

**WOODLAND PARK CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
MEETING MINUTES
May 17, 2018 – 5:30 P.M.**

5:30 EXECUTIVE SESSION: Executive Session pursuant to C.R.S. Section 24-6-402(4)(b) for a conference with the City Attorney for the purpose of receiving legal advice on specific legal questions and C.R.S. Section 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; all with regard to pending litigation.

A motion was made by Councilmember Case and seconded by Councilmember LaBarre to adjourn into Executive Session.

Mayor Levy called the Executive Session to order at 5:30 PM. The following individuals were present: Mayor Pro-tem Carr, Case, LaBarre, Saunier, Sally Riley, Erin Smith and Ashley Marie Hernandez-Schlagel. Councilmember Harvey arrived at 6:25 PM and Councilmember Sawyer was absent.

The Executive Session concluded at 6:38 PM and the Council Meeting was called to order at 7:00 PM.

1. ROLL CALL: The following members of Council present were: Mayor Levy, Mayor Pro-tem Carr, Kellie Case, Carrol Harvey, Hilary Labarre and Paul Saunier.

2. PLEDGE OF ALLEGIANCE: Mayor Levy led the Pledge of allegiance.

The following Staff Members were also in attendance for this meeting:

Utilities Director Kip Wiley
Deputy City Clerk Chrissy Stapleford
Planning Director Sally Riley
City Planner Lor Pellegrino

Chief Miles DeYoung
City Attorney Erin Smith

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS:

A. Norm Steen introduced Andrew “Andy” Gunning, the new Executive Director of the Pikes Peak Area Council of Governments. Andy reviewed the role of the Pikes Peak Area Council of Governments

B. Councilmember Harvey introduced Howard Donaldson who gave a presentation regarding wild fires and the importance of proper insurance coverages. Donaldson’s PowerPoint presentation is attached as a part of the minutes.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:

A. Add item under manager’s report 11 D 2, the topic will be flower baskets.

5. CONSENT CALENDAR

A. Approve minutes of May 3, 2018 Regular Meeting. **(A)** Riley noted that the May 3, 2018 minutes were amended and sent to Council on May 14, 2018.

B. Approve April 2018 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof. **(A)**

Riley read the Consent Calendar into the record.

MOTION: To approve Consent Calendar. Case/Saunier. 6-0. Motion carried.

6. UNFINISHED BUSINESS

A. Consider amending the established selection timeline milestone: Interviews of candidates in person or by Skype – May 30 and 31, 2018. **(A)**

City Attorney Erin Smith reviewed the amendments to the timeline milestones. Consider amending to change Skype interviews to May 30 and 31. In person interviews will begin June 8, 2018.

MOTION: Consider amending the established selection timeline milestone: Interviews of candidates in person or by Skype – May 30, 2018. Case/Saunier. Motion carried. 6-0.

7. ORDINANCES ON INITIAL POSTING:

A. Consider Ordinance No. 1328 on initial posting to designate a Local Historic Landmark for the El Dorado Casino (Preschool in the Pines) located at 312 N. West Street with a legal description of Lots 1, 2 and 3, El Dorado Subdivision zoned Neighborhood Commercial (NC) as requested by Osborn Property Management, LLC (Lisa and Brian Osborn, owners) and set the public hearing for June 7, 2018. **(QJ)**

Councilmember Harvey made a clarification about what a Local Historic Landmark designation entails and that the restrictions are not as stringent as that of a National Historic designation.

MOTION: Consider Ordinance No. 1328 on initial posting to designate a Local Historic Landmark for the El Dorado Casino (Preschool in the Pines) located at 312 N. West Street with a legal description of Lots 1, 2 and 3, El Dorado Subdivision zoned Neighborhood Commercial (NC) as requested by Osborn Property Management, LLC (Lisa and Brian Osborn, owners) and set the public hearing for June 7, 2018.. Harvey/Saunier. Motion carried. 6-0.

B. Consider Ordinance No. 1329 on initial posting to rezone Quaking Aspens Village 13 acre tract of land such that the existing zoning of Multi-Family Residential Suburban (MFS) and Community Commercial (CC) are reconfigured with MFS zone located on a northerly 11 acre parcel of the 13 acre tract and the CC zone located on the southerly 2 acre parcel of the 13 acre tract with a physical address of 19569 E. US Highway 24, Woodland Park as requested by M3XP2, LLC (Applicant) and Gary Edmonds, Quaking Aspens (Property Owner) and set the public hearing for June 7, 2018. **(QJ)**

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City Attorney Erin Smith provided a reminder regarding proper conduct for a Quasi-Judicial hearing.

8. PUBLIC HEARINGS:

A. Consider Ordinance No. 1323 to amend Woodland Park Municipal Code Subsection 18.62.050.B to streamline Council's review of temporary use permits 2018. **(L)**

City Planner Lor Pellegrino reviewed the Staff Report with the Council noting Council review is an extra step in the TUP process requiring a public hearing, public notices (letters and signs), and as many as three additional weeks in the review process. With the regulation amendment proposed in Ord. 1323, staff recommends a more streamlined and flexible TUP process allowing for administrative review of recurring temporary uses that have received prior Council approval and operated without complaint. For TUPs that occur after 9PM or more than 180s Ord. 1323 proposes to add the following sentence after the first sentence of §18.62.050.B:

If City Council has issued a Temporary Use Permit in the past, then subsequent permit renewals may be administratively approved if all temporary use characteristics are substantially unchanged from the original application and no complaints or issues have ever been received by the City.

Pellegrino noted this simple addition to the regulation reduces TUP processing time, streamlines the TUP review process, removes unnecessary barriers to business and economic development, ensures regulations are understandable, enforceable and fair, and improves the TUP process all while still allowing for the adequate assessment of impacts. If this flexibility had been approved with Ord. 1105 in 2008, Council would have had 9 less TUPs/public hearings to consider (15 instead of 24).

Mayor Levy opened up the Public Hearing for Public Comment.

At this time Jerry Good spoke in opposition of the proposed Ordinance.

Mayor Levy closed the Public Comment and Council discussed. Councilmember Case asked for clarification on the TUP process. Councilmember LaBarre verified the process as well. After continued Council discussion the following motion was made:

MOTION: Approve Ordinance No. 1323 to amend Woodland Park Municipal Code Subsection 18.62.050.B to streamline council review of temporary use permits 2018. (L) Saunier/Harvey. 6-0.

9. NEW BUSINESS:

A. None.

10. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:

1. Debbie Miller, presented Council with the Chamber's signature event poster and rack cards. Miller stated that the Chamber has completed their lodging binders to hotels promoting Woodland Park.

2. Colter Montgomery a local insurance agent thanked Mister Donaldson for his informative presentation on insurance and the importance of the contract versus price.

11. REPORTS:

A. Mayor's Report: Mayor Levy reviewed the upcoming events for the next two weeks.

B. Council Reports: Mayor Pro-tem Carr commented that the KWPB spring cleanup has been moved to June 9. Councilmember Case commented the Focus on the Forest has rescheduled their clean up to June 9. Councilmember Saunier attended a Main Street meeting and was pleasantly surprised with the number of volunteers.

C. City Attorney Report: None.

D. City Manager's and Department Manager's Report:

1. Mike Farina, Finance Director reviewed the First Quarter Financial Report.

2. Sally Riley reviewed the history of flower baskets in the downtown area. Council discussed the importance of the baskets as a part of the beautification of the downtown area.

Jan Wilson commented that Keep Woodland Park Beautiful does adopt a garden around town and she is willing to go around and get business owners involved with the upkeep of the flower baskets.

Tanner Coy commented that money has been raised to fund the flower baskets for the downtown area so all the City would have to fund is the seasonal position to take care of the baskets.

Council discussed and came to the consensus that the seasonal position would be funded and monies raised by volunteers would be used to purchase the flowers.

Sally Riley noted that the City sends their condolences to Carol Kenney's family. He passed away on May 12 and was the Mayor of Woodland Park from 1968 to 1976.

3. Kip Wiley, Utilities Director gave an update on the Waste Water Treatment Plant. Final completion for the plant is scheduled for June 30.

Mayor Levy proposed that the June 21 Council meeting be cancelled due to most of the Council being unavailable because they will be attending CML. Levy also suggested the July 5 meeting be cancelled due to the July 5 Symphony Above the Clouds event. Levy proposed that a Council meeting be scheduled to June 28. Mayor Levy asked this to be added to the June 7 agenda.

12. WRITTEN CORRESPONDENCE:

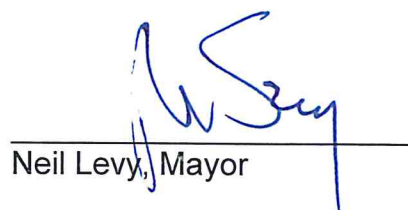
1. Mayor Levy read a letter from Charis Bible College announcing the grand opening of the auditorium will be November 5, 2018.

13. ADJOURNMENT: The meeting adjourned at 8:50 PM.

Recorded by:


Suzanne Leclercq, City Clerk

APPROVED THIS 7th DAY OF June, 2018


Neil Levy, Mayor