

**CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, SEPTEMBER 9, 2025**

1. The meeting was called to order in the City Council Chambers at 7:30 p.m., with the Pledge of Allegiance. Roll Call was taken and the following Councilmembers were present: Mayor Rachel Medina, Mayor Pro-tem Dennis Spruell, Matthew Keefauver, Lydia DeHaven, Robert Dobry, and Bill Lewis. Councilmember April Randle was absent. Staff present included: Municipal Court Clerk Carla Odell, Finance Director Randy Bailey, Lieutenant Rogelio Maynard, Director of General Services Casey Simpson, Director of Parks and Recreation Creighton Wright, Airport Director Jeremy Patton, Interim Community Economic Development Director/City Planner Jason Armstrong, Human Resources Director Matt Cashner, Library Director Beth Edson, IT Director Jay Rohrer, City Clerk Danielle Wells, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were nine members of the public present in the audience.

Councilmember Lewis moved that the agenda for September 9, 2025, be approved. Councilmember Dobry seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

2. The Consent Agenda items acted upon by Council were as follows:
 - a. Approval of the City Council meeting minutes for August 12th, 19th, and 26th, 2025
 - b. Approval of the Expenditure List for September 9, 2025
 - c. Approval of a renewal application of a Retail Liquor Store License for Tubros LTD, DBA Cork N Bottle, located at 443 East Main Street, Cortez
 - d. Approval of a Special Event Permit for Fundamental Needs to be held on September 19, 2025
 - e. Approval of a Transfer of Ownership for West Slope Liquors Inc., DBA West Slope Liquors, located at 2212-1 East Main Street, Cortez

Councilmember Dobry moved that Council approve the Consent Agenda. Councilmember DeHaven seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

3. PUBLIC PARTICIPATION

Nine members of the public participated. Susan Kemnetz spoke about her not wanting City Council to use a hybrid meeting format. James McGinley and Michael Lavey discussed concerns about the homeless community and wanting to find ways to offer safe places and areas to stay. Besty and Chuck Doolan, Rachel Marshall, Tiffan Randall, Charles Jeter and Linda McKnight discussed their concerns with Bae's Little Secret selling adult novelty items on Main Street.

City Manager Drew Sanders addressed the concerns and comments about Bae's Little Secret. The store meets the requirements of the City Code. Although the City and City Staff understand the concerns brought forward, the City has no legal authority to close or move this business.

4. PRESENTATIONS: None

5. PUBLIC HEARINGS

- a. Ordinance No. 1344, Series 2025 Presented by Jeremy Patton, Airport Director. The Ordinance brought forward on second reading the assignment of the Airport Land Lease to Robert J. Brown. The land is

currently leased to the hangar owner, and the sale pertains to the structure itself, not the underlying property. The public was given an opportunity to comment during the hearing; however, no comments were made.

Councilmember Lewis moved that City Council approve on second and final reading, Ordinance No. 1344, Series 2025, the assignment of the Airport Land Lease Agreement to Robert J. Brown. Councilmember Dobry seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS

- a. Runway Rehabilitation Bid Award & Contract Signature Authorization presented by Jeremy Patton, Airport Director. Council authorization is needed for the City Manager's signature on the contract, which had been discussed at the previous meeting. The contractor is ready to begin work and requires the signed contract to proceed. The project is scheduled to start in late September and continue through March 2026, with the majority of the work expected to be completed in October.

Councilmember DeHaven moved that Council authorize the City Manager to negotiate and sign the contract with Oldcastle SW Group, Inc., d/b/a Four Corners Materials, in the amount of \$8,033,251.97 for the 2025 Runway 3-21 Rehabilitation, Lighting Upgrades, and NAVAIDs. Councilmember Lewis seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

- b. Equipment Purchase for the Water Treatment Plant presented by Casey Simpson, Interim Director of Public Works. The water treatment plant is requesting approval to purchase a compact back loader for handling chemicals, and other day-to-day needs of the plant. The current unit is approximately 30 years old and underperforming. After researching options, the lowest competitive rate was selected by City Staff. The purchase would be funded through the budgeted Water Capital Outlay account. While brand consistency is not a significant factor due to the city's limited equipment inventory, the shop has reviewed and approved the recommended back loader, citing its high load capacity compared to others of similar size. Once the new loader is acquired, the old unit will likely be sold at auction, though minimal proceeds are expected.

Councilmember DeHaven moved that City Council approve the acquisition of a 2025 JOHN DEERE 325G Compact Track Loader from 4 Rivers Equipment, LLC for the Water Division in the amount of \$79,547.22. Councilmember Spruell seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

- c. Letters of Support for Montezuma County Paths to Mesa Verde Trail presented by Drew Sanders, City Manager. Councilmember Dobry declared a conflict of interest and recused himself from the discussion, citing his employment with Montezuma County. Montezuma County is requesting a letter of support for a project that has been in development for nine years, with the goal of strengthening its case for grant funding. Councilmember Lewis described it as a fantastic project that engages the community across the county and noted it has been identified as one of the top 16 trail projects in Colorado. He expressed that there is an obligation to help see the project through to completion.

Councilmember Lewis moved to authorize the Mayor to sign on behalf of the City the two letters of support for Montezuma County for the Colorado Parks and Wildlife (CPW) Non-Motorized Trail Grant and the Great Outdoors Colorado (GOCO) Community Impact Grant for the development of the Paths to Mesa Verde Trail. Councilmember DeHaven seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

- d. Resolution No. 10, Series 2025 presented by Drew Sanders, City Manager. Council requested that the second public participation segment be moved to occur prior to the executive session portion of the meeting. Additional edits to the public comment procedure were discussed, clarifying that comments should not address items already on the agenda until the specific agenda item is called, at which time public comment will be taken. This change is intended to help focus discussion on the item at hand while it is actively under consideration, reflecting a common-sense approach to meeting management.

Councilmember Spruell moved that Council approve Resolution No. 10 Series 2025, a resolution amending the City Council agenda and public comments rules format. Councilmember Lewis seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

- e. Ordinance No. 1346, Series 2025 presented by Patrick Coleman, City Attorney. This ordinance would amend the code, ordinances, resolutions, guidelines, and protocols of the City of Cortez to allow City Councilmembers to participate in Council Meetings remotely via videoconferencing or other electronic means. The matter has been discussed over the past several months. A change in the number of meetings from four to six annually was supported by Mayor Medina and Councilmembers Lewis and DeHaven.

Councilmember DeHaven moved that Council approve on first reading Ordinance No. 1346, Series 2025, an ordinance amending the code, ordinances, resolutions, guidelines, and protocols of the City of Cortez to allow City Councilmembers to participate in Council Meetings remotely via videoconferencing or other electronic means, and set for second and final reading and public hearing on September 23, 2025. Councilmember Keefauver seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	No	Yes	Yes	Yes	Absent	No

- f. Ordinance No. 1347, Series 2025 presented by Patrick Coleman, City Attorney. In 2022, Colorado voters approved the legalization of natural medicine through a constitutional amendment, permitting the use of plant-based or fungus-based substances. While the City may regulate the time, place, and manner of such activities, it cannot prohibit them outright. Council has conducted multiple workshops on the topic, and following extensive discussion, public input, and research, the proposed ordinance has been drafted for consideration.

Councilmember Spruell moved that Council approve on first reading Ordinance No. 1347, Series 2025, an ordinance which amends the Code of the City of Cortez to include the regulation of natural medicine healing centers, cultivation facilities, product manufacturers, testing facilities, and any other related license or permit involving Natural Medicine, which includes, without limitation, psilocybin or psilocin, and set the ordinance for second and final reading and public hearing on September 23, 2025. Councilmember Dobry seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
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Yes Yes Yes Yes Yes Absent Yes

- g. Ordinance No. 1348, Series 2025 presented by Patrick Coleman, City Attorney. Council reviewed the existing marijuana ordinances, focusing on distance requirements and signage regulations in order to improve the accuracy and clarity of the current regulations. The changes would adjust the current 1,500-foot separation between marijuana stores and schools or daycare centers, measured by foot traffic, to a 1,000-foot distance measured in a straight line (“as the crow flies”). The ordinance also updates signage rules, prohibiting the use of terms commonly associated with marijuana, as well as lights, marijuana leaf imagery, motion signs, and any marketing or promotion of sales, discounts, or clubs. Signs may not target individuals under 21 years of age, nor include cartoons or animal characterizations. These revisions would apply only to new marijuana licenses and restrictions would not apply to license transfers.

Councilmember Lewis moved that Council approve on first reading Ordinance No. 1348, Series 2025, an ordinance amending the Code of the City of Cortez regarding distance measurements and signage for medical and retail marijuana establishments, and set for second and final reading and public hearing on September 23, 2025. Councilmember Dobry seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

8. DRAFT RESOLUTION/ORDINANCES: None

9. CITY ATTORNEY'S REPORT: Council discussed the progress of charter and code amendments, with plans to present them in January for approval of ballot questions and titles. Due to the holiday schedule, the level of public participation needed and feasible was considered, with a goal of receiving staff comments by October 1 to provide both Council and the public with draft documents. Outreach is planned at the Chamber building and City Hall. While code amendments are not considered sensitive, charter amendments require voter approval and are time sensitive. Councilmembers discussed combining code and charter amendments initially to encourage public engagement, then focusing on the charter as needed. Concerns were raised about staff workload during budget season, the tight October 1 timeline, and the need to clearly explain the differences between the charter, code, and other definitions to the public in order to receive thoughtful feedback. The code and charter are currently found in the same document online, which can be confusing. The Mayor requested a presentation from Attorney Coleman and emphasized obtaining staff changes as soon as possible.

10. CITY MANAGER'S REPORT:

- The airport runway rehabilitation project will begin September 29, 2025 through March 2026, and will include a 20-day closure of the runway from October 4-24, 2025. The project includes a 4” mill and overlay of the runway and taxiway connectors, groove-cut asphalt, navigational aid replacement, LED light conversion, electric vault installation, and center windsock relocation. In addition, the millings from the runway are being used to improve the airport perimeter fence access road.
- The Cortez Library will be launching a new catalog system, Aspen Cat, on September 24, 2025. The system offers an easier and more efficient interface for patrons and a larger data base of available materials. This will not affect any of the patron’s library or Libby accounts.
- The third annual networking event hosted by the Cortez Municipal Court is slated to take place on Friday, September 19, 2025. This event draws court clerks, administrators and judges from across southwest Colorado to Cortez to network and learn from one another. This year’s topic will be courtroom security. On September 8, 2025, court staff from the Town of Delta visited the Cortez Municipal Court to observe

the Outreach Court process, with the goal of potentially implementing a similar program in their community.

- d. The City is fully engaged in preparations for the upcoming FY2026 annual budget. The individual department budget meetings are scheduled for this week, September 8-11, 2025 and the City Council budget workshop is slated for Friday September 26, 2025 from 8:30 a.m. – 4:30 p.m. at City Hall. The first reading of the FY2026 budget is anticipated to be October 28, 2025 with the second reading and public hearing on Wednesday November 12, 2025.

11. CITY COUNCIL COMMITTEE REPORTS

- a. Mayor's Report on Workshop: No workshop held today.
- b. Other Board Reports: No reports

12. OTHER ITEMS OF BUSINESS

- a. Executive Session Concerning Personnel Matters Council requested that appointed staff meet with them on a quarterly basis for ongoing review and discussion, expanding upon the dialogue typically reserved for the annual review. This meeting marks the presentation of the first quarterly report for City Attorney Patrick Coleman.

At 8:45 p.m., Councilmember Dobry moved that Council go into executive session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session: any member of this body or any elected official: the appointment of any person to fill an office of this body or of an elected official: or personnel policies that do not require the discussion of matters personal to particular employees. Specifically, the purpose of the executive session will be to conduct a quarterly appointed official performance update with Patrick Coleman, the Cortez City Attorney. Mr. Coleman has not requested that this executive session occur in an open meeting. Councilmember Spruell seconded the motion and the vote was as follows:

DeHaven	Dobry	Lewis	Keefauver	Medina	Randle	Spruell
Yes	Yes	Yes	Yes	Yes	Absent	Yes

Close of Executive Session: Meeting resumed at 9:29 p.m. Those persons participating in the meeting were Mayor Rachel Medina, Mayor Pro-tem Dennis Spruell, Councilmembers Lydia DeHaven, Matt Keefauver, Bill Lewis, and Robert Dobry, City Manager Drew Sanders at the beginning, and City Attorney Patrick Coleman for the entire executive session. No adoption of any proposed policy, position, resolution, rule, regulation or formal action occurred during the executive session.

13. PUBLIC PARTICIPATION: None

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

Rachel B. Medina, Mayor

ATTEST:

Danielle Wells, City Clerk