Stevenson and carried. (See attached)

**Director, Haley** inquired whether or not the Commissioners had decided on an alternate for the Planning Board. After discussion Commissioner Stevenson moved to reopen the job opening for an alternate for the Planning Board. Second by Commissioner Lindsay and Carried.

**PUBLIC COMMENT: Devin Camacho** (via Zoom), representative for **Congresswoman Lauren Boebert** introduced himself and extended offer to help with any concerns the Commissioners might have now or in the future. **Allen Maez** welcomed new Commissioners.

**LIQUOR LICENSE: Deputy Clerk, Jerri Frizzell** presented for approval liquor license renewal applications for **G Whil Liquors LLC, DBA G Whil Liquors** located at 24001 Road G.2, Cortez, CO 81321 and for **The Gettin' Place, Steele Investments Inc.**, located at 26060



Hwy., 491 Pleasant View, Co. 81331. Commissioner Lindsay moved to approve the Retail Liquor License for **G Whil Liquors LLC, DBA G Whil Liquors** located at 24001 Road G.2, Cortez, CO 81321. Second by Commissioner Stevenson and carried. Commissioner Stevenson moved to approve the Retail Liquor License for **The Getting' Place, Steel Investments Inc.**, located at 26060 Hwy., 491 Pleasant View, CO 81331. Second by Commissioner Lindsay and carried. (See attached)

**DISCUSSION:** Terri Wheeler with the Housing Authority did not attend due to the fact that they will not be requesting Commissioners signatures for a resolution prohibiting excessive force. (See attached)

**SHERIFF'S MONTHLY REPORT:** Sheriff Steven Nowlin met with the Commissioners to give his monthly report which included recruiting and retention of cadets the 2020 Year to Date Transport Report, December 2020 total monthly inmate count, 2020 transport per diem and hotel costs, dispatch calls and an overview of some statutory responsibilities and authorities of Sheriff. (See attached)

**COUNTY CORONER:** Coroner George Deavers met with the Commissioners to give a monthly report. Topics discussed included: overview of a Coroners responsibilities, and statistics for 2020.

**DISTRICT ATTORNEY:** Matt Margeson, (absent) and Clarisa Feuilly met with the Commissioners to give a monthly report. Clarisa welcomed the new Commissioner and gave an overview of her position at the District Attorney's Office. Also discussed the budget for the District Attorney's Office.

**EMERGENCY MANAGER REPORT:** Emergency Manager, Jim Spratlen met with the Commissioner and gave a monthly update. Topics discussed monthly Sit Report, Policies Introduction, training in ICS 402 Elective Officials in an emergency, and power point presentation with budget. (See attached)

**PUBLIC LANDS:** Forrest Service District Ranger, Derek Padilla (via zoom) met with the Commissioners to give updates on various projects.

Bureau of Land Management, Connie Clementson (via zoom) left a chat note introducing Ray O'Neal the new Monument Manager who also joined in via zoom. Ray welcomed new Commissioners and gave a quick background about himself.

Commissioner Candelaria asked Derek Padilla and Ray O'Neal if they would prefer an allotted time on the agenda. Both Padilla and O'Neal preferred an allotted time slot so they can plan accordingly.

Chairman Candelaria announced the adjournment of the meeting for the LUNCH break.

Chairman Candelaria announced the meeting would reconvene.

**DISCUSSION: Haley Leonard Saunders, with Axis Health Systems.** Welcomed new Commissioners and gave a quick overview of what Axis Health Systems does. Introduced starting on the Community Response Program. (See attached)

**COUNTY ATTORNEY REPORT: County Attorney, John Baxter,** discussed 2020 law suits, still pending law suits and what Executive Sessions are and why they are held.

**NATURAL RESOURCES, PLANNING & PUBLIC LANDS: Resource Director, James Dietrich,** met with the Commissioners to give a weekly report. Topics discussed included; his background working with and for Montezuma County as head of Natural Resources, Planning & Public lands. Challenges and Successes with working with Federal and State Agencies.

**COUNTY ADMINISTRATOR REPORT: Administrator, Powers** gave an overview of his position as County Administrator, presented the following for review and approval: Public Notices, Nationwide law suit regarding Opioid Settlement break down and could he pose a question to the Attorney General regarding that break down of monies being allocated. Commissioners supported **Administrator, Powers** posing said question to the Attorney General. (See attached)

**COUNTY COMMISSIONER REPORT:** Topics discussed within the Commissioners reports included: **Commissioner Stevenson** attended Mancos Town Board Meeting, Disabled Veterans meeting and 2 day CCI training. **Commissioner Lindsay** also had a 2 day CCI training, attended City of Cortez Meeting. **Commissioner Candelaria,** Friday January 8<sup>th</sup> was on a call with CCI that included Representative Kip and Senator Juneau to discuss legislation regarding counties of 100K or less being a part of the Board of Health. Submitted to CCI the Transportation Funding Survey, Monday, meet with a Weld County Commissioner discussing when we were going to start attending CCI meetings in person or Hybrid meeting, Thursday January 14<sup>th</sup> on a call with DOLA, Rob with Road and Bridge did a great job giving his presentation for the DOLA Grant Application. Submitted application to CCI to be Co-Chair for transportation and telecommunications committee with Commissioner Williams for El Paso County, who would be Chair, and held interviews for the alternate position with planning, which has been reposted.

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** The following correspondence was read and noted: None

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

**MEETING ADJOURNED: 3:02 p.m.**

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
January 19, 2021

\_\_\_\_\_  
Chairman

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
January 26, 2021**

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF MONTEZUMA    )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday January 26, 2021 at the Montezuma County Administration building in Cortez, Colorado, there were present:

- Jim Candelaria, Chairman
- Kent Lindsay, Vice Chairman
- Joel Stevenson, Commissioner of Deeds
- Shalako Powers, County Administrator
- John C. Baxter, County Attorney
- Kim Percell, County Clerk

**CHAIRMAN, CANDELARIA** opened the meeting of January 26, 2021 with the Pledge of Allegiance.

**MINUTES:** Commissioner Lindsay moved to accept the minutes of the Proceedings of the Board of Commissioners Montezuma County, Colorado dated January 19, 2021 as presented. Motion was seconded by Commissioner Stevenson and carried.

**PLANNING:** Director, Don Haley with Assistant, S. Jane Duncan presented for signatures of a Mylar for a Boundary Line Adjustment to Lot #8, amending the Totten Land General Planned Unit Development (GPUD) on property owned by **Totten Land, LLC; Agent Cap Allen**, located at 10363 Road 29, Cortez, CO, located north of Road K.3, west of Road 29, situated in Section 20, T.36N, R.15W, N.M.P.M

**PUBLIC COMMENT:** Rafe Obrien discussed the 2021 budget for the County Fairgrounds Race Track.

**DISCUSSION:** Dolores Chamber of Commerce Director, Susan Lisak, met with the Commissioners to present for review a Montezuma County 2021 Relocation Guide. Director Montezuma County Commissioner Minutes January 26, 2021

Lisak reported that the Relocation Guide would be digital in the beginning, working towards a printed version. Other topics discussed included: reasons for a relocation guide, the ability to attract more diverse business, a reference toolkit, marketing the area, a potential table of contents, sponsorships, the development of the website <https://www.lovelocalmontezuma.com>, the County demographics and a onetime funding request in the amount of \$10,000.00 to get the project off the ground. (See attached)

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

**VETERANS SERVICE:** **Veteran Service Officer, Rick Torres** along with **Assistant Service Officer, Sarah Kuhn** met with the Commissioners to give a monthly report. Officer Torres introduced himself and Officer Kuhn, then gave an overview of the Montezuma County Veterans Program. A copy of the **Colorado Department of Military and Veterans Affairs, County Veterans Service Officers Monthly Report and Certification of Pay December 2020** was presented for the record. Other topics discussed included; the mission statement, core values, the County's Veteran population, the focus of effort, the department budget, an update on the monthly expenditures, statistical data and the indirect income to Montezuma County. (See attached).

**MONTEZUMA COUNTY PUBLIC TRANSPORTATION (MCCO):** **MCCO Manager, Jennifer Morris** met with the Commissioners to give a monthly report. Manager Morris introduced herself and gave an overview of the MCCO program. Other topics discussed included; a 2020 MOCO Report, grant funds received, the establishment of a fixed route program, COVID patient transports, vehicle wrap advertisements, transportation partnerships with neighboring counties, driver qualifications and Medicaid clients. (See attached)

**SENIOR SERVICES:** **Director Jonathon G. Parker** met with the Commissioners to give a monthly report on the Senior Services programs. Director Parker introduced himself and gave an overview of the Senior Service programs. Topics discussed included; the **Meals on Wheels** home delivery program, **Region 9**, the **Area Agency on Aging (AAA)**, grant funding, average yearly budget, the onsite meals program, the meal schedules, other activities offered, the Extension Office's **Aging Mastery Program**, a proposed home visit program, offered tele-programs, a future safe reopening plan and the COVID-19 vaccination availability for seniors.

**CSU EXTENSION OFFICE:** **Extension Director, Gregory Felsen** met with the Commissioners to give a monthly report. Director Felsen introduced himself and gave an overview of the Extension Office. Topics of the discussion included; scheduled events, the **Western Colorado Cattle and Forage Update**, a drought planning workshop, the Extension Newsletter, the **Master Gardner Program**, the **Native Plant Master's Program** the **4H & Youth Development Program**, the County Fair, the scheduled market beef weigh in, the (STEM) **Science Technology Engineer and Mathematics** Americore member that does the After School Programming, the scheduled Advisory Board meeting, an additional member to the Advisory Board, the team up through **United Way**, a County vehicle for the Extension office,

the **Modern Day Victory Program**, the **Grow and Give Campaign**, the **Montezuma School to Farm Program** and the **Cottage Food Training Program**. (See attached)

**COUNTY ATTORNEY REPORT:** County Attorney, **John Baxter**, discussed the 2009 BAA Kinder Morgan case, amendments to the proposed DOLA Excessive Force Resolution and the Request for Product (RFP) for the Fiber Project.

**NATURAL RESOURCES, PLANNING & PUBLIC LANDS:** Resource Director, **James Dietrich**, met with the Commissioners to give a weekly report. Director Dietrich presented for signatures, a letter of support addressed to **BLM Tres Rios Field Office, Jen Jardine**, regarding the 1794 (S01000) DOI-BLM-CO-S07-2021-003 EA, **Kinder Morgan Exploration Project**. Commissioner Stevenson moved to send the letter to the BLM Tres Rios Field Office, Attention Jen Jardine, 29211 Highway 184 Dolores Colorado 81323, regarding, 1794 (S01000) DOI-BLM-CO-S07-2021-003 EA, on the Kinder Morgan Exploration Project. Second by Commissioner Lindsay and carried. Director Dietrich presented for signatures a letter addressed to the **Honorable Jared Polis, Governor of Colorado**, regarding **Proposition 114**, with a request to not rush the reintroduction of the wolf, to complete the planning for the reintroduction. The Commissioners were in agreement to include and send the letter to Parks and Wildlife. Commissioner Lindsay moved to sign the letter to Governor Polis asking him to slow down the reintroduction of the wolf, so that we can know what is coming and how to plan for this. Second by Commissioner Stevenson, the motion carried. Other topics discussed included: a bid received from **G Affordable Signs** in the amount of \$19,086.00, for the Administration Building sign and the Archeology Assessments for the **Flowdine** and **Yellow Jacket** allotments. (See attached)

**COUNTY ADMINISTRATOR REPORT:**

**EXPENDITURES REPORT:** Administrator, **Shak Powers** presented the November 2020 Accounts Payable Expenditure Reports for approval. Commissioner Lindsay moved to approve the expenditures as presented. Second by Commissioner Stevenson and carried.

**EXPENDITURES REPORT:** Administrator Powers presented the December 2020 Accounts Payable Expenditure Reports for approval. Commissioner Stevenson moved to approve the December payables as brought to us today. Second by Commissioner Lindsay and carried. Administrator Powers discussed a request from **Brian Bartlett**, for reappointment, of a 2 year term, to the **Lodgers Tax Committee**. Commissioner Stevenson moved to leave Brian Bartlett on the Lodgers Tax Committee. Second by Commissioner Lindsay and carried. Other topics discussed included; future budgeting discussions on the County reserve funds and a maximum fund amount for agency requests.

**COUNTY COMMISSIONER REPORT:** Topics discussed within the Commissioners reports included: time spent reading documents and topic education, the attended **Multi Agency Coordination** meeting, the **Montezuma Business Taskforce** meeting, the Board to Board meeting with **San Miguel**, the CCI legislative session meeting, the Fairgrounds video presentation, the **County Commissioners of Southwest Colorado** meeting, the attended **Town of Dolores Council** meeting and the proposed Grant Writer position.

**DISCUSSION:** GIS Manager, **Doug Roth** along with Resource Director, **Dietrich** met with the Commissioners to discuss a map of Forest Service Logging Areas (as of 2021 permit activity

list) and the impacts to Montezuma County roads. Topics discussed included; the road impact mileage for each project, the predicted end dates and the number of estimated yearly loads. (See attached)

Chairman Candelaria announced the adjournment of the meeting for the LUNCH break.  
Chairman Candelaria announced the meeting would reconvene

**BOARD OF COUNTY HEALTH:** It being the time set aside, the Board of County Health was conducted. **Public Health Director Bobbie Lock,** and **Assistant Director Laurel Schafer** were present. (See attached)

**EXECUTIVE SESSION:** Pursuant to Attorney Baxter’s suggestion, Commissioner Stevenson moved to go into executive session for a conference with the attorney for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiations under C.R.S. Section 24-6-402(4)(e), to include Commissioners, Candelaria, Lindsay and Stevenson, Administrator Powers, Attorney Baxter and Clerk Percell, seconded by Commissioner Lindsay and carried. Topics for the executive session were legal tactics of negotiation, legalities and procedure regarding the Fiber Optics Request for Product Agreement with the City of Cortez. Commissioner Lindsay moved to go out of executive session, seconded by Commissioner Stevenson and carried. (See attached)

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** The following correspondence was read and noted:

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

**MEETING ADJOURNED: 4:00 p.m.**

\_\_\_\_\_  
Clerk

January 26, 2021

\_\_\_\_\_  
Chairman