

CORTEZ CITY COUNCIL
REGULAR WORKSHOP
TUESDAY, AUGUST 11, 2020, 5:30 p.m.
Virtual Contact Through Zoom

1. The workshop was called to order at 5:30 p.m., by virtual contact through ZOOM. Attendance at the workshop included Mayor Mike Lavey, Mayor Pro-tem Rachel Medina, Amy Huckins, Orly Lucero, David Rainey, and Arlina Yazzie. Councilmember Sue Betts was absent. Staff members present were Director of Public Works Phil Johnson, IT Support Technician Bill Kuhn, Police Chief Vernon Knuckles, City Manager John Dougherty, Deputy City Clerk Sara Coffey, and City Attorney Mike Green. There were 16 people signed up as participants.

2. A presentation was made by Sam Light, General Counsel for CIRSA (Colorado Intergovernmental Risk Sharing Agency) regarding the City's membership and the coverage that is included with that membership. He stated that CIRSA serves 281 municipalities and affiliated entities and is a public entity self-insurance pool for property, liability, and worker's compensation coverages. Mr. Light reviewed the handout included in the packet, 'Suggestions for Success for Elected Officials' and reminded Council that they are guardians/stewards of the City. He spoke about openness and transparency and noted that Council should respect boundaries and have mutual respect. He gave tips for avoiding personal liability risks and commented that Council is one voice with seven members having a fraction of the power of the body, but that power can't be exercised alone. Mr. Light spoke about roles and liability risks and gave email 'do and don't' tips. Information was shared on the use of social media and protecting the City's confidences. He encouraged Council to put ethics first and to honor due process. He spoke about ex-parte communications, open meeting laws, and noted that Council should be cautious in being involved in administrative matters. He encouraged Council to put ethics first noting that the way a Councilmember conducts themselves in relation to Council, staff, and the community greatly impacts Council's effectiveness. He commented that Council should commit to act as 'we' and not 'I' to build strong relationship between Council and staff. He stated that Council should avoid staff bashing and have a 'no surprise' approach with one another. He commented on Council dealing effectively with discord noting that disagreements should not drive meetings, the agenda, or how Council interacts with the community, each other, or staff. Mr. Light encouraged Council to use their power wisely and humanely noting that the municipal organization is a reflection of its leadership, including in particularly its elected officials and noted that a commitment should be made to always have mutual respect no matter how difficult the circumstances. He stated that Council should commit to 'best practices' and always keep in mind that Councilmembers are the stewards of the City's best interests and assets. He referenced the handbook also included in the Council packet, "Ethics, Liability, and Best Practices for Elected Officials" noting that the handbook has a lot of information that Council may find helpful. He stated that he is available should Council have any questions and noted the various training programs that are available on the CIRSA website should Council wish to view any of them. Council thanked Mr. Light for his presentation and sharing his expertise. In answer to a question from Mayor Pro-tem Medina, Mr. Light spoke about hybrid, virtual meetings, and in person meetings noting that the meetings need to proceed methodically and cautiously especially in the public hearing process and make sure everyone has access and a chance to speak. He also

spoke about having a written policy on how meetings will be held should the virtual (electronic)/hybrid meetings continue past the pandemic.

The virtual meeting was adjourned at 7:15 p.m.