

CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 28, 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, Bill Lewis and April Randle. Staff present included: Municipal Court Clerk Carla Odell, Lieutenant Rogelio Maynard, Director of General Services/Interim Director of Public Works Casey Simpson, Human Resources Director Matt Cashner, Library Director Beth Edson, Airport Director Jeremy Patton, IT Director Jay Rohrer, Interim Community and Economic Development Director/City Planner Jason Armstrong, Project Engineer Ian Roberson, Parks and Recreation Director Creighton Wright, Parks and Recreation Assistant Director Jenni Bandy, City Clerk Danielle Wells, City Manager Drew Sanders, and City Attorney Patrick Coleman. There were four members of the public present in the audience.

Councilmember Dobry moved that Council approve the agenda as presented for October 28, 2025. Councilmember Lewis seconded the motion and the vote was as follows:

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

2. The Consent Agenda items acted upon by Council were as follows:
 - a. Approval of meeting minutes from October 14, 2025
 - b. Approval of the Expenditure List for October 28, 2025
 - c. Approval of a Special Event Permit for The Cortez Area Chamber Of Commerce event on November 18, 2025, on the premises of Four Corners Community Bank, located at 77 West Main Street, Cortez.
 - d. Approval of a Special Event Permit for Hospice of Montezuma to host a special event on February 21, 2026 at 512 N. Broadway, Cortez.

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

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

3. PUBLIC PARTICIPATION

James McGinley spoke on embracing unhoused residents in the community.

4. PRESENTATIONS: None

5. PUBLIC HEARINGS

- a. Ordinance No. 1350, Series 2025 presented by Drew Sanders, City Manager

City Staff discovered an error in the tax structure of the recreation center sales tax. The ordinance was set for final reading and public hearing at this meeting. However, due to a process error, the Public Hearing notice did not get published in the newspaper in accordance with the City Code and Charter. The public comment period was opened; no input was received.

To accommodate required publication, Councilmember Randle moved that City Council continue the public hearing for Ordinance No. 1350, Series 2025, to November 12, 2025. Councilmember Keefauver seconded the motion and the vote was as follows:

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

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS

a. Ordinance No. 1351, Series 2025 presented by Randy Bailey, Finance Director

The 2026 proposed budget was reviewed by all department heads, including the Finance Director and City Manager, and a draft was presented to the City Council on September 26, 2025. Public comments were solicited through the ClearGov transparency center and social media outlets. As required by the City Charter, the City Manager prepared and submitted the annual budget proposal, which serves both as a spending plan and a guiding document for all departments throughout the fiscal year. The overall proposed budget totals \$38.4 million, including \$7.2 million for capital projects and equipment, with \$5.2 million drawn from accumulated reserves across all City funds, \$1.4 million of which is designated for the purchase of the building at 801 N. Broadway. The Recreation Center Fund will use reserves to support critical capital upgrades, including renovation of the natatorium, and to offset the anticipated reduction in the use and sales tax rate. Internal service funds have been allocated, and the budget maintains fiscal responsibility by preserving approximately two months of reserves. Public comment will continue to be accepted before and at the second reading.

Councilmember Dobry moved to approve on first reading Ordinance No. 1351, Series 2025, an ordinance approving the appropriations and budget for the 2026 calendar year, and set the ordinance for a second reading and public hearing on November 12, 2025. Councilmember Keefauver seconded the motion and the vote was as follows:

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

b. Intergovernmental Agreement for Dispatch Services presented by Drew Sanders, City Manager

The annual Intergovernmental Agreement for Dispatch Services (IGA) was presented, with the user group opting to establish it as a three-year agreement rather than a single year. The IGA sets fees based on usage and by year, with the Cortez Police Department and Montezuma County Sheriff's Office covering the majority of the costs.

Councilmember Spruell moved that the City Council authorize the Mayor to sign the 2026 Intergovernmental Agreement for Dispatch Services on behalf of the City of Cortez. Councilmember Keefauver seconded the motion and the vote was as follows:

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

c. Award the 2025 Cortez Recreation Center Natatorium Rehabilitation Project Design presented by Creighton Wright, Director of Parks and Recreation

The facility, now 20 years old, is outdated and in need of significant renovations due to ongoing safety and functionality issues that have compromised the patron experience. While urgent repairs have been made, long-term solutions are required to avoid a forced closure. A four-phase approach is being pursued,

with consultant support for two phases and further assessment needed on two additional items before design work can proceed. Key concerns include deteriorating pool surfacing, which has cracked into the concrete and caused patron injuries; the aging children's play feature; permanent stairs in the lap pool and sound baffles in the pool area. The goal is to provide safe, dignified, and convenient access while enhancing the facility's value to the community. If approved, a feasibility and cost assessment will be conducted rather than moving directly into design, with Schmueser Gordon Meyer, Inc., DBA SGM, the City's on-call engineering firm, submitting a proposal that includes a specialized aquatic sub-consultant. The project will be funded through the enterprise budget in 2025 and 2026, with assessments expected to take approximately 90 days. This approach ensures expert guidance on complex issues and helps prevent deferred maintenance by implementing durable, long-term solutions. The intent is to make thoughtful, cost-effective improvements that extend the facility's lifespan and reduce the need for repeated repairs.

Councilmember Lewis moved that Council accept the proposal from Schmueser Gordon Meyer, Inc., DBA SGM for \$69,500, and authorize the City Manager to negotiate, sign, and execute a contract with SGM. Councilmember Keefauver seconded the motion and the vote was as follows:

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

- d. Resolution No. 13, Series 2025 presented by Jason Armstrong, Interim Director of Community and Economic Development

A public hearing was held regarding an application for a Conditional Use Permit and special exception/minor deviation to allow construction of a 381.71 sq. ft. detached metal carport within the front setback at 1540 Arrowhead Lane, a property zoned Commercial. The request was triggered by the front setback requirement; however, the proposed structure is open-sided, creating no vision or blind spot concerns, and does not require an easement. The carport would extend seven feet into the setback in a cul-de-sac location that is not heavily trafficked. Residential uses are generally supported under the City's updated land use code. Public comment was opened, and no comments were received.

Councilmember Keefauver moved that the City Council approve Resolution No. 13, Series 2025, a resolution approving the conditional use permit and a special exception or minor deviation for the construction of a carport on property located at 1540 Arrowhead Lane, in the Commercial (C) zone, as submitted by Patrica Mancuso, with the conditions as stated in the Resolution. Councilmember Dobry seconded the motion and the vote was as follows:

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

- e. Consideration of award of contract for the Police Department Parking Lot Fencing Project presented by Casey Simpson, Interim Director of Public Works

A contract for the fence project was presented for the second time after the original contractor completed approximately 95% of the work but failed to return despite repeated extensions. On September 2, the project reached the 90-day mark, triggering a \$300 per day penalty, and certified notice was sent to the company giving 10 days to complete the work or face termination. The contractor did not respond, and the contract was cancelled. An alternative contractor, Hornet Fence LLC, who previously completed work at the service center and airport, submitted a bid to finish the project by the end of the year at a cost \$9,000 under the original bid. Funds withheld from the prior contractor remain available since the work was not completed. While there is no formal exclusion policy, the City's open government software includes vendor ratings for future reference. Overall, the outcome is favorable financially and ensures timely project completion.

Councilmember Dobry moved that Council approve the estimate from Hornet Fence LLC to complete the Police Department Parking Lot Fencing Project, and authorize the City Manager to negotiate and sign a contract on behalf of the City for this purpose. Councilmember Spruell seconded the motion and the vote was as follows:

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

8. DRAFT RESOLUTION/ORDINANCES: None

9. CITY ATTORNEY'S REPORT: No report.

10. CITY MANAGER'S REPORT

- a. After a 21-day scheduled closure, since October 4, 2025, the runway project is complete. The Cortez airport reopened on schedule last Saturday October 25, 2025. Denver Air Connection resumed their scheduled flights last Saturday and are running smoothly. There is still additional work being done around the airfield.
- b. Mayor Rachel Medina was nominated for a Fort Lewis College Alumni Award by a community member who recognized her outstanding commitment, dedication and impact on our community. It is an honor to be recognized in such a manner. We are proud of all you do for Cortez.
- c. There is an active water break on 5th East and 2nd Avenue. A public works crew is working on the repairs, and the City apologizes to the community members who are being affected.

11. CITY COUNCIL COMMITTEE REPORTS

- a. Mayor's Report on Workshop: The Storm Water Master Plan was discussed, with adoption and funding identified as the next steps. Potential funding sources include in-house reallocation, grant opportunities, and consideration of a utility fee structure to support implementation.
- b. Other Board Reports
 - i. Golf Advisory Board – Meeting moved to November 7, 2025 at 7 a.m.
 - ii. The Friends of Library book sale is this weekend, October 31 – November 2, 2025

12. PUBLIC PARTICIPATION: None

13. OTHER ITEMS OF BUSINESS

- a. Executive Session concerning personnel matters. At 8:30 p.m., Councilmember Dobry moved that Council go into executive session pursuant to C.R.S. Section 24-6-402(4)(f) for the purpose of discussion of a Confidential personnel matter regarding the Cortez Police Department, 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. Councilmember DeHaven seconded the motion and the vote was as follows:

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

Close of Executive Session: Meeting resumed at 8:55 p.m. Those persons participating in the meeting were Mayor Rachel Medina, Mayor Pro-tem Dennis Spruell, Councilmembers Lydia DeHaven, Matt

Keefauver, Bill Lewis, April Randle, and Robert Dobry, City Manager Drew Sanders, City Attorney Patrick Coleman, No adoption of any proposed policy, position, resolution, rule, regulation or formal action occurred during the executive session.

14. The meeting was adjourned at 8:58 p.m.

Rachel B. Medina, Mayor

ATTEST:

Danielle Wells, City Clerk