

CORTEZ CITY COUNCIL  
REGULAR WORKSHOP  
TUESDAY, FEBRUARY 12, 2019

1. The workshop began at 5:40 p.m., with dinner being served. Attendance at the workshop included Mayor Karen Sheek, Mayor Pro-tem Orly Lucero, Sue Betts, Ty Keel, and Gary Noyes. Councilmembers Jill Carlson and Mike Lavey were absent. Staff members present were City Planner Tracie Hughes, Director of Planning and Building Sam Proffer, Director of General Services Rick Smith, Director of Parks and Recreation Dean Palmquist, Management Intern Peyton Heitzman, Director of Finance Ben Burkett, Chief of Police Roy Lane, City Clerk Linda Smith, City Attorney Mike Green, and City Manager John Dougherty. There was one person present in the audience.
2. City Manager Dougherty stated that discussion has been held on enterprise funds paying for their part of shared services, such as for Human Resources, City Manager, and the Finance Department. He stated that the Enterprise Funds are not healthy enough at this time to pay for the shared services; however, it would be good for the City to consider charging funds for their consumption of the shared services in the future. Director of Finance Burkett stated that by showing all the costs to the different funds it shows a complete picture of all costs incurred for running an enterprise fund. He spoke about the share costs which could include accounting and budgeting services such as processing invoicing, establishing and maintaining budgets, and processing payroll time. It was noted that shared costs are already allocated to other funds for shop and IT services. It was noted that the General Fund would see a reduction in overall operating expenses as a portion of the City Manager, Human Resources, and Finance Department service costs would be allocated and charged to other funds. Director of Finance Burkett stated that the methodology for how to apply the shared service fees would be reviewed to ensure service costs are allocated in a reasonable and appropriate manner; understanding the administrative burden for managing and maintaining such an effort; ensure compliance with accounting standards and practices; and enterprise funds are able to bear the expense and burden for the service costs allocated or consumed by the fund.
3. Director of Planning and Building Proffer reviewed the Cortez Housing Affordability and Mitigation Plan (CHAMP) Incentive Program and noted that discussion was held with Council at a previous worksession (November 27, 2018) and a public meeting was held on January 15, 2019, to review the proposed program. He stated that the program is geared toward residential development in older areas and vacant parcels that are blighted and/or under-utilized. He stated that a one-year period beginning March 1, 2019 through March 1, 2020, would be designated for the program. He stated that the program is being presented to Council in the regular meeting (Resolution No. 3, Series 2019) for final approval. He reviewed the map that had been highlighted noting the properties that would be included in the program that would offer reduced or waived Use Tax/building permit fees to incentivize new home construction or re-development of old sites. Further discussion would be held on the proposal during the regular meeting (item 7e).

4. Mayor Sheek complimented the Planning and Building staff on the great job of clarifying the Land Use Code changes at the first public meeting held on Monday, February 11, 2019. It was noted that two more meetings would be held to review the code with the public (Wednesday, February 13, 2019, noon at the Welcome Center and Tuesday, February 19, 2019, 5:30 p.m. at City Hall).
5. Discussion was held on allowing Councilmember Lavey to participate in the Council worksessions and meetings during his time recuperating after his accident. It was noted that Councilmember Lavey would like to stay engaged and discussion was held on what could be done to allow him to at least hear the discussions. It was noted that the Council meeting is livestreamed; however, the worksession is not. Discussion was held on Councilmember Lavey making comments during the meetings and City Attorney Green stated that he would not be present and he should not be making comments during a call-in. City Manager Dougherty commented that Councilmember Carlson had relayed to him that she didn't have a problem with Councilmember Lavey participating in the meeting should his doctor authorize him to be able to, but she would go with what the majority on what is decided. City Attorney Green stated that he would research to see if there was some information on how best to handle the situation to allow Councilmember Lavey to participate in the meetings until he could return.
6. Council adjourned to Executive Session at 6:50 p.m., for determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e).

No decisions were made during the Executive Session and Council adjourned from the workshop at 7:25 p.m.