

City of Woodland Park

January 2, 2025 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

City Council Executive Session - City Council held an Executive Session beginning at 5:30 PM pursuant to CRS Section 24-6-402 (4) (e) (1) for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Additional detail: Discussion of miscellaneous contract remedies.

The following individuals were present for the Executive session: Mayor Case, Mayor Pro-tem Nakai, Councilmember Baldwin, Councilmember Geer, Councilmember Harvey, Councilmember Jones, Councilmember Smith, City Manager Vassalotti, Deputy City Manager Leclercq and City Attorney Wilson.

The Executive Session concluded at 6:04 PM.

Mayor Case called the regularly scheduled Council Meeting to order at 6:30 PM with the following Council Members present:

Mayor Case, Mayor Pro-tem Nakai, Councilmember Baldwin, Councilmember Geer, Councilmember Harvey, Councilmember Jones and Councilmember Smith.

The following Staff Members were in attendance: City Manager Vassalotti, Deputy City Manager Leclercq, Utilities Director Wiley, Communications Manager Higgenbotham, It Technician Barnes and Planning Director Schminke was in attendance via zoom.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Presentation on the recent history and responsibilities of the Charter Review Committee.

(Presenter Councilmember and past Charter Review Member Harvey)

Councilmember Harvey shared a presentation of the recent history of the Charter Review Committee. Following Harvey's presentation Mayor Case moved item 10 B to the next item on the agenda. The Resolution to re-activate the Charter Review Committee.

Deputy City Clerk/City Manager Leclercq introduced Resolution No. 929, Series 2025. Leclercq shared some additional history and information on the Charter Review Committee. Leclercq shared that the Committee is made up of 2 Councilmembers, 2 to 4 residents, the City Clerk, City Manager and City Attorney. Leclercq also shared that after approving the resolution this evening two members of Council should be appointed.

The following motion was made:

Motion: to approve Resolution No. 929, Series 2025, a Resolution Activating the Council's Advisory Committee Known as the Charter Review Committee, originally Established in 2000 for the Purpose of Continued Review of the City's Home Rule Charter. Harvey/Nakai. Motion carried 7-0.

Following the approval of the Charter Committee Resolution Council asked Leclercq to distribute ballots so they could select who would be appointed to the Committee. Leclercq distributed ballots, collected them from Council and read the following into the record:

Mayor Case selected - Jones and Baldwin
Mayor Pro-tem Nakai selected - Harvey and Nakai
Councilmember Baldwin selected - Nakai and Harvey
Councilmember Geer selected - Harvey and Nakai
Councilmember Harvey selected - Jones and Baldwin
Councilmember Jones selected - Harvey and Nakai
Councilmember Smith selected - Harvey and Baldwin

Following the tally of the votes, Harvey and Nakai were selected to serve on the Charter Review Committee.

- B.** Approval of appointments to various City Boards and Commissions to include the Planning Commission, Board of Review and Charter Review.
(Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq reviewed the open positions for the various Boards and Commissions with the Council.

Leclercq began with the Board of Review. Leclercq shared that there is currently one permanent position open on the Board of Review with a term expiring on January 1, 2028. Leclercq shared that she had received an application from Martine Vogel who is currently serving as an alternate on this Board and would like to apply for the permanent position. Leclercq shared that Council had received her application for their review and that she was in the audience this evening for questions. Leclercq also shared that the Planning Department was pleased that Ms. Vogel applied for the permanent position. Following a brief interview from the Council the following motion was made:

Motion: to approve the appointment of Martine Vogel to the permanent position on the Board of Review. Baldwin/Nakai. Motion carried 7-0.

Leclercq continued on, sharing that the Planning Commission had three positions that were expiring this month. Leclercq received applications from incumbents Ken Hartsfield, Ken Kennedy and Lee Brown interested in re-applying for these positions. Leclercq shared that term limits do not apply yet to these individuals and that they are eligible for consideration. Lee Brown appeared via zoom and the Council interviewed him. Ken Hartsfield appeared in person and he was also interviewed by Council. Ken Kennedy was not available to appear this evening. Following the interviews the following motion was made:

Motion: to appoint Lee Brown, Ken Hartsfield and Ken Kennedy to another term on the Planning Commission. Nakai/Jones. Motion carried 7-0.

Leclercq reviewed the final Board and Commission with the Council which was the Charter Review Committee. Leclercq shared that every few years the City establishes a Charter Review Committee to review the City's Charter and see if there is a need for any revisions. Leclercq shared that she advertised for this position and received three applications from individuals interested in being on the Committee. Applications were received from Denise Fisher, Roy Cassada and John Davis. Leclercq shared that they all met the requirements to be on this Committee and they were in the audience and available for questions. Following interviews of the three individuals the following motion was made.

Motion: To appoint Denise Fisher to the Charter Review Committee. Geer/Nakai. Motion carried 7-0.

To appoint Roy Cassada to the Charter Review Committee. Smith/Jones. Motion carried 5-2 with Geer and Baldwin voting no.

To appoint John Davis to the Charter Review Committee. Harvey/Geer. Motion carried 7-0.

Following all of the appointments Leclercq administered the Oaths of Office.

- C. Sales Tax update for October, 2024.
(Presenter City Manager Vassalotti)

City Manager Vassalotti shared a Sales Tax update for October 2024.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

None.

5. CONSENT CALENDAR

- A. Approval of the December 5, 2024 City Council Minutes. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

Mayor Case introduced both items on the Consent Calendar. The following motion was made.

Motion: to approve the Consent Calendar to include both the December 5 Meeting Minutes and the November 2024 Statement of Expenditures. Geer/Baldwin. Motion carried 7-0.

- B. Approval of the November 2024 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.
(Presenter City Manager Vassalotti)

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

Arnie Sparnins wished the Council a Happy New Year . Sparnins asked that if the Public encounters any violations with STR's falling under Ordinance No. 1472, Series 2024 to report them to the City.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

- A. Approval of Ordinance No. 1487, Series 2025, on initial posting, an Ordinance Declaring the Instrument for Public Notification Process and Method for the City of Woodland Park for the Year 2025 and set the Public Hearing for January 16,

2025. (A)

(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq introduced Ordinance No. 1487, Series 2025 on initial posting. The following motion was made.

Motion: to approve Ordinance No. 1487, Series 2025, on initial posting, an Ordinance Declaring the Instrument for Public Notification Process and Method for the City of Woodland Park for the Year 2025 and set the Public Hearing for January 16, 2025. Geer/Nakai. Motion carried 7-0.

9. PUBLIC HEARINGS

(Public comment may be heard)

None.

10. NEW BUSINESS

(Public comment may be heard)

- A.** Council discussion on legislative priorities and direction for the 2025 year.
(Presenter City Manager Vassalotti)

City Manager Vassalotti shared information with the Council on the first meeting that was held with the lobbyists that the City hired in conjunction with Monument and Fountain. Vassalotti asked Council for direction on priorities for the 2025 year. Vassalotti asked the Council if they would prefer discussing the priorities in a work session or a retreat. Council shared they would like to do a Council retreat.

- B.** Approval of Resolution No. 929, Series 2025, a Resolution Activating the Council's Advisory Committee Known as the Charter Review Committee, Originally Established in 2000 for the Purpose of Continues Review of the City's Home Rule Charter. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

Moved to Agenda item 3 B.

11. REPORTS

(Public comment not necessary)

- A.** Mayor's Report

Mayor Case wished everyone a Happy New year. She shared that she attended the 4th Engineers Ball on behalf of the City and really enjoyed it. Mayor Case read a letter of thanks from the Senior Center to Rob Felts for his assistance during a recent sewer break.

- B.** Council Reports

Mayor Pro-tem Nakai shared that Kiwanis would be holding Bingo.

Councilmember Baldwin thanked the City for the beautiful Christmas lights and shared that she has received many compliments on them.

Councilmember Geer shared that the Christmas parade was awesome and wished everyone a Happy New Year.

Councilmember Jones thanked Aaron and Rob for removing ice behind his business.

Councilmember Smith wished everyone a Happy New Year.

- C.** City Attorney's Report

None.

D. City Manager's Report

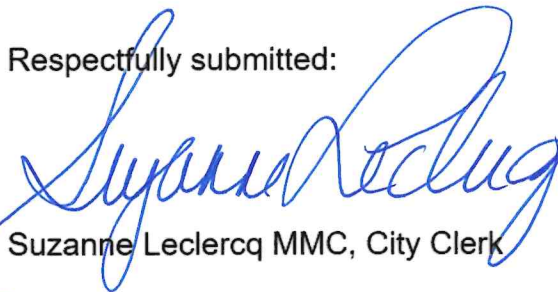
City Manager Vassalotti shared information on the upcoming Citizens Academy and the dumpster that would be placed behind City Hall for pickup of Christmas trees.

Deputy City Manager/City Clerk Leclercq shared acknowledgement of Kristen Higgenbotham for her hard work and expertise decorating the Council Chambers.

12. ADJOURNMENT

There being no further City business Mayor Case adjourned the Council Meeting at 8:04 PM.

Respectfully submitted:



Suzanne Leclercq MMC, City Clerk

APPROVED THIS 16th DAY OF January 2025


Kellie Case, Mayor