

CORTEZ CITY COUNCIL  
REGULAR WORKSHOP  
TUESDAY, FEBRUARY 9, 2021, 5:30 p.m.  
By Virtual Contact – ZOOM

1. The workshop was called to order at 5:30 p.m., through Virtual Contact by ZOOM. Councilmembers present included Mayor Mike Lavey, Robert Dobry, Amy Huckins, Orly Lucero, Mayor Pro-tem Rachel Medina, David Rainey, and Arlina Yazzie. Staff members present were Director of Finance Kelly Koskie, Airport Manager Jeremy Patton, Director of Parks and Recreation Dean Palmquist, Manager of Marketing and Events Jon Brooks, Director of Human Resources Matt Cashner, Director of Public Works Phil Johnson, Chief of Police Vernon Knuckles, City Manager John Dougherty, City Clerk Linda Smith, City Attorney Mike Green, and Network Administrator Bill Kuhn. There were seven people signed up as participants on ZOOM.

2. Introductions were made by new Finance Director Kelly Koskie and Airport Manager Jeremy Patton. Finance Director Koskie stated that she is impressed with the staff she will be working with and excited to move forward with the audits and other finance tasks before them. She noted that she grew up on a ranch and farm in Lewis and graduated with a Bachelor's Degree in Accounting from Fort Lewis College. She stated that she lived in Washington State for 15 years and returned to the area five years ago and has worked for the Ute Mountain Tribe since moving back. Airport Manager Patton stated that he has lived in Santa Fe for eight years as a fire fighter and was in the military before that serving as an air traffic controller. He stated that he flew gliders in high school and now flies a single engine airplane. He stated that he has run several small businesses and has been a ski patroller in the winter. He stated that he is looking forward to working with Council on future expansion of the airport. City Council welcomed both Ms. Koskie and Mr. Patton to the City.

3. A presentation was given by Laurie Sigilitto, Tracey Wagster, and Deborah Uroda with Montezuma Local News. Manager of Marketing and Events Brooks introduced the group from Montezuma Local News and noted that working with them has been very positive. Ms. Sigilitto and Ms. Uroda stated that Manager of Marketing and Events Brooks has been very helpful in getting the local news program launched in Montezuma County. Ms. Sigilitto noted that the printed news has become less and local news has needed to be shared with new technology. She spoke about how local businesses still want to reach their customer base and they are very interested in being part of a local news program. She shared stories that have been recorded for the area and commented that the news is free. She noted that Ms. Uroda is a local journalist and takes video with her cell phone which is produced into video news. She spoke about the facebook connection and the e-newsletter that is available for the area. She shared information on how stories can be shared with the group and noted that the City has televisions at the Library, Recreation Center, and Airport that show the news while in those buildings.

4. Director of Parks and Recreation Palmquist reviewed the background on the Recreation Center HVAC system noting the issues over the past several years with the system. He reviewed the staff recommendation to fix the issue by discontinuing the use of the Alerton controls which were installed when the Recreation Center was originally constructed and have Carrier controls installed. He stated that in November of 2020, the Recreation Center lost server connectivity and

the ability to operate any settings on the HVAC controls and the Recreation Center staff is at the mercy of ACS for changes to the system. He stated that staff feels that the controls should be changed out to match the Carrier Brand HVAC system. Discussion was held on the reason that the Alerton controls were not changed out when the HVAC system was updated in 2018 and Director of Parks and Recreation Palmquist commented that ME & E, the City's representative in the process, had stated that the controls would work with the Carrier system. It was suggested that the City speak to ME & E about paying for a portion of the cost to fix the issues due to their advice on staying with the controls. City Attorney Green stated that changes are being suggested to the purchasing policies to help with issues such as this.

5. Discussion was held on Brandon's Gate and Rodeo Subdivision agreements with the City to maintain the green spaces in the subdivisions. Director of Parks and Recreation Palmquist stated that Brandon's Gate Subdivision has 33 houses (106 lots) paying \$6.93 per month for an annual total revenue of \$2,744. He stated the estimated costs for maintaining the green space is \$4,752 annually. He stated that the Rodeo Subdivision has 22 houses (30 lots) paying \$5 per month for an annual total revenue of \$1,320 and the annual expenditure for the maintenance is \$2,415. He spoke about raising the fee amount to the residents to cover the City's costs. Discussion was held on the amount of time that is spent for maintaining each of the subdivision's green spaces, along with the cost for water and electricity. He spoke about door hangars that would be distributed to let each of the residents know of the change for the fee and Council suggested that the fee be assessed more often than 20 years, so increment fee changes could be made. It was noted that the lots that do not have houses on them are not currently being assessed the maintenance fee and it was suggested that if all the lots were assessed a fee, it would be less for everyone. Discussion was held as to why the assessment was done the way it was and why a Home Owner's Association was not created with each subdivision to pay for the maintenance. City Attorney Green suggested that the fee be set each year. Director of Parks and Recreation Palmquist spoke about staff's desire to contract out the maintenance to a local landscaping company so the park maintenance staff can be repurposed elsewhere in the park system. Discussion was held on the fee assessment being changed over a two year period (half the fee change being recommended) rather than all at once.

6. A presentation was made by Stephen Scarano and Daniel Clark representing USI, the City's employee insurance company. Mr. Scarano spoke about his background as a consultant with insurance and described what USI provides for the City. Mr. Clark spoke about the City's health care policy for their employees and how USI works to provide the best policy and find the best price. He stated that this is the fourth year that USI has worked with the City and commented that the renewal date for the City's policy is June 1<sup>st</sup>. He noted that the City has a self-funded, unbundled policy which he explained in detail as to what that entails. He reviewed the numbers for the City on administration fees, stop-loss fees, and the claims amounts which are looked at for estimating the renewal fees. He spoke about the plan design that the City has and what the value is to the employees.

7. It was noted that Council will be holding their retreat on Saturday, February 20, 2021.

The ZOOM Worksession meeting was adjourned at 7:26 p.m.