

**WOODLAND PARK CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
MEETING MINUTES
September 7, 2017 – 7:00 P.M.**

1. CALL TO ORDER AND ROLL CALL: Mayor Levy called the meeting to order at 7:00 P.M. with the following members of Council present: Mayor Pro-tem Harvey, Val Carr, Ken Matthews, Paul Saunier and John Schafer. Councilmember Sawyer was absent.

2. PLEDGE OF ALLEGIANCE: A Flag Ceremony and the Pledge of Allegiance was led by Boy Scout Troop 230. Mayor Levy thanked the Boy Scouts and their troop leaders. Mayor Levy presented the Boy Scouts and the Troop Leaders with a Mayors pin.

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

City Manager David Buttery
Planning Director Sally Riley
Finance Director Mike Farina
Utilities Director Kip Wiley
Deputy City Clerk Chrissy Stapleford

Public Works Director Ben Sheets
Police Chief Miles DeYoung
Special Projects Jane Mannon

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS:

A. Appointment to the Keep Woodland Park Beautiful Committee and the Utilities Advisory Committee.

City Clerk Leclercq noted that there are currently three vacancies open on the Keep Woodland Park Beautiful Committee. Leclercq noted that pursuant to Council's policy this position has continued to be advertised and the City Clerk's Office received an application of interest from Mr. Gary Rollins. City Clerk Leclercq noted that Mr. Rollins was not in the audience this evening and if appointed by the City Council she could administer the Oath of Office at a later date.

Leclercq noted that the Utility Advisory Committee currently has one vacancy and two alternate terms open. Leclercq noted that she received an application from Richard McVey for the permanent position and that Mr. McVey was in the audience this evening and available for questions.

Council invited Mr. McVey to the podium and Mr. McVey expressed to Council his interest in this position.

MOTION: To appoint Gary Rollins to the Keep Woodland Park Beautiful Committee. Matthews/Schafer. 6-0. Motion carried.

MOTION: To appoint Rick McVey to the Utilities Advisory Committee. Saunier/Schafer. 6-0. Motion carried.

City Clerk Leclercq administered the Oath of Office to McVey.

B. Appointment of Mayor Pro-tem Harvey to the CML Policy Board.

Mayor Pro-tem Harvey has been the City Representative on the CML Policy Committee for the past year. Each year CML requires a re-appointment of the City Representative. Mayor Pro-tem Harvey would like to continue as the representative. Councilmember Carr noted that he would like to be the alternate for this Committee.

MOTION: To appoint Mayor Pro-tem Harvey to the CML Policy Committee and appoint Councilmember Carr as the Alternate to the CML Policy Committee. Matthews/Carr. 6-0. Motion carried.

C. Proclamation in support of Creek Week encouraging our citizens to help protect, restore and maintain our waterways.

Allison Plute from the Fountain Creek Watershed Flood Control and Greenway District spoke with the Council regarding Woodland Park's support of this project. Plutte also shared dates of upcoming activities regarding Creek Week. Mayor Levy read the proclamation into the record recognizing Creek Week 2017.

D. Proclamation declaring September 11 – 17, 2017 as CML's Cities and Towns Week.

Special Projects Director Jane Mannon spoke about Colorado Cities and Towns week and that it is now in its Fifth Year. Mannon noted individual employees that the City would like to thank for their hard work and dedication. Mayor Levy read the Proclamation into the record declaring September 11 – 17, 2017 as CML Cities and Towns Week.

E. Presentation of the request to install more bear proof garbage receptacles on the City Parks.

Anna Weiland gave a presentation to the City Council on the need for more bear proof garbage receptacles at the City parks. Weiland noted that she had given a budget proposal to City Manager Buttery. Buttery noted that each receptacle costs about \$825 and that this would be a \$15,000 budget item. Buttery noted that this would be looked at during the upcoming budget process.

F. Proclamation declaring September 11, 2017 as Arbor Day for the City of Woodland Park.

Mayor Levy read the proclamation declaring September 11, 2017 as Arbor Day into the record. Mayor Levy also noted that there would be an event taking place on that date with Parks & Recreation and Gardeners with Altitude Garden Club from 3 PM to 5 PM at Crestwood Park.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:

A. None

5. CONSENT CALENDAR

A. Approve minutes of August 3, 2017 Regular Meeting. **(A)**

B. Approve July 2017 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

MOTION: To approve Consent Calendar as presented. Schafer/Matthews. 6-0. Motion carried.

6. UNFINISHED BUSINESS

A. None

7. ORDINANCES ON INITIAL POSTING:

A. None

8. PUBLIC HEARINGS:

A. Approve Ordinance No. 1311 adjusting expenditure appropriations for the General Fund of the City of Woodland Park, Colorado, for the 2017 Budget Year, Amending Ordinance No. 1291. (A)

Finance Director Mike Farina reviewed Ordinance No. 1311 highlighting the following:

- Council approved the 2017 annual budget last year on December 15, 2016.
- The proposed budget revision before the Council this evening includes 3 items all in the General Fund.
- An increase of \$244,600 is necessary to complete the Aquatic Project. Of this amount, about \$74,700 was costs budgeted in 2016 but incurred in 2017. This amount needs to be carried forward into 2017. Farina noted that another \$169,000 is needed to fund the entire construction contract, which includes the installation of the slide. Farina noted to date that a total of \$498,000 has been donated for this project. \$185,600 received this year.
- An increase of \$97,200 is necessary to fund completion of the Memorial Park Improvement Project. Farina noted that all of this is a carry forward of the budget in 2016 to cover costs that were not incurred until 2017 of which over \$25,000 was donated.
- Farina noted that two police officer positions were frozen as part of the 2017 budget development process. At the July 20, 2017 City Council meeting Council approved filling one of these positions. Farina noted that a budget increase of \$25,000 is necessary to fill the position for the remainder of this year.
- Farina noted that revenues are sufficient to cover the proposed revisions and the projecting ending fund balance is slightly higher than the amount originally budgeted.
- Farina noted that the first reading of this supplemental appropriation ordinance was on August 3, 2017.

After a brief Council discussion Mayor Levy opened up the Public Comment portion of the Public Hearing. There being no Public Comment Mayor Levy closed the Public Hearing and the following motion was made.

MOTION: Approve Ordinance No. 1311 adjusting expenditure appropriations for the General Fund of the City of Woodland Park, Colorado for the 2017 Budget Year, Amending Ordinance No. 1291. Harvey/Matthews. 6-0. Motion carried.

9. NEW BUSINESS:

A. None

10. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:

A. Debbie Miller, President of the Chamber of Commerce shared with the Council that Oktoberfest was being held September 16 and September 17, 2017 and that the Chamber was expecting about 5,000 people to attend.

11. REPORTS:

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

B. Council Reports: Mayor Pro-tem Harvey shared with the Council the importance of a PIO and how much she appreciated Jane Mannon in that position.

Councilmember Carr noted that Main Street has submitted their budget. Mayor Levy noted that since the VURC report was to be on the October 5, 2017 that he would like for the Council and the City Manager to get the information in advance. Councilmember Carr stated that they may not be prepared enough to give that information in advance. Mayor Levy stated that if the Council and the City Manager do not receive the reports in advance that they cannot be expected to respond that evening to the information distributed. Councilmember Carr stated that that was understood.

Councilmember Saunier inquired about the deer population and stated that he hoped there was sensible way to tackle this problem. Saunier thanked the City for their due diligence with looking into this problem. City Manager Buttery stated that the DOW are the experts in this field and he will be looking to them for solutions. Councilmember Saunier also noted that he was concerned about the drainage along Highway 67 and the cause of traffic accidents.

C. City Attorney's Report:

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

Special Projects Manager Jane Mannon reviewed the activities going on in the City of Woodland Park. Mannon noted that the Downtown Safety work continues. Mannon noted that the parking inventory and utilization audit has been completed and that there was a Parking Management workshop to discuss results and the next steps scheduled for September 13, 2017, City Council Chambers from 5-7 PM. Mannon noted that the second component the walking audit is scheduled for September 22 at 8:30 AM in the Council Chambers. Groups are being pulled together to assess walking conditions and discuss the results and next steps.

Mannon noted that she participated with the Chamber in Destination Fort Carson and handed out information on Woodland Park to new military families. Mannon also noted that she would be at the Charis Bible College volunteer fair. Mannon is also working on publications or the Aquatic Center grand opening and for job openings.

Finance Director Farina shared the 2nd Quarter Financial Report for the City of Woodland Park with the Council. Farina noted that overall everything was looking good and that he was pleased with the increase of the sales tax for the past month.

Councilmember Saunier asked what the approximate cost of operating the pool was. City Manager Buttery replied that the best estimate he has is annual expenses of approximately \$673,000 and an approximate revenue of \$460,000. Buttery noted that there would be about a \$200,000 - \$250,000 delta and that that was expected for the first few years.

Buttery invited the Council and the audience to the Grand Opening of the Aquatic Center on October 29 and also noted that the hours of operation have been published. Buttery noted that the fee schedule would be introduced tomorrow.

Councilmember Saunier asked how the Waste Water Treatment Project was going and Utilities Director Riley said they have just completed a large pour on the 3rd clarifier.

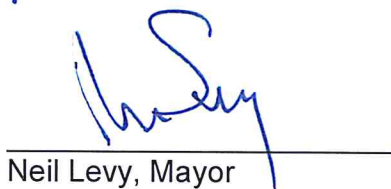
12. WRITTEN CORRESPONDENCE: Mayor Levy read a letter of thanks from the Symphony Above the Clouds for the assistance of the City with their Symphony Above the Clouds event on July 5, 2017.

13. ADJOURNMENT: The meeting adjourned at 7:57 PM.

Recorded by:


Suzanne Leclercq, City Clerk

APPROVED THIS 21st DAY OF September, 2017


Neil Levy, Mayor