



City of Woodland Park

City Council

November 2, 2023 at 6:30 PM

AGENDA

5:30 PM - City Council Work Session regarding the City of Woodland Park's 2024 Budget.

1. **CALL TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CEREMONIES, PRESENTATIONS AND APPOINTMENTS**
 - A. Consideration of appointment to the Planning Commission - applicant Koal Middleton.
(Presenter Deputy City Manager/City Clerk Leclercq)
4. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
5. **CONSENT CALENDAR**
 - A. Approval of the October 5 and October 19, 2023 Regular City Council Meeting Minutes.
(Deputy City Manager/City Clerk Leclercq)
 - B. Consider Ordinance No. 1463, Series 2023, on initial posting, an Ordinance Vacating That Portion of Midland Avenue Right-Of-Way between Highway 67 and Burdette Street and Establish a Public Access and General Utility Easement in Woodland Park, Teller County, Colorado and set the Public Hearing for November 16, 2023. (QJ) (Presenter Senior Planner CJ Gates)
 - C. Consider Ordinance No. 1464, Series 2023, on initial posting, an Ordinance Granting a Conditional Use Permit with a Site Plan Review for the Purpose of Allowing an Automotive Vehicle Repair and Maintenance Shop on Lot 2, L. Clifford Filing No. 2, in the Service Commercial (SC) Zone and set the Public Hearing for November 16, 2023. (QJ) (Presenter Senior Planner CJ Gates)
 - D. Approval of the September 2023 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.
(Presenter Interim City Manager/Finance Director Vassalotti)
 - E. Approval of Additional Scope and Fee for Drainage Analysis on Browning Ave Between the City of Woodland Park and Wilson and Co for \$68,328.
(Presenter Public Works Director Schmitt)
6. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA (1)**
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 Resolution No. 909, Series 2023, a Resolution Establishing the Form and Procedures for the December 12, 2023 Special Municipal Election. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

11. REPORTS

(Public comment not necessary)

- A. Mayor's Report
- B. Council Reports
- C. City Attorney's Report
- D. City Manager's Report

12. ADJOURNMENT

Key to agenda abbreviations:

(A) Administrative- matters involving day-to-day decisions such as approving contracts, hiring staff and the procurement of goods and services. Administrative actions generally do not require formal actions by the elected body.

(L)Legislative- typically in the policy arena; legislative matters affect large areas and large groups of people, such as enacting dog regulations or amending the City code. Legislative action generally involves motions, resolutions and ordinances.

(QJ)Quasi-Judicial- apply general rules to a specific interest, such as zoning change affecting a single piece of property, or a special use permit. Quasi-Judicial actions generally involve adjudication, sometimes in writing, but not a resolution or ordinance. Decision for Quasi-Judicial proceedings are made exclusively based upon the testimony presented on the record. Ex-parte communication (communication outside the official hearing) between elected officials and citizens is not permitted on Quasi-Judicial



STAFF REPORT

TO: Mayor LaBarre and City Council

FROM: Suzanne Leclercq, Deputy City Manager/City Clerk

DATE: November 2, 2023

SUBJECT: Consideration of appointment to the Planning Commission - applicant Koal Middleton.
(Presenter Deputy City Manager/City Clerk Leclercq)

BACKGROUND: There are currently two vacancies on the Planning Commission. The City continues to advertise these openings. The City Clerk's Office has received an application from Koal Middleton interested in being on the Planning Commission Board and the Downtown Development Authority. Mr. Middleton does not meet the requirements to be on the DDA. I have spoken to him and he has asked that he just be considered for the Planning Commission. Koal Middleton will be in attendance at the November 2, 2023 City Council Meeting and available for any questions that the Council may have. An application will be emailed to the City Council under a separate attachment.

Both terms will expire in January 2026.

RECOMMENDATION:

ATTACHMENTS: None



City of Woodland Park

October 5, 2023 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

The time being 6:30 PM, Mayor LaBarre called the City Council Meeting to order.

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

The following staff members were in attendance: Interim City Manager/Finance Director Vassalotti, Deputy City Manager/City Clerk Leclercq, Planning Director Schminke, IT Technician Barnes and Community Engagement Coordinator Higgenbotham.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

- A.** Approval of the August 17, 2023 City Council Meeting Minutes.
(Presenter City Clerk Leclercq)

Motion: to approve the August 17, September 7 and September 21, 2023 Regular City Council Meeting Minutes. Case/Zuluaga. Motion carried 7-0.

- B.** Approval of the September 7, 2023 City Council Meeting Minutes.
(Presenter City Clerk Leclercq)

- C.** Approval of the September 21, 2023 City Council Meeting Minutes.
(Presenter City Clerk Leclercq)

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

DeAnne Betterman spoke and asked the question "Do we have the right people on Council?"

Kitten Walker shared information on the candidate forum for the School Board hosted by the Victory Life Church.

Tim Northrup shared that the voters will not be confused on December 12. Even with the Council putting their own ballot question, they will support the Citizens' Initiative.

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)

- A.** Approval of an Emergency Ordinance No. 1461, an Ordinance of the City Council 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 and Declaring an Emergency. (L)
(Presenter City Attorney Wilson)

There being no Council discussion on this ordinance, Mayor LaBarre opened the Public Comment portion of the Public Hearing.

Eric Lockman shared his opinion with the Council on the contributions that Short Term Rentals bring to the City of Woodland Park.

Mike Nakai shared that citizens do not want the Council to add a competing ordinance to the ballot. Nakai also shared that the Woodland Park zoning codes are the property rights of the citizens and that the Short Term Rentals violate the code.

There being no further public comment, Mayor LaBarre closed the Public Hearing and the following motion was made:

Motion: to approve Emergency Ordinance No. 1461, series 2023, an Ordinance of the City Council 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 and Declaring an Emergency. Zuluaga/Connors. Motion failed 0-7 with the entire Council voting no.

- B.** Approval of Resolution No. 907, Series 2023, a Resolution of the City Council of Woodland Park, Colorado, Calling a Special Election For December 12, 2023 and Directing that a Citizen's Initiative be Placed on the Ballot at Said Election. (L).
(Presenter Deputy City Manager/City Clerk Suzanne Leclercq)

City Clerk Leclercq introduced Resolution No. 907, Series 2023, stating as a result of the Council not approving the Citizens Ordinance, this Citizens Initiative now needed to go to the voters.

Discussion was held regarding the ballot title for this item and Mayor LaBarre asked for two amendments to the ballot title. LaBarre asked that the words "living on site" and "throughout" be inserted into the ballot title. Councilmember Zuluaga asked if the Council had the authority to change the ballot title and City Attorney Wilson stated that they did.

The following motion was made: To amend the ballot title of Resolution No. 907, Series 2023 to include the words "living on site" and "throughout". LaBarre/Case. 7-0. motion carried.

At this time, Mayor LaBarre allowed public comment.

Arnie Sparnins spoke and shared that this is a great day of celebration and that on December

12, the community will finally have their say on Short Term Rentals.

Jerry Penland asked the Council to look at the City Organizational Chart and see who is in charge - the citizens. Penland stated that the community is solving the problem once and for all without the Council. Penland added that the Council cannot ignore the zoning laws.

Jamie Traffas (via zoom) - shared that she is a short-term rental owner and is against the initiative.

Following public comment, the following motion was made:

To approve Resolution No. 907, Series 2023, as amended, a Resolution of the City Council of Woodland Park, Colorado, calling a Special Election for December 12, 2023 and directing that a Citizens' Initiative be Placed on the Ballot at the above said Election. Case/Nakai. 7-0.

- C.** Approval of Resolution No. 908, Series 2023, a Resolution of the City of Woodland Park, Colorado, Placing Ordinance No. 1462, Series 2023 on the Ballot for the Special Election on December 12, 2023. (L)
(Presenter City Attorney Wilson)

City Attorney Wilson shared that he and City Clerk Leclercq received some suggestions from the proponents of the citizens' initiatives on the ballot title for this resolution and have incorporated their suggestions into the ballot title. Wilson shared the ballot title with the Council and the following motion was made:

Motion: to approve the Ballot Title set forth in Resolution No. 908, Series 2023. Case/Neal. 6-1. Motion carried with Connors voting no.

At this time, City Attorney Wilson shared that Council had amendments to Ordinance No. 1462., Series 2023 and that he would like to go through them individually and vote on each one.

Councilmember Neal shared his proposed amendments to this ordinance and the purpose of these amendments was to bring it closer to the citizens' initiative and more in alignment with Ordinance 1455.

1. Neal shared that he would like to see a definition added for Resident-Owner STR Unit in Chapter 5.22.010 to read "Resident-Owner Short-term rental unit means the short-term rental unit is the primary residence of the owner of the dwelling". Neal shared that his reasoning for this was that it prevents non-invested people (renters), from being considered permanent residents.

Councilmember Zuluaga shared that he had a fundamental problem with this entire ordinance - that they were trying to compare an apple to a basket of fruit. Zuluaga shared that this was unnecessarily confusing the public. Zuluaga shared that all of Title 5 should be kept separate and that this was making the Ordinance clumsy and confusing to the voters.

Motion: to approve amendment to Ordinance 1462, adding a definition of Resident-Owner. Neal/Harvey. Motion passed 4-3 with Nakai, Connors and Zuluaga voting no.

2. Neal shared that he would like to see a requirement for liability insurance on the dwelling be provided by the owner at the time of licensing. He recommended the amount of 1 million

dollars. This would be added to section 5.22.020 (n).

Motion: to amend Ordinance no. 1462 to add that the owner must have liability insurance on the dwelling at the time of licensing. Neal/Harvey. Motion passed 4-3 with Connors, Zuluaga and Nakai voting no.

3. Neal shared that he would like to change paragraph 5.22.020 (g) to: “Established Cap: The maximum number of short-term rental units within the SR and UR zoning districts shall not exceed the established cap within such zoning districts. The established cap in those districts shall be as follows: SR- 0.5%; UR- 0.5%. Exclusions to the SR & UR cap count are Resident-Owner Short-term rental units. No caps or maximum number of Short-Term Rental Business Licenses shall be applicable within the AG, NC, CC, and CBD zoning districts. Short-term rental units are prohibited within the MFS, MFU, SC, MHP, P/SPL and HSCLI zoning districts. No Cap numbers are established for PUD zones, which will be governed by the Deeded Restrictions established at the time of each individual subdivisions’ creation and enforced in accordance with the by-laws of the respective Home Owners’ Association (HOA). Those STRs that are covered by Section 7. Will not be included in any cap and will be governed by Section 7.

Following a lengthy Council discussion, there was consensus to change it as follows: Established Cap: The maximum number of short-term rental units within the SR and UR zoning districts shall not exceed the established cap within such zoning districts. The established cap in those districts shall be as follows: SR- 1.0 % of the total number of lots within this zoning district; UR- 1.0 % of the total number of lots within this zoning district. Exclusions to the SR & UR cap count are Resident-Owner Short-term rental units. No caps or maximum number of Short-Term Rental Business Licenses shall be applicable within the AG, NC, CC, and CBD zoning districts. Short-term rental units are prohibited within the MFS, MFU, SC, MHP, P/SPL and HSCLI zoning districts. No Cap numbers are established for PUD zones, which will be governed by the Deeded Restrictions established at the time of each individual subdivisions’ creation and enforced in accordance with the covenants of the respective Home Owners’ Association (HOA) or court order. Those STRs that are covered by Section 18-78-060 will not be included in any cap and will be governed by Section 18-78-060.

At this time, Councilmember Harvey made a motion to call the question. Motion to call the question. Harvey/Case. Motion passed 4-3 with Nakai, Connors and Zuluaga voting no.

Motion: to amend Section 7 as discussed establishing caps and placing them in the code/ordinance as the attorney sees fit. Neal/Case. Motion passed 4-0 with Zuluaga, Connors and Nakai voting no.

4. Neal shared that he would like to see row 4 added to the table of uses - example below.

18.09.090 – Table of Uses.

Table of Permitted Uses

USE KEY: P = Permitted Use, C = Conditional Use, PC = Permitted Conditionally
Permitted SR UR MFS MFU MHP AG P/SPL NC CC SC CBD HSC PUD
Uses LI

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L. Lodgings.

Motion: to amend Ordinance No. 1462 to add row 4 to the table of uses. Neal/Case. Motion passed 4-3 with Connors, Nakai and Zuluaga voting no.

5. Neal shared that he would like to see Section 7 to read as follows: “Section 7. Current Business Licensees Operating Short-Term Rental Businesses. Provided a current and valid business license holder operating a short-term rental business applies for a Short-Term Rental Business License within two (2) months of the effective date of this Ordinance, the prohibition of Short-Term Rental Businesses in certain zoning districts, the distance restrictions within Section 18.78.050(b)(8), and the caps established in Chapter 5.22 shall not apply to such new Short-Term Rental Business License applications or subsequent renewals for the same short-term rental unit made by the same license holder.” eliminating the last sentence that is currently in section 7.

Following Council discussion, Mayor LaBarre opened the Public Comment portion of the Public Hearing.

Mary Sekowski shared that passing the Citizens Initiative will put citizens out of business that have businesses pertaining to STR's. She stated that she supports Ordinance No. 1462 but feels that some of it is unnecessary.

Jerry Penland shared that he felt the message was unbelievable being sent to the citizens this evening with all of the votes being 4-3. Penland shared that Council should take Title 5 out of Ordinance 1462 and figure it out after the election on December 12.

Motion: to Approve Resolution No. 908, Series 2023, a Resolution of the City of Woodland Park, Colorado Placing Ordinance No. 1462, Series 2023 as amended on the Ballot for the Special Election on December 12, 2023. Case/Neal. Motion passed 4-3 with Nakai, Zuluaga and Connors voting no.

- D.** Ordinance No. 1455, Series 2023, an Ordinance of the City Council for the City of Woodland Park, Colorado, Amending Titles 5 and 18 of the Woodland Park Municipal Code, Concerning Business Regulations and Zoning, to License and Regulate Short Term Rentals. (L) (Tabled from the July 6, 2023 City Council Meeting)
(Presenter Planning Director Schminke)

The following motion was made:

Motion: to postpone Ordinance No. 1455, Series 2023 indefinitely. Neal/Case. Motion carried 7-0.

- E.** Ordinance No. 1460, Series 2023, an Ordinance 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. (A)
(Presenter City Attorney Wilson)

The following motion was made:

Motion: To approve Ordinance No. 1460, Series 2023, an Ordinance 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. Zuluaga/Connors. Motion carried 7-0.

10. NEW BUSINESS - all listed above under Public Hearings

(Public comment may be heard)

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

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

B. Council Reports

Councilmember Zuluaga shared that there are two upcoming School Board public forums being held on October 9.

Councilmember Connors shared an update on military affairs.

Councilmember Harvey asked City Attorney Wilson to share an update on the IGA with the School District. City Attorney Wilson shared that he would like to set up a tentative worksession with the school district for either November 2 or November 16.

Councilmember Nakai shared her sentiments on why she voted the way she did.

Councilmember Neal shared an update of the DDA.

C. City Attorney's Report

D. City Manager's Report

Interim City Manager Vassalotti shared a sales tax report.

City Clerk Leclerca shared upcoming election dates with the Council.

12. ADJOURNMENT

The time being 9:12 PM and there being no further City business Mayor LaBarre adjourned the City Council Meeting.

Respectfully submitted:

Suzanne Leclercq MMC, City Clerk

APPROVED THIS ____ DAY OF _____, 2023

Hilary LaBarre, Mayor



City of Woodland Park

October 19, 2023 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Following a work session of the City Council regarding the 2024 City of Woodland Park Budget, Mayor LaBarre called the regularly scheduled City Council Meeting to order.

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

The following members of Staff were in attendance: Interim City Manager Vassalotti, Deputy City Manager/City Clerk Leclercq, Parks and Recreation Director Keating, Communications and Marketing Coordinator Higgenbotham, IT Technician Barnes, Event Center Manager Klema and Chief of Police Diesler.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Lightbulb Theatre - check presentation to the Ute Pass Cultural Center.
(Presenters are Madison Leake, Andrea Keller and Brysce Starbuck.)

The Lightbulb Theater presented the Cultural Center with a check in the amount of \$658.25 that they raised to put towards a new stage curtain. Following the check presentation, they performed a skit for the Council.

- B. City Cemetery Headstone Restoration
(Presenter Karen Schminke, Planning Director)

Planning Director Schminke shared a presentation with the Council regarding the efforts Steve Plutt and Linda Allred were making to repair damaged headstones in Woodland Park Cemetery.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

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

Tim Northrup addressed the IGA that the City of Woodland Park has with the Woodland Park School District. Northrup shared that he feels there are discrepancies between the IGA and the ballot question.

Debbi Miller, President of the Chamber of Commerce, shared an update on the ballots from Teller County.

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)

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

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

B. Council Reports

Councilmember Connors thanked Steve Plutt and Linda Allred for all they were doing regarding the Woodland Park Cemetery.

C. City Attorney's Report

D. City Manager's Report

Council by consensus gave Interim City Manager Vassalotti direction to have another budget work session to be held on November 2.

City Clerk Leclercq shared an update on the Special Election being held December 12, 2023.

Communications/ Marketing Manager Higgenbotham shared a presentation on ideas for the relocation of the Cog Railroad Car.

12. ADJOURNMENT

Mayor LaBarre asked for a motion to move into Executive Session. The following motion was made:

Motion: to close the Open Meeting and move into Executive Session Pursuant to CRS Section 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators - regarding land acquisition for the purposes of open space. Case/Nakai. Motion carried 7-0.

Mayor LaBarre called the Executive Session to order at 7:27 PM. The following individuals were in attendance: Mayor LaBarre, Mayor Pro-tem Case, Councilmember Connors, Councilmember Neal, Councilmember Zuluaga, Councilmember Nakai, Councilmember Harvey, Interim City Manager Vassalotti, Parks and Recreation Director Keating, Deputy City Manager/City Clerk Leclercq and City Attorney Williams appeared via zoom.

Mayor LaBarre adjourned the Executive Session at 8:00 PM.

Respectfully submitted:

Suzanne Leclercq MMC, City Clerk

APPROVED THIS ____ DAY OF _____, 2023

Hilary LaBarre, Mayor



STAFF REPORT

TO: Mayor LaBarre and City Council

FROM: CJ Gates, Senior Planner

DATE: November 2, 2023

SUBJECT: Consider Ordinance No. 1463, Series 2023, on initial posting, an Ordinance Vacating That Portion of Midland Avenue Right-Of-Way between Highway 67 and Burdette Street and Establish a Public Access and General Utility Easement in Woodland Park, Teller County, Colorado and set the Public Hearing for November 16, 2023. (QJ) (Presenter Senior Planner CJ Gates)

BACKGROUND: This is the first of a two-step process to adopt an ordinance. The purpose of this first step is to announce the item that will be heard and set the date for the public hearing.

This is a request to vacate a portion of Midland Avenue right-of-way between Highway 67 and Burdette Street. This request is being made in conjunction with an application for a Conditional Use Permit (CUP) and Site Plan review to allow for the establishment of an "Automotive and vehicle repair and maintenance shops" within the SC zone. The proposal is for a 6-bay Les Schwab Tire Center building to be constructed on Lot 2 of the L. Clifford Addition Filing 2. and includes a new 10,334 square-foot building that includes a showroom, 34 space parking lot, reconfigured access to Highway 67, utility connections, and other associated improvements required for the development of the site.

RECOMMENDATION: Approve on initial posting Ordinance No. 1463, Series 2023, an Ordinance Vacating That Portion of Midland Avenue Right-Of-Way between Highway 67 and Burdette Street and Establish a Public Access and General Utility Easement in Woodland Park, Teller County, Colorado and set the Public Hearing for November 16, 2023.

ATTACHMENTS: 1. Ordinance 1463 -Vacate Midland.Ave L_Clifford Add

CITY OF WOODLAND PARK, COLORADO

ORDINANCE NO. 1463, SERIES 2023

AN ORDINANCE VACATING THAT PORTION OF MIDLAND AVENUE RIGHT-OF-WAY BETWEEN HIGHWAY 67 AND BURDETTE STREET AND ESTABLISH A PUBLIC ACCESS AND GENERAL UTILITY EASEMENT IN WOODLAND PARK, TELLER COUNTY, COLORADO.

WHEREAS, the City Council, after public hearing with notice as required by law, finds that it is in the best interest of the citizens of the City of Woodland Park to grant the requested vacation; and

WHEREAS, no land adjoining the public right-of-way requested to be vacated would be left, by reason of this vacation, without an established public road or public access easement connecting said land with another established public road.

NOW, THEREFORE, THE CITY OF WOODLAND PARK, COLORADO, ORDAINS:

That the Ordinance entitled “AN ORDINANCE VACATING THAT PORTION OF MIDLAND AVENUE BETWEEN HIGHWAY 67 AND BURDETTE STREET AND ESTABLISH A PUBLIC ACCESS AND GENERAL UTILITY EASEMENT IN WOODLAND PARK, TELLER COUNTY, COLORADO,” be and is hereby adopted as follows:

Section 1. The portion of the right of way labeled Midland Avenue as shown in Exhibit A is hereby vacated by the City of Woodland Park.

Section 2. A public access and general utility easement be established in the vacated area and the ROW Vacation Exhibit must label the vacated area as “Public Access and General Utility Easement”.

Section 3. The applicant must add a note to the ROW Vacation Exhibit that states: “All improvements within the easement are the property owner’s responsibility. If those improvements are removed in the event of a repair or maintenance on one of the utilities, it will be the responsibility of the property owner to replace said improvements (to include concrete, asphalt, fences etc.)”

Section 4. Property Owner Maintenance Agreement must be reviewed and approved by the City of Woodland Park prior to recording.

Section 5. This Ordinance shall be in full force and effect from and after its publication as required by law.

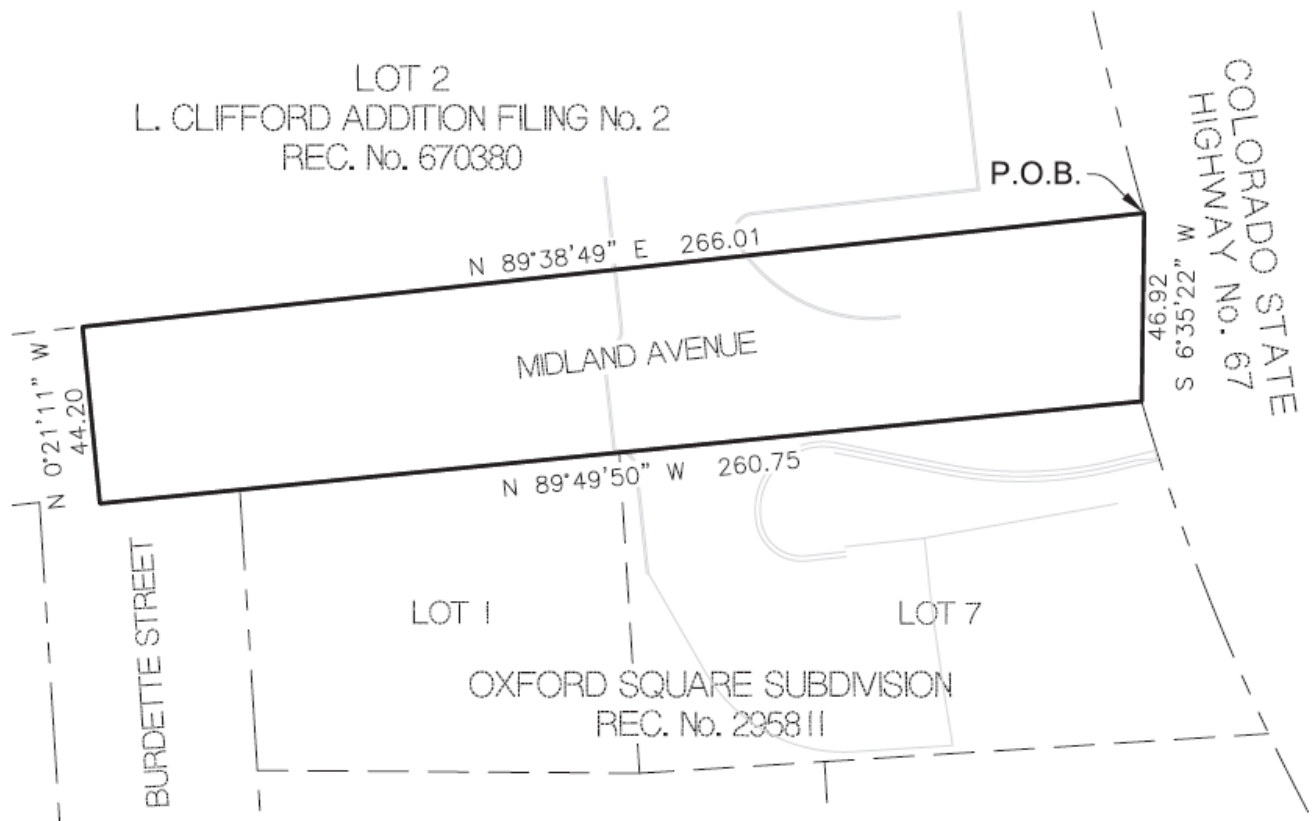
PASSED BY CITY COUNCIL ON SECOND AND FINAL READING FOLLOWING PUBLIC HEARING THIS _____ DAY OF _____, 2023.

The Honorable Mayor Hilary LaBarre

ATTEST:

City Clerk Suzanne Leclercq

ORDINANCE 1463, SERIES 2023 – EXHIBIT A





STAFF REPORT

TO: Mayor LaBarre and City Council

FROM: CJ Gates, Senior Planner

DATE: November 2, 2023

SUBJECT: Consider Ordinance No. 1464, Series 2023, on initial posting, an Ordinance Granting a Conditional Use Permit with a Site Plan Review for the Purpose of Allowing an Automotive Vehicle Repair and Maintenance Shop on Lot 2, L. Clifford Filing No. 2, in the Service Commercial (SC) Zone and set the Public Hearing for November 16, 2023. (QJ) (Presenter Senior Planner CJ Gates)

BACKGROUND: This is the first of a two-step process to adopt an ordinance. The purpose of this first step is to announce the item that will be heard and set the date for the public hearing.

This is a request for a Conditional Use Permit (CUP) and Site Plan review to allow for the establishment of an “Automotive and vehicle repair and maintenance shops” within the SC zone. The proposal is for a 6-bay Les Schwab Tire Center building to be constructed on Lot 2 of the L. Clifford Addition Filing 2. and includes a new 10,334 square-foot building that includes a showroom, 34 space parking lot, reconfigured access to Highway 67, utility connections, and other associated improvements required for the development of the site. This request is being made in conjunction with an application to vacate a portion of Midland Avenue right-of-way between Highway 67 and Burdette Street.

RECOMMENDATION: Approve on initial posting Ordinance No. 1464, Series 2023, an Ordinance Granting a Conditional Use Permit with a Site Plan Review for the Purpose of Allowing an Automotive Vehicle Repair and Maintenance Shop on Lot 2, L. Clifford Filing No. 2, in the Service Commercial (SC) Zone and set the Public Hearing for November 16, 2023.

ATTACHMENTS: 1. Ordinance No. 1464 Les Schwab CUP and SPR

CITY OF WOODLAND PARK ORDINANCE NO. 1464, SERIES 2023

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT WITH A SITE PLAN REVIEW FOR THE PURPOSE OF ALLOWING AN AUTOMOTIVE VEHICLE REPAIR AND MAINTENANCE SHOP ON LOT 2, L. CLIFFORD FILING NO. 2, IN THE SERVICE COMMERCIAL (SC) ZONE

WHEREAS, the City of Woodland Park has received a request for a Conditional Use Permit with Site Plan Review for the purpose of allowing for an automotive vehicle repair and maintenance shop (with a legal description of Lot 2, L. Clifford Addition Filing No. 2) within the Service Commercial (SC) Zone District; and

WHEREAS, an application to establish said conditional use has been accepted and considered pursuant to Municipal Code Chapter 18.57; and

WHEREAS, pursuant to Municipal Code Sections 18.57.050 and 18.72.060 and Charter Sections 7.6 and 15.7.b.1, a notice of the public hearings was published, a sign was posted, letters were mailed to adjacent property owners; and

WHEREAS, the Woodland Park Planning Commission considered the request on October 12, 2023 and recommended approval based on evidence contained in the staff report and presented at public hearing; and

WHEREAS, City Council considered the request, the Planning Commission recommendation, the staff recommendation, and after holding a public hearing on November 16, 2023, hereby finds that based on evidence contained in the staff report and presented at the public hearing, the request meets the standards for granting a Conditional Use Permit; and

NOW, THEREFORE, THE CITY OF WOODLAND PARK, COLORADO,
ORDAINS:

Section 1. Approval. The Conditional Use Permit for the purpose of allowing an automotive vehicle repair and maintenance shop on Lot 2 of the L. Clifford Addition Filing No 2 is hereby approved subject to the following conditions:

1. Prior to the issuance of a building permit, the applicant shall submit for and receive approval of a:
 - a. Final Site Plan for a permitted use including landscaping, drainage, architectural elevations, access, etc.;
 - b. Infrastructure Zoning Development Permit
 - c. ZDP's and Building Permits for all new construction, including:
 - i. All Civil/Construction drawings
 - ii. Final Drainage Report
 - iii. Final Landscaping Plan

- iv. Final Site Plan
 - v. Final Floor Plans and Elevations
 - vi. Final Grading, Sediment and Erosion Control Plan (with BMP's)
 - vii. Final Utility Plan (water, sewer, power, etc.)
 - viii. Final Photometric Plan
 - ix. CO Stormwater Permit/Stormwater Management Plan
2. A final updated site plan, resolving all issues identified on the redlined plans must be approved by the City before any Zoning Development Permit (ZDP) will be issued.
 3. All development impact fees must be paid prior to any ZDP issuance including but not limited to tap fees, stormwater capital improvement fees, transportation capital fees, etc. Fees shall be calculated concurrent with the ZDP review.
 4. The applicant must install two fire hydrants per the recommendation of the Chief of North East Teller County Fire Protection district.
 5. The applicant shall amend the proposed building façade to better harmonize with the Woodland Park “mountain western” aesthetic.
 6. The applicant must submit for and gain approval of an Access Permit with a striping plan from CDOT.
 7. The applicant must submit an updated preliminary site plan designating the western portion of the property as a “Natural buffer area”.

Section 2. Recitals. The recitals contained in this Ordinance constitute the findings of City Council and are incorporated herein by reference.

PASSED BY CITY COUNCIL ON SECOND AND FINAL READING FOLLOWING
PUBLIC HEARING THIS _____ DAY OF _____, 2023.

The Honorable Mayor Hilary LaBarre

ATTEST: _____
City Clerk Suzanne Leclercq



STAFF REPORT

TO: Mayor LaBarre and City Council

FROM: Aaron Vassalotti, Finance Director

DATE: November 2, 2023

SUBJECT: Approval of the September 2023 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.
(Presenter Interim City Manager/Finance Director Vassalotti)

BACKGROUND:

Approval of the September 2023 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

RECOMMENDATION:

Approval of the September 2023 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

ATTACHMENTS: 1. Statement of Expenditures-September 2023



City of Woodland Park Staff Report for City Council

Meeting Date: November 2, 2023

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
5B	Finance	Aaron Vassalotti Finance Director

ITEM:

September 2023 Statement of Expenditures

BACKGROUND:

The City Council receives and approves the Statement of Expenditures for each month.

DISCUSSION:

Please review the following and attached check registers in support of the Statement of Expenditures.

Summary

September 2023	
Accounts Payable Checks	1,242,329.03
Payroll Checks	499,832.50
CEBT	86,706.79
Vectra Visa credit card EFT	23,855.33
Total	1,852,723.65

The Elected Officials expenditures for September 2023 are attached as a separate report.

STAFF RECOMMENDATION:

Approve September 2023 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

City of Woodland Park
Year End Payment Register

Bank Number: 1 / Name: VECTRA BANK COLORADO / Description: ACCOUNTS PAYABLE (719)687-9246

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117310	CHK	A	BIRCHAM'S 08/23 CHARGES	75 361912	1	242.73 242.73	0.00 0.00	242.73 242.73	09/07/2023		44809
117311	CHK	A	BURLAP BAG CLOTHING/BOOTS UNIFORM - BURRIS UNIFORM - SHELTON UNIFORM - POPE UNIFORM - SIMPSON	1356 23-12200 23-12201 23-12202 23-12203	4	1,247.35 269.80 226.10 333.45 418.00	0.00 0.00 0.00 0.00 0.00	1,247.35 269.80 226.10 333.45 418.00	09/07/2023		44809
117312	CHK	A	CAPITAL ONE, N.A. 08/2023 CHARGES	5298 8192023	1	158.73 158.73	0.00 0.00	158.73 158.73	09/07/2023		44809
117313	CHK	A	CENTURYLINK 08/2023 CHARGES 08/2023 CHARGES	4342 8252023 8252023	2	420.62 420.62 420.62	0.00 0.00 0.00	420.62 146.36 274.26	09/07/2023		44809
117314	CHK	A	COLORADO TRAINING SOLUTIONS CDL TRAINING-CHASE LAMBERT CDL TRAINING-CHASE LAMBERT	5485 CL-9/21/23 CL-9/21/23	2	4,795.00 4,795.00 4,795.00	0.00 0.00 0.00	4,795.00 3,097.25 1,697.75	09/07/2023		44809
117315	CHK	A	CORE ELECTRIC COOPERATIVE 08/2023 CHARGES 08/2023 CHARGES 08/2023 CHARGES 08/2023 CHARGES	5316 09052023 09052023 09052023 09052023	4	44,108.82 44,108.82 44,108.82 44,108.82 44,108.82	0.00 0.00 0.00 0.00 0.00	44,108.82 13,399.78 11,976.23 6,892.36 11,840.45	09/07/2023		44809
117316	CHK	A	CROSS POINT POLYGRAPH PRE-EMPLOYMENT POLYGRAPH	5294 1228	1	400.00 400.00	0.00 0.00	400.00 400.00	09/07/2023		44809
117317	CHK	A	DEEP ROCK WATER COOLER SVC	5263 21072370090223	1	132.87 132.87	0.00 0.00	132.87 132.87	09/07/2023		44809
117318	CHK	A	ELECTRO SERVICES LLC 12 V BATTERY	5514 16418	1	1,658.00 1,658.00	0.00 0.00	1,658.00 1,658.00	09/07/2023		44809
117319	CHK	A	EMBLEM ENTERPRISES UNIFORM PATCHES	5425 895414	1	703.28 703.28	0.00 0.00	703.28 703.28	09/07/2023		44809
117320	CHK	A	EMPLOYERS COUNCIL SERVICES, IN BACKGROUND CHECKS	5099 0000478024	1	478.50 478.50	0.00 0.00	478.50 478.50	09/07/2023		44809
117321	CHK	A	ENGER, JANE INSTRUCTOR - P&R	3876 08302023	1	98.75 98.75	0.00 0.00	98.75 98.75	09/07/2023		44809
117322	CHK	A	GOVOS 09/23 MUNIREVS	5349 INV-2818	1	2,120.50 2,120.50	0.00 0.00	2,120.50 2,120.50	09/07/2023		44809
117323	CHK	A	HAYNES MECHANICAL SYSTEMS Annual Maintenance Agreement	3359 20695	1	2,394.50 2,394.50	0.00 0.00	2,394.50 2,394.50	09/07/2023		44809
117324	CHK	A	IMAGE BEARERS CLEANING LLC 09/23 CLEANING	5082 3477	1	9,020.00 9,020.00	0.00 0.00	9,020.00 9,020.00	09/07/2023		44809
117325	CHK	A	STEVE VARNER CLOTHING REIMBURSEMENT	1 08272023	1	153.89 153.89	0.00 0.00	153.89 153.89	09/07/2023		44809

City of Woodland Park
Year End Payment Register

Bank Number: 1 / Name: VECTRA BANK COLORADO / Description: ACCOUNTS PAYABLE (719)687-9246

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117326	CHK	A	JEFFREY SANCHEZ	1	1	139.83	0.00	139.83	09/07/2023		44809
			TRAINING REIMBURSEMENT	09052023		139.83	0.00	139.83			
117327	CHK	A	SCOTT & CAROLYN MILLER	1	1	143.66	0.00	143.66	09/07/2023		44809
			UTILITY REFUND	4658.06		143.66	0.00	143.66			
117328	CHK	A	NAPA AUTO PARTS	2048	3	2,200.64	0.00	2,200.64	09/07/2023		44809
			08/2023 CHARGES	8312023		2,200.64	0.00	1,551.70			
			08/2023 CHARGES	8312023		2,200.64	0.00	203.76			
			08/2023 CHARGES	8312023		2,200.64	0.00	445.18			
117329	CHK	A	PRIORITY RESEARCH	4392	1	257.40	0.00	257.40	09/07/2023		44809
			BACKGROUND CHECKS	1094913		257.40	0.00	257.40			
117330	CHK	A	SCHUMACHER'S	561	1	109.95	0.00	109.95	09/07/2023		44809
			REPAIR #64	74454		109.95	0.00	109.95			
117331	CHK	A	SGS ACCUTEST INC.	4859	1	208.00	0.00	208.00	09/07/2023		44809
			07/23 WATER QUALITY TEST	52160149313		208.00	0.00	208.00			
117332	CHK	A	SNO-WHITE LINEN & UNIFORM, INC	581	2	226.15	0.00	226.15	09/07/2023		44809
			EVENT EXPENSE	S0135398		157.65	0.00	157.65			
			EVENT EXPENSE	S0136473		68.50	0.00	68.50			
117333	CHK	A	SPRUCE NETWORKS, LLC	5437	1	1,039.50	0.00	1,039.50	09/07/2023		44809
			Network Engineering Support	1010		1,039.50	0.00	1,039.50			
117334	CHK	A	STANDARD INSURANCE COMPANY	1091	1	2,437.47	0.00	2,437.47	09/07/2023		44809
			09/23 STD & LTD	08172023		2,437.47	0.00	2,437.47			
117335	CHK	A	STERICYCLE, INC	5526	1	116.33	0.00	116.33	09/07/2023		44809
			MONTHLY SHREDDING - WPPD	8004663230		116.33	0.00	116.33			
117336	CHK	A	TDS BROADBAND LLC	5335	3	1,564.41	0.00	1,564.41	09/07/2023		44809
			09/23 CHARGES	08252023		638.78	0.00	638.78			
			09/23 CHARGES	08252023A		92.45	0.00	92.45			
			08/2023 CHARGES	08252023B		833.18	0.00	833.18			
117337	CHK	A	TRACTOR SUPPLY COMPANY	4753	1	18.99	0.00	18.99	09/07/2023		44809
			08/23 CHARGES	8302023		18.99	0.00	18.99			
117338	CHK	A	WIRELESS WATCHDOGS, LLC	5102	1	104.00	0.00	104.00	09/07/2023		44809
			08/23 MAINTENANCE	IN0107500		104.00	0.00	104.00			
117342	CHK	A	4 RIVERS EQUIPMENT	130	1	36,994.41	0.00	36,994.41	09/12/2023		44828
			524 Loader Replacement	1527631		36,994.41	0.00	36,994.41			
117343	CHK	A	A-ONE CHIPSEAL	4296	1	70,085.30	0.00	70,085.30	09/12/2023		44828
			2023 CHIPSEAL, CRACKSEAL, ETC.	13184-01		70,085.30	0.00	70,085.30			
117344	CHK	A	ALPINE LOCATES & UTILITIES OF	1995	1	295.00	0.00	295.00	09/12/2023		44828
			LOCATE - ELECTRIC	12636		295.00	0.00	295.00			
117345	CHK	A	ASPEN LEAF COMPANIES	1180	1	263.80	0.00	263.80	09/12/2023		44828
			TRIMMER PARTS - F&G	276634		263.80	0.00	263.80			

City of Woodland Park
Year End Payment Register

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117346	CHK	A	BADGER METER INC	4278	1	2,633.51	0.00	2,633.51	09/12/2023		44828
			CELLULAR LTE UNIT	80136422		2,633.51	0.00	2,633.51			
117347	CHK	A	BLUETARP FINANCIAL	4474	1	189.00	0.00	189.00	09/12/2023		44828
			SUPPLIES - WWTP	52581925		189.00	0.00	189.00			
117348	CHK	A	BRIAN E. BUNDY	5208	1	588.00	0.00	588.00	09/12/2023		44828
			ACCT. SUPPPORT SERVICES	09082023		588.00	0.00	588.00			
117349	CHK	A	CASELLE INC	2356	2	513.00	0.00	513.00	09/12/2023		44828
			09/23 CONTRACT	127127		513.00	0.00	333.45			
			09/23 CONTRACT	127127		513.00	0.00	179.55			
117350	CHK	A	CINTAS CORPORATION NO 2	4977	2	318.91	0.00	318.91	09/12/2023		44828
			UNIFORM - FLEET	4166367174		147.36	0.00	147.36			
			UNIFORM - FLEET	4166958837		171.55	0.00	171.55			
117351	CHK	A	CINTAS FIRE PROTECTION	3604	2	1,177.59	0.00	1,177.59	09/12/2023		44828
			INSPECTION - UPCC07	0F47572125		945.57	0.00	945.57			
			INSPECTION - SR. CENTER	0F47572126		232.02	0.00	232.02			
117352	CHK	A	COLO DEPT OF PUBLIC HEALTH	1057	1	1,708.00	0.00	1,708.00	09/12/2023		44828
			ANNUAL FEE 07/23-06/24	WU241147103		1,708.00	0.00	1,708.00			
117353	CHK	A	CORE & MAIN LP	4980	1	5,495.39	0.00	5,495.39	09/12/2023		44828
			METER SETTER - F/S	S900659		5,495.39	0.00	5,495.39			
117354	CHK	A	CPS DISTRIBUTORS, INC	194	1	602.35	0.00	602.35	09/12/2023		44828
			IRRIGATION SYSTEM PARTS	0012404767-001		602.35	0.00	602.35			
117355	CHK	A	DAKTRONICS, INC.	3376	1	2,370.00	0.00	2,370.00	09/12/2023		44828
			BASEBALL SCOREBOARD	7048679		2,370.00	0.00	2,370.00			
117356	CHK	A	EL PASO-TELLER COUNTY 911	2557	1	3,000.00	0.00	3,000.00	09/12/2023		44828
			EMB CAD LICENSES(6)	2023-006		3,000.00	0.00	3,000.00			
117357	CHK	A	ENVIROTECH SERVICES INC	5170	4	14,115.75	0.00	14,115.75	09/12/2023		44828
			ICE SLICER	CD202321353		3,504.65	0.00	3,504.65			
			ICE SLICER	CD202321354		3,643.85	0.00	3,643.85			
			ICE SLICER	CD202321355		3,453.90	0.00	3,453.90			
			ICE SLICER	CD202321356		3,513.35	0.00	3,513.35			
117358	CHK	A	FOXWORTH - GALBRAITH LUMBER CO 96	5410	1	530.98	0.00	530.98	09/12/2023		44828
			08/2023 CHARGES	8312023		530.98	0.00	530.98			
117359	CHK	A	GOTO COMMUNICATIONS, INC.	5410	1	2,659.68	0.00	2,659.68	09/12/2023		44828
			09/23 CHARGES	IN7102229923		2,659.68	0.00	2,659.68			
117360	CHK	A	GRAINGER INC.	282	4	1,530.86	0.00	1,530.86	09/12/2023		44828
			SUPPLIES - WWTP	9808177944		52.08	0.00	52.08			
			LAMP MODULE	9813197382		598.80	0.00	598.80			
			VALVE - WWTP	9814921459		537.34	0.00	537.34			
			VALVE - WWTP	9814921467		342.64	0.00	342.64			
117361	CHK	A	KS STATEBANK	5217	1	377.98	0.00	377.98	09/12/2023		44828
			KYOCERA - WAC	57341-10-2023		377.98	0.00	377.98			

City of Woodland Park
Year End Payment Register

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117362	CHK	A	LEXIS NEXIS ACCURINT 08/2023 CONTRACT	3379 1209360-20230831	1	44.50 44.50	0.00 0.00	44.50 44.50	09/12/2023		44828
117363	CHK	A	MARY MOODEY BARTENDING - WAC	5480 09072023	1	132.00 132.00	0.00 0.00	132.00 132.00	09/12/2023		44828
117364	CHK	A	JOHN H. REICH & BARBARA A. RE REFUND OF ESCROW	1 08312023	1	12,675.00 12,675.00	0.00 0.00	12,675.00 12,675.00	09/12/2023		44828
117365	CHK	A	STACKED HANDS, LLC REFUND FOR ESCROW	1 08312023A	1	1,750.00 1,750.00	0.00 0.00	1,750.00 1,750.00	09/12/2023		44828
117366	CHK	A	OUTWEST VACATION RENTALS SALES & LODGING TAX REFUND	1 09112023	1	1,967.20 1,967.20	0.00 0.00	1,967.20 1,967.20	09/12/2023		44828
117367	CHK	A	WATERS CONSTRUCTION CO. INC REFUND OF ESCROW	1 09112023A	1	1,200.00 1,200.00	0.00 0.00	1,200.00 1,200.00	09/12/2023		44828
117368	CHK	A	CHRISTINE CARLO UTILITY REFUND	1 4057.13	1	250.00 250.00	0.00 0.00	250.00 250.00	09/12/2023		44828
117369	CHK	A	JIM & SYLVIA COURTER UTILITY REFUND	1 5257.01A	1	21.35 21.35	0.00 0.00	21.35 21.35	09/12/2023		44828
117370	CHK	A	NATIONAL BUSINESS FURNITURE LL PD Office Furniture	5506 ZK215046	1	4,247.63 4,247.63	0.00 0.00	4,247.63 4,247.63	09/12/2023		44828
117371	CHK	A	NORTHERN SAFETY & INDUSTRIAL CO SAFETY ITEMS	2417 905694582	1	330.89 330.89	0.00 0.00	330.89 330.89	09/12/2023		44828
117372	CHK	A	OTIS ELEVATOR COMPANY ELEVATOR SERVICE - WPPD	2706 F10000105422	1	100.00 100.00	0.00 0.00	100.00 100.00	09/12/2023		44828
117373	CHK	A	PIONEER ATHLETICS & MTP ATHLETIC FIELD PAINT	2628 INV900023	1	1,011.75 1,011.75	0.00 0.00	1,011.75 1,011.75	09/12/2023		44828
117374	CHK	A	RAMPART SUPPLY, INC. PARTS	528 2969395-00	1	81.38 81.38	0.00 0.00	81.38 81.38	09/12/2023		44828
117375	CHK	A	SAFETY-KLEEN SYSTEMS, INC. SOLVENT - FLEET	555 92488804	1	269.67 269.67	0.00 0.00	269.67 269.67	09/12/2023		44828
117376	CHK	A	SCHMIDT CONSTRUCTION ASPHALT - ST	559 2824417	1	274.62 274.62	0.00 0.00	274.62 274.62	09/12/2023		44828
117377	CHK	A	SOLITUDE LAKE MANAGEMENT 09/23 POND MAINTENANCE	5073 PSI012214	1	424.00 424.00	0.00 0.00	424.00 424.00	09/12/2023		44828
117378	CHK	A	SOUTHERN GLAZER'S WINE & SPIRI LIQUOR PURCHASES LIQUOR PURCHASE	2805 3209352 3209353	2	271.48 40.06 231.42	0.00 0.00 0.00	271.48 40.06 231.42	09/12/2023		44828
117379	CHK	A	SUN BADGE CO BADGES - WPPD	5427 415055	1	402.00 402.00	0.00 0.00	402.00 402.00	09/12/2023		44828
117380	CHK	A	RED BARON CAR WASH	4191	2	393.97	0.00	393.97	09/12/2023		44828

City of Woodland Park
Year End Payment Register

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			08/23 CHARGES	2305		393.97	0.00	373.97			
			08/23 CHARGES	2305		393.97	0.00	20.00			
117381	CHK	A	TDS BROADBAND LLC	5335	1	1,603.18	0.00	1,603.18	09/12/2023		44828
			09/2023 CHARGES	08252023C		1,603.18	0.00	1,603.18			
117382	CHK	A	TELLER COUNTY WASTE	4158	2	939.90	0.00	939.90	09/12/2023		44828
			06/23 SPECIAL RESTROOM	08312023		119.90	0.00	119.90			
			10/23 CHARGES	53948		820.00	0.00	820.00			
117383	CHK	A	THE WEBSTRAURANT STORE INC.	5185	1	4,533.88	0.00	4,533.88	09/12/2023 VOID		44828
			KITCHEN SUPPLIES - UPCC	88860854A		4,533.88	0.00	4,533.88			
117384	CHK	A	TIAA COMMERCIAL FINANCE, INC	5175	1	594.00	0.00	594.00	09/12/2023		44828
			09/23 CONTRACT	9687606		594.00	0.00	594.00			
117385	CHK	A	ULINE	4606	1	574.90	0.00	574.90	09/12/2023		44828
			UNIFORMS - F&G	167883337		574.90	0.00	574.90			
117386	CHK	A	UNCC UTILITY NOTIFICATION CNTR	2012	2	407.64	0.00	407.64	09/12/2023		44828
			UTILITY LOCATES	223081550		407.64	0.00	142.68			
			UTILITY LOCATES	223081550		407.64	0.00	264.96			
117387	CHK	A	WAGNER EQUIPMENT CO.	666	1	169.67	0.00	169.67	09/12/2023		44828
			PARTS	P39C0398369		169.67	0.00	169.67			
117388	CHK	A	WASTE MANAGEMENT WOODLAND PARK	3004	1	19.69	0.00	19.69	09/12/2023		44828
			DEER DISPOSAL	0006343-2517-9		19.69	0.00	19.69			
117389	CHK	A	WAXIE SANITARY SUPPLY	4189	2	214.51	0.00	214.51	09/12/2023		44828
			CUSTODIAL SUPPLIES- F&G	81961857		50.44	0.00	50.44			
			CUSTODIAL SUPPLIES - F&G	81962400		164.07	0.00	164.07			
117390	CHK	A	WEX HEALTH INC	5283	1	83.00	0.00	83.00	09/12/2023		44828
			08/23 FSA	0001795999-IN		83.00	0.00	83.00			
117391	CHK	A	XEROX BUSINESS SOLUTIONS SOUTH	5336	1	1,638.34	0.00	1,638.34	09/12/2023		44828
			09/23-10/23 CHARGES	IN4640101		1,638.34	0.00	1,638.34			
119	EFT	A	WEX BANK	5187	1	14,903.56	0.00	14,903.56	09/12/2023 HP		44833
			August 2023 WEX Bill	91635015		14,903.56	0.00	14,903.56			
123	EFT	A	VECTRA BANK COLORADO	4705	5	23,855.33	0.00	23,855.33	09/15/2023 HP		44978
			Aug 2023 Visa Bill	08312023		23,855.33	0.00	2,149.21			
			Aug 2023 Visa Bill	08312023		23,855.33	0.00	950.00			
			Aug 2023 Visa Bill	08312023		23,855.33	0.00	5,996.79			
			Aug 2023 Visa Bill	08312023		23,855.33	0.00	134.97			
			Aug 2023 Visa Bill	08312023		23,855.33	0.00	14,624.36			
117392	CHK	A	AIDEN GRAHAM	5532	1	42.00	0.00	42.00	09/21/2023		44854
			OFFICIAL - P&R	09192023		42.00	0.00	42.00			
117393	CHK	A	AIRGAS USA, LLC	338	1	252.15	0.00	252.15	09/21/2023		44854
			TANKS	9141626986		252.15	0.00	252.15			
117394	CHK	A	ALFONSO H ARCHULETA	5487	1	356.25	0.00	356.25	09/21/2023		44854

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			INSTRUCTOR - P&R	09192023		356.25	0.00	356.25			
117395	CHK	A	AMERICAN RED CROSS LIFEGUARD TESTING	857 22618003	1	42.00 42.00	0.00 0.00	42.00 42.00	09/21/2023		44854
117396	CHK	A	BADGER METER INC METER ITEM	4278 1602341	1	1,080.00 1,080.00	0.00 0.00	1,080.00 1,080.00	09/21/2023		44854
117397	CHK	A	CARQUEST AUTO PARTS 11/2022 CHARGES	5529 6012023	1	83.61 83.61	0.00 0.00	83.61 83.61	09/21/2023		44854
117398	CHK	A	CHAD MILD BRANDT BARTENDING - UPCC	5159 09192023	1	169.50 169.50	0.00 0.00	169.50 169.50	09/21/2023		44854
117399	CHK	A	CORE & MAIN LP CURB BOX F/S REPAIR PARTS PARTS-F/S	4980 T426023 T430884 T447381	3	6,905.71 1,174.40 4,611.31 1,120.00	0.00 0.00 0.00 0.00	6,905.71 1,174.40 4,611.31 1,120.00	09/21/2023		44854
117400	CHK	A	COUNTY DOOR AND HARDWARE SERVICE CALL & LABOR	1464 11878	1	315.00 315.00	0.00 0.00	315.00 315.00	09/21/2023		44854
117401	CHK	A	DYLAN MILD BRANDT BARTENDING - UPCC	5312 09192023	1	163.00 163.00	0.00 0.00	163.00 163.00	09/21/2023		44854
117402	CHK	A	EL PASO CTY PUBLIC HEALTH LABO 08/23 BACTERIOLOGICAL TESTS	241 EHS202111897	1	252.00 252.00	0.00 0.00	252.00 252.00	09/21/2023		44854
117403	CHK	A	GALLS, LLC CREDIT MEMO UNIFORM SHIRTS	5221 025160887 025636750	2	29.12 46.48- 75.60	0.00 0.00 0.00	29.12 46.48- 75.60	09/21/2023		44854
117404	CHK	A	GAZETTE, THE 08/23 LEGAL NOTICES	276 08312023	1	80.63 80.63	0.00 0.00	80.63 80.63	09/21/2023		44854
117405	CHK	A	HAYNES MECHANICAL SYSTEMS SERVICECALL-WATER HEATER	3359 21219	1	1,109.47 1,109.47	0.00 0.00	1,109.47 1,109.47	09/21/2023		44854
117406	CHK	A	KROGER-KING SOOPERS CUST CHGS 08/2023 CHARGES 08/2023 CHARGES	145 9122023 9122023	2	198.65 198.65 198.65	0.00 0.00 0.00	198.65 160.53 38.12	09/21/2023		44854
117407	CHK	A	MARY MOODEY BARTENDING - UPCC	5480 09092023	1	32.00 32.00	0.00 0.00	32.00 32.00	09/21/2023		44854
117408	CHK	A	BILL KEES WASTEWATER EXAM REIMB.	1 09152023	1	525.00 525.00	0.00 0.00	525.00 525.00	09/21/2023		44854
117409	CHK	A	NICHOLE SAUER TRAINING REIMBURSEMENT	1 09182023	1	55.02 55.02	0.00 0.00	55.02 55.02	09/21/2023		44854
117410	CHK	A	PEAK NINE PRESS, LLC BOOKS FOR CITY COUNCIL	1 09192023	1	84.00 84.00	0.00 0.00	84.00 84.00	09/21/2023		44854
117411	CHK	A	KATHLEEN & RANDY BARINGER UTILITY REFUND	1 1252.04	1	45.48 45.48	0.00 0.00	45.48 45.48	09/21/2023		44854

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117412	CHK	A	ASHLEE & DONALD SCHUNK UTILITY REFUND	1 2349.06	1	52.57 52.57	0.00 0.00	52.57 52.57	09/21/2023		44854
117413	CHK	A	TAMI & ANDREW ROMANO UTILITY REFUND	1 3276.05	1	31.23 31.23	0.00 0.00	31.23 31.23	09/21/2023		44854
117414	CHK	A	JILL MACNABB UTILITY REFUND	1 4029.11	1	55.46 55.46	0.00 0.00	55.46 55.46	09/21/2023		44854
117415	CHK	A	GEORGE IZUMI UTILITY REFUND	1 4163.20	1	56.83 56.83	0.00 0.00	56.83 56.83	09/21/2023		44854
117416	CHK	A	ROBERTA HAYES UTILITY REFUND	1 4915.07	1	139.90 139.90	0.00 0.00	139.90 139.90	09/21/2023		44854
117417	CHK	A	GERY DIETHELM UTILITY REFUND	1 6184.01	1	70.00 70.00	0.00 0.00	70.00 70.00	09/21/2023		44854
117418	CHK	A	NORTHERN SAFETY & INDUSTRIAL CO SAFETY ITEMS	2417 905705584	1	48.06 48.06	0.00 0.00	48.06 48.06	09/21/2023		44854
117419	CHK	A	PIKES PEAK TELEVISION, INC 08/23 WEATHER CAMERA	4663 636981-8	1	1,000.00 1,000.00	0.00 0.00	1,000.00 1,000.00	09/21/2023		44854
117420	CHK	A	PITNEY BOWES GLOBAL FINANCIAL 09/23 POSTAGE METER LEASE PD	2479 3317967434	1	90.00 90.00	0.00 0.00	90.00 90.00	09/21/2023		44854
117421	CHK	A	POINTS CONSULTING LLC DATA COLLECTION & OUTREACH	5497 INV-0316	1	8,104.00 8,104.00	0.00 0.00	8,104.00 8,104.00	09/21/2023		44854
117422	CHK	A	PREMIER COPIER INC COPIES - WAC	5296 74129	1	311.90 311.90	0.00 0.00	311.90 311.90	09/21/2023		44854
117423	CHK	A	R.N.D.C. LIQUOR ORDER	3871 59549	1	203.47 203.47	0.00 0.00	203.47 203.47	09/21/2023		44854
117424	CHK	A	RAMPART SURVEYS, LLC LAND SURVEY - UTILITIES	1501 6127	1	2,690.00 2,690.00	0.00 0.00	2,690.00 2,690.00	09/21/2023		44854
117425	CHK	A	RECREONICS, INC LIFE VESTS & RACK	5046 0924842-IN	1	2,347.69 2,347.69	0.00 0.00	2,347.69 2,347.69	09/21/2023		44854
117426	CHK	A	RED LEG BREWING CO LLC BEER DELIVERY	5531 RL-12725	1	27.85 27.85	0.00 0.00	27.85 27.85	09/21/2023		44854
117427	CHK	A	RICHARD WESTON OFFICIALS TRAINER	5523 09152023	1	270.00 270.00	0.00 0.00	270.00 270.00	09/21/2023		44854
117428	CHK	A	SGS ACCUTEST INC. 07/23 WATER QUALITY TEST	4859 52160149645	1	385.00 385.00	0.00 0.00	385.00 385.00	09/21/2023		44854
117429	CHK	A	SNO-WHITE LINEN & UNIFORM, INC EVENT EXPENSE - UPCC	581 S0138607	1	344.84 344.84	0.00 0.00	344.84 344.84	09/21/2023		44854
117430	CHK	A	SOUTHERN GLAZER'S WINE & SPIRI LIQUOR SALES	2805 3221449	1	382.88 382.88	0.00 0.00	382.88 382.88	09/21/2023		44854

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117431	CHK	A	TDS BROADBAND LLC	5335	1	89.95	0.00	89.95	09/21/2023		44854
			10/23 CHARGES	09062023		89.95	0.00	89.95			
117432	CHK	A	TELLER COUNTY CLERK & RECORDER	3898	1	13.00	0.00	13.00	09/21/2023		44854
			RECORDING FEE	758083		13.00	0.00	13.00			
117433	CHK	A	TELLER COUNTY WASTE	4158	4	853.75	0.00	853.75	09/21/2023		44854
			10/23 PORTABLE RESTROOMS	09052023		853.75	0.00	88.75			
			10/23 PORTABLE RESTROOMS	09052023		853.75	0.00	578.00			
			10/23 PORTABLE RESTROOMS	09052023		853.75	0.00	148.00			
			10/23 PORTABLE RESTROOMS	09052023		853.75	0.00	39.00			
117434	CHK	A	TURNBULL HOT TUB REPAIR LLC	5527	1	234.48	0.00	234.48	09/21/2023		44854
			REPAIR	2244		234.48	0.00	234.48			
117435	CHK	A	UTE PASS CONCRETE-SAND&GRAVEL	655	1	478.02	0.00	478.02	09/21/2023		44854
			GRANITE	DE3683		478.02	0.00	478.02			
117436	CHK	A	VERO BROADBAND, LLC	5423	4	9,711.97	0.00	9,711.97	09/21/2023		44854
			09/2023 CHARGES	09.01.2023		9,711.97	0.00	491.55			
			09/2023 CHARGES	09.01.2023		9,711.97	0.00	491.55			
			09/2023 CHARGES	09.01.2023		9,711.97	0.00	8,018.29			
			09/2023 CHARGES	09.01.2023		9,711.97	0.00	710.58			
117437	CHK	A	WADE GENOVA	4999	1	38.95	0.00	38.95	09/21/2023		44854
			PAVER STONE	1551		38.95	0.00	38.95			
117438	CHK	A	WAXIE SANITARY SUPPLY	4189	2	184.27	0.00	184.27	09/21/2023		44854
			CLEANING SUPPLIES	81821299		46.21	0.00	46.21			
			CUSTODIAL SUPPLIES - WAC	81928491		138.06	0.00	138.06			
117439	CHK	A	WOODLAND HARDWARE & RENTAL	2739	2	457.73	0.00	457.73	09/21/2023		44854
			08/2023 CHARGES	8312023		457.73	0.00	298.39			
			08/2023 CHARGES	8312023		457.73	0.00	159.34			
117442	CHK	A	AIRGAS USA, LLC	338	1	213.07	0.00	213.07	09/28/2023		44888
			SUPPLIES - WWTP	9141515539		213.07	0.00	213.07			
117443	CHK	A	AMERICAN CRAFTSMAN HOMES, LLC	4454	1	399.33	0.00	399.33	09/28/2023		44888
			USE TAX RETURN	N59899+		399.33	0.00	399.33			
117444	CHK	A	BEVERAGE DISTRIBUTORS	1132	1	305.02	0.00	305.02	09/28/2023		44888
			LIQUOR DELIVERY	112263622		305.02	0.00	305.02			
117445	CHK	A	BLACK HILLS ENERGY	4035	4	8,397.09	0.00	8,397.09	09/28/2023		44888
			08/2023 CHARGES	8222023		8,397.09	0.00	7,253.17			
			08/2023 CHARGES	8222023		8,397.09	0.00	241.93			
			08/2023 CHARGES	8222023		8,397.09	0.00	139.38			
			08/2023 CHARGES	8222023		8,397.09	0.00	762.61			
117446	CHK	A	BRIAN E. BUNDY	5208	1	880.00	0.00	880.00	09/28/2023		44888
			ACCT. SUPPORT SERVICES	09222023		880.00	0.00	880.00			
117447	CHK	A	CCP INDUSTRIES	4180	1	977.28	0.00	977.28	09/28/2023		44888
			SUPPLIES - WWTP	IN03357955		977.28	0.00	977.28			

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117448	CHK	A	CHAD MILDBRANDT BARTENDING - UPCC	5159 09252023	1	76.00 76.00	0.00 0.00	76.00 76.00	09/28/2023		44888
117449	CHK	A	CHIEF PETROLEUM CO. BULK FLUIDS - FLEET	139 1286165719	1	3,758.73 3,758.73	0.00 0.00	3,758.73 3,758.73	09/28/2023		44888
117450	CHK	A	CINTAS CORPORATION NO 2 UNIFORMS - FLEET	4977 4168440056	1	168.36 168.36	0.00 0.00	168.36 168.36	09/28/2023		44888
117451	CHK	A	CINTAS FIRE PROTECTION INSPECTION - WAC	3604 0F47572815	1	274.05 274.05	0.00 0.00	274.05 274.05	09/28/2023		44888
117452	CHK	A	COLUMBIA CONSULTING, LTD City Manager Recruitment	5534 1	1	7,500.00 7,500.00	0.00 0.00	7,500.00 7,500.00	09/28/2023		44888
117453	CHK	A	DOCUMART COPIES & PRINTING BUSINESS CARDS - WADHAM	3252 374725	1	65.00 65.00	0.00 0.00	65.00 65.00	09/28/2023		44888
117454	CHK	A	ERIKA OMDAHL TRAINING REIMBURSEMENT	5153 09202023	1	316.00 316.00	0.00 0.00	316.00 316.00	09/28/2023		44888
117455	CHK	A	GLOBAL TECHNOLOGY Subwoofer & Amplifier	5439 202300134	1	4,056.00 4,056.00	0.00 0.00	4,056.00 4,056.00	09/28/2023		44888
117456	CHK	A	GRAINGER INC. SUPPLIES - WWTP SUPPLIES - WWTP SQUEEGE - WWTP SQUEEGEE - WWTP	282 9817548093 9821834281 9829456590 9829456608	4	1,197.57 862.56 201.96 52.88 80.17	0.00 0.00 0.00 0.00 0.00	1,197.57 862.56 201.96 52.88 80.17	09/28/2023		44888
117457	CHK	A	IDEXX DISTRIBUTION, INC. LAB SUPPLIES - WWTP	3659 3136386581	1	1,399.57 1,399.57	0.00 0.00	1,399.57 1,399.57	09/28/2023		44888
117458	CHK	A	MIDWEST CARD AND ID SOLUTIONS SALAMANDER EMERGENCY PROGRAM	5112 31202	1	3,250.04 3,250.04	0.00 0.00	3,250.04 3,250.04	09/28/2023		44888
117459	CHK	A	REBECCA PRUITT TRAINING REIMBURSEMENT	1 09202023	1	316.00 316.00	0.00 0.00	316.00 316.00	09/28/2023		44888
117460	CHK	A	LIGHTER SIDE OF CHRISTMAS PARA BROCHURES - CHRISTMAS PARADE	1 1032	1	5,000.00 5,000.00	0.00 0.00	5,000.00 5,000.00	09/28/2023		44888
117461	CHK	A	BOBBI RICHINE UTILITY REFUND	1 1069.02	1	250.00 250.00	0.00 0.00	250.00 250.00	09/28/2023		44888
117462	CHK	A	BOBBI RICHINE UTILITY REFUND	1 4771.02	1	226.00 226.00	0.00 0.00	226.00 226.00	09/28/2023		44888
117463	CHK	A	EKATERINA ODNORALOV REFUND	1 61082455	1	116.00 116.00	0.00 0.00	116.00 116.00	09/28/2023		44888
117464	CHK	A	VILLAGE AT TAMATAC LLC UTILITY REFUND UTILITY REFUND UTILITY REFUND	1 6158.01 6158.01 6158.01	3	110.82 110.82 110.82 110.82	0.00 0.00 0.00 0.00	110.82 173.56 59.10- 3.64-	09/28/2023		44888

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
117465	CHK	A	ETONDE & LINUS AKAMANGWA UTILITY REFUND	1 647.10	1	59.56 59.56	0.00 0.00	59.56 59.56	09/28/2023		44888
117466	CHK	A	O'REILLY AUTOMOTIVE STORES, IN 08/2023 CHARGES 08/2023 CHARGES	4531 8282023 8282023	2	229.19 229.19 229.19	0.00 0.00 0.00	229.19 188.41 40.78	09/28/2023		44888
117467	CHK	A	PAVEMENT REPAIR & SUPPLIES INC PERMA PATCH - ST	3202 2023-911	1	1,290.00 1,290.00	0.00 0.00	1,290.00 1,290.00	09/28/2023		44888
117468	CHK	A	PIKES PEAK AUTO BODY SPEC, INC REPAIR #64	862 23586	1	2,153.00 2,153.00	0.00 0.00	2,153.00 2,153.00	09/28/2023		44888
117469	CHK	A	PIONEER ATHLETICS & MTP ATHLETIC FIELD PAINT	2628 INV900023A	1	1,097.93 1,097.93	0.00 0.00	1,097.93 1,097.93	09/28/2023		44888
117470	CHK	A	PLANT ENGINEERING CONSULTANTS, HVAC for UPPC Front End Specs for HVAC UPCC	5391 15777 15828	2	2,446.54 455.55 1,990.99	0.00 0.00 0.00	2,446.54 455.55 1,990.99	09/28/2023		44888
117471	CHK	A	QUADIENT FINANCE USA, INC 06/23 POSTAGE METER REFILL POSTAGE METER REFILL	5204 06272023A 08282023	2	1,053.85 500.00 553.85	0.00 0.00 0.00	1,053.85 500.00 553.85	09/28/2023		44888
117472	CHK	A	REBECCA ALLEN 07/23 ADMIN EXPENSE 09/2023 CHARGES	5329 476 512	2	400.00 200.00 200.00	0.00 0.00 0.00	400.00 200.00 200.00	09/28/2023		44888
117473	CHK	A	SGS ACCUTEST INC. 08/23 WATER QUALITY TEST	4859 52160149781	1	208.00 208.00	0.00 0.00	208.00 208.00	09/28/2023		44888
117474	CHK	A	STANDARD INSURANCE COMPANY 10/23 STD & LTD	1091 09182023	1	2,694.93 2,694.93	0.00 0.00	2,694.93 2,694.93	09/28/2023		44888
117475	CHK	A	T-MOBILE 08/2023 CHARGES 08/2023 CHARGES 08/2023 CHARGES 08/2023 CHARGES	5494 8222023 8222023 8222023 8222023	4	3,929.75 3,929.75 3,929.75 3,929.75 3,929.75	0.00 0.00 0.00 0.00 0.00	3,929.75 313.74 171.04 176.13 3,268.84	09/28/2023		44888
117476	CHK	A	USA BLUEBOOK SUPPLIES - WWTP SUPPLIES - WWTP	5471 INV00107868 INV00108494	2	1,334.81 792.79 542.02	0.00 0.00 0.00	1,334.81 792.79 542.02	09/28/2023		44888
117477	CHK	A	VELOCITY CONSTRUCTORS, INC. D.O.V.E 3R Booster Station	4203 7A	1	178,475.55 178,475.55	0.00 0.00	178,475.55 178,475.55	09/28/2023		44888
117478	CHK	A	VERO BROADBAND, LLC 09/2023 CHARGES	5423 09012023	1	2,365.81 2,365.81	0.00 0.00	2,365.81 2,365.81	09/28/2023		44888
117479	CHK	A	WAGNER EQUIPMENT CO. Generator 3R Booster Station	666 B5487201 B5487201A	2	61,536.11 53,451.11 8,085.00	0.00 0.00 0.00	61,536.11 53,451.11 8,085.00	09/28/2023		44888
117480	CHK	A	WAXIE SANITARY SUPPLY CUSTODIAL SUPPLIES - F&G	4189 81928399	5	2,133.25 44.58	0.00 0.00	2,133.25 44.58	09/28/2023		44888

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			CUSTODIAL SUPPLIES - F&G	81966786		573.60	0.00	573.60			
			CUSTODIAL SUPPLIES - F&G	81973669		1,313.57	0.00	1,313.57			
			CUSTODIAL SUPPLIES - F&G	81990129		122.40	0.00	122.40			
			CUSTODIAL SUPPLIES - F&G	81990130		79.10	0.00	79.10			
117481	CHK	A	WILSON WILLIAMS LLP	5287	1	14,701.63	0.00	14,701.63	09/28/2023		44888
			08/23 LEGAL FEES	287		14,701.63	0.00	14,701.63			
117482	CHK	A	WOODLAND PARK SCHOOL DIST RE-2	1262	2	593,472.26	0.00	593,472.26	09/28/2023		44888
			06/23 SALES TAX	09262023		303,862.50	0.00	303,862.50			
			07/23 SALES TAX	09262023A		289,609.76	0.00	289,609.76			
REGISTER TOTALS			Checks: 169	Voids: 1	234	1,242,329.03	0.00	1,242,329.03			

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Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
19156	Lifeguard	1	103.89	7.95	95.94	9/8/2023
19157	Lifeguard	1	32.24	2.46	29.78	9/8/2023
19158	Lifeguard	1	447.81	46.25	401.56	9/8/2023
19159	Maint. Worker I - PBG	1	1,797.95	506.91	1,291.04	9/8/2023
19160	Lifeguard	1	53.74	4.11	49.63	9/22/2023
19161	Lifeguard	1	100.31	7.67	92.64	9/22/2023
19162	Maint. Worker I - PBG	1	2,061.97	577.69	1,484.28	9/22/2023
53161	Fleet Mechanic I	1	2,282.40	655.45	1,626.95	9/8/2023
53162	Lifeguard	1	283.24	34.81	248.43	9/8/2023
53163	Police Officer II	1	2,214.58	581.90	1,632.68	9/8/2023
53164	Lieutenant	1	3,463.32	859.39	2,603.93	9/8/2023
53165	Sergeant	1	3,618.30	782.33	2,835.97	9/8/2023
53166	Police Officer I	1	2,582.07	673.83	1,908.24	9/8/2023
53167	Help Desk Technician	1	858.00	128.17	729.83	9/8/2023
53168	Lifeguard	1	481.16	50.81	430.35	9/8/2023
53169	Dispatcher I	1	1,959.00	512.45	1,446.55	9/8/2023
53170	WTO	1	1,574.14	368.34	1,205.80	9/8/2023
53171	Utility Billing Techni	1	2,112.00	704.47	1,407.53	9/8/2023
53172	Planner	1	2,868.74	911.78	1,956.96	9/8/2023
53173	Grant Analyst	1	2,680.92	446.70	2,234.22	9/8/2023
53174	Crew Chief-Streets	1	3,018.60	825.86	2,192.74	9/8/2023
53175	Water Fitness Instruct	1	476.97	42.49	434.48	9/8/2023
53176	Support Servcs Coord	1	1,972.95	318.34	1,654.61	9/8/2023
53177	Dispatcher	1	1,928.49	378.75	1,549.74	9/8/2023
53178	MUNICIPAL COURT CLERK	1	1,189.39	246.02	943.37	9/8/2023
53179	MWI	1	1,532.64	371.43	1,161.21	9/8/2023
53180	Police Officer II	1	2,857.83	537.48	2,320.35	9/8/2023
53181	Sergeant	1	3,618.30	1,687.37	1,930.93	9/8/2023
53182	MWI	1	1,555.80	352.09	1,203.71	9/8/2023
53183	Pool Attendant	1	2,303.25	773.22	1,530.03	9/8/2023
53184	MWII - Field Services	1	1,844.35	439.68	1,404.67	9/8/2023
53185	Chief of Police	1	4,988.80	1,326.16	3,662.64	9/8/2023
53186	Police Officer II	1	3,150.74	642.20	2,508.54	9/8/2023
53187	Lifeguard	1	310.54	29.75	280.79	9/8/2023
53188	Police Officer I	1	2,169.71	532.84	1,636.87	9/8/2023
53189	Accounting Manager	1	3,672.00	1,257.28	2,414.72	9/8/2023
53190	MWI	1	1,396.01	219.59	1,176.42	9/8/2023
53191	Sales Tax Accountant	1	2,170.14	368.53	1,801.61	9/8/2023
53192	Lifeguard	1	25.08	1.92	23.16	9/8/2023
53193	Lifeguard	1	42.99	3.29	39.70	9/8/2023
53194	Lifeguard	1	802.48	116.37	686.11	9/8/2023
53195	PT Snow Plowing	1	1,251.86	204.43	1,047.43	9/8/2023
53196	Police Officer I	1	2,808.07	778.70	2,029.37	9/8/2023
53197	Lifeguard	1	201.34	16.41	184.93	9/8/2023
53198	Senior Planner	1	3,360.00	989.24	2,370.76	9/8/2023
53199	Lifeguard	1	214.99	18.45	196.54	9/8/2023
53200	MW I	1	1,614.08	595.08	1,019.00	9/8/2023
53201	Lifeguard	1	727.25	99.09	628.16	9/8/2023
53202	Lifeguard	1	98.96	7.56	91.40	9/8/2023
53203	Dispatcher I	1	1,869.00	719.26	1,149.74	9/8/2023
53204	Communications Coordinator	1	1,913.60	587.29	1,326.31	9/8/2023

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Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
53205	Finance Admin. Asst./C	1	1,980.00	653.54	1,326.46	9/8/2023
53206	Police Officer II	1	2,832.17	764.34	2,067.83	9/8/2023
53207	Dispatcher II	1	2,434.61	575.05	1,859.56	9/8/2023
53208	HR Manager	1	3,585.55	1,286.68	2,298.87	9/8/2023
53209	Police Officer II	1	2,711.43	515.52	2,195.91	9/8/2023
53210	MWI	1	1,842.74	396.55	1,446.19	9/8/2023
53211	Parks and Rec Director	1	4,535.20	1,587.95	2,947.25	9/8/2023
53212	WWTO	1	1,637.11	555.08	1,082.03	9/8/2023
53213	MWII - Field Services	1	1,810.40	431.02	1,379.38	9/8/2023
53214	Lifeguard	1	331.01	32.32	298.69	9/8/2023
53215	Lifeguard	1	609.60	73.32	536.28	9/8/2023
53216	Lead Lifeguard	1	1,103.49	225.15	878.34	9/8/2023
53217	Event Center Coordinat	1	2,000.00	522.80	1,477.20	9/8/2023
53218	Lifeguard	1	92.14	7.05	85.09	9/8/2023
53219	Construction Inspector	1	2,763.07	1,096.30	1,666.77	9/8/2023
53220	Maintenance Worker II - Stree	1	1,910.55	381.41	1,529.14	9/8/2023
53221	Assistant Aquatics Manager	1	1,923.20	463.15	1,460.05	9/8/2023
53222	DCM - City Clerk	1	5,488.80	2,740.38	2,748.42	9/8/2023
53223	Lifeguard	1	68.25	5.22	63.03	9/8/2023
53224	Lifeguard	1	308.10	29.56	278.54	9/8/2023
53225	Dispatcher II	1	2,061.73	555.07	1,506.66	9/8/2023
53226	WWTO	1	1,827.47	607.60	1,219.87	9/8/2023
53227	MWI	1	1,381.12	217.71	1,163.41	9/8/2023
53228	Police Officer III	1	3,219.85	725.39	2,494.46	9/8/2023
53229	WWTO B	1	2,588.27	563.01	2,025.26	9/8/2023
53230	Presiding Municipal Co	1	340.18	26.03	314.15	9/8/2023
53231	P&R Sports Site Supv	1	622.67	59.63	563.04	9/8/2023
53232	Lifeguard	1	40.95	3.14	37.81	9/8/2023
53233	UPCC-ASSISTANT	1	622.32	112.93	509.39	9/8/2023
53234	Lifeguard	1	363.40	28.80	334.60	9/8/2023
53235	Sports Site Supervisor	1	2,242.59	459.83	1,782.76	9/8/2023
53236	Assistant Aquatics Manager	1	1,835.86	471.13	1,364.73	9/8/2023
53237	Victims Advocate Coord	1	3,692.34	1,608.72	2,083.62	9/8/2023
53238	Lifeguard	1	242.29	21.54	220.75	9/8/2023
53239	Fleet Mechanic I	1	2,576.34	776.15	1,800.19	9/8/2023
53240	MWII Streets	1	1,652.80	273.51	1,379.29	9/8/2023
53241	PT Victim Advocate	1	720.00	97.81	622.19	9/8/2023
53242	Superintendent	1	3,709.60	1,304.39	2,405.21	9/8/2023
53243	Water Fitness Instruct	1	63.33	4.84	58.49	9/8/2023
53244	Lifeguard	1	155.19	11.87	143.32	9/8/2023
53245	Program Coordinator	1	1,957.48	728.68	1,228.80	9/8/2023
53246	Lifeguard	1	308.10	29.57	278.53	9/8/2023
53247	Lieutenant	1	3,636.49	1,622.04	2,014.45	9/8/2023
53248	Dispatcher	1	1,743.04	635.86	1,107.18	9/8/2023
53249	CMO Admin Assist	1	2,080.60	417.73	1,662.87	9/8/2023
53250	Planning Director	1	4,573.87	2,086.44	2,487.43	9/8/2023
53251	Public Works Director	1	5,525.28	1,606.88	3,918.40	9/8/2023
53252	Dispatcher I	1	1,918.04	565.85	1,352.19	9/8/2023
53253	Systems Admin	1	2,524.28	552.32	1,971.96	9/8/2023
53254	MWII Streets	1	1,362.00	375.83	986.17	9/8/2023
53255	PT Meter Reader	1	351.00	34.84	316.16	9/8/2023

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Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
53256	Utilities Supervisor	1	2,981.22	1,173.20	1,808.02	9/8/2023
53257	MWIII Streets	1	2,313.03	566.67	1,746.36	9/8/2023
53258	Permit Technician	1	846.12	239.42	606.70	9/8/2023
53259	MW II	1	2,923.44	1,082.98	1,840.46	9/8/2023
53260	GSI Tech	1	2,170.14	524.84	1,645.30	9/8/2023
53261	Lifeguard	1	426.56	43.63	382.93	9/8/2023
53262	Fitness Instructor	1	92.24	7.06	85.18	9/8/2023
53263	Lead Lifeguard	1	646.45	98.36	548.09	9/8/2023
53264	WWTP Chief Operator	1	3,538.38	1,410.29	2,128.09	9/8/2023
53265	Lifeguard	1	57.32	4.39	52.93	9/8/2023
53266	Fleet Crew Chief	1	2,868.74	898.09	1,970.65	9/8/2023
53267	Police Officer I	1	2,444.05	596.07	1,847.98	9/8/2023
53268	Lifeguard	1	548.12	60.48	487.64	9/8/2023
53269	Lifeguard	1	289.08	27.12	261.96	9/8/2023
53270	Lifeguard	1	416.33	42.85	373.48	9/8/2023
53271	Dispatch Supervisor	1	2,998.53	938.21	2,060.32	9/8/2023
53272	Sergeant	1	3,005.18	1,011.22	1,993.96	9/8/2023
53273	Lifeguard	1	225.23	19.23	206.00	9/8/2023
53274	Lifeguard	1	354.67	35.13	319.54	9/8/2023
53275	Police Officer I	1	2,269.89	308.10	1,961.79	9/8/2023
53276	Crew Chief - PBG	1	3,037.08	869.81	2,167.27	9/8/2023
53277	Administrative Services Direct	1	6,354.40	2,027.65	4,326.75	9/8/2023
53278	Police Officer II	1	4,215.28	1,147.46	3,067.82	9/8/2023
53279	Sergeant	1	4,123.31	1,202.86	2,920.45	9/8/2023
53280	PT Meter Reader	1	942.76	136.12	806.64	9/8/2023
53281	Zoning/Code Compliance	1	2,090.82	711.91	1,378.91	9/8/2023
53282	Aquatic Manager	1	3,095.86	963.77	2,132.09	9/8/2023
53283	WTP CHIEF OPERATOR	1	4,364.74	2,316.45	2,048.29	9/8/2023
53284	Utilities Director	1	5,527.82	2,530.70	2,997.12	9/8/2023
53285	Lifeguard	1	143.30	10.97	132.33	9/8/2023
53286	Sports Site Coordinator	1	356.96	35.31	321.65	9/8/2023
53287	Front Desk Representative	1	1,056.33	160.52	895.81	9/8/2023
53288	WTO	1	2,002.47	398.13	1,604.34	9/8/2023
53289	Fleet Mechanic I	1	2,282.40	655.44	1,626.96	9/22/2023
53290	Lifeguard	1	436.80	68.90	367.90	9/22/2023
53291	Police Officer II	1	2,214.58	581.90	1,632.68	9/22/2023
53292	Fitness Instructor	1	52.78	4.04	48.74	9/22/2023
53293	Lieutenant	1	3,463.32	859.39	2,603.93	9/22/2023
53294	Sergeant	1	3,789.71	812.38	2,977.33	9/22/2023
53295	Police Officer I	1	2,711.19	705.29	2,005.90	9/22/2023
53296	Help Desk Technician	1	858.00	128.17	729.83	9/22/2023
53297	Lifeguard	1	354.90	35.15	319.75	9/22/2023
53298	Dispatcher I	1	1,959.00	512.44	1,446.56	9/22/2023
53299	WTO	1	1,574.14	368.33	1,205.81	9/22/2023
53300	Utility Billing Techni	1	2,112.00	704.46	1,407.54	9/22/2023
53301	Planner	1	2,868.74	911.78	1,956.96	9/22/2023
53302	Grant Analyst	1	2,505.92	418.27	2,087.65	9/22/2023
53303	Crew Chief-Streets	1	3,053.70	838.64	2,215.06	9/22/2023
53304	Water Fitness Instruct	1	495.32	44.89	450.43	9/22/2023
53305	Support Servcs Coord	1	1,797.95	295.44	1,502.51	9/22/2023
53306	Dispatcher	1	1,863.09	354.33	1,508.76	9/22/2023

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Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
53307	MUNICIPAL COURT CLERK	1	1,660.36	358.57	1,301.79	9/22/2023
53308	MWI	1	1,518.40	368.64	1,149.76	9/22/2023
53309	Police Officer II	1	4,048.27	723.61	3,324.66	9/22/2023
53310	Sergeant	1	3,199.31	1,603.15	1,596.16	9/22/2023
53311	MWI	1	1,380.80	309.70	1,071.10	9/22/2023
53312	Pool Attendant	1	2,447.20	795.85	1,651.35	9/22/2023
53313	MWII - Field Services	1	1,934.87	461.47	1,473.40	9/22/2023
53314	Chief of Police	1	4,988.80	1,326.17	3,662.63	9/22/2023
53315	Police Officer II	1	2,631.22	544.91	2,086.31	9/22/2023
53316	Lifeguard	1	245.70	21.80	223.90	9/22/2023
53317	PT Snow Plowing	1	1,294.66	163.97	1,130.69	9/22/2023
53318	Police Officer I	1	2,468.99	566.03	1,902.96	9/22/2023
53319	Accounting Manager	1	3,672.00	1,257.28	2,414.72	9/22/2023
53320	MWI	1	1,522.92	240.65	1,282.27	9/22/2023
53321	Sales Tax Accountant	1	1,995.14	326.47	1,668.67	9/22/2023
53322	Lifeguard	1	28.66	2.19	26.47	9/22/2023
53323	Lifeguard	1	351.09	34.86	316.23	9/22/2023
53324	PT Snow Plowing	1	1,133.76	178.57	955.19	9/22/2023
53325	Police Officer I	1	2,808.07	778.69	2,029.38	9/22/2023
53326	Lifeguard	1	470.93	49.02	421.91	9/22/2023
53327	Senior Planner	1	3,360.00	989.26	2,370.74	9/22/2023
53328	Lifeguard	1	109.20	8.35	100.85	9/22/2023
53329	MW I	1	1,614.08	595.09	1,018.99	9/22/2023
53330	Lifeguard	1	733.77	101.25	632.52	9/22/2023
53331	Lifeguard	1	651.79	82.79	569.00	9/22/2023
53332	Dispatcher I	1	1,869.00	719.27	1,149.73	9/22/2023
53333	Communications Coordinator	1	2,320.12	655.71	1,664.41	9/22/2023
53334	Finance Admin. Asst./C	1	1,980.00	653.55	1,326.45	9/22/2023
53335	Police Officer II	1	3,330.22	849.33	2,480.89	9/22/2023
53336	Dispatcher II	1	2,178.31	502.40	1,675.91	9/22/2023
53337	HR Manager	1	3,585.55	1,286.68	2,298.87	9/22/2023
53338	Police Officer II	1	2,830.34	536.52	2,293.82	9/22/2023
53339	MWI	1	1,450.18	309.28	1,140.90	9/22/2023
53340	Parks and Rec Director	1	4,535.20	1,587.95	2,947.25	9/22/2023
53341	WWTO	1	1,637.11	555.08	1,082.03	9/22/2023
53342	MWII - Field Services	1	1,934.87	461.46	1,473.41	9/22/2023
53343	Lifeguard	1	317.36	30.28	287.08	9/22/2023
53344	Lifeguard	1	308.61	29.62	278.99	9/22/2023
53345	Lead Lifeguard	1	1,012.91	203.35	809.56	9/22/2023
53346	Event Center Coordinat	1	2,000.00	522.79	1,477.21	9/22/2023
53347	Lifeguard	1	300.30	28.97	271.33	9/22/2023
53348	Construction Inspector	1	2,763.07	1,096.32	1,666.75	9/22/2023
53349	Maintenance Worker II - Stree	1	1,987.44	401.54	1,585.90	9/22/2023
53350	Assistant Aquatics Manager	1	1,923.20	463.14	1,460.06	9/22/2023
53351	DCM - City Clerk	1	5,488.80	2,740.37	2,748.43	9/22/2023
53352	Lifeguard	1	20.48	1.56	18.92	9/22/2023
53353	Lifeguard	1	21.50	1.66	19.84	9/22/2023
53354	Dispatcher II	1	2,190.58	576.06	1,614.52	9/22/2023
53355	WWTO	1	1,827.47	607.60	1,219.87	9/22/2023
53356	MWI	1	1,398.38	219.90	1,178.48	9/22/2023
53357	Police Officer III	1	3,431.66	731.48	2,700.18	9/22/2023

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53358	WWTO B	1	2,413.27	521.62	1,891.65	9/22/2023
53359	Presiding Municipal Co	1	1,445.77	229.71	1,216.06	9/22/2023
53360	P&R Sports Site Supv	1	162.25	12.41	149.84	9/22/2023
53361	Lifeguard	1	180.86	13.83	167.03	9/22/2023
53362	UPCC-ASSISTANT	1	700.11	130.64	569.47	9/22/2023
53363	Lifeguard	1	454.26	39.74	414.52	9/22/2023
53364	Sports Site Supervisor	1	1,910.30	386.56	1,523.74	9/22/2023
53365	Victims Advocate Coord	1	3,666.28	1,599.08	2,067.20	9/22/2023
53366	Lifeguard	1	122.85	9.39	113.46	9/22/2023
53367	Fleet Mechanic I	1	2,205.60	671.98	1,533.62	9/22/2023
53368	MWII Streets	1	1,797.42	309.82	1,487.60	9/22/2023
53369	PT Victim Advocate	1	936.00	145.93	790.07	9/22/2023
53370	Superintendent	1	3,709.60	1,304.39	2,405.21	9/22/2023
53371	Lifeguard	1	299.30	28.90	270.40	9/22/2023
53372	Program Coordinator	1	2,862.19	1,163.23	1,698.96	9/22/2023
53373	Lieutenant	1	3,636.49	1,622.03	2,014.46	9/22/2023
53374	Dispatcher	1	2,069.89	746.77	1,323.12	9/22/2023
53375	CMO Admin Assist	1	1,905.60	396.34	1,509.26	9/22/2023
53376	Planning Director	1	4,573.87	2,086.44	2,487.43	9/22/2023
53377	Public Works Director	1	5,525.28	1,606.89	3,918.39	9/22/2023
53378	Dispatcher I	1	1,743.04	527.97	1,215.07	9/22/2023
53379	Systems Admin	1	2,524.28	552.32	1,971.96	9/22/2023
53380	MWII Streets	1	2,232.00	610.17	1,621.83	9/22/2023
53381	PT Meter Reader	1	346.32	34.50	311.82	9/22/2023
53382	Utilities Supervisor	1	2,981.22	1,173.21	1,808.01	9/22/2023
53383	MWIII Streets	1	2,660.32	682.22	1,978.10	9/22/2023
53384	Permit Technician	1	538.44	174.19	364.25	9/22/2023
53385	MW II	1	2,923.44	1,082.99	1,840.45	9/22/2023
53386	GSI Tech	1	1,995.14	483.45	1,511.69	9/22/2023
53387	Lifeguard	1	320.78	31.54	289.24	9/22/2023
53388	Lead Lifeguard	1	597.04	87.65	509.39	9/22/2023
53389	WWTP Chief Operator	1	3,803.76	1,474.43	2,329.33	9/22/2023
53390	Lifeguard	1	281.54	26.53	255.01	9/22/2023
53391	Fleet Crew Chief	1	2,868.74	898.10	1,970.64	9/22/2023
53392	Police Officer I	1	2,094.89	528.41	1,566.48	9/22/2023
53393	Lifeguard	1	385.61	38.49	347.12	9/22/2023
53394	Dispatch Supervisor	1	2,998.53	938.20	2,060.33	9/22/2023
53395	Sergeant	1	3,005.18	1,011.21	1,993.97	9/22/2023
53396	Police Officer I	1	2,244.53	283.61	1,960.92	9/22/2023
53397	Crew Chief - PBG	1	2,862.08	827.42	2,034.66	9/22/2023
53398	Administrative Services Direct	1	6,354.40	2,027.66	4,326.74	9/22/2023
53399	Police Officer II	1	6,551.75	1,808.01	4,743.74	9/22/2023
53400	Sergeant	1	3,005.18	884.96	2,120.22	9/22/2023
53401	PT Meter Reader	1	794.61	117.80	676.81	9/22/2023
53402	Zoning/Code Compliance	1	2,090.82	711.93	1,378.89	9/22/2023
53403	Aquatic Manager	1	3,095.86	963.77	2,132.09	9/22/2023
53404	WTP CHIEF OPERATOR	1	4,364.74	2,316.45	2,048.29	9/22/2023
53405	Utilities Director	1	5,527.82	2,532.87	2,994.95	9/22/2023
53406	Lifeguard	1	46.57	3.55	43.02	9/22/2023
53407	Lifeguard	1	151.60	11.60	140.00	9/22/2023
53408	Sports Site Coordinator	1	566.48	60.33	506.15	9/22/2023

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Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
53409	Front Desk Representative	1	871.20	119.85	751.35	9/22/2023
53410	WTO	1	1,827.47	359.25	1,468.22	9/22/2023
			499,832.50	145,245.96	354,586.54	



City of Woodland Park

Staff Report for City Council

Meeting Date: November 2, 2023

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
Interoffice Memorandum	Finance	Aaron Vassalotti Finance Director

ITEM:

Monthly Report of Mayor and Council Expenses

The following is a summary of the Council and Mayor Expenses for September 2023.

September 2023

Description	Budget	Month Exp	YTD Exp	Balance	% Expended
Economic Development	\$15,000.00	\$0.00	\$15,000.00	\$0.00	100%
Miscellaneous expenses	\$17,950.00	\$0.00	\$55.00	\$17,895.00	0%
Training/Travel	\$10,000.00	\$84.00	\$10,205.27	-\$205.27	102%
Supplies	\$150.00	\$0.00	\$94.36	\$55.64	63%
Meetings/Mileage/Meals	\$3,000.00	\$511.05	\$2,215.81	\$784.19	74%
Special Projects	\$500.00	\$0.00	\$0.00	\$500.00	0%
Total	\$46,600.00	\$595.05	\$27,570.44	\$19,029.56	59%



STAFF REPORT

TO: Mayor LaBarre and City Council

FROM: Ben Schmitt, City Engineer

DATE: November 2, 2023

SUBJECT: Approval of Additional Scope and Fee for Drainage Analysis on Browning Ave Between the City of Woodland Park and Wilson and Co for \$68,328.
(Presenter Public Works Director Schmitt)

BACKGROUND: When the Browning Avenue project was initially scoped, it was expected that the effort required for drainage improvements was minimal. The budget initially allocated for drainage has been utilized for approximate drainage calculations and the development of alternative drainage systems for consideration by the City at the request of the City. The City has now identified a preferred drainage alternative. This scope and fee are for designing the preferred drainage system alternative, hydrologic and hydraulic calculations to demonstrate the system's adequacy, and developing a drainage report to document the calculations.

Subsurface Utility Potholing services are also included in this change order request. This potholing effort is intended to include the utility investigation at both Browning, due to the new drainage improvements, and on Lake Street, due to the sewer and fiber optic improvements.

RECOMMENDATION: Approve Additional Scope and Fee for Drainage Analysis on Browning Ave Between the City of Woodland Park and Wilson and Co for \$68,328

ATTACHMENTS: 1. WP Browning Drainage Scope - 2023 Capital Improvements (002)

August 30, 2023

Ben Schmitt, PE
City Engineer
City of Woodland Park, CO
220 W South Avenue
PO Box 9007
Woodland Park, CO 80866

Re: 2023 Construction Projects _Browning Drainage Engineering Scope & Fee

Dear Ben,

Thank you for this opportunity for Wilson & Company to provide you with a scope and fee for expanded drainage services for the Browning Avenue portions of the City's 2023 Construction Improvement Projects. As discussed, we are submitting this engineering scope and fee for your review. If this scope needs to be modified in any way, please let us know, and we can resubmit as appropriate.

When the Browning Avenue project was initially scoped, it was expected that the effort required for drainage improvements was minimal. The budget initially allocated for drainage has been utilized for approximate drainage calculations and the development of alternative drainage systems for consideration by the City at the request of the City. The City has now identified a preferred drainage alternative. This scope and fee are for designing the preferred drainage system alternative, hydrologic and hydraulic calculations to demonstrate the system's adequacy, and developing a drainage report to document the calculations.

Subsurface Utility Potholing services are also included in this change order request. This potholing effort is intended to include the utility investigation at both Browning, due to the new drainage improvements, and on Lake Street, due to the sewer and fiber optic improvements.

More specifically, the scope of services we are proposing to provide are as follows:

Browning Avenue Expanded Drainage Services:

- i. Participation in regular meetings with the City to update progress and facilitate "on the fly" reviews and decisions.
- ii. The proposed drainage system design is limited to two project areas as described below.
 - A non-traditional localized system at the Arthur intersection to improve surface conveyance and reduce flood risk to the adjacent property.
 - A conventional storm sewer system approximately 200 feet long extends upstream from the two existing storm sewers at the Chestnut intersection. This system will include drainage inlets to improve the collection of runoff from Browning into the existing storm sewer system. Some structural design time has been included in this task because reconstruction of the inlet located at the southeast corner of the intersection will likely require a custom structural design.
- iii. Perform detailed hydrologic and hydraulic calculations to quantify runoff rates and determine flow characteristics through the proposed street and storm sewer improvements. Because the downstream storm sewer is not documented, its calculation will be limited to a Manning's analysis to estimate the full pipe capacity of the existing pipes just below the proposed connection points.
- iv. Preparation of a drainage report to document the drainage design and analysis.
- v. Preparation of 90% drainage plans to be incorporated into the overall project plan set.
- vi. Prepare an engineer's cost estimate for the proposed drainage improvements.

- vii. Prepare specifications for the proposed drainage improvements.
- viii. Perform Quality Control on the plans and specifications and revise as needed to produce final bid documents.
- ix. Provide design services during construction as needed up to the hours budgeted.

Upon receipt of notice to proceed, the services described will begin immediately, and we will work with you and your staff to develop a schedule to complete the design efforts.

For the additional services described above, Wilson & Company requests a time and material compensation not exceeding \$68,328. Browning and Lake SUE services not to exceed \$27,997.25 (each). The total request for this change order is \$124,322.50. Attached to this proposal is a breakdown of this fee based on the tasks, labor costs, and hours for each task.

We appreciate the opportunity to submit this proposal to you. Should you have any questions or request a discussion on this scope and fee, please do not hesitate to contact me at the phone number or email address listed below.

Sincerely,



Brian Spano, PE Operations
Manager
brian.spano@wilsonco.com
719-357-5137

Attachments:

- (1) Wilson Fee Worksheet
- (2) Potholing Estimate – Lake Street
- (3) Potholing Estimate - Browning



Fee Worksheet

Task Description	Labor Costs								Wilson & Company Labor Cost	Task Cost
	P6 Senior DRAINAGE Engineer \$/hr	P6 DRAINAGE QAQC Manager \$/hr	PD5 DRAINAGE Staff Project Designer \$/hr	P4 DRAINAGE Staff Detail Designer \$/hr	P3 DRAINAGE Staff Detail Designer \$/hr	PD5 STRUCTURAL Project Designer \$/hr				
	216	216	184	142	116	184				
BROWNING AVENUE DRAINAGE IMPROVEMENTS										\$0
Drainage Meetings and Coordination	10		10						\$4,000	\$4,000
Drainage Improvements Design	16		20		40	30			\$17,296	\$17,296
Hydrologic and Hydraulic Analysis	4		8	36	10				\$8,608	\$8,608
Drainage Report	6		16	24	16				\$9,504	\$9,504
90% Drainage Plan Drawings	6		24		48	8			\$12,752	\$12,752
90% Drainage Cost Estimate	2		8		6				\$2,600	\$2,600
90% Drainage Construction Specifications	2		8						\$1,904	\$1,904
QC and Final Bid Documents	4	12	8		4	8			\$6,864	\$6,864
Design Services During Construction	6		14		8				\$4,800	\$4,800
TOTAL	56	12	102	60	132	46	0	0	\$68,328	\$68,328



Kinetic Energy Services LLC
PO Box 530
Milliken, CO 80543
United States
(970) 775-3230
www.kineticindustry.com

Estimate
18240

Prepared For

Wilson & Company Inc, Engineers and Architects
4401 Masthead Street NE Suite 100
Albuquerque NM 87109
United States

Date 05/24/2023
Expires 06/23/2023

Project Name	Company Man	Jobsite Address	AFE/PO/CC	Start Date	End Date
Revised Additional Per Hour Potholing - Lake Ave Only Woodland Park	Kelly Fredell	Lake Ave Only - Woodland Park, CO.			

Item	Quantity	Units	Rate	Amount
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Hydrovac Truck - Standard HYDROVAC TRUCK w/OPERATOR (Potholing) - Per Truck, Per Hour.	24	Hr	\$290.00	\$6,960.00
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SCOPE: Pothole (14) test hole locations (up to 8ft deep x 10" dia with a 12" sweep in 2 directions) between Lake Ave only total: All (14) may be in Asphalt. We will invoice actual quantities and hours if completed early.

Work hours assumed to be 8:00 a.m. to 4:00 p.m. (8-hour workdays) Monday through Friday.

Mobilization PROJECT MOBILIZATION - Mob Time/Days Estimated (9.25 hours/3 Days) is Based on 8-hour allowable work days. Mob time is estimated using Google Earth from our Colorado Springs yard on Silica Drive:	9.25	ea	\$290.00	\$2,682.50
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If Water/Disposal is NOT available ON-SITE:

- Mobilization time to waterdock from KES yard (includes CDOT pre-check): 25 Min.
 - Water fill time: 15 Min
 - Mob to Jobsite from waterdock: 50 Min
 - From Jobsite to Disposal: 45 Min.
 - Washout time: 15 Min.
 - Mob from Disposal to KES yard: 35 Min.
- Total (includes 15% traffic adder) = 3.08 Hrs per day x 3 Days
Estimated = 9.25 hours for total project.

The KES Difference: At KES, what sets us apart from our competition is that we are UPFRONT about all prices and fees to avoid hitting you with higher invoices than you were expecting and seem to always get from other companies. We also offer 24/7 and emergency availability.

EQUIPMENT:

** All Kinetic trucks quoted above are top-of-the-line Hydrovac Trucks with 6000 CFM, 20 GPM Pumps, 13.5 CY Debris Tanks, 2200 Gallon Water Storage. Please make sure you are comparing all quotes apples-to-apples as there are many variables in what contractors are offering in terms of power, speed, and quality of equipment.

Disposal - Standard OFF-SITE SPOILS DISPOSAL (Per Load, 10 cu yds)	3	ea	\$175.00	\$525.00
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Item	Quantity	Units	Rate	Amount
Water OFF-SITE WATER (Per Load, 2000 gal.) - KES will come with (1) load of water in AM.	3	ea	\$75.00	\$225.00
Core Drilling - Standard CORE DRILLING (Per Core) - 10" diameter x 8" max depth through Asphalt or Concrete. Depths beyond 8" to be invoiced at \$10.00 per inch. Max depth of 16in. Anything beyond needs coring sub.	14	ea	\$105.00	\$1,470.00
Support Pickup - Flat Rate PICK-UP TRUCK W/ DRIVER - For Core Drill & Back-fill Delivery (Per Day)	3	ea	\$275.00	\$825.00
Backfill Service - Per Hole TEMPORARY/PERMANENT SQUEEGEE BACKFILL/COLD PATCH - (Per Ton, 4-Tons Per Load) 1 Load averages up to (8) 10" diameter x 10' deep Potholes. If Additional Squeegee is needed, this will be invoiced at \$40 per 1/2 ton.	12	ea	\$105.00	\$1,260.00
Restoration - Cold Patch HOT-PATCH/FLOWFILL (Up to 10" Dia x 8ft deep) - Per Hole. Excludes Traffic Control. Actuals to be invoiced	14	ea	\$250.00	\$3,500.00
Traffic Control - Standard TRAFFIC CONTROL (Per Day) Assumes hours of 8AM-4PM M-F. Includes (3) Days for Potholing + (1) Additional Day estimated for Permanent Patching. Actual Days of Traffic Control will be invoiced once known. Flaggers (if needed due to permitting) will be invoiced at \$50/hr per flagger. Night Traffic Control invoiced at \$1,500/night.	4	Dy	\$1,300.00	\$5,200.00
Plans, Traffic Control TRAFFIC PLANS - Per Page - Estimated Qty Only.	5	ea	\$60.00	\$300.00
Traffic Control - Standard FLAGGERS (Per Hour) - (For Lake Ave Only) (2) Flaggers to be needed daily. Based on 10-hours port to port. \$65 per hour, per flagger.	30	Hr	\$135.00	\$4,050.00
Permit PERMIT COORDINATION FEE (Per Permit) Woodland Park Permit Needed	1	ea	\$250.00	\$250.00
Permit PERMIT COST (Per Permit) Woodland Park permit needed. Estimated Cost Shown, actual cost to be invoiced once known.	1	ea	\$251.00	\$251.00
Fuel Surcharge HOURLY FUEL SURCHARGE - Estimated Project Hours and Rate Shown (Rates are based on Federal Fuel Rates). Rates vary each month, actual hours and rates will be calculated upon project start/completion, once known.	33.25	Hr	\$15.00	\$498.75



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Item	Quantity	Units	Rate	Amount
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Description

**ALL QTY'S ABOVE ARE ESTIMATES ONLY, WE WILL INVOICE ACTUAL QTY'S ONCE KNOWN. **

SCHEDULE DELAY - \$290 per hour rate + fuel may apply for any delays caused by other trades not the fault of KES. Stated rate may also apply for extreme digging conditions such as ground water, shale, rocks or foreign debris larger than 5" that cause our hose to clog, bedrock, digging deeper than 10' or wider than 12" diameter, cores deeper than 8", hole collapses, or the original stated allowable working hours per day have been reduced.

EXCLUSIONS:

Concrete/Sidewalk Panel Replacements, Contaminated Spoils Disposal, Crash Truck, Night work (Invoiced at \$475/hr if needed), Hole covers or drive plates, Remote Hose for distances beyond 40'-0 (All of which can be provided upon request by Contractor).

Subtotal	\$27,997.25
Tax Total (0%)	\$0.00
Total	\$27,997.25



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Estimate
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Terms and Conditions

1. Incorporation of Terms.

These terms and conditions govern the agreement formed by your acceptance of this estimate given to you by Kinetic Energy Services LLC ("KES"). These terms are incorporated by reference into this estimate and supercede control over any inconsistent terms in your purchase order or other acceptance. If work related to this estimate is performed but the estimate remains unexecuted the terms and conditions of this estimate shall be deemed as accepted and be in full force and effect.

2. Services, Schedule and Specifications.

Upon acceptance by Wilson & Company Inc, Engineers and Architects, KES will perform the services described in this estimate. Any additional services requested by Wilson & Company Inc, Engineers and Architects and not covered by this estimate will incur additional charges. The services will be completed in accordance with the schedule in this estimate, or as otherwise approved by the parties in writing. The services will be performed in substantial conformity with the specifications in this estimate, or as otherwise approved by the parties in writing.

3. Changes.

This estimate provided is based entirely upon scheduling, quantities and specifications provided by Wilson & Company Inc, Engineers and Architects. Wilson & Company Inc, Engineers and Architects agrees that variances in actual quantities or specifications exceeding a comparative threshold of 5% or greater, whether intentional or unintentional, are not covered by this estimate and will incur additional charges. Changes requested or approved by Wilson & Company Inc, Engineers and Architects will be invoiced to Wilson & Company Inc, Engineers and Architects as a Change Order to the project.

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I _____ (PRINTED NAME AND TITLE) represent that I am an authorized agent of Wilson & Company Inc, Engineers and Architects and that I accept this Estimate and related Terms and Conditions recorded above on _____ (DATE).

Kinetic Energy Services LLC

Signature

Printed Name and Title

Date

Wilson & Company Inc, Engineers and Architects

Signature

Printed Name and Title

Date



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Estimate
18869

Prepared For

Wilson & Company Inc, Engineers and Architects
4401 Masthead Street NE Suite 100
Albuquerque NM 87109
United States

Date 08/30/2023
Expires 09/29/2023

Project Name	Company Man	Jobsite Address	AFE/PO/CC	Start Date	End Date
Per Hour Potholing - Browning Ave Only Woodland Park	Kelly Fredell	Browning Ave Only - Woodland Park, CO.			

Item	Quantity	Units	Rate	Amount
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Tax Total (0%)	\$0.00
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Statement of Acceptance

I _____ (PRINTED NAME AND TITLE) represent that I am an authorized agent of Wilson & Company Inc, Engineers and Architects and that I accept this Estimate and related Terms and Conditions recorded above on _____ (DATE).

Kinetic Energy Services LLC

Signature

Printed Name and Title

Date

Wilson & Company Inc, Engineers and Architects

Signature

Printed Name and Title

Date

CITY OF WOODLAND PARK, COLORADO

RESOLUTION NO. 909, SERIES 2023

A RESOLUTION ESTABLISHING THE FORM AND PROCEDURES FOR THE DECEMBER 12, 2023 SPECIAL MUNICIPAL ELECTION.

WHEREAS, pursuant to the Home Rule Charter of the City of Woodland Park, the Special Municipal Election will be held on December 12, 2023; and,

WHEREAS, the City Council desires to establish the form and procedures for this Regular Municipal Election.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland Park:

Section 1. That the Special Municipal Election for the City of Woodland Park held on December 12, 2023 shall be conducted as a mail ballot election following the Colorado State Statutes concerning mail ballot elections and utilizing Rules and Regulations promulgated by the Secretary of State for the conduct of mail ballot elections.

Section 2. That the method of voting shall be the Secretary of State approved ES&S Voting systems under the direct supervision of the Designated Election Official for the City of Woodland Park, City Clerk Suzanne Leclercq.

ADOPTED THIS 2nd DAY OF NOVEMBER, 2023.

Hilary LaBarre, Mayor

ATTEST:

Suzanne Leclercq, MMC. City Clerk