

COUNCIL WORKSHOP/SPECIAL MEETING  
TUESDAY, MARCH 9, 2021

5:30 p.m.

Hybrid Meeting/In-person and Virtual Contact by ZOOM

CALL TO ORDER

- A. 5:30 p.m., Consultation with Dr. Aikin on Safe Reopening of Council meetings to the Public
- B. 5:45 p.m., Update on Outdoor Pool Plans  
(Aquatics Supervisor Michelle Devall and Director of Parks and Recreation Dean Palmquist)
- C. 6:00 p.m., Executive Session regarding Water 101, as per C.R.S. Section 24-6-402(4)(b), a conference with the City Attorney for the purpose of receiving legal advice on specific legal questions
- D. 7:00 p.m., Library Expansion Consideration Update  
(Library Director Alicia Gomori-Lusker)
- E. 7:20 p.m., General Council Discussion
  - 1. Finish Goal Setting on Tuesday, March 16, 2021
- F. For Your Information
  - 1. Planning and Zoning Minutes of February 1, 2021
  - 2. Montezuma County Minutes of February 16, 2021

ADJOURN



City of Cortez  
City Council  
Agenda Memorandum

Item No: B.

Meeting Date: 03/09/21

**TITLE:** Discussing Outdoor Swimming Pool Plans

**SUBMITTING DEPARTMENT:** Director of Parks and Recreation & Aquatics Supervisor

**ATTACHMENT:** Lifeguard Information Sheet

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## **BACKGROUND**

Typically, the City of Cortez parks and recreation staff begin preparing the outdoor swimming pool for the Memorial Day weekend opening in early to the middle of May. This year, the Aquatics Supervisor Michelle Devall and I thought it would be prudent to start a discussion with the City Manager and the City Council in early March to assess our present situation regarding lifeguards, their new training requirements, COVID protocols, and hours of operation.

## **DISCUSSION**

From a recent, statewide, parks and recreation director zoom meeting, most of the directors who called in were planning on opening up their outdoor swimming pool facilities. The Aquatics Supervisor and I would recommend to open up our outdoor swimming pool as well. We do have some concern about having enough lifeguard staff to cover the outdoor swimming pool and the recreation center indoor swimming pools. Please review the attached lifeguard information sheet for the present lifeguard status and what it typically takes to staff the indoor pools and the outdoor swimming pool. Also, the lifeguard information lists lifeguard training requirements and other considerations to work around when hiring lifeguards that are typically high school and college age students.

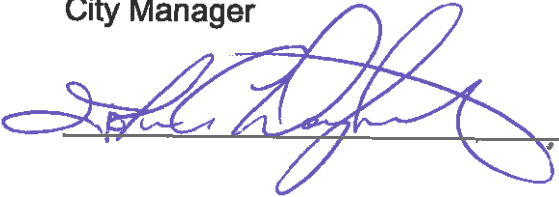
I would like to remind the Council that due to budget reductions asked of my department last year, we eliminated the Monday and Wednesday evening swimming hours and the private pool parties for reductions to the outdoor swimming pool budget. Upon further reflection this year, those moves may help us to better deliver on what can be provided this year.

## **RECOMMENDATION**

For the Council Workshop this evening, we are seeking input about your thoughts moving forward with the opening of the outdoor swimming pool and any other concerns you may have that we can follow back up with you at a later Council Workshop.

Prepared By: Dean Palmquist, Director of Parks and Recreation

City Manager

A handwritten signature in blue ink is written over a horizontal line. The signature is stylized and appears to be "D. Palmquist".

## Lifeguard Information Sheet

- Currently have/need 4 lifeguards (plus the Recreation Supervisor~Aquatics) on staff to effectively and safely cover limited lap pool only schedule of 5:30am – 2pm Monday through Friday.
- Of those four, only one is still lifeguarding for us since the lap pool reopened in Aug 2020. The ones that have left, have done so for either higher paying jobs, full-time jobs or couldn't lifeguard in humidity with a mask on.
- A full crew of lifeguards at the Rec Center consists of 9 total per day. Each week day the hours are 5:30am – 8pm. Those 9 lifeguards work various shifts and some times of the day more coverage is needed than other times. On weekends, there are a total of 7-8 lifeguards scheduled per day. Two managers split the open hours during the weeks as well as on the weekends.
- A full crew of lifeguards to open the outdoor pool is 9 guards each day during the weekdays and 6 guards on Saturdays and Sundays. Each day is 11am – 5:30pm. As well as one manager per day.
- To open both the pool facilities during the spring/summer we typically have 20-25 lifeguards and 5 pool managers.
- Lifeguards are utilized at both facilities. Not only for scheduling, but if one facility is busier than the other we send guards to help cover the pool that needs more coverage.
- Normally 50-70% of staff are returning staff. Presently we have 4 guards, and I am hoping to keep those 4 and adding 1-5 previously certified guards that had been hired prior to COVID. Another possible road block could be if lifeguards will be required to wear masks in the Rec Center natatorium with the humidity levels running close if not at 70% or more while the play feature and slide are in operation.
- To be eligible to take the lifeguard class, one must first pass a pretest which includes a 300 yard continual swim using front crawl and breast strokes only, tread water for 2 min only using your legs only, and a 10 pound brick retrieval from the bottom of the pool and swim it back in one min and 40 seconds starting at the shallow end of the pool.
- The lifeguard class is a 30 hour course and you must take and pass two tests and a final skills scenario to get your certification.
- Post COVID - Everyone must have their own CPR manikin, AED training device and a sinkable manikin has to be used to reduce in person contact while training lifeguards. At this time, I can provide lifeguard training for 3 to 6 students at a time.
- Swimming lessons Red Cross guidelines: have parent in the water with their child to reduce contact, offer classes of 2-3 children, offer one week session instead of two weeks.
- When scheduling primarily teens and young adults, you must work around many other activities including but not limited to: band camps, sport camps, sport practices, family vacations, summer school, second jobs, babysitting younger siblings, ect.

# memo

## Cortez Public Library – City of Cortez

To: Mayor Mike Lavey, Mayor Pro-Tem Rachel Medina, Councilmember Arlina Yazzie, Councilmember Amy Huckins, Councilmember Orly Lucero, Councilmember David Rainy, Councilmember Robert Dorby

From: Alicia Gomori-Lusker – Cortez Public Library Director

CC: John Dougherty, Linda Smith, Phil Johnson, Tracie Hughes, Chris Burkett, Mike Green

Date: 2/26/2021

Re: Council Worksession (March 9<sup>th</sup>, 2021) Library Expansion Considerations Update

Comments: In 2018-2019 the prior Library Director facilitated a Community Needs Assessment for a potential library expansion. After staff and the community came together to assess the library and community needs at large, a final Master Plan Report was published in February 2019. Unfortunately, with auditing issues and the prior director's departure in January of 2020 this project lost momentum. I started this position on June 29<sup>th</sup>, 2020 and immediately began getting questions about where the library expansion stood from both patrons and staff. The primary reason for this discussion is to assess where this potential library expansion may fall on council's priority list and how, if this is a viable plan, we can proceed with a timeline and action plan.

There is also another project (Friends of the Bandshell) that is requesting use of the same plot of land for a bandshell. We would like to determine and find some resolution as to which project will have precedence and priority for the use of this land.

For background and context, the library expansion plan had several project goals that included: making room for people in the library (community meeting spaces, business incubator, and a makerspace), finding opportunities to utilize outdoor space, designing for safety and inclusion, flexibility to look forward while staying connected, and a commitment to a master plan designed by this community.

In attendance we will have Phil Johnson – Director of Public Works, Tracie Hughes -- City Planner, Chris Burkett – Grants Administrator if you should have any questions concerning the use of this land and the potential of grant funds to contribute to cost.

Thank you,

Alicia

A copy of the Cortez Public Library Master Plan Report is available by contacting the Library Director.



# Library and Bandshell Proposals - Centennial Park



PLANNING AND ZONING COMMISSION  
 REGULAR MEETING  
 TUESDAY, FEBRUARY 2, 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, Deputy City Clerk Cheryl Lindquist, and IT Support Technician Kyle Kuhn. There were thirteen people signed up as participants.
2. Commissioner Candelaria moved that the minutes of January 5, 2021, be approved with an edit to correct page 3, paragraph 1, line 2, changing the word “easement” to” utilities”.

Commissioner Butler 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. 8-Lot Major Subdivision on 40.60 acres owned by Jarrod and Colette Wyatt, located at 26833 Road L. County Development Project – Associate Planner Neva Connolly presented an 8-Lot Major Subdivision on 40.60 acres owned by Jarrod and Colette Wyatt, located at 26833 Road L. Discussion was held regarding the water supplier and the entrance of the subdivision that is in the city’s limits. Director of Public Works Phil Johnson, stated he had furnished the owners with city information upon being made aware of the subdivision proposal as the city currently supplies water to surrounding properties both in and out of the city limits. The owner Jarrod Wyatt spoke of submitting an application to the county for permitting believing that was where he needed to begin. He said he also had received estimates from the county for the water service. A pre-annexation agreement as well as annexation were discussed with the pros and cons for both options being presented by Vice-Chairperson Levy, Director of Public Works Johnson, and City Planner Tracie Hughes.

Commissioner Candelaria moved to make the motion to authorize the Chairman to sign the plat of the 8-Lot Major Subdivision, located at 26833 Road L, with Signature Block #1 for Compliance with the Master Streets Plan, with the following conditions:

- a. If the developer chooses to move forward, City Council must approve the out of city water taps for the subdivision.
- b. The subdivision must obtain any necessary permits to access the city owned Alamosa Street.

After further discussion it was determined to amend the motion by removing the words “If developer chooses to move forward”. A motion was made by Commissioner Candelaria to amend and seconded by Commissioner Butler with the vote as follows:

Butler	Candelaria	Levy	McDaniel	Rime
Yes	Yes	Yes	Yes	Yes

An amended motion was made by Commissioner Candelaria to authorize the Chairman to sign the plat of the 8-Lot Subdivision, located at 26833 Road L, with Signature Block #1 for Compliance with the Master Streets Plan, with the following conditions:

- a. City Council must approve the out of city water taps for the subdivision.
- b. The subdivision must obtain any necessary permits to access the city owned Alamosa Street.

Vice-Chairperson Levy 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 scheduled on ZOOM, February 17 at 5:30pm and February 20 at 10:00am. Advertisement is being enclosed with the utility billing. Information will be shared on-line as well as public noticed. It was highly suggested to find as many ways as possible to get the word out to the public.

6. FYI

a. Building Permits issued for January 2021.

7. OTHER ITEMS OF BUSINESS – None.

8. PREVIOUS BUSINESS – None.

Commissioner Candelaria moved that the meeting be adjourned at 7:30 p.m. Commissioner Butler seconded the motion, and the vote was as follows:



Butler  
Yes

Candelaria  
Yes

Levy  
Yes

McDaniel  
Yes

Rime  
Yes

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Robert Rime, Chairperson

ATTEST:

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Cheryl Lindquist, Deputy City Clerk

**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
February 16, 2021**

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF MONTEZUMA    )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday February 16, 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 February 16, 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 February 9, 2021 as presented. Motion was seconded by Commissioner Stevenson and carried.

**PUBLIC COMMENT:** No comments were made.

**SHERIFF'S MONTHLY REPORT:** Sheriff, Steven Nowlin met with the Commissioners to give his monthly report which included; the **Calls for Service Report**, the Calls for Service dispatch fees, a proposed Regional Dispatch Intergovernmental Agreement, the Dispatch Center Audit, the **Year to Date Transport Report**, the **Total Monthly Inmate Report**, the **Total Monthly Arrests Report**, the **DOC Holds Report**, state reimbursement fees, the **January 2021 Jail Report**, the **January Courtesy Holds Report**, the **Detective Division Report**, the **January 2021 Sheriffs Monthly Report** and the **Jail Operations Expenses Report**. Other topics discussed included; proposed legislation, **Joint Task Force** statistics of seized drugs, firearms and cash, conviction rates, a proposed Sheriff's Office salary increase, certification, recruitment and retention. (See attached)

**COUNTY CORONER:** Coroner, George Deavers met with the Commissioners to give a monthly report. Coroner Deavers reported that he'd had 48 calls in the last 2½ months that included, 1 suicide, 1 death from a motor vehicle accident and 1 overdose death. Also reported was the Dolores County usage of the County's autopsy facility.

**DISTRICT ATTORNEY:** Office Manager, Clarisa Feully met with the Commissioners to give a monthly report. Topics discussed included; the issues with the DOC Holds, advertising for a new attorney / open investigator position, an updated case statistics report and jury trial processing.

**EMERGENCY MANAGER REPORT:** Emergency Manager, Jim Spratlen met with the Commissioner and gave a monthly update. Manager Spratlen presented for discussion and review; the **Monthly Situational Report**, the proposed **Policy on Misconduct**, the proposed **Procurement Policy**, the proposed **Hazard Mitigation Plan** and the **Aspen Wall Wood Mitigation Plan**. Commissioner Stevenson moved to sign the Montezuma Misconduct Guidance. The motion was seconded by Commissioner Lindsay and carried. (See attached)

**COUNTY ATTORNEY REPORT:** County Attorney, John Baxter, discussed the PAX LLC weed mitigation and the Mancos Airport reclamation project.

**NATURAL RESOURCES, PLANNING & PUBLIC LANDS:** Resource Director, James Dietrich, nothing to report.

**COUNTY ADMINISTRATOR REPORT:** Administrator Shak Powers read the following public notices; Board to Board Meeting scheduled February 16th, 6:00 p.m. with the **Cortez City Council** and the Board to Board Meeting scheduled February 18th, 6:30 p.m. with the **Dolores Town Council**. Administrator Powers discussed a letter from **Robert Kennedy** requesting reappointment to the **Fairview Cemetery District Board**. Commissioner Lindsay moved to appoint Robert Kennedy to a 2 year term on the Fairview Cemetery District. Second by Commissioner Stevenson and carried. Other topics discussed included; the Social Services **Citizens Review Panel** letters of interest, scheduling interviews and employment opportunities at the **Ironwood Mill**. (See attached)

**COUNTY COMMISSIONER REPORT:** Topics discussed within the Commissioners reports included: **Commissioner Lindsay** discussed reading mail and public conversations. **Commissioner Stevenson** discussed reading mail, the attended Mancos Board to Board, the attended regular **Mancos Town Board** meeting and the attended **Cattleman's Association** meeting. **Commissioner Candelaria** reported on the attended Mancos Board to Board meeting, the **Multi Agency Coordination** meeting, a meeting with **Representatives Exum and Gray**, the **Southwest TPR** meeting, the **Statewide Transportation Advisory Committee (STAC)**, the **Cattleman's Association** meeting and the **County Commissioners of Southwest Colorado** meeting.

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

**WATER ISSUES, ROUND TABLE DISCUSSION:** Congresswoman Lauren Boebert, 3rd Congressional District Director, Clarice Navarro, Southwest Basin Round Table, Montezuma County Representative, Ed Millard, Dolores Water Conservation District Manager, Ken Curtis and by Zoom Southwest Water Conservation District Representative, Don Schwindt, met with the Commissioners to discuss County water issues. Mr. Millard presented slides discussing the Dolores River Canyon National Conservation Area and the Horns of the Colorado River Dilemma. (See attached)

**PUBLIC LANDS:** Bureau of Land Management, Connie Clementson introduced herself and the new Canyon of the Ancients National Monument Manager, Ray O'Neil.

**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: 2:45 p.m.**

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Clerk

February 16, 2021

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Chairman