

**WOODLAND PARK CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
MEETING MINUTES
March 2, 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, Noel Sawyer and John Schafer.

2. PLEDGE OF ALLEGIANCE: Cub Scout Pack 20 conducted the Flag Ceremony and led the Council in the Pledge of Allegiance. Mayor Levy thanked Pack 20 and gave each of the Cub Scouts a Mayor's Pin. The following Staff Members were also in attendance for this meeting:

City Manager David Buttery

City Clerk Suzanne Leclercq

Planning Director Sally Riley

Finance Director Mike Farina

Chief of Police Miles DeYoung

Deputy City Clerk Chrissy Stapleford

Utilities Director Kip Wiley

Parks and Recreation Director Cindy Keating

Teen Court Coordinator Bev Hodges

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS:

A. Thank you presentation from Heidi Troxell of SATURN to Police Chief Miles DeYoung.

B. Oath of Office for the 2017 Teen Court Volunteers. Bev Hodges, Teen Court Coordinator spoke about the Teen Court Program. Hodges introduced the newest volunteers of the Teen Court Program and City Clerk Leclercq administered the Oath of Office to them. Mayor Levy presented each of them with a Mayor's pin.

C. Patricia Hyslop from Keep Woodland Park Beautiful shared the 2016 Keep Woodland Park Beautiful Annual Report. Hyslop noted all of the events and activities the Committee has been involved in for the 2016 year. Hyslop also introduced the Committee Members that were present in the audience to the Council. Mayor Levy presented and congratulated KWPB on receiving the Keep America Beautiful 2016 President's Circle Recognition Award.

David Perkins spoke on behalf of the Woodland Park Arts Alliance and invited the Council to attend the Keg and Court fundraiser that they will be hosting on Friday, April 7. Proceeds will go to help the Antler Alley Project.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:

A. None

5. CONSENT CALENDAR:

- A. Approve minutes of the February 16, 2017 Regular Meeting. **(A)**

City Clerk Leclercq shared the minutes for approval with the Council.

MOTION: To approve the Consent Calendar as presented. Schafer/Matthews. 7-0. Motion carried.

6. UNFINISHED BUSINESS:

- A. None

7. ORDINANCES ON INITIAL POSTING:

A. Consider Ordinance No. 1303 on initial posting requesting a two-year extension of the Conditional Use Permit and Site Plan Review for Big O Tires to construct five additional service bays located at 555 Chester Avenue and set the Public Hearing for March 16, 2017. **(QJ)**

Planning Director Sally Riley introduced this ordinance on initial posting.

MOTION: To Consider Ordinance No. 1303 on initial posting requesting a two-year extension of the Conditional Use Permit and Site Plan Review for Big O Tires to construct five additional service bays located at 555 Chester Avenue and set the Public Hearing for March 16, 2017. Carr/Sawyer. 7-0. Motion carried.

8. PUBLIC HEARINGS:

A. Approve Ordinance No. 1301 amending section 13.08.15 of the Woodland Park Municipal Code increasing the automatic annual rate adjustment of monthly wastewater charges and wastewater surcharges. **(A)**

B. Approve Ordinance No. 1302 amending section 13.27.037 of the Woodland Park Municipal Code increasing the automatic annual rate adjustment of monthly wastewater charges and wastewater surcharges and set the Public Hearing for March 2, 2017. **(A)**

Utilities Director Kip Wiley reviewed the two ordinances for Public Hearing – raising the Annual Rate Adjustment for the 2017 year. Wiley noted that in 2003 City Council approved an automatic annual adjustment of utility rates. The annual adjustment was implemented to minimize the potential for large increases in rates periodically and to attempt to stay consistent with inflation. Wiley noted that on April 1 of each year starting in 2004 utility rates are to be adjusted based on the Denver-Boulder-Greeley-consumer Price Index Unit (CPI-U). The annual adjustment is set at 75% of

the CPI-U. Wiley noted that Ordinance No. 1301 and 1302 would change the annual adjustment to 100% of the CPI-U as well as include the water capital portion of the water bill in the annual adjustment. This decision was reviewed and approved by the UAC.

In addition to increasing the annual adjustment, the UAC determined that the capital portion of the water bill needed to be adjusted to cover capital expenses, capital needs and potentially reduce the reliance on tap sales as well. The current water capital fee of \$3.25/month/billable user has been in place since 1997 and has not been adjusted to account for inflation of capital expenses to date. Ordinance No. 1301 includes the water capital portion in the annual adjustment.

Wiley noted that the annual adjustment for both the water and wastewater funds have always stayed the same. Wiley noted that to minimize confusion with customers that they recommend that the annual adjustment be applied to both funds as it has in the past. Wiley noted that the Utilities Department recommends that the annual adjustment is also changed in the wastewater fund to reflect the same annual adjustment as the water fund – Ordinance No. 1302.

Wiley shared the following example with the Council. In the City's current system, as of April 1, 2017, an average water user of 4,000 gallons will have a water and wastewater bill of \$63.61 per month. If the two ordinances are adopted water and wastewater utility bills will increase to \$64.13 per month. This is an increase of \$0.52 per month per customer is based on 100% of the CPI-U. This year the CPI-U is 2.810%.

As per the request of the Council from the February 16, 2017 City Council Meeting Utilities Director Wiley asked Finance Director Mike Farina to explain the CPI-U index to the Council.

Finance Director Farina explained what and how the CPI-U is calculated. Farina noted that the Federal Government's Bureau of Labor and Statistics calculates the CPI by comparing prices of the same products year after year. It currently uses 1982 as the base year with an index set at 100. Farina noted that Denver, Boulder, Greeley index is the only metropolitan area in Colorado that the Bureau of Labor and Statistics calculates the CPI for and that is why we use that one. The City of Woodland Park uses the DBG CPI-U index for budget preparation and other annual fee updates. Farina noted that certain revenue projections are used to estimate revenue along with several years of historical trends and other available information. Farina noted that currently the DBG CPI-U is 246.643. It was 239.99 in 2015. The percent increase or decrease from one year to the next is at the rate of inflation. The increase from 2015 to 2016 results in an inflationary rate of 2.772% for 2016.

Following Council discussion Mayor Levy opened the Public Comment part of the Public Hearing.

Dan Taylor, approached the podium to ask Wiley if he as a business owner could expect the increase. Wiley noted that he would.

There being no further Public Comment Mayor Levy closed the Public Hearing. The following motions were made:

MOTION: Approve Ordinance No. 1301 amending section 13.08.15 of the Woodland Park Municipal Code increasing the automatic annual rate adjustment of the monthly water charges. 5-2. Motion carried with Saunier and Carr voting no.

MOTION: Approve Ordinance No. 1302 on initial posting amending section 13.27.037 of the Woodland Park Municipal Code increasing the automatic annual rate adjustment of monthly wastewater chargers and wastewater surcharges. 5-2. Motion carried with Saunier and Carr voting no.

9. NEW BUSINESS:

A. VURC modification discussion. Councilmember Carr proposed to the Council an Amendment to Resolution No. 813. Carr asked that the amendment specifically include verbiage in the resolution to include the Woodland Park Police Department vehicles in the data collection and analyses through April 30, 2017. Carr noted that at the sole discretion of the VURC the Police Department data effort may be terminated after two months data collection or continued to the end of VURC's activities in December 2017. Carr made the following motion:

MOTION: Amend Resolution No. 813 to read "Whereas, the City Council of the City of Woodland Park is desirous of activating a citizen committee, known as the Vehicle Usage Review Committee (VURC), to review all the city's vehicles (including the Police Department's) and present a report to the City Council no later than the first December 2017 City Council meeting." Councilmember Schafer seconded the motion.

Council discussed whether this amendment should be made and whether this data collection was necessary. Following Council discussion Council decided that Councilmember Schafer, Councilmember Carr, Police Chief DeYoung, City Manager Buttery and Fleet Crew Chief Mark Mackel would meet next week to discuss this issue. Councilmember Carr withdrew his motion.

10. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA.

A. Scott Davis from the Woodland Park Lions Club invited the Council to participate in Donkey Basketball on April 17, 2017.

B. Debbie Miller, Greater Woodland Park Chamber of Commerce President announced the winners of the Chamber's annual award. Miller noted that Bill Schultz from the Police Department had won for volunteer of the Year and that City Manager Buttery had won for Employee of the Year. Miller noted that it was the first time that an entire staff had nominated an employee for this award.

11. REPORTS:

A. Mayor's Report:

Mayor Levy reviewed the upcoming events with the Council and audience.

B. Council Reports:

Councilmember Carr noted that VURC held their first meeting this past week.

Carr noted that he is hearing concerns that citizens have regarding restrictive donations for the Aquatic Center.

City Manager Buttery noted that the Woodland Park Aquatic project is currently fundraising for the slide. They need to be able to tell the Contractor by March 17 to order the slide. Councilmember Carr suggested that the Woodland Aquatic Project explain the fundraising for the slide and that the funds will not just be diverted someplace else. City Manager Buttery noted that he would relay that concern to the Woodland Park Aquatic Project.

Councilmember Matthews thanked KWPB for all that they do and invited everyone to participate in the KWPB cleanup scheduled for May 20, 2017.

Councilmember Saunier thanked the Boy Scouts and Teen Court volunteers for coming this evening.

C. City Attorney's Report:

1. City Attorney Erin Smith shared a brief report with the Council regarding the Council's role as a liaison on various City Boards and Committees. Smith shared with the Council that she felt that the question really is what governs that role? Smith noted that it is a three part answer. Smith noted that the first part is a reporting back role, the second part is what did the predecessor in that role do? And the third part is did the Council ever pass any resolution or ordinance setting parameters for that role. Smith noted that she did not believe so but that she would have to do some research to find out if the Council desired her to.

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

1. Planning Director Riley shared with the Council that Lee Willoughby was the recipient of the Les Mellot award this year.

2. Parks and Recreation Director Cindy Keating shared with the Council that on Thursday, March 9 at 11:00 AM there would be a "Topping Out Celebration" held at the Woodland Aquatic Center. Keating noted that the festivities

would begin with a beam signing, followed by a topping-out ceremony and site tours. Keating encouraged everyone to come out to celebrate this event.

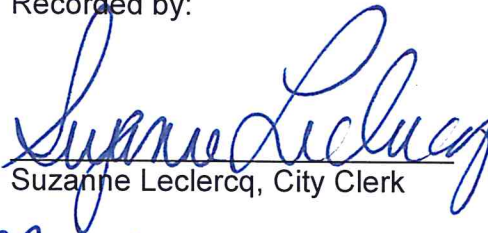
3. City Manager Buttery noted that they had a substantial savings on lighting at the Aquatic Center this past month.

Buttery also noted that John Hanlon has decided to stay on the Board of Adjustment Committee and would be attending the VURC meetings as a member of the Public.

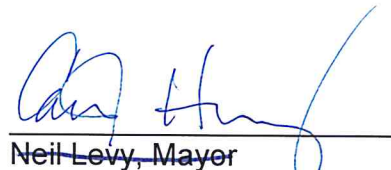
Mayor Levy read thank you notes from Daybreak, Woodland Park Wind Symphony and Welcome Home Warrior for the donations received by the Community Investment Fund for the 2017 year.

12. ADJOURNMENT: Mayor Levy adjourned the City Council meeting at 9:04 P.M.

Recorded by:


Suzanne Leclercq, City Clerk

APPROVED THIS 16th DAY OF March, 2017


Neil Levy, Mayor

Mayor Pro-Tem Hawey