

The public link to join the City of Cortez City Council Worksession and Meeting to be held on Tuesday, November 24, 2020 is below:

[https://zoom.us/webinar/register/WN\\_bsXA2pTpSe6A194orf0uIA](https://zoom.us/webinar/register/WN_bsXA2pTpSe6A194orf0uIA)

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, November 24, 2020, will only be held by ZOOM.

COUNCIL WORKSHOP/SPECIAL MEETING  
TUESDAY, NOVEMBER 24, 2020  
5:30 p.m.  
(Virtual Contact by ZOOM)

CALL TO ORDER

- A. 5:30 p.m., Discussion on Paying Employees Should the City  
Shut Down Again  
(City Manager John Dougherty)
- B. 5:40 p.m., Discussion on Setting up a Committee to Review the  
Homeless Situation
- C. 6:00 p.m., Update on Truck Traffic on Main Street  
(Director of Public Works Phil Johnson)
- D. 6:10 p.m., Discussion on CARES Funding for Businesses in  
Cortez (City Manager John Dougherty)
- E. 6:20 p.m., Review of the Community Non-Profit Grant Requests
- F. 7:20 p.m., General Council Discussion
- G. For Your Information
  - 1. Montezuma County Minutes of November 10, 2020

ADJOURN



City of Cortez  
City Council  
Agenda Memorandum

Item No: A

Meeting Date: 11/17/2020<sup>24</sup>

**TITLE:** Discussion on policy if the City needs to shut down again

**SUBMITTING DEPARTMENT:** City Manager

**ATTACHMENTS:** N/a

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**BACKGROUND:** The first time the city was put under the Governor's Stay at Home order the City Council made the decision to pay all employees their regular pay whether they were able to work or not. In anticipation of having to be put under stricter orders in an attempt to curb the pandemic rapid spread I would like to get input from the Council on what the policy will be this time around. All employees will be required to be available, on call in case work becomes available. Refusal to work would mean the employee is not paid for that day. If it happens twice a discussion will take place with the department head and employee that the second refusal means they will be out of the program and will only be back on payroll once they return to their normal work schedule.

**DISCUSSION:**

**FISCAL IMPACTS** (if necessary): There is a fiscal impact but it is already fully budgeted.

**RECOMMENDATION** (includes motion if necessary)

*City Manager recommends continuation of the same policy as happened in March of this year. Those who are capable of working from home are expected to do so. Those whose jobs cannot be accommodated for work from home will still be made whole (both full and part time employees. I believe the seasonal employees have already been let go or will be very soon.)*

**Motion if Council chooses:** *I make the motion to authorize the Finance Department to continue to pay full salary and benefits for all full and part time employees until public health orders are lifted and employees can safely return to their work environments.*

Prepared by: John A. Dougherty

  
City Manager



City of Cortez  
City Council  
Agenda Memorandum

Item No: D

Meeting Date: November <sup>24</sup>17, 2020

**TITLE:** Remaining CARES Act Funding

**SUBMITTING DEPARTMENT:** City Manager

**ATTACHMENTS:** n/a

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**BACKGROUND:** At the last Council Meeting I was given direction to open up the COVID Relief funds for local businesses to apply for grants. The Committee has opened up the first round and anticipate reviewing the applications at the end of the month. At the meeting Council set a minimum and maximum that could be given out in the grants.

**DISCUSSION:** We haven't had our first round of distribution, however, I would ask that Council lift all restrictions on how much can be given to any one entity. Direction given to me by Council was that you want the money spent locally and don't want to have to return money back to the program because it isn't spent before Dec. 31, 2020. I'm anticipating that we will not distribute the total funds left in this first round and would like to discuss elimination of the maximum allowance in the second and final round in order to distribute locally as much as we can.

**FISCAL IMPACTS** *(if necessary):* No direct impact but could assist more businesses survive until we can get back to more normal times.

**RECOMMENDATION** *(includes motion if necessary):* If not interested in doing this just don't make a motion and it will die. In which case we will keep the threshold as established at the last meeting and distribute as much of the funds as we can.

I make the motion to lift the maximum grant available to local businesses and not for profits from the CARES Act funds to be at the discretion of the committee and City Manager.

Prepared by: John A. Dougherty, City Manager

  
City Manager



Linda Smith <lsmith@cityofcortez.com>

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## Community Grants -2021

1 message

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**Ben Burkett** <finance.director@cityofcortez.com>  
To: Linda Smith <lsmith@cityofcortez.com>

Thu, Nov 12, 2020 at 10:17 AM

Hi Linda,

\$30k is budgeted for 2021 for Community Support Grants.

Thanks,



WELCOME TO  
**CORTEZ**

**Ben Burkett** | Finance Director

123 Roger Smith Avenue | Cortez, CO, 81321

bburkett@cityofcortez.com | 970.564.4011

Organization	2021 Requested
Montezuma County Health Department	\$1,500.00
Montezuma County Historical Society	\$1,500.00
Community Connections, Inc.	\$5,000.00
Renew, Inc.	\$5,000.00
Cortez Farmers' Market	\$1,250.00
Four Corners Child Advocacy Center	\$5,000.00
Axis Health Systems (formerly Southwest Colorado Mental Health Center, Inc.)	\$2,500.00
Montezuma County Public Transportation	\$15,000.00
Cortez Center, Inc. DBA Cortez Cultural Center	\$5,000.00
Hospice of Montezuma, Inc.	\$1,500.00
KSJD and Sunflower Theatre (formerly Community Radio Project)	\$1,500.00
Southwest Colorado Small Business Development Center (SBDC)	\$2,000.00
Cancer Resource Alliance of Montezuma and Dolores Counties	\$5,000.00

Organization	2020 Donation
Montezuma County Health Department	\$500.00
Good Samaritan Center	\$1,000.00
Recovery Center (CARS)	\$785.00
Montezuma County Historical Society	\$1,000.00
Community Connections, Inc.	\$1,350.00
Renew, Inc.	\$1,000.00
Planned Parenthood of the Rocky Mountains	\$850.00
Four Corners Child Advocacy Center	\$2,500.00
Hospice of Montezuma, Inc.	\$1,500.00
Pinon Project	\$750.00
Montezuma Senior Services	\$750.00
Disabled American Veterans	\$1,285.00
Hope's Kitchen	\$850.00
The Bridge Emergency Shelter	\$1,350.00
Montezuma Food Coalition	\$250.00
Southwest Colorado Small Business Development Center (SBDC)	\$1,000.00
Cancer Resource Alliance of Montezuma and Dolores Counties	\$1,250.00

## Community Support Grant Request for 2020

	Applicant	Amount Requested
1	Axis Health System	\$5,000
2	Battle Rock Charter School	\$1,000
3	The Bridge Emergency Shelter	\$4,000
4	Cancer Resource Alliance of Montezuma and Dolores Counties	\$5,000
5	Cortez Addictions Recovery Services dba: The Recovery Center	\$3,000
6	City Farmers Market (CFM)	\$500
7	Community Connections, Inc.	\$5,000
8	Community Radio Project, Inc. dba KSJD and Sunflower Theatre	\$5,000
9	Disabled American Veterans, Dunger-Smith Chapter #44	\$4,930
10	Four Corners Child Advocacy Center (FCCAC)	\$5,000
11	Good Samaritan Center	\$3,500
12	The Grief Center of Southwest Colorado	\$5,000
13	Hopes Kitchen	\$5,000
14	Hospice of Montezuma, Inc.	\$1,500
15	Montezuma County Public Health Department (MCPHD)	\$1,260
16	Montezuma Food Coalition	\$2,528
17	Montezuma County Historical Society	\$2,500
18	Montezuma County Senior Services	\$5,000
19	The Pinon Project Family Resource Center	\$5,000
20	Planned Parenthood Cortez Health Center	\$2,000
21	Renew, Inc.	\$5,000
22	School Community Youth Collaborative	\$2,000
23	Southwest Colorado Small Business Development Center (SBDC)	\$1,500
24	Wildfire Adapted Partnership	\$5,000
	<b>Total</b>	<b>\$85,218</b>



**PROCEEDINGS OF THE BOARD OF COMMISSIONERS  
MONTEZUMA COUNTY, COLORADO  
November 10, 2020**

STATE OF COLORADO        )  
  ) ss.  
COUNTY OF MONTEZUMA    )

At a regular meeting of the Board of Commissioners, Montezuma County, Colorado, held on Tuesday November 10, 2020 at the Montezuma County Administration building in Cortez, Colorado, there were present:

Larry Don Suckla, Chairman  
Jim Candelaria, Vice Chairman  
Keenan Ertel, Commissioner of Deeds  
Shalako Powers, County Administrator  
John C. Baxter, County Attorney  
Kim Percell, County Clerk, Absent  
Lynn Dorenkamp, Chief Deputy Clerk

**CHAIRMAN, SUCKLA** opened the meeting of November 10, 2020 with the Pledge of Allegiance.

**MINUTES:** Commissioner Candelaria moved to accept the minutes of the Proceedings of the Board of Commissioners Montezuma County, Colorado dated October 27, 2020 as presented. Motion was seconded by Commissioner Ertel and carried.

**EXPENDITURES REPORT:** Administrator, **Shak Powers** presented the September, 2020 Accounts Payable Expenditure Report for approval. Commissioner Candelaria moved that the disbursements and receipts for Montezuma County for the period of September 1, 2020 through September 30, 2020 be approved. Second by Commissioner Ertel and carried. (See attached)

**RESOLUTION:** Administrator Powers presented for approval **Resolution 18-2020**, a resolution designation Montezuma County annual Holidays for all county offices. Commissioner Ertel moved to approve Resolution 18-2020 designating Montezuma County annual Holidays for all county offices for the year 2021. Second by Commissioner Candelaria and carried. (See attached)

**DISSCUSSION:** Administrator Powers held a discussion regarding longevity ideas, and the changes possible with Colorado Retirement Association contract. This item has been tabled for further investigation. Administrator Powers spoke about the meeting he had with the Detox Board and Rob, with the Road Department, course of action regarding Road G.

**PLANNING:** Director, Don Haley with Assistant, S. Jane Duncan presented for discussion via Zoom a variance, submitted by Gerald Nolan on property located at 26451 Road 38.5, Dolores, CO, consisting of 0.25 acres, more or less, located north of Hwy 145 and east of Road 38, situated in Section 36, T.36N, R.39W, N.M.P.M.. Commissioner Candelaria set a deadline date of November 24, 2020 to complete the relocation of said shed. Otherwise the application for variance will be denied.

The Planning Department presented for signatures a Mylar for Planned Unit Development submitted by Keith & Janice Moen, on property located at 26965 Road N, Cortez, CO, consisting of 3.55 acres, more or less, located north of Road N and west of Hwy 145, situated in Section 1, T.36N, R.16W, N.M.P.M. (Was postponed to future date)

The Planning Department presented for signatures a Mylar for a Boundary Line Adjustment submitted by James Saunders on property located at 2210 Hwy 160-491, Cortez, CO, consisting of 36.97 acres, more or less, and Cody Decker on property located at TBD Hwy 160-491, Cortez, CO, both located east of Hwy 160-491, situated in Section 31, T.35N, R.16W, N.M.P.M. (Was postponed to future date)

The Planning Department presented for signatures for After-the-Fact Variance submitted by Charlie Sirman & Deborah Nickel on property located at 11751 Hwy 145, Cortez, CO consisting of 7.16 acres, more or less, located south of Road M, west of Hwy 145, situated in Section 13, T.36N, R.16W, N.M.P.M. Commissioner Candelaria moved to accept the After-the-Fact variance, submitted by Charlie Sirman & Deborah Nickle, on property located at 11751 Hwy 145, Cortez, CO. Second by Commissioner Ertel and carried. (See attached)

**Planning Director Haley** discussed a couple of items, first being advertisement of position available on the Planning and Zoning Board Commission Alternate, secondly the Land Use Code has been redlined and posted on Planning and Zonings public portal and IT is putting it on the county webpage also.

**PUBLIC COMMENT:** No Public Comments were made.

**BENEFIT HEALTH ADVISOR:** Jake Zehnder, via Zoom discussed the counties renewal information for 2021.

**IT:** IT Director, Jim McClain met with the Commissioners to present his monthly updates. Items of discussion were getting broadband taken down to Road G, trying to get additional grant monies and possible contracting a grant writer.

**VEHICLE MAINTENANCE: Road & Bridge Equipment Manager, Shane Higman** met with the Commissioners to give a monthly report. (No report given, unable to attend)

**GROUNDS AND BUILDINGS: Maintenance Supervisor, Mike Chenard** reported on the grounds and buildings. Items of discussion were the Fairgrounds project received the bid for the water line for the fire suppression system, Sheriff's Office roof is being worked on and Annex 3 roof project is going to be delayed. Annex 1 car charger is being installed and will be programmed this Friday.

**GIS MAPPING: GIS Manager, Doug Roth and Mapping Specialist, Rachel Medina** met with the Commissioners to go over a discovery for an item on next weeks' agenda regarding the potential buyer of the M & M property. A portion of Road G was abandoned but was not completely vacated by a resolution as stated by law. Overviewed the Water Service Map Project (internal use only). Rachel really working on economic development. (See attached)

**DISSCUSSION: Sheriff, Steve Nowlin** reported on his discussions with fire chiefs regarding lifting the fire ban or issuing exemption permits to burn, they felt either would be good at this point and that he had issued 6 exemption permits this week. Sheriff Nowlin was going to ask about lifting the fire ban next week during his monthly report. Commissioner Suckla asked if he was ready to do it at present and Sheriff Nowlin said yes.

**RESOLUTION: Resolution 20-2020** Suspension of the Ban on Open Fires and use of Fireworks. Commissioner Candelaria moved to accept Resolution 20-2020 Suspension of the Ban on Open Fires and use of Fireworks. Second by Commissioner Ertel and carried. (See attached)

**COUNTY ATTORNEY REPORT: Attorney, John Baxter** discussed upcoming lawsuits.

**NATURAL RESOURCES, PLANNING & PUBLIC LANDS: Resource Director, James Dietrich.** No report given.

**COUNTY COMMISSIONERS REPORT:**

**Commissioner Ertel:** All Zoom meetings were cancelled, nothing to report.

**Commissioner Canderlaria:** As Doug and Rachel presented earlier the M & M environmental cleanup has been completed. The Fairgrounds as Mike stated is moving right along and will definitely be completed by the end of the year. Commissioner Candelaria discussed his visit to the District Attorney's Office with Jim, the bids for on creating the lobby area for Social Services and his Zoom meetings with the County Commissioners of Southwest Colorado.

**Commissioner Suckla:** attended all the Zoom meetings for all the Department Heads and Elected Officials.

**PUBLIC COMMENT: Myra Kay,** Cortez resident, voiced her concerns regarding the Federal Government and how the Covid Crisis is being handled.

**EXECUTIVE SESSION:** Commissioner Candelaria moved to move into an executive session for discussion of personnel matter under C.R.S. Section 24-6-402 (4) (f)\* including in the room

will be the recorder Lynn, Commissioner Ertel, Commissioner Suckla, Commissioner Candelaria, Attorney Baxter and Administrator Powers. Second by Commissioner Ertel and carried. Commissioner Ertel moved to adjourn executive session. Second by Commissioner Canderlaria and carried.

Commissioner Canderlaria moved to move Mr. Powers raise base on his evaluation to \$89,500.00 annually. Second by Commissioner Ertel and carried.

**EXECUTIVE SESSION:** Pursuant to Attorney Baxter's suggestion, Commissioner Candelaria moved to go into executive session for a conference with the attorney for the purpose of receiving legal advice on specific legal questions and determining position relative to matters subject to negotiations under C.R.S. Section 24-6-402(4)(b) and 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. 24-6-402 (4)(e), to include Lynn Dorenkamp, Clerk's Office, Commissioners Ertel, Suckla and Candelaria, Leslie Bugg, Assessor, Attorney Baxter, Shak Powers, Administrator, John Batard via Zoom, Mr. Cogswell, Mr. Crowley. Seconded by Commissioner Ertel and carried. Commissioner Ertel moved to adjourn from executive session. Second by Commissioner Candelaria and carried.

Commissioner Ertel moved to convene as the Montezuma County Board of Public Health. Second by Commissioner Candelaria and carried.

**BOARD OF COUNTY HEALTH:** It being the time set aside, the Board of County Health was conducted. **Public Health Director Bobbie Lock** and **Laurel Schafer** presented July 2020 minutes. Commissioner Ertel moved to approve the Montezuma County Board of Health minutes for July 2020. Second by Commissioner Candelaria and carried.

**DISCUSSION:** Denese Brisbin, Dolores School District Nurse and Sharon Martinez, Mancos School District Nurse discussed, Via Zoom, the impacts around of COVID-19 and how the schools are doing. **Dr. Kent Aikin** went over the Ambulance Accreditation and its impact to county licensing. Brief update on current public health status. Commissioner Candelaria voiced everyone taking personal responsibility. Commissioner Suckla requested a list of every aspect of the Board of Health before the next meeting.

Commissioner Suckla moved to adjourn the Montezuma County Board of County Health. Second by Commissioner Ertel and carried.

Commissioner Ertel announced that the Board of County Commissioners would reconvene.

**MOTION TO ADJOURN:** was made by Commissioner Ertel seconded by Commissioner Candelaria and carried.

**MEETING ADJOURNED: 3:15p.m.**

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Clerk

November 10, 2020

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Chairman