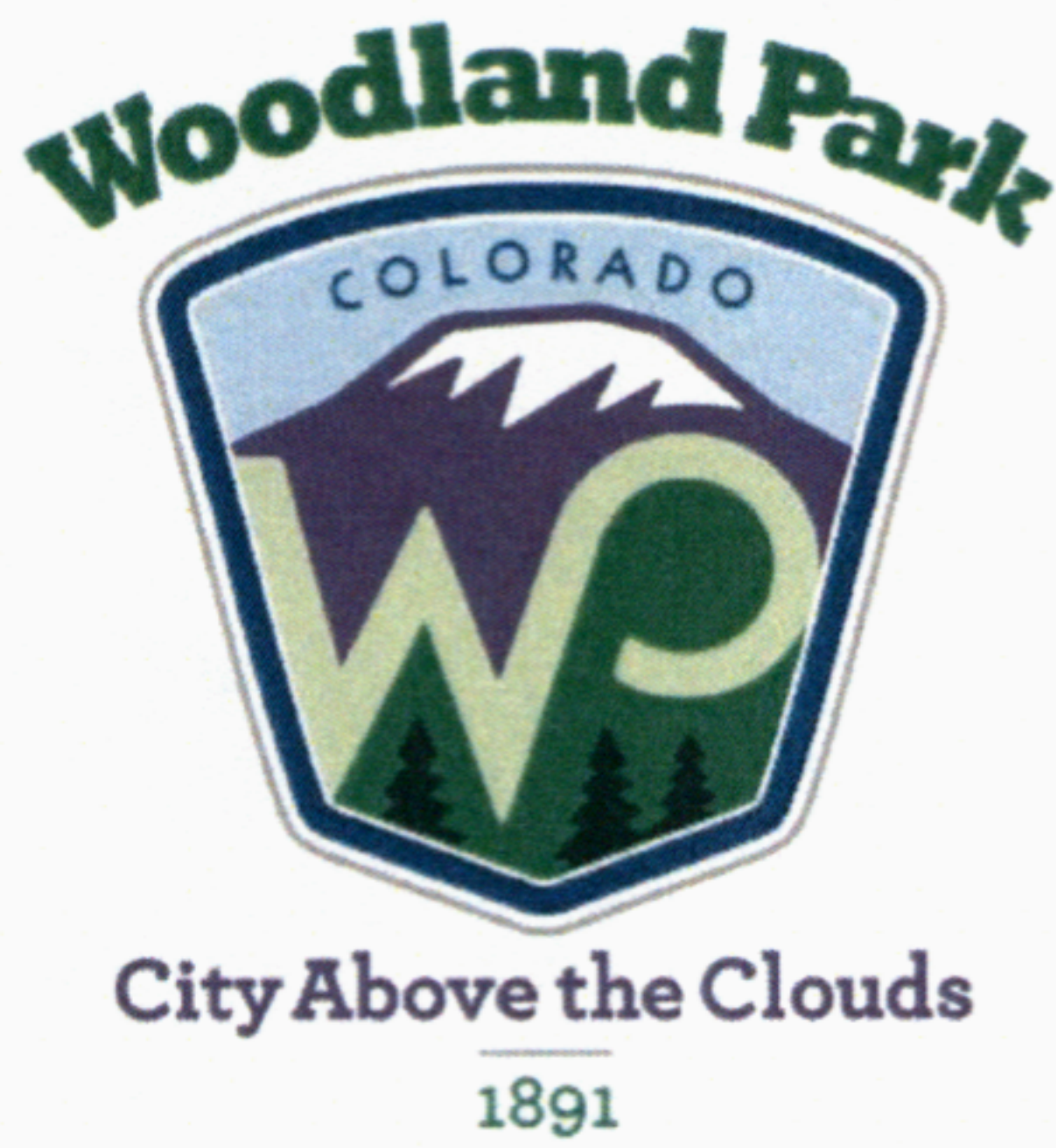




City of Woodland Park

September 21, 2023 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Following a work session with Bob Widner, City Attorney for Centennial, Colorado and author of "Bob's Rules of Order" Mayor LaBarre called the City Council Meeting to order.

The following Councilmembers were in attendance: Mayor LaBarre, Mayor Pro-tem Case, Councilmember Connors, Councilmember Harvey, Councilmember Nakai, Councilmember Zuluaga and Councilmember Neal appeared via zoom.

The following staff members were also in attendance: Interim City Manager/Finance Director Vassalotti, Deputy City Manager/City Clerk Leclercq, Planning Director Schminke, IT Helpdesk Technician Barnes, Communications, Marketing Coordinator Higgenbotham and City Attorney Wilson.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. City of Woodland Park Police Department Awards Presentation,
(Presenter Chief of Police Deisler)

Brian Bledsoe, Lisa Seal, Amber Hartman and Robin Lindberg were all presented quarterly awards by Chief of Police, Chris Deisler.

- B. Your local Ambulance, Challenges and Solutions.
(Captain, Daniel Campbell, Ute Pass Regional Health Services District)

Deputy Chief, Dave Hansher from the Ute Pass Regional Health Services District shared some of the challenges facing the Ute Pass Ambulance District.

- C. Creek Week proclamation.

Executive Director Ali Schuch shared the events of the upcoming Creek Week Cleanup. Following Shuch's presentation Mayor Labarre read the 2023 Creek Week proclamation into the record.

- D. Housing Needs Assessment presentation.
(Presenter Brian Points, Points Consulting)

Pedro Jimenez, from Points Consulting, shared a presentation with the Council regarding the Housing Needs Survey results.

- E. Re-cap and thank you to the City of Woodland Park regarding the Salute to Veterans Rally.

(Presenter Jim Wear, Founder/Organizer of the Salute to Veterans Rally)

Jim Wear, Founder/Organizer of the Salute to Veterans Rally, thanked the City of Woodland Park Staff and City Council for their support of the 2023 Veterans Rally.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

- A.** Consideration of Ordinance No. 1460, Series 2023, an Ordinance on initial posting, of the City Council for the City of Woodland Park, Colorado Further Extending a Temporary Moratorium on the Submission , Acceptance, Processing and Approval of Applications for Short Term Rental Licenses, and set the Public Hearing for October 5, 2023. (A)
(Presenter City Attorney Nina Williams)

Motion: To approve Ordinance No. 1460, Series 2023, an Ordinance on initial posting, of the City Council for the City of Woodland Park, Colorado Further Extending a Temporary Moratorium on the Submission, Acceptance, Processing and Approval of Applications for Short Term Rental -Licenses, -.and, set the Public Hearing for October 5, 2023. Zuluaga/Case. Motion passed 7-0.

- B.** Consideration of Ordinance No. 1459, Series 2023, on initial posting, an Ordinance of the City Council, for the City of Woodland Park, Colorado, Amending Title 5 of the Woodland Park Municipal Code, Concerning Business Regulations to License and Regulate Short-Term Rentals and set the Public Hearing for October 5, 2023. (A)
(Presenters, Councilmember Zuluaga and Councilmember Connors)

Motion: to approve Ordinance No. 1459, Series 2023 on initial posting, an Ordinance of the City Council, for the City of Woodland Park, Colorado, Amending Title 5 of the Woodland Park Municipal Code, Concerning Business Regulations to License and Regulate Short Term Rentals and set the Public Hearing for October 5, 2023. Connors/Zuluaga. 3-4 motion failed with Harvey, Case, Neal and LaBarre voting no.

- C.** Approval of the August 2023 Statement of Expenditures and Authorize the Mayor to sign Warrants in payment thereof.

Motion to approve the August 2023 Statement of Expenditures and Authorize the Mayor to sign Warrants in payment thereof. Case/Nakai. Motion passed 7-0.

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA (1)

Debbie Miller, President of the Chamber of Commerce, shared some exciting upcoming events with the Council and audience to include an event being held on October 5, called Eggs & Issues with House Representative Brittney Petterson and on October 9 a Candidate Forum for the RE-2 School Board candidates. Miller shared that the Candidate Forum would be recorded.

Sharon Richardson shared that Victory Life Church would be hosting a School Board Candidate forum that would be held at the Woodland Park School District Auditorium on October 2.

Kitten Walker shared that she is pleased with the good relationship between the Chamber of Commerce and Charis Bible College. Walker shared that there is no conflict with Victory Life Church hosting the candidate forum and that their mission is to activate and educate the community.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

9. PUBLIC HEARINGS

(Public comment may be heard)

10. NEW BUSINESS

(Public comment may be heard)

- A.** Approval of Subdivision Development Agreement - The Grove at Spruce Haven
(Presenter, Planning Director Karen Schminke, AICP)

Planning Director Schminke shared her Staff Report with the Council sharing the following:

The Conditional Use Permit for The Grove at Spruce Haven, a townhome development, was approved in July 2022 by Ordinance 1424, Series 2022. This project is located at 920 Spruce Haven Drive and consists of six (6) 2-unit attached single family dwellings on 2.18 acres in the Multi-family Residential Suburban (MFS) zone. A townhome plat has since been administratively approved and was recorded in July 2023.

The Developer has been installing all the required infrastructure and in the near future would like to begin obtaining building permits for the individual dwelling units. As a result, a subdivision development agreement (SDA) is required, along with a financial guarantee for the infrastructure that has not yet been completed (primarily storm system improvements and private roadway). It is at the City's discretion to enter into a contract with the Developer whereby the Developer shall guarantee to complete all improvements required by City Code, or otherwise specified by the City according to city specifications.

Attached for your consideration is the proposed SDA which is based on the City's Sample SDA. To secure this contract, the Developer is required to provide, subject to approval of the City Council, either a cash escrow, an irrevocable letter of credit, or bond. The amount of the financial security is required to be at least equal to the cost, as estimated by the Developer and approved by the city engineer, of installing all required improvements plus 50 percent. For this project, it is the contractor, Johnson Constructors, LLC, who has obtained a Site Improvement Performance Bond. As a result, the proposed SDA includes both the Developer, 920 Spruce Haven, LLC, and the Contractor, Johnson Constructors, LLC.

The following motion was made: To approve the Subdivision Development Agreement - the Grove at Spruce Haven to include the additional -requirements of a receipt of bond for improvements as stated in the Development Agreement. Case/Nakai. Motion carried 7-0.

- B.** Citizens Initiative Petition results and steps moving forward.
(Presenter Deputy City Manager/City Clerk Leclercq)

City Clerk Leclercq shared the following information with the Council:

As Council is aware on August 21, 2023 the City Clerk's Office received a Citizen's Initiative Petition regarding "An Ordinance of the Citizens of Woodland Park for the City of Woodland Park, Colorado Amending Title 18 of the Woodland Park Municipal Code, Concerning Zoning Districts where Short-Term Rentals are Allowed to be licensed and Operated within the City Limits of Woodland Park, Colorado" totaling 1438 signatures.

The requirements for this petition were 1018 signatures, which was equal to 15% of the voters for the City of Woodland Park.

This past Tuesday, I officially certified this petition as being sufficient. I certified 1345 signatures. Only needing 1018 signatures, they had 327 more signatures than needed.

As the Council is also aware, as per CRS 31-11-110 within 40 days after an initiative petition is filed, which was August 21, a protest in writing under oath may be filed in the office of the City Clerk by any registered elector who resides in the municipality, setting forth specifically the grounds for such protest. The protest period for this petition will end on September 29, 2023.

As per State Statute CRS 31-11-104 regarding Initiative Petitions - the proposed ordinance may be adopted without alteration by the legislative body within 20 days following the final determination of petition sufficiency. If not adopted by the legislative body, the legislative body shall refer the proposed ordinance, petitioned for, to the registered electors for a special election. The dates of this election must be between 60 days and 150 days.

If the Council desires this to go to a Special Election, I recommend the date of December 12. This date meets the criteria as put forth in state statute. It also won't interfere or confuse the voters with the upcoming regularly scheduled election in April. Following the work session this evening and consensus from the Council, I will bring forth on October 5, a Resolution announcing the election date of December 12 and the ballot question to be put on the ballot. As you all know, this evening the Council will be discussing whether or not there will be other questions added to this ballot.

As per the same state statute as quoted above, if it is the Council's desire, alternative ordinances may be submitted at the same election, and, if two or more conflicting measures are approved by the people, the one that receives the greatest number of affirmative votes shall be adopted in all particulars as to which there is a conflict.

City Clerk Leclercq shared that more details would be discussed this evening during the work session following this Council Meeting.

C. Council discussion of Mill Levy.

(Presenter Interim City Manager/Finance Director Aaron Vassalotti)

Finance Director Vassalotti shared a presentation with the Council regarding the Mill Levy and potential scenarios if it was to be reduced. Vassalotti shared that this was in preparation for a joint meeting with the City and County being held on September 27 to discuss the Mill Levy.

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

Mayor LaBarre shared the upcoming events for the next two weeks.

B. Council Reports

Mayor Pro-tem Case shared an update from PPACG and updates from WAC.

Councilmember Zuluaga shared updates regarding KWPB.

Councilmember Nakai asked the City Attorney to give an update on the IGA discussion with the School District and City Attorney Wilson shared that he sent an email to the School Board and has not had a response. Mayor LaBarre shared that she also reached out to the President of the School Board and has heard no response either.

Councilmember Nakai also congratulated the citizens on their Initiative Petition.

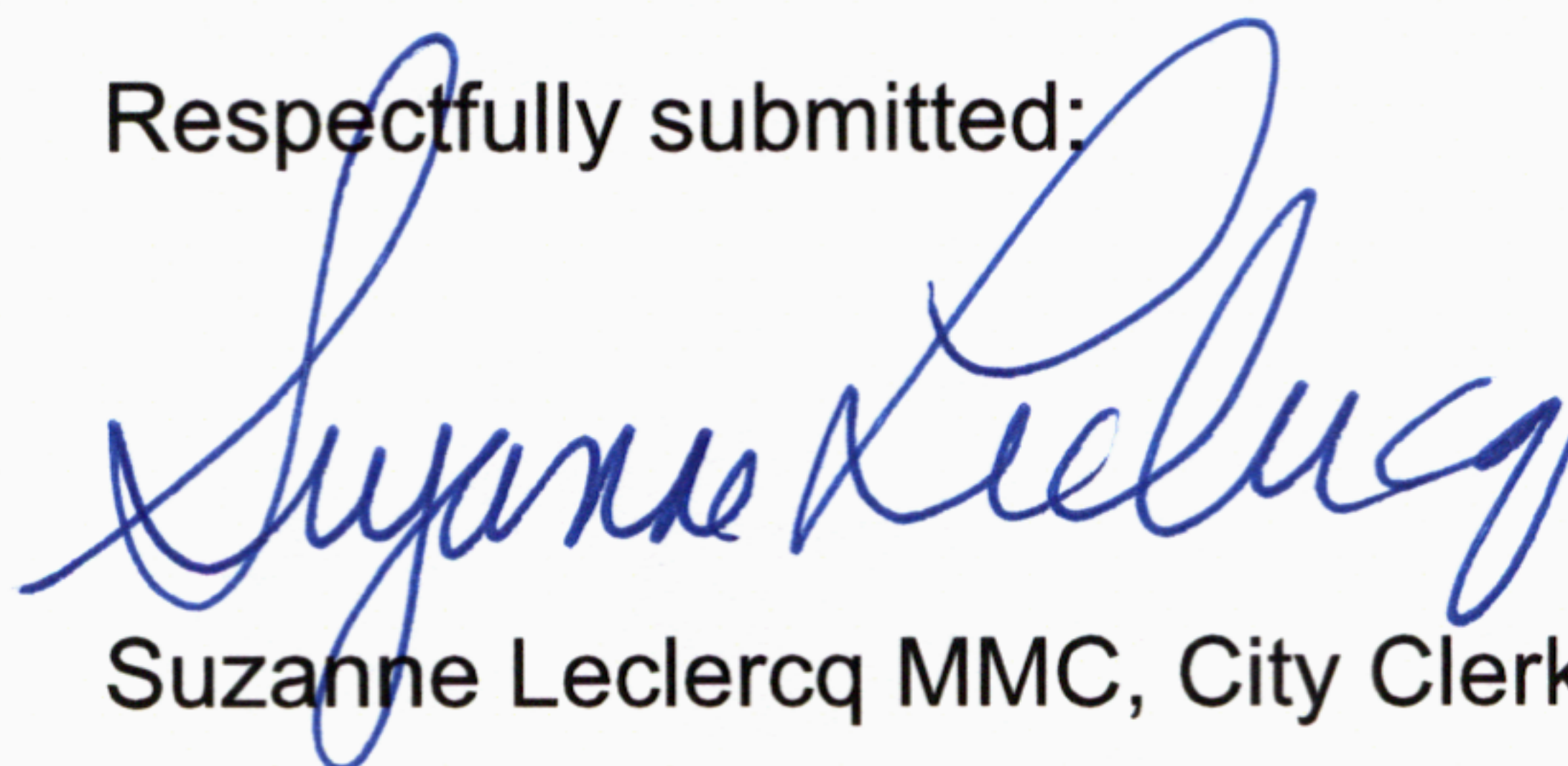
Councilmember Connors shared an update of the HPC.

Immediately following the conclusion of the Council Meeting, the City Council held a work session to discuss items to be put on the Special Election Ballot.

- C. City Attorney's Report
- D. City Manager's Report

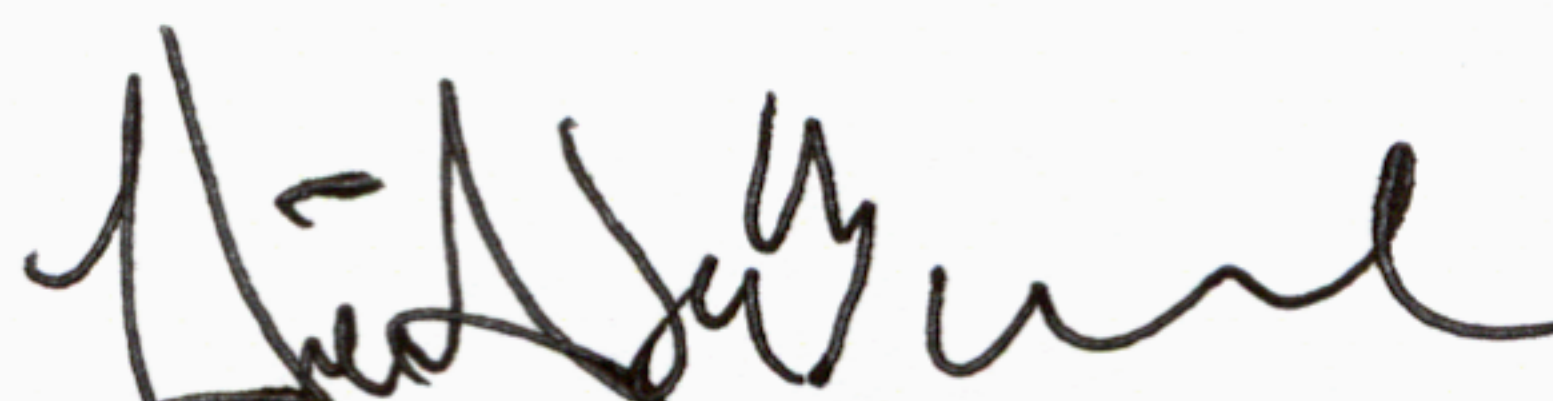
12. ADJOURNMENT

Respectfully submitted:



Suzanne Leclercq MMC, City Clerk

APPROVED THIS 5th DAY OF October, 2023


Hilary LaBarre, Mayor