

CITY COUNCIL  
REGULAR MEETING  
TUESDAY, APRIL 26, 2016

1. The meeting was called to order at 7:30 p.m., and was opened with the Pledge of Allegiance. Councilmembers present were Mayor Karen Sheek, Mayor Pro-tem Ty Keel, Bob Archibeque, Tom Butler, Orly Lucero, Shawna McLaughlin, and Jim Price. New Councilmembers in attendance were Jill Carlson and Tim Miller. Staff members present were City Engineer Ken Torres, Director of Public Works Phil Johnson, Chief of Police Roy Lane, City Clerk Linda Smith, City Attorney Mike Green, and City Manager Shane Hale. There were 12 people present in the audience.
2. The Consent Agenda items acted upon by Council were as follows:
  - a. Approval of the Worksession and Regular Meeting Minutes of April 12, 2016.
  - b. Approval of the payment of the Expenditure Vouchers of April 26, 2016.
  - c. Approval of a renewal Hotel and Restaurant Liquor License for Fiesta Mexicana No. 3, Inc., DBA Fiesta Mexicana No. 3, Inc., DBA Fiesta Mexicana Family Restaurant, located at 430 North State Highway 145, Cortez.
  - d. Approval of a renewal Hotel and Restaurant Liquor License for Rosita Inc., DBA Tequila's, located at 1740 East Main Street, Cortez.
  - e. Approval of a Special Events Permit from Southwest Health System, Inc., for an event on May 14, 2016, to be held at Parque de Vida Amphitheater, located at 400 North Mildred Road, Cortez.

Councilmember Lucero moved that Council approve the Consent Agenda, with the additional expenditure list totaling \$52,784.69. Councilmember Price seconded the motion, and the vote was as follows:

Archibeque	Butler	Keel	Lucero	McLaughlin	Price	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

3. COUNCIL ITEMS

- a. Thank You to Outgoing Councilmembers Tom Butler and Jim Price. Council thanked Tom Butler and Jim Price for their service as Councilmembers and wished them the best.
- b. Swear in Newly-Elected Councilmembers Jill Carlson, Ty Keel, Tim Miller, and Karen Sheek. Newly-elected Councilmembers Carlson and Miller and re-elected Councilmembers Sheek and Keel took their oath of office.
- c. Nominations for Mayor. City Clerk Smith announced the floor was open for nominations for Mayor. Councilmember Keel moved that Karen Sheek be nominated as Mayor and noted that Ms.

Sheek is a kind, caring, and thoughtful person and she has done an outstanding job as Mayor over the past two years. Councilmember Archibeque seconded the motion. No other nominations were received and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

d. Nominations for Mayor. City Clerk Smith announced the floor was open for nominations for Mayor Pro-tem. Councilmember Archibeque moved that Ty Keel be nominated as the Mayor Pro-tem and noted that he has done an awesome job over the past two years. No other nominations were received and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

4. CITIZEN PARTICIPATION

a. Cortez Cultural Center. Joylee Davidson,1003 Alma Avenue, thanked the City of Cortez for the gift which was given to the Cortez Cultural Center and noted that the contribution helped save the Center. Mayor Sheek stated that the Cortez Cultural Center is in the process of finalizing bids to build a fence around the Cortez Cultural Center storage area.

5. PUBLIC HEARINGS – None.

6. UNFINISHED BUSINESS - None

7. NEW BUSINESS

a. Results of RFP Project #PW-16-02, for Professional Civil Engineering, Design and Survey Services. Director of Public Works Johnson stated that the City’s engineering division is seeking a qualified on-call civil engineering firm to provide professional civil engineering design, construction management, project inspections, and field survey services related to a variety of civil engineering and City capital improvement projects. He stated that the City received eight responses to the Request for Proposals (RFP) for the services and staff reviewed the responses based on each firm’s experiences, personnel, and project approach to complete the tasks requested by the City. He stated that staff is recommending that the City enter into a Professional Services Contract with both Goff Engineering and Jones & DeMille Engineering to provide Civil Engineering, Design, and Survey Services to the City. He stated that the City checked the references of the two companies and noted that the City has worked with Goff Engineering in the past and is familiar with their work and, that Jones & DeMille Engineering specializes in public infrastructure. He stated that the funding for the services would come from the 2016 Water and Street Capital funds.

Mayor Pro-tem Keel moved that Council enter into a Professional Services Contract with both Goff Engineering and Jones & DeMille Engineering to provide Civil Engineering, Design, and Survey Services to the City. Councilmember Lucero seconded the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

b. Intergovernmental Agreement with the Colorado Department of Transportation (CDOT) for Cortez Access Control Plan. Director of Public Works Johnson stated that the City of Cortez and Region 5 of the Colorado Department of Transportation have identified a need to evaluate the future cross-section and access management along US Highway 160 through Cortez. He stated that the future cross section may include bicycle lanes, pedestrian crossing treatments, medians, intersection bulb-outs, traffic calming techniques, access consolidation, and/or road diet. He stated the access control plan is a living document and is in no way binding the City to anything that cannot be negotiated with CDOT. He stated that the completion of the Intergovernmental Agreement with CDOT is the first step in finalizing the Access Control Plan and the City will then review the design for the Central Business District for pedestrian refuge crossings. Discussion was held on the creation of a pedestrian crossing near Big R to McDonald's, which would help with the students from the high school crossing in that area. City Manager Hale spoke about the pedestrian refuge crossings which have recently been installed in Salida, Colorado, and how they have worked to help with the safety of the public.

Councilmember Lucero moved that Council authorize Mayor Karen Sheek to sign the Intergovernmental Agreement with the Colorado Department of Transportation to contribute funds that will cover the cost of the US Highway 160 Cortez Complete Streets Access Management Plan. Councilmember McLaughlin seconded the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

c. Membrane Filter Cartridge Replacements. Director of Public Works Johnson stated that the Cortez Water Treatment facility treats raw water with two methods: multi-media gravity filters and submerged membrane vacuum filters. He stated that the two treatment schemes are used in tandem to produce safe drinking water. He stated that Evoqua Water Technologies is the company that manufactured the City's membrane filter units and their cartridges. He stated that Evoqua recently contacted Water Treatment Plant Superintendent, Rich Landreth, with a proposal to purchase cartridges at 50% of cost due to a project in Australia that had fallen through. He stated that staff began budgeting for the Membrane Replacement Project in 2016 so funds would be available to replace the cartridges in 2020; however, with the offer from Evoqua the City could purchase 144 cartridges for \$79,200, which would be a savings to the City of \$79,200. He stated that the Water Enterprise Fund has \$100,000 budgeted for the Membrane Replacement Project in 2016. In answer to a question from Mayor Pro-tem Keel, Director of Public Works Johnson stated that the cartridges have a 12-month dry shelf life and once they are installed in the unit they have a ten-year life span. City Manager Hale explained that the new cartridges will be installed in place of current cartridges and any usable cartridges that are being replaced will be used in other tanks. He stated that Evoqua Water Technologies will help train City staff on-site with the equipment.

Councilmember Archibeque moved that Council allow staff to purchase 144 cartridges from Evoqua Water Technologies at the discounted rate of \$79,200. Councilmember Lucero seconded

the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

d. Resolution No. 10, Series 2016. Director of Public Works Johnson stated that Resolution No. 10, Series 2016, establishes Refuse Collection Rates. He stated that in the past, commercial dumpster accounts were charged a pickup fee, plus a monthly rental fee. He stated that in 2016, the separate dumpster fee was deleted and half of the rental fee was added to the monthly pickup fee. He stated that in 2015, a one-time dumpster lock fee of \$20/lock was included in the fee schedule; however, in the resolution proposed for 2016, the lock fee was deleted by accident. He stated that Resolution No. 10, Series 2016, would add the dumpster lock fee to the City's refuse collection rates.

Councilmember Lucero moved that Council approve Resolution No. 10, Series 2016, adding the dumpster lock fee to the City's refuse collection rates, to be effective upon adoption. Mayor Pro-tem Keel seconded the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

e. Appointment to Planning and Zoning Commission. City Manager Hale stated that the Planning and Zoning Commission consists of five members and has had an opening for some time for one member. He stated that outgoing Councilmember Tom Butler has stated he has an interest to serve on the Planning and Zoning Commission and staff recommends his appointment.

Mayor Pro-tem Keel moved that Council appoint Tom Butler to serve on the Planning and Zoning Commission. Councilmember Lucero seconded the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

f. Resolution No. 11, Series 2016. Chief of Police Lane stated that Resolution No. 11, Series 2016, approves the Lease Purchase Agreement for the purpose of procuring "Police Department Software Package". He stated that Council approved the purchase of the new software package for the Police Department from E-Force on March 22, 2016, and Resolution No. 11, Series 2016, would authorize the City Manager to sign the lease purchase agreement with the company.

Councilmember McLaughlin moved that Council approve Resolution No. 11, Series 2016, authorizing the City Manager to sign the lease purchase agreement for procuring the Police Department software package. Councilmember Lucero seconded the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

Chief of Police Lane stated that he has had a couple complaints from the high school regarding

traffic in the area of the new school and he noted that the foot traffic has become really busy. He stated that the proposed crossing by McDonalds is really needed for the safety of the kids.

g. Board/Committee Appointments. City Manager Hale stated that every two years Board and Committee assignments are made for the current Councilmembers. He reviewed the current appointments to the boards and stated that Council should discuss their various interests in the boards and a motion could then be made for the appointments. Bob Archibeque asked to be appointed to the Parks, Recreation, and Forestry Advisory Board and Ty Keel asked to remain on the Golf Advisory Board. Discussion was held on only needing one Councilmember on the Golf Advisory Board, instead of two Councilmembers, and the possibility of bringing a resolution forward changing the board membership. Karen Sheek stated that she would like to remain on the Library Advisory Board. Karen Sheek and Shawna McLaughlin also stated that they would like to remain on the Mesa Verde Country Board and Jill Carlson stated her interest to be the third member on the Mesa Verde Country Board. Tim Miller stated that he would serve on the Montezuma Community Economic Development Association and Jill Carlson stated she would serve as the alternate. Tim Miller stated that he would serve on the Cultural Center Board and Jill Carlson stated that she would serve on the Historic Preservation Board. City Manager Hale stated that the Heart & Soul program is continuing but there are not any meetings being held; therefore, no Councilmember would need to be appointed to that committee.

Councilmember Lucero moved that Council approve the above appointments as listed. Councilmember Archibeque seconded the motion, and the vote was as follows:

Archibeque	Carlson	Keel	Lucero	McLaughlin	Miller	Sheek
Yes	Yes	Yes	Yes	Yes	Yes	Yes

- 8. DRAFT ORDINANCES/RESOLUTIONS – None.
- 9. ADDITIONAL CITIZEN PARTICIPATION – None.
- 10. OTHER ITEMS OF BUSINESS – None.
- 11. CITY ATTORNEY’S REPORT – None.
- 12. CITY MANAGER’S REPORT

a. Clean-Up Day/Airport/Jim Snow Update. City Manager Hale thanked everyone that participated in the Clean-Up Day and noted that there were approximately 65 people that were present. He thanked Welcome Center Manager Noel Cooley and Marketing Director Ami McAlpin for their work on promoting the event. He also thanked Mayor Sheek and Mayor Pro-tem Keel for cooking burgers for all the Clean-Up Day volunteers and Councilmember Lucero for helping with the clean-up. City Manager Hale stated that discussion will be held with Great Lakes Airlines on their contract with the City and Boutique Air will also be meeting with staff on their submitted bid for service to Cortez. He stated that Jim Snow’s brain cancer has returned and he has asked for prayers for his surgery which will take place on May 6, 2016.

## 13. CITY COUNCIL COMMITTEE REPORTS

a. Mayor's Report on Workshop. Mayor Sheek stated that during the workshop Kelly Kirkpatrick gave a presentation on the happenings of Mesa Verde Country and Randy Anderson, from Kendig Keast Collaborative, gave a presentation on the update of the Land Use Code. City Manager Hale stated that there would be several more meetings on the Land Use Code which will be held on Wednesday, April 27, 2016, one at noon at the Service Center and two other meetings at City Hall at 2:30 p.m. and 5:30 p.m. Mayor Sheek stated that she appreciated Council's nomination of her as Mayor and that she will work hard to do a good job. Mayor Pro-tem Keel stated that he also appreciates Council's faith in him as Mayor Pro-tem for another two years and that it is great to come every other Tuesday and work with such good people.

b. Montezuma Community Economic Development Association (MCEDA). Councilmember McLaughlin stated that the annual MCEDA meeting was held on April 19, 2016, in Dolores and Colorado Demographer Elizabeth Garner gave an excellent presentation on local population data. She stated that board appointments were made and new board members were welcomed.

c. Leadership Montezuma. Councilmember McLaughlin thanked Mayor Sheek and City Manager Hale for participating in the mock City Council program that was held for the Leadership Montezuma Class on Thursday, April 21, 2016.

The regular meeting was adjourned at 9:30 p.m.

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Karen W. Sheek, Mayor

ATTEST:

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Linda L. Smith, City Clerk