



Cortez Recreation Center
425 Roger Smith Ave.
Cortez, CO 81321

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Created February 5, 2026

PARKS, RECREATION, AND FORESTRY ADVISORY BOARD MINUTES

The Parks, Recreation, and Forestry Advisory Board Meeting occurred on **Thursday, February 5, 2026, at 3:00 p.m.** at the **Cortez City Hall.**

MINUTES

1. Call to Order – by the Chair at 3:02 pm
 - a. Present
 - i. Alan Klein
 - ii. Matty Carras
 - iii. Steve Moore
 - iv. Erik Hendrickson
 - v. Randy Mcknight
 - vi. Ken Quigley
 - vii. Rich Landreth
 - b. Absent:
 - c. Visitor
 - i. Katri Rittenhouse + SWOS Students
 - ii. Julia Buff
 - iii. Justin Dennison, AFYL
 - d. Staff:
 - i. Creighton Wright, Parks and Recreation Director
 - ii. Jenny Bandi, Parks and Recreation Assistant Director
2. Confirm the agenda
3. Approval of Minutes of January 8, 2026
 - a. Moved by Advisory Board Member Quigley; seconded by Advisory Board Member McKnight. Approved unanimously.
4. Public Comments and Presentations
 - a. Julia Buff – Dedicate a field in honor of recently passed community member Richard Morales at the South Neighborhood Park.
 - b. Advisory Board Member Hendrickson – asked several questions about the South Neighborhood Park, including the increased level of activity at 7th Street Park, the affordable housing component of the site, and the park planning process. He also asked if the football use was permanent.

- c. Assistant Director Bandi reframed the discussion, stating that the South Neighborhood Park is a neighborhood park where football is played. Longer term, we expect that the large turf space will likely remain.
- d. Director Wright shared that listening sessions for adjusted pool hours due to RC Slide Tower construction were planned for the next two days. The purpose was to share the changing schedule and engage the regular users to find solutions to continue to serve as many health and fitness needs possible.

5. Subcommittee Reports

- a. Forestry – No report.
- b. Rec User Group – No report. Meeting scheduled for 2/12/26.

6. Old Business

- a. Parks & Rec Master Plan update
 - i. Report: Assistant Director shared that the RFP is posted, and she is receiving questions. There are several firms that are engaged.
 - ii. Comments:
 - iii. Direction: Receive report.
- b. Youth Member Recruitment
 - i. Report: A report was provided by Council Member Keefauver. Two possible students were introduced.
 - ii. Comments:
 - iii. Direction: Receive report.

7. New Business

- a. 2025 Annual Report/2026 Work Plan
 - i. Report: [1.23.26 P&R Annual Report.docx](#) Director Wright presented the annual report and went through the three primary sections. The first is an overview of the two most significant challenges we have had: staffing and infrastructure failures. Next, he provided an update on the status of six significant strategic initiatives the department has undertaken. Finally, he shared the individual division reports completed for each of the department's operational areas.
 - ii. Comments: Advisory Board Members asked questions about various elements of the report, not providing any significant direction.
 - iii. Direction: Receive report.
- b. Overview of Financial Analysis Projects
 - i. Report: Director Wright shared and was supported by Assistant Director Bandi, the plan for four distinct financial analyses planned for 2026. The first is to assess the implications of the reductions in the RC Sales Tax and complete a preliminary annual infrastructure needs assessment. Secondly, a programmatic cost recovery will occur: evaluate the costs and revenues of programs and calculate a cost-recovery percentage. Third, will be to facilitate conversation, assign community value to the individual programs, set cost-recovery targets, and formalize this in policy. Finally, we will develop financial policies for our significant facilities and financial funds, namely, the Recreation Center, Outdoor Pool, Golf Course, and Conservation Trust Fund.
 - 1. [2026 Parks and Recreation Financial Analysis Outline Memo.docx](#)

- ii. Comments: While there were comments here, they related to the Operation Report topic of an update on the RC Sales Tax Overcollection. The comments are referenced below.
- iii. Direction: Receive report.

8. Department Operations Report - Share updates on:

- a. General Operations: Director Wright shared the monthly operational report.
- b. 2026 Project Status Update: Assistant Director Bandi gave the monthly project status update.
- c. Park Superintendent Recruitment: Director Wright shared that 97 applications were received for the Parks Superintendent. 24 met minimum qualifications and were asked to complete a written exercise in which they detailed their qualifications. 14 submitted written exercises, and we planned to interview the top 5 in the following week.
- d. Emergent issues: RC Sales Tax/Pond/Water Management
 - i. Report:
 - 1. RC Sales Tax: Director Wright identified that an item was going to be presented at City Council next week regarding the plan to refund the RC Sales Tax Overcollection.
 - 2. Pond/Water Management: Director Wright shared that we are working through our issues with the two ponds, Geer and Denny Lake. Public Works is thankfully supporting the effort.
 - ii. Comments: There was significant discussion around ideas to support RC members who feel as though they may not be getting maximum value from the Recreation Center, given the recent sales tax overcollection and the annual increase in fees. Some members felt that community involvement and awareness could be better. The feeling was that if we provided information to a few, they could expand it by word of mouth.
 - iii. Direction: Receive report.

9. Adjourn at 4:56 pm. Moved by Advisory Board Member Landreth, seconded by Advisory Board Member McKnight. Adjourned.