

CORTEZ CITY COUNCIL
REGULAR MEETING
TUESDAY, AUGUST 25, 2026

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 Dennis Spruell, Mayor Pro Tem Bill Lewis, Carly Wolf, Kathleen Swope, Clarisa Osborn and Claire West. Councilmember April Randle was absent. Staff present included: Chief of Police Vernon Knuckles, Parks and Recreation Director Creighton Wright, Finance Director Randy Bailey, Library Director LeRoy Harris, Community and Economic Development Specialist Helen West, Contract City Planner Nancy Dosdall, Community and Economic Development Director Rachel Marchbanks, Deputy Community and Economic Development Director/City Planner Jason Armstrong, Airport Director Kyle Sloan, IT Director Jay Rohrer, Maintenance Technician Eli Brock, Public Works and General Services Director Casey Simpson, Court Administrator/Clerk Carla Odell, City Clerk Danielle Wells, City Manager Drew Sanders and City Attorney Patrick Coleman. There were 4 members of the public present in the audience.

Councilmember West moved that Council approve the Agenda as presented for August 25, 2026. Mayor Pro Tem Lewis seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

2. CONSENT AGENDA

The Mayor asked whether any citizen or Councilmember wished to have an item removed from the Consent Agenda for discussion. The Consent Agenda consisted of the following items:

- a. Approval of the meeting minutes from August 11, 2026.
- b. Approval of the Expenditure List for August 25, 2026.
- c. Approval of a renewal application for 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 to Southwest Colorado Youth Baseball to host a special event on December 10, 2026, from 5:30 p.m. to 9:00 p.m., at 525 North Broadway, Cortez.
- e. Approval of a Special Event Permit to allow the Cortez Celtic Fair to host an Oktoberfest event in Parque de Vida on September 26, 2026, from 7:00 a.m. to 7:00 p.m.
- f. Approval of a renewal application for a Hotel and Restaurant Liquor License for El Campestre Mexican Restaurant LLC, located at 1430 East Main Street #6, Cortez.
- g. Approval of a Special Event Permit to allow the Cortez Area Chamber of Commerce to host a Business After Hours event on September 10, 2026, from 5:00 p.m. to 8:00 p.m., at 41 Edith Street, Cortez.

Mayor Pro Tem Lewis moved that Council approve the Consent Agenda. Councilmember Swope seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

3. PUBLIC PARTICIPATION: None

4. PRESENTATIONS: None

5. PUBLIC HEARINGS

a. Resolution No. 15, Series 2026

A resolution approving a site development plan for a new office building on property located at 127 N. Market Street, Cortez, in the Central Business District (CBD) zone. Presenter: Nancy Dosdall, Contract City Planner. Staff described a proposed 4,818-square-foot, one-story office building on a vacant parcel just south of Montezuma Park. The design is offset to the south to accommodate the alley and rear parking, widens the front parking area, and includes a new ADA-compliant sidewalk to the north; while most access is from Market Street, some access is from the alley. Staff advised the project fully complies with the Land Use Code and provides parking that is not required in the CBD, and that the building's design and façade treatment are consistent with Comprehensive Plan Policy 12.2.3 regarding the historic character of downtown. Staff recommended approval with standard conditions, including satisfaction of all utility providers, City departments, CDOT, and affected districts, and submission of appropriate construction drawings and reports. In response to Council questions, the applicants, Kenan Lovett and Darrin Dennison, explained that the anchor tenant sought a more updated and visible building than their other office building property on South Market Street. The public comment portion of the hearing was opened and closed with no comments received.

Mayor Pro Tem Lewis moved that the Cortez City Council approve Resolution No. 15, Series 2026, a resolution approving the site development plan for a new office building on property located at 127 N. Market St., Cortez, Colorado, in the Central Business District zone, with the conditions as stated in the resolution. Councilmember Osborn seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS

a. Ordinance No. 1374, Series 2026

An ordinance on first reading approving revisions to various sections of the Cortez Land Use Code. Presenter: Nancy Dosdall, Contract City Planner. Staff noted the amendments were extensive and would be discussed in greater detail at second reading. Major changes address State-driven requirements concerning natural medicine, wildfire resiliency, and turf, as well as issues identified by staff through work with the public and daily operations, including sidewalk infill, new-subdivision infrastructure, carport design standards, parking-lot lighting, setback exceptions, and historic preservation. Council expressed appreciation for the work reflected in the updates.

Councilmember Osborn moved that City Council approve on first reading Ordinance No. 1374, Series 2026, an ordinance approving revisions to the Cortez Land Use Code as set forth in the Ordinance, and set the public hearing and second reading of the Ordinance for September 8, 2026. Councilmember Swope seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

b. Award of the 2026 Montezuma-Sligo Drainage Improvement Project – Phase 2

Casey Simpson, Director of Public Works and General Services, presented the 2026 Montezuma-Sligo Drainage Improvement Project – Phase 2. Staff explained that the project addresses stormwater infrastructure that is insufficient for the volume it manages, including a pipe that

currently runs through three private backyards without a dedicated easement. Phase 1, completed last year, expanded drainage capacity along Montezuma Avenue; Phase 2 will install a larger-diameter pipe within a proper easement, allowing the City to abandon the pipe running through the residential backyards. Public Works, working with contract engineer SGM, Inc., advertised the project through the Cortez Journal, BidNet, and the City's website, receiving five bids ranging from \$116,481.50 to \$235,112.44, compared to an engineer's estimate of \$216,544.00. Following a staff review of all five bid packages, the selection committee recommended awarding the contract to Dave & Lana Waters, Inc., dba D&L Construction, whose bid came in 48.6% below the engineer's estimate and within the approved Street Improvement Fund budget. In response to Council questions, staff noted that change orders typically result from unforeseen conditions, such as underground rock or storm events, rather than material or supply costs, and confirmed that although D&L's manhole pricing was notably low, their overall bid remained competitive and presented an appropriate risk-to-reward balance. Staff also noted the City's positive experience with D&L on a prior sanitation district project this year, as well as the cost advantage of hiring a local contractor.

Mayor Pro Tem Lewis moved that Council accept the bid and award the contract for the 2026 Montezuma-Sligo Drainage Improvement Project – Phase 2 to Dave & Lana Waters, Inc., dba D&L Construction, at its bid price of \$116,481.50, and authorize the City Manager to negotiate and sign a contract on behalf of the City for this purpose. Councilmember West seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

c. Council Representative to Serve on the Parks and Recreation Master Plan Project Committee

Council considered selecting a Council Member and a possible alternate to serve on the Parks and Recreation Master Plan Project Committee. Presenter: Creighton Wright, Director of Parks and Recreation. Staff provided an overview of the master plan project, which will set the department's vision for the next ten years around two principles: that it be community-oriented and that it be financially supportable and sustainable. The project, managed by Parks & Recreation Assistant Director Jenny Bandi, includes a technical committee of City staff and a project committee responsible for outreach, serving as ambassadors, and providing guidance based on community input. The estimated time commitment is approximately four hours every six weeks. The project is expected to begin within the next month and continue through mid-summer 2027. Mayor Pro Tem Lewis was nominated as the primary representative, with Mayor Spruell volunteering to serve as the alternate.

Councilmember Osborn moved that the Council select Councilmember Lewis to serve as the primary representative to the Parks and Recreation Master Plan Project Committee, and Mayor Spruell to serve as the alternate. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

d. Appointment to the Airport Advisory Committee

Council considered appointing a youth member to the Airport Advisory Committee. Mr. Grant Wright interviewed for the open Youth Member position during the Worksession/Special meeting earlier in the evening.

Councilmember Swope moved to appoint Grant Wright as a youth member to the Airport Advisory Committee for a one-year term. Councilmember Wolf seconded the motion and the vote was as follows:

Lewis	Osborn	Randle	Spruell	Swope	West	Wolf
Yes	Yes	Absent	Yes	Yes	Yes	Yes

8. DRAFT RESOLUTION / ORDINANCES: None

9. CITY ATTORNEY'S REPORT

City Attorney Patrick Coleman reported that, in the litigation concerning access at the south end of North Adams Street, the plaintiff asked the court to dismiss the case, and the City has received an order from the court dismissing the matter.

10. CITY MANAGER'S REPORT

- Manager Sanders attended the CIRSA seminar "Law Enforcement Regional Roundtable" on August 20, 2026 with Human Resources Director Matt Cashner, Sgt. Brent Jarmon, Lt. Angelo Martinez, and Lt. Rogelio Maynard. This seminar focused on helping to better understand the ever evolving risk environment and identify practical strategies to reduce liability as it pertains to our law enforcement services.
- We are in the middle of our department budget review meetings this week focusing on the fiscal year 2027 budget preparation. The Council budget workshop is schedule for October 9, 2026 where staff will present the proposed FY 2027 City budget to Council. The first reading of the FY 2027 budget ordinance will be October 27, 2027 and the public hearing, second reading, and adoption of the budget is slated for November 10, 2027.

11. CITY COUNCIL COMMITTEE REPORTS

- a. Mayor's Report on Workshop: The Council met in executive session with Municipal Judge Beth Padilla, interviewed Grant Wright for the youth Airport Advisory Committee position, received an update from Jason Armstrong on the 7th Street property project, and discussed the process for mobile food vending licenses.
- b. Other Board Reports:
 - i. Library Advisory Board: The library received a \$5,000 Onward grant for print materials and a Great Books course donation, and is working on its budget. A capital project addressing the exterior of the building is underway.
 - ii. Airport Advisory Committee: The Committee held its first meeting, selected its officers, and set regular meetings for the third Monday of each month at City Hall at 5:30 p.m.

12. PUBLIC PARTICIPATION: None

13. OTHER ITEMS OF BUSINESS

Councilmember Wolf announced the Rise Southwest suicide awareness walk to be held on September 12 at 9:00 a.m. in Montezuma Park and encouraged the community to attend.

14. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:10 p.m.

ATTEST:

Dennis Spruell, Mayor

Danielle Wells, City Clerk