



City of Woodland Park

City Council - revised February 19, 2025

(revisions in red)

February 20, 2025 at 6:30 PM

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CEREMONIES, PRESENTATIONS AND APPOINTMENTS**
 - A. Appointment to the Downtown Development Authority. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)
 - B. **December 2024 Sales Tax update. (A)**
(Presenter City Manager Vassalotti)
4. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
5. **CONSENT CALENDAR**
 - A. Approval of the February 6, 2025, regularly scheduled City Council Meeting Minutes.
(Presenter Deputy City Manager/City Clerk Leclercq)
 - B. Approval of the January Statement of Expenditures and authorize the Mayor to sign warrants in payment thereof. (A) **(attachment added)**
(Presenter City Manager Vassalotti)
 - C. **Approval of a contract between Lamb Excavating and the City of Woodland Park in the amount of \$74,269.05 for fire supply line for the Ute Pass Cultural Center. (A)**
(Presenter Operations and Technology Manager Felts)
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)
 - A. Approval of Ordinance No. 1489, Series 2025, on initial posting, an Ordinance of the City Council of Woodland Park. Adjusting Expenditure Appropriations to the Various Funds, for the City of Woodland Park, Colorado for the 2024 Budget Year, and Amending Ordinance No. 1466, Series 2023, and set the Public Hearing for March 6, 2025.(A)
(Presenter City Manager Vassalotti)
 - B. Approval of Ordinance No. 1490, Series 2025, on initial posting, an Ordinance of the City Council of Woodland Park. Adjusting Expenditure Appropriations to the

Various Funds, for the City of Woodland Park, Colorado for the 2024 Budget Year, and Amending Ordinance No. 1486, Series 2024, and set the Public Hearing for March 6, 2025.(A)
(Presenter City Manager Vassalotti)

- C. Approval of Ordinance No. 1492, Series 2025, on initial posting, an Ordinance of the City Council of Woodland Park, Colorado, Reducing the City Sales Tax by 1.09% and set the Public Hearing for March 6, 2025. (A)
(Presenter City Attorney Wilson) (ordinance revised)

9. PUBLIC HEARINGS

(Public comment may be heard)

- A. Approval of a Special Event Liquor License for the 2025 Taste of the Grape, located this year at the Shining Mountain event Center located at 100 Shining Mountain Lane, Woodland Park, CO. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)
- B. Approval of Ordinance No. 1491, Series 2025, an Ordinance to Vacate the Lot Line and Abutting Public Utility Easements Common to Lots 17 and 18 of Block 2, Sunnywood Manor Filing No. 5. (QJ)
(Presenter Senior Planner, CJ Gates)

10. NEW BUSINESS

(Public comment may be heard)

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 Case and City Council

FROM: Suzanne Leclercq, Deputy City Manager/City Clerk

DATE: February 20, 2025

SUBJECT: Appointment to the Downtown Development Authority. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

BACKGROUND: As a result of a resignation from Tony Perry a DDA Board Member there is currently an open position on the DDA. This position will fill the vacated position created and will expire June 30, 2025.

The City Clerk's Office advertised for this position as per Council's policy. The City Clerk's Office received one application of interest from Jason Ledlie.

In order to serve on the DDA Board, applicants must either reside, be a business lessee, or own real property in the Downtown Development District in the City of Woodland Park. In addition, an officer or director of a corporation having its place of business in the District is also eligible to serve on this Board. Mr. Ledlie is the owner of Solid Grounds Coffee House which is within the DDA Boundary. This makes Mr. Ledlie eligible to apply for this position.

RECOMMENDATION:

ATTACHMENTS: None

SALES TAX UPDATE

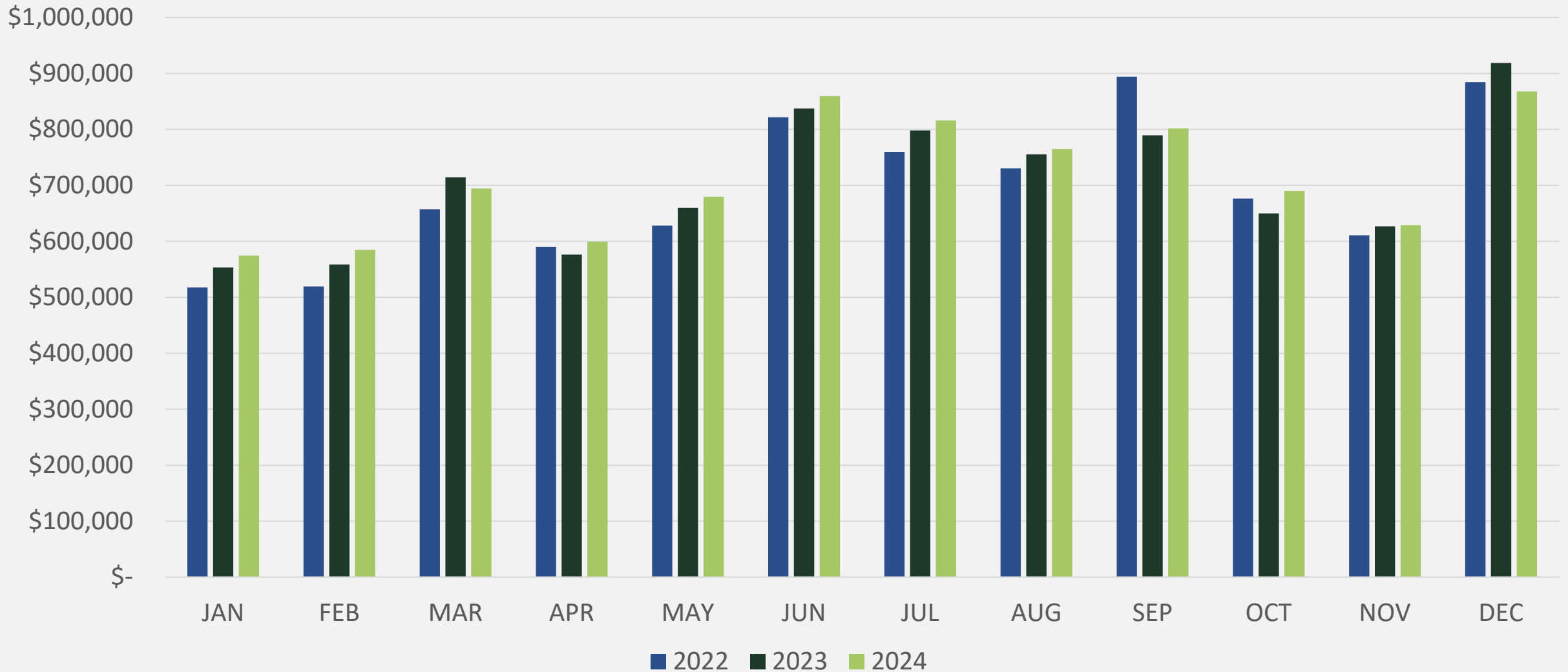


Woodland Park
Finance

DECEMBER 2024

	2023	2024	\$ change	% change
Sales tax (3.0%)				
Year-to-date (December)	\$ 8,437,833	\$ 8,561,540	\$ 123,707	1.5%
Month vs. prior year (December)	918,687	867,919	(50,768)	-5.5%
Lodging Tax				
Year-to-date (December)	\$ 454,573	\$ 386,283	\$ (68,290)	-15.0%
Month vs. prior year (December)	24,927	21,993	(2,934)	-11.8%

3 YEAR SALES TAX REVENUE



ANNUAL 3% SALES TAX – 10 YEARS

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JAN	\$360,348	\$377,888	\$356,613	\$414,283	\$409,798	\$468,475	\$ 517,293	\$ 517,769	\$ 553,372	\$ 574,638
FEB	\$347,055	\$360,223	\$382,348	\$394,349	\$335,333	\$429,745	\$ 501,107	\$ 519,447	\$ 558,445	\$ 584,815
MAR	\$418,812	\$428,017	\$473,419	\$510,278	\$584,507	\$550,768	\$ 624,863	\$ 657,192	\$ 714,451	\$ 694,453
APR	\$375,666	\$386,018	\$420,061	\$417,470	\$435,343	\$477,439	\$ 560,228	\$ 590,301	\$ 576,509	\$ 599,286
MAY	\$422,517	\$440,998	\$450,957	\$499,858	\$522,008	\$576,357	\$ 619,873	\$ 628,188	\$ 659,802	\$ 679,456
JUN	\$536,339	\$544,496	\$581,725	\$607,795	\$642,569	\$692,663	\$ 801,844	\$ 821,751	\$ 837,351	\$ 859,613
JUL	\$501,712	\$510,770	\$545,874	\$553,063	\$594,348	\$637,881	\$ 735,042	\$ 759,799	\$ 798,123	\$815,963
AUG	\$489,560	\$494,905	\$510,191	\$554,799	\$644,473	\$594,142	\$ 462,311	\$ 730,453	\$ 755,409	\$ 764,870
SEP	\$512,221	\$538,141	\$573,766	\$614,404	\$610,360	\$730,476	\$ 752,688	\$ 894,146	\$ 789,353	\$ 801,822
OCT	\$440,193	\$453,849	\$460,952	\$491,494	\$560,010	\$578,061	\$ 618,223	\$ 676,337	\$ 649,686	\$ 689,822
NOV	\$405,197	\$434,807	\$482,500	\$470,367	\$461,604	\$523,004	\$ 642,557	\$ 610,575	\$ 626,645	\$ 628,882
DEC	\$622,513	\$657,016	\$622,098	\$710,516	\$640,506	\$877,951	\$ 866,707	\$ 884,291	\$ 918,687	\$ 867,919
TOTALS	\$5,432,133	\$5,627,128	\$5,860,504	\$6,238,675	\$6,440,861	\$7,136,962	\$ 7,702,736	\$ 8,290,247	\$ 8,437,833	\$ 8,561,540



Woodland Park

Finance



City of Woodland Park

February 6, 2025 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor Case called the regularly scheduled Council Meeting to order. The following Councilmembers were in attendance: 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/City Clerk Leclercq, Utilities Director Wiley, Planning Director Schminke, Operations and Technology Manager Felts, Communications Manager Higginbotham and Deputy City Clerk Sauer.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Appointments to the ~~Downtown Development Authority~~ (postponed) and the Keep Woodland Park Beautiful Committee. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq shared with Council that the applicant that has applied for the DDA appointment was unavailable to attend the Council Meeting. Council decided to wait until the next Council Meeting when he could attend to consider his application.

Leclercq reviewed with the Council the two applicants that had applied to the Keep Woodland Park Beautiful Committee. Leclercq shared that the applicants were Sheilah Jimenez and Terry Vaughn and that both applicants were in the audience this evening and available for questions. Council invited the two applicants to the podium for questions. Following the interviews by Council the following motion was made.

Motion: to appoint Sheilah Jimenez and Terry Vaughn to the Keep Woodland Park Beautiful Committee. Geer/Nakai. Motion carried 7-0.

Following the appointment of Jimenez and Vaughn, Leclercq administered the Oath of Office to both applicants.

- B. Presentation by the Newmont CC&V Gold Mine on 2024 on updates regarding upcoming events and 2024 Community Investment Impacts to include information on the Legacy Fund.
(Presenter External Relations Coordinator Shelby Mullin)

Shelby Mullin, External Relations Coordinator for the Newmont CC&V Gold Mine shared an update regarding upcoming events and 2024 Community Investment Impacts including the Legacy fund.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

None.

5. CONSENT CALENDAR

- A.** Approval of the January 16, 2025, City Council Meeting Minutes. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

The City Council reviewed both items on the Consent Agenda to include the approval of the January 16, 2025, City Council Meeting Minutes and the approval of the Wastewater Treatment Plant Boiler replacement contract between the City of Woodland Park and Shier Heating and Air Refrigeration in the amount of \$114,930. After Council's review the following motion was made.

Motion: to approve the Consent Calendar as presented. Geer/Nakai. Motion carried 7-0.

- B.** Approval of Wastewater Treatment Plant Boiler replacement contract between the City of Woodland Park and Shier Heating and Air Refrigeration in the amount of \$114,930.(A)
(Presenter Utilities Director Wiley)

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

Ben Eppley shared via zoom some issues he was experiencing at the intersection of Kelly's Road and Spruce Ridge Lane. City Manager Vassalotti shared that he would be looking into this concern.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

- A.** Woodland Park School District IGA discussion. (A)

This item was requested to be placed on the agenda as a result of the School District not providing adequate financials as requested and agreed to in the most recent IGA between the City of Woodland Park and the Woodland Park School District.

Prior to this discussion Mayor Case shared that Council would not be taking Public Comment this evening on this topic.

Mayor Case shared with the Council that she spoke with School Board President Mick Bates and he stated that the School District would be curing the information that was submitted to the City so that it was correct.

Council asked City Manager Vassalotti to share what he presents as financials for the City. Vassalotti shared what his financial reports look like and that he had also shared these examples with CFO Bay as well.

Councilmember Smith shared that he feels the reports submitted by the School District felt like an insult and that Council's request is being ignored. Smith shared that he is not very happy with what was submitted, especially being that they were shown the correct way to do it. Smith shared that this is not the way you treat the Community.

Councilmember Geer held up the financial reports that the City releases each month which is about 30 pages compared to the one page the report the School District provided and shared that this report submitted was a poor attempt on the School District's part. Geer shared that they need the detailed information and that they should have it by now.

Councilmember Harvey thanked Merit Academy's CFO, LeAnna Tally, for submitting their financials but shared that it should be rolled into the School District's financials. Harvey shared that the Community wants accountability and that there is something wrong with this. It needs to be fixed and cured. If it can't be cured that it is time to end the School Tax.

Councilmember Geer shared how much clearer can the City Council make this? That they cannot even get basic information out of the School District. Geer shared that the citizens that voted no on 2A expected that the District would perform and they have not done so. Geer shared that he is done playing with the School District and would like to see an ordinance to repeal the school tax on the next agenda.

Councilmember Baldwin shared that the Public should watch the September 5, 2024 Council Meeting, where the four Councilmembers that voted to bring the tax to the people were made out to be the bad guys. Baldwin shared that the sentiment at that time was "Give us a chance." Baldwin thanked LeAnna Tally for the report she shared with the Council on behalf of the Merit Academy.

Mayor Pro-tem Nakai shared that she is disappointed with the report received by the School District and does not want to have this conversation each month.

Councilmember Jones shared that we have a contract with the School District that we have to abide by, but at the same time Council should direct the City staff to prepare an ordinance to repeal the tax, if a genuine effort is not made on the School District's part.

Councilmember Harvey shared that the Council should end the tax and go back to the citizens to get a more defined sales tax with a more robust IGA and have a 3rd party administrator administer the tax. Harvey shared that she had a few suggestions.

1. ask the District to cure the IGA and in the meantime
2. direct the Staff to prepare an Ordinance to end the tax
3. hold a Special Election to restart the whole program

Following continued discussion Council gave consensus to the Staff to prepare an Ordinance for the March 6, 2024, Council Meeting to repeal the tax and at the same time have the Attorneys Office prepare a certified letter to be sent to the School District for breach of the IGA.

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

- A.** Approval of Ordinance No. 1491, Series 2025 on initial posting, an Ordinance to Vacate the Lot Line and Abutting Public Utility Easements Common to Lots 17 and 18 of Block 2, Sunnywood Manor Filing No. 5, and set the Public Hearing for February 20, 2025. (QJ) (Presenter Planning Director, Karen Schminke, AICP)

Planning Director Schminke introduced Ordinance No. 1491, Series 2025 on initial posting.

Motion: to approve Ordinance No. 1491, Series 2025 on initial posting, an Ordinance to Vacate the Lot Line and Abutting Public Utility Easements Common to Lots 17 and 18 of Block 2, Sunnywood Manor Filing No. 5, and set the Public Hearing for February 20, 2025. Nakai/Geer. Motion carried 7-0.

9. PUBLIC HEARINGS

(Public comment may be heard)

- A.** Approval of Ordinance No. 1488, Series 2025, an Ordinance Authorizing the City of Woodland Park to Grant an Access Easement across a Portion of its Tract of Land Described in a Deed Recorded under Reception No. 652993 in the Records of the Teller County Clerk and Recorder to Charles Taylor, Jr., and Laurie Taylor, 1050 Locklin Way, Woodland Park, Teller County, Colorado (QJ) (Presenter Planning Director Karen Schminke, AICP)

Planning Director shared information on Ordinance No. 1488, Series 2025. There being no Council discussion, Mayor Case opened up the Public Comment portion of the Public Hearing. There being no Public Comment, Mayor Case closed the Public Hearing and the following motion was made.

Motion: to approve Ordinance No. 1488, Series 2025 an Ordinance Authorizing the City of Woodland Park to Gran an Access Easement across a Portion of its Tract of Land Described in a Deed Recorded under Reception No. 652993 in the Records of the Teller County Clerk and Recorder to Charles Taylor, Jr. and Laurie Taylor, 1050 Locklin Way, Woodland Park, Teller County. Geer/Baldwin. Motion carried 7-0.

- B.** Approval of a new Hotel and Restaurant Liquor license for 8465, Inc. dba Joanie's Café and Bakery located at 110 East Midland Avenue, Woodland Park, Colorado. (QJ) (Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq shared the following information regarding a new Hotel and Restaurant Liquor license for Joanie's Café and Bakery.

8465 Inc. dba Joanie's Cafe and Bakery located at 110 East Midland Avenue, Woodland Park, CO has submitted an application for a new Hotel and Restaurant Liquor License. Leclercq shared that the owner is John Hugh and he was in the audience to answer any questions Council may have. Leclercq continued to report that the Corporation has a current sales tax license and FEIN number. A petition of needs and desires for this property was successfully circulated and turned in. The location is eligible to be licensed and that there is a lease signed and documented expiring June 30, 2034. Leclercq also shared that the application was submitted on January 7, 2025 to the Clerk's Office and the property and public notice were posted on January 27, 2025. The character of the applicant is not an issue for this hearing and that all applicable fees have been paid. Following the Public Hearing Leclercq was recommending that this license be approved.

Mayor Case called John Hugh to the podium and he shared his plans for Joanie's Cafe. Mayor Case opened the Public Comment portion of the Public Hearing and there was no Public Comment. Mayor Case closed the Public Hearing and the following motion was made.

Motion: to approve a new Hotel and Restaurant and Liquor License for 8465, Inc. dba

Joanie's Cafe and Bakery located at 110 East Midland Avenue, Woodland Park, Colorado. Geer/Harvey. Motion carried 7-0.

- C.** Approval of a new Beer & Wine Liquor License for Sushi Thai Woodland Park located at 108 East Midland Avenue, Woodland Park, CO 80863.(QJ)
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq reviewed a new Beer and Wine Liquor License for Sushi Thai located at 108 East Midland Avenue. Leclercq shared the following information. Sushi Thai Woodland Park located at 108 East Midland Avenue, Woodland Park, CO was applying for a new Beer & Wine Liquor License. Leclercq shared that the applicant is Pimara Wipannern and that she is in the audience this evening to answer any questions Council may have. Leclercq shared that the Corporation has a current sales tax license and FEIN number. A petition of needs and desires was circulated successfully by the applicant and that the applicant has acquired a lease expiring November 30, 2034. The application was submitted to the Clerk's office on December 19, 2024 and the property and Public Notice were posted on January 27, 2025. The character of the applicant is not an issue and all applicable fees have been paid. Following the Public Hearing Leclercq is recommending approval of this application.

Mayor Case called Pim to the podium and she shared her ideas for her restaurant with the Council. Mayor Case opened the Public Comment portion of the Public Hearing and there being no Public Comment the Mayor closed the hearing and the following motion was made.

Motion: to approve a new Beer & Wine Liquor License for Sushi Thai Woodland Park located at 108 East Midland Avenue, Woodland Park, CO. Smith/Jones. Motion carried 7-0.

10. NEW BUSINESS

(Public comment may be heard)

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

Mayor Case shared the upcoming events for the next two weeks and also information regarding PPACG.

B. Council Reports

Mayor Pro-tem Nakai shared an update of the UAC.

Councilmember Baldwin shared an update of the Legislative Committee and CML.

Councilmember Geer shared an update of Parks and Recreation.

Councilmember Harvey shared a Military Liaison update.

Councilmember Smith shared an update of Flag Football.

C. City Attorney's Report

City Attorney Stewart shared an update of the Natural Medicine Ordinance status. Council gave Stewart the consensus to use the map for guidelines that she was given by Planning.

D. City Manager's Report

City Manager Vassalotti shared that Walmart would be starting renovations on their building. Vassalotti also shared an update of the DDA regarding micro-grants.

Deputy City Manager/City Clerk Leclercq shared that there are currently subcommittee openings for PPACG advertised on the City's Website for anyone interested.

Chief Deisler shared information on new life vacs the Police have purchased.

12. ADJOURNMENT

There being no further City business Mayor case adjourned the City Council Meeting at 8:18 PM.

Respectfully submitted:

Suzanne Leclercq MMC, City Clerk

APPROVED THIS ____ DAY OF _____, 2025

Kellie Case, Mayor



City of Woodland Park Staff Report for City Council

Meeting Date: February 20th, 2025

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
	CMO/Finance	Aaron Vassalotti City Manager

ITEM:

January 2025 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

<u>January 2025</u>	
Accounts Payable Checks	316,661.21
Payroll Checks	552,383.63
CEBT-December	105,541.99
Vectra Visa credit card	
EFT	39,683.55
Total	<u><u>1,014,270.38</u></u>

The Elected Officials expenditures for January 2025 are attached as a separate report.

STAFF RECOMMENDATION:

Approve the January 2025 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

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
120379	CHK	A	ALPINE ROOFING, LTD	5675	1	2,500.00	0.00	2,500.00	01/09/2025		46559
			CITY HALL ROOF REPAIR	S2217		2,500.00	0.00	2,500.00			
120380	CHK	A	CINTAS CORPORATION NO 2	4977	1	161.16	0.00	161.16	01/09/2025		46559
			UNIFORM - FLEET	4216521254		161.16	0.00	161.16			
120381	CHK	A	CIRSA	144	2	152,639.07	0.00	152,639.07	01/09/2025		46559
			1ST Q PROP/CASUALTY 2025	250359		102,520.99	0.00	102,520.99			
			1ST Q WORKERS COMP 2025	W25135		50,118.08	0.00	50,118.08			
120382	CHK	A	CIVICPLUS	5189	4	25,796.29	0.00	25,796.29	01/09/2025		46559
			2025 SOFTWARE LIC. CIVIC REC	319273		5,226.68	0.00	5,226.68			
			ECONOMY PACKAGE	321453		3,654.00	0.00	3,654.00			
			2025 ANNUAL FEE	321716		7,675.61	0.00	7,675.61			
			2025 ANNUAL SUBSCRIPTION	324614		9,240.00	0.00	9,240.00			
120383	CHK	A	CORE ELECTRIC COOPERATIVE	5316	4	40,140.32	0.00	40,140.32	01/09/2025		46559
			01/2025 CHARGES	1012025		40,140.32	0.00	11,236.29			
			01/2025 CHARGES	1012025		40,140.32	0.00	11,307.87			
			01/2025 CHARGES	1012025		40,140.32	0.00	10,673.69			
			01/2025 CHARGES	1012025		40,140.32	0.00	6,922.47			
120384	CHK	A	FRONT RANGE KUBOTA	5149	1	991.22	0.00	991.22	01/09/2025		46559
			72" BLADE	FTN-4007388		991.22	0.00	991.22			
120385	CHK	A	GOTO COMMUNICATIONS, INC.	5410	1	1,494.92	0.00	1,494.92	01/09/2025		46559
			01/25 CHARGES	IN7103481063		1,494.92	0.00	1,494.92			
120386	CHK	A	ANGEL & JESSIE CLAUDIO	1	1	133.02	0.00	133.02	01/09/2025		46559
			UTILITY REFUND	2517.16		133.02	0.00	133.02			
120387	CHK	A	OTIS ELEVATOR COMPANY	2706	1	5,051.04	0.00	5,051.04	01/09/2025		46559
			2025 SERVICE CONTRACT	100401790192		5,051.04	0.00	5,051.04			
120388	CHK	A	PURCELL TIRE & RUBBER COMPANY	5638	2	694.49	0.00	694.49	01/09/2025		46559
			TIRES #12	25-0645528-088		694.49	0.00	454.02			
			TIRES #12	25-0645528-088		694.49	0.00	240.47			
120389	CHK	A	SPRUCE NETWORKS, LLC	5437	1	1,845.00	0.00	1,845.00	01/09/2025		46559
			Network Engineering Support	1032		1,845.00	0.00	1,845.00			
120390	CHK	A	TDS BROADBAND LLC	5335	4	4,029.04	0.00	4,029.04	01/09/2025		46559
			01/25 CHARGES-TAMARAC	12252024		2,415.88	0.00	2,415.88			
			01/25 CHARGES - FIBER	12252024A		839.43	0.00	839.43			
			01/25 CHARGES-DIGITAL SIGN	12252024B		128.70	0.00	128.70			
			01/25 CHARGES - BALDWIN	12252024C		645.03	0.00	645.03			
120391	CHK	A	US POSTAL SERVICE	516	2	3,000.00	0.00	3,000.00	01/09/2025		46559
			UTILITY BILL MAILING	01032025		3,000.00	0.00	1,950.00			
			UTILITY BILL MAILING	01032025		3,000.00	0.00	1,050.00			
176	EFT	A	COLO STATE DEPT OF REVENUE	183	1	161.75	0.00	161.75	01/17/2025	HP	46543
			4th QTR 2024 State Sales Tax	01202025		161.75	0.00	161.75			
120393	CHK	A	AMARRA WINTERS	5679	1	296.00	0.00	296.00	01/23/2025		46578
			ADMINISTRATIVE WORK	01162025		296.00	0.00	296.00			

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
120394	CHK	A	BEACON SOFTWARE SOLUTIONS, INC	5422	2	1,540.00	0.00	1,540.00	01/23/2025		46578
			SOFTWARE MAINTENANCE SUPPORT	929		1,540.00	0.00	1,001.00			
			SOFTWARE MAINTENANCE SUPPORT	929		1,540.00	0.00	539.00			
120395	CHK	A	BIRCHAM'S	75	1	449.45	0.00	449.45	01/23/2025		46578
			01/25 CHARGES	380806		449.45	0.00	449.45			
120396	CHK	A	BLUE BLOSSOM CLEANING	5617	1	7,357.14	0.00	7,357.14	01/23/2025		46578
			01/2025 CLEANING	3894		7,357.14	0.00	7,357.14			
120397	CHK	A	BLUETARP FINANCIAL	4474	1	135.98	0.00	135.98	01/23/2025		46578
			SAFETY VESTS	54567508		135.98	0.00	135.98			
120398	CHK	A	BRIAN E. BUNDY	5208	1	840.00	0.00	840.00	01/23/2025		46578
			ACCT. SUPPORT	01172025		840.00	0.00	840.00			
120399	CHK	A	BURLAP BAG CLOTHING/BOOTS	1356	3	1,073.35	0.00	1,073.35	01/23/2025		46578
			UNIFORM - DISTAD	25-14768		351.50	0.00	351.50			
			UNIFORM - POPE	25-14776		500.50	0.00	500.50			
			UNIFORM - LAMBERT	25-14777		221.35	0.00	221.35			
120400	CHK	A	BUSINESS SOLUTIONS GROUP	2504	2	968.50	0.00	968.50	01/23/2025		46578
			UTILITIES POSTCARD BILLING	16839		968.50	0.00	354.50			
			UTILITIES POSTCARD BILLING	16839		968.50	0.00	614.00			
120401	CHK	A	CASELLE INC	2356	2	534.00	0.00	534.00	01/23/2025		46578
			02/2025 CONTRACT	137980		534.00	0.00	347.10			
			02/2025 CONTRACT	137980		534.00	0.00	186.90			
120402	CHK	A	CINTAS CORPORATION NO 2	4977	1	161.16	0.00	161.16	01/23/2025		46578
			UNIFORM - FLEET	4217335660		161.16	0.00	161.16			
120403	CHK	A	CINTAS FIRE PROTECTION	3604	1	279.40	0.00	279.40	01/23/2025		46578
			INSPECTION - PD	OF47579807		279.40	0.00	279.40			
120404	CHK	A	COLO DEPT OF PUBLIC HEALTH	1057	1	977.00	0.00	977.00	01/23/2025		46578
			DRINKING WATER FEE - 2025	FGD20240619		977.00	0.00	977.00			
120405	CHK	A	FIRST CITIZENS BANK AND TRUST	5683	1	2,109.88	0.00	2,109.88	01/23/2025		46578
			KYOCERA COPIERS	46244746		2,109.88	0.00	2,109.88			
120406	CHK	A	GLASER GAS, INC.	3244	1	41.00	0.00	41.00	01/23/2025		46578
			PROPANE	108313		41.00	0.00	41.00			
120407	CHK	A	GRAINGER INC.	282	2	1,834.94	0.00	1,834.94	01/23/2025		46578
			SUPPLIES - WWTP	9361314611		65.95	0.00	65.95			
			GAS DETECTOR - WTP	9368968054		1,768.99	0.00	1,768.99			
120408	CHK	A	HELLO FOLKS LLC	4985	1	1,688.00	0.00	1,688.00	01/23/2025		46578
			WAC ENTRY REPLACEMENT CUSHIONS	870387		1,688.00	0.00	1,688.00			
120409	CHK	A	KROGER-KING SOOPERS CUST CHGS	145	1	44.96	0.00	44.96	01/23/2025		46578
			01/2025 CHARGES	1092025		44.96	0.00	44.96			
120410	CHK	A	MEBULBS	3794	1	123.81	0.00	123.81	01/23/2025		46578
			BULBS - F&G	48443066-01		123.81	0.00	123.81			

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
120411	CHK	A	LINDA WINTER	1	1	35.00	0.00	35.00	01/23/2025		46578
			REFUND BUSINESS LICENSE	01062025		35.00	0.00	35.00			
120412	CHK	A	JASON DUKEK	1	1	58.28	0.00	58.28	01/23/2025		46578
			REIMURSEMENT - FUSES	01072025		58.28	0.00	58.28			
120413	CHK	A	JON GIAIMO	1	1	594.30	0.00	594.30	01/23/2025		46578
			MEMBERSHIP REFUND	01082025		594.30	0.00	594.30			
120414	CHK	A	ISAAC KNOPP	1	1	20.00	0.00	20.00	01/23/2025		46578
			ROW AMENDMENT FEE REFUND	01152025		20.00	0.00	20.00			
120415	CHK	A	AMY & MARK OLMSTED	1	1	175.00	0.00	175.00	01/23/2025		46578
			UTILITY REFUND	1388.10		175.00	0.00	175.00			
120416	CHK	A	JOHN SOCZEK	1	1	85.00	0.00	85.00	01/23/2025		46578
			WATER DIST. RENEWAL	270319		85.00	0.00	85.00			
120417	CHK	A	JOHN SOCZEK	1	1	85.00	0.00	85.00	01/23/2025		46578
			WW COLLECTION RENEWAL	270322		85.00	0.00	85.00			
120418	CHK	A	THUNDER MOUNTAIN HOLDINGS	1	1	64.16	0.00	64.16	01/23/2025		46578
			UTILITY REFUND	4303.03		64.16	0.00	64.16			
120419	CHK	A	KELLY JONES	1	1	15.57	0.00	15.57	01/23/2025		46578
			UTILITY REFUND	4341.33		15.57	0.00	15.57			
120420	CHK	A	PIKES PEAK AREA COUNCIL	505	1	4,343.00	0.00	4,343.00	01/23/2025		46578
			2025 MEMBERSHIP DUES	25DUESC015		4,343.00	0.00	4,343.00			
120421	CHK	A	QUADIEN, INC	5209	1	105.00	0.00	105.00	01/23/2025		46578
			01/25-04/25 SERVICE	61602694		105.00	0.00	105.00			
120422	CHK	A	SECURITAS TECHNOLOGY CORPORATI	4042	1	398.82	0.00	398.82	01/23/2025		46578
			02/25 MAINTENANCE	6004753178		398.82	0.00	398.82			
120423	CHK	A	STANDARD INSURANCE COMPANY	1091	1	2,517.29	0.00	2,517.29	01/23/2025		46578
			01/25 STD & LTD	01012025		2,517.29	0.00	2,517.29			
120424	CHK	A	TDS BROADBAND LLC	5335	1	89.95	0.00	89.95	01/23/2025		46578
			02/25 CHARGES - MIDLAND AVE.	01062025		89.95	0.00	89.95			
120425	CHK	A	UTE PASS CONCRETE-SAND&GRAVEL	655	1	874.47	0.00	874.47	01/23/2025		46578
			GRANITE	DE9858		874.47	0.00	874.47			
120426	CHK	A	VERO BROADBAND, LLC	5423	2	3,192.34	0.00	3,192.34	01/23/2025		46578
			01/2025 CHARGES	115596		3,192.34	0.00	2,392.34			
			01/2025 CHARGES	115596		3,192.34	0.00	800.00			
120427	CHK	A	ZIRCON CONTAINER COMPANY	5677	2	5,230.00	0.00	5,230.00	01/23/2025		46578
			CONTAINER - UPCC	25010765		4,935.00	0.00	4,935.00			
			DELIVERY & SET UP	25010766		295.00	0.00	295.00			
178	EFT	A	TRACTOR SUPPLY COMPANY	4753	1	136.18	0.00	136.18	01/24/2025	HP	46548
			Dec Tractor Supply	01242025		136.18	0.00	136.18			

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
120481	CHK	A	AIS SPECIALTY PRODUCTS, INC	3074	1	385.35	0.00	385.35	01/30/2025		46596
			GLOVES	PSI598291		385.35	0.00	385.35			
120482	CHK	A	AMERICAN LOCK AND KEY	5577	1	291.37	0.00	291.37	01/30/2025		46596
			SVCS. CALL, LABOR, PART	91679		291.37	0.00	291.37			
120483	CHK	A	BADGER METER INC	4278	1	370.80	0.00	370.80	01/30/2025		46596
			METERS	1706964		370.80	0.00	370.80			
120484	CHK	A	BLACK HILLS ENERGY	4035	4	16,365.61	0.00	16,365.61	01/30/2025		46596
			01/2025 CHARGES	1302025		16,365.61	0.00	6,446.38			
			01/2025 CHARGES	1302025		16,365.61	0.00	7,857.40			
			01/2025 CHARGES	1302025		16,365.61	0.00	1,247.83			
			01/2025 CHARGES	1302025		16,365.61	0.00	814.00			
120485	CHK	A	BLUETARP FINANCIAL	4474	1	219.98	0.00	219.98	01/30/2025		46596
			TOOLS	54593559		219.98	0.00	219.98			
120486	CHK	A	BOBCAT OF THE ROCKIES, LLC	3724	2	830.94	0.00	830.94	01/30/2025		46596
			FILTER	66170238		138.78	0.00	138.78			
			PARTS	66170459		692.16	0.00	692.16			
120487	CHK	A	BURLAP BAG CLOTHING/BOOTS	1356	2	548.15	0.00	548.15	01/30/2025		46596
			UNIFORMS - BURRIS	25-14784		271.70	0.00	271.70			
			UNIFORMS - LAMBERT	25-14785		276.45	0.00	276.45			
120488	CHK	A	CHANEY PEST ELIMINATION	5484	2	161.11	0.00	161.11	01/30/2025	VOID	46596
			01/25 SERVICE - MWSC	32894		90.00	0.00	90.00			
			SUPPLIES - WWTP	9377173431		71.11	0.00	71.11			
120489	CHK	A	CINTAS CORPORATION NO 2	4977	1	161.16	0.00	161.16	01/30/2025		46596
			UNIFORMS	4218055290		161.16	0.00	161.16			
120490	CHK	A	CIRSA	144	1	124.00	0.00	124.00	01/30/2025		46596
			2025 VAMP	INV1001059		124.00	0.00	124.00			
120491	CHK	A	COLORADO ANALYTICAL LAB	4028	1	252.00	0.00	252.00	01/30/2025		46596
			LAB SERVICES - WWTP	250106069		252.00	0.00	252.00			
120492	CHK	A	DOCUMART COPIES & PRINTING	3252	2	485.08	0.00	485.08	01/30/2025		46596
			ENVELOPES - UTILITIES	379542		485.08	0.00	169.78			
			ENVELOPES - UTILITIES	379542		485.08	0.00	315.30			
120493	CHK	A	FARIS MACHINERY CO.	1712	1	1,317.37	0.00	1,317.37	01/30/2025		46596
			SWEEPER PARTS	A18114		1,317.37	0.00	1,317.37			
120494	CHK	A	FRONT RANGE KUBOTA	5149	1	314.54	0.00	314.54	01/30/2025		46596
			WHEEL	FTN-4007496		314.54	0.00	314.54			
120495	CHK	A	GLASER GAS, INC.	3244	2	82.00	0.00	82.00	01/30/2025		46596
			PROPANE - ZAMBONI	108127		41.00	0.00	41.00			
			PROPANE - ZAMBONI	108177		41.00	0.00	41.00			
120496	CHK	A	GRAINGER INC.	282	3	922.92	0.00	922.92	01/30/2025		46596
			CALENDARS	9361357800		161.89	0.00	161.89			
			EQUIPMENT - WWTP	9372146895		654.18	0.00	654.18			

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
			SUPPLIES - WWTP	9377212809		106.85	0.00	106.85			
120497	CHK	A	HOLMAN	4630	1	425.00	0.00	425.00	01/30/2025		46596
			PARTS	2042876		425.00	0.00	425.00			
120498	CHK	A	KRISTYN S. ARSENEAU	5452	2	946.00	0.00	946.00	01/30/2025		46596
			MEAL REIMBURSEMENT-TRAINING	01282025		473.00	0.00	473.00			
			MEAL REIMBURSEMENT - TRAINING	01282025A		473.00	0.00	473.00			
120499	CHK	A	ED BURRIS	1	1	100.00	0.00	100.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01152025A		100.00	0.00	100.00			
120500	CHK	A	JOSE ADAY	1	1	68.00	0.00	68.00	01/30/2025		46596
			MEAL REIMBURSEMENT-GEORGETOWN	01232025		68.00	0.00	68.00			
120501	CHK	A	JOSE ADAY	1	1	82.00	0.00	82.00	01/30/2025		46596
			MEAL REIMBURSEMENT-QUARTZ MTN.	01232025A		82.00	0.00	82.00			
120502	CHK	A	MICHAEL CORNELL	1	1	68.00	0.00	68.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01232025B		68.00	0.00	68.00			
120503	CHK	A	SEAN CUSHMAN	1	1	68.00	0.00	68.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01232025C		68.00	0.00	68.00			
120504	CHK	A	ANDREW ENAMORADO	1	1	82.00	0.00	82.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01232025D		82.00	0.00	82.00			
120505	CHK	A	LUIS MADRIGAL	1	1	68.00	0.00	68.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01232025E		68.00	0.00	68.00			
120506	CHK	A	JOEL SMITH	1	1	82.00	0.00	82.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01232025F		82.00	0.00	82.00			
120507	CHK	A	STEVE VARNER	1	1	68.00	0.00	68.00	01/30/2025		46596
			MEAL REIMBURSEMENT	01232025G		68.00	0.00	68.00			
120508	CHK	A	GEORGE JOHNSON	1	1	124.42	0.00	124.42	01/30/2025		46596
			UTILITY REFUND	1611.13		124.42	0.00	124.42			
120509	CHK	A	DIANE & SCOTT MASON	1	1	49.39	0.00	49.39	01/30/2025		46596
			UTILIOTY REFUND	2725.08		49.39	0.00	49.39			
120510	CHK	A	IBAT FBO, ROSHEK	1	1	40.51	0.00	40.51	01/30/2025		46596
			UTILITY REFUND	2872.11		40.51	0.00	40.51			
120511	CHK	A	PAULA PITTMAN	1	2	72.56	0.00	72.56	01/30/2025		46596
			UTILITY REFUND	3955.04		72.56	0.00	5.43			
			UTILITY REFUND	3955.04		72.56	0.00	67.13			
120512	CHK	A	ED BEAUMONT	1	1	60.00	0.00	60.00	01/30/2025		46596
			UTILITY REFUND	6193.02		60.00	0.00	60.00			
120513	CHK	A	DEVYN PROVINS	1	1	17.78	0.00	17.78	01/30/2025		46596
			UTILTIY REFUND	964.03		17.78	0.00	17.78			
120514	CHK	A	NEGOV	5136	1	2,205.97	0.00	2,205.97	01/30/2025		46596

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
			2025 SUBSCRIPTION	INV-128737		2,205.97	0.00	2,205.97			
120515	CHK	A	PHIL LONG FORD PARTS	504 132387	1	1,112.53 1,112.53	0.00 0.00	1,112.53 1,112.53	01/30/2025		46596
120516	CHK	A	PURCELL TIRE & RUBBER COMPANY TIRES TIRES TIRES CREDIT TIRE DISPOSAL TIRES	5638 25-0648085-088 25-0648863-088 25-0648971-088 25-0648975-088 25-0649306-088 25-0649450-088	6	1,653.80 666.49 538.89 634.49 666.49- 210.00 270.42	0.00 0.00 0.00 0.00 0.00 0.00 0.00	1,653.80 666.49 538.89 634.49 666.49- 210.00 270.42	01/30/2025		46596
120517	CHK	A	SIMPLIFILE LC RECORDING FEE	4767 471387753305SEL^	1	75.00 75.00	0.00 0.00	75.00 75.00	01/30/2025		46596
120518	CHK	A	SITEONE LANDSCAPE SUPPLY ICE MELT	5284 149477711-001	1	483.16 483.16	0.00 0.00	483.16 483.16	01/30/2025		46596
120519	CHK	A	TDS BROADBAND LLC 02/25 CHARGES-MIDLAND CAMERAS	5335 01132025	1	217.40 217.40	0.00 0.00	217.40 217.40	01/30/2025		46596
120520	CHK	A	TERRAGENESIS BIOSOLIDS TRANSPORT	5627 J000344	1	3,166.10 3,166.10	0.00 0.00	3,166.10 3,166.10	01/30/2025		46596
120521	CHK	A	UBEO BUSINESS SERVICES 01/25 FORMAT PRINTER	5490 4772782	1	130.44 130.44	0.00 0.00	130.44 130.44	01/30/2025		46596
120522	CHK	A	UTE PASS CONCRETE-SAND&GRAVEL PEA GRAVEL PEA GRAVEL PEA GRAVEL PEA GRAVEL	655 DE9907 DE9908 DE9909 DE9911	4	2,904.56 706.99 708.60 709.67 779.30	0.00 0.00 0.00 0.00 0.00	2,904.56 706.99 708.60 709.67 779.30	01/30/2025		46596
120523	CHK	A	WAGNER EQUIPMENT CO. UPDATE SOFTWARE	666 CS51462	1	490.00 490.00	0.00 0.00	490.00 490.00	01/30/2025		46596
120524	CHK	A	WAXIE SANITARY SUPPLY CUSTODIAL SUPPLIES - F&G	4189 82979460	1	528.00 528.00	0.00 0.00	528.00 528.00	01/30/2025		46596
120525	CHK	A	WEAR PARTS AND EQUIPMENT CO REPLACEMENT BRUSHES PLOW PARTS	4266 59916 61063	2	1,490.07 741.00 749.07	0.00 0.00 0.00	1,490.07 741.00 749.07	01/30/2025		46596
REGISTER TOTALS			Checks: 94	Voids: 1	134	316,661.21	0.00	316,661.21			

Bank Number: 99 / Name: VECTRA BANK COLORADO/PAYROLL / Description: PAYROLL ACCOUNT						
Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
19472	Lifeguard	1	296.20	27.65	268.55	1/10/2025
19473	Lifeguard	1	120.78	9.24	111.54	1/10/2025
19474	Lifeguard	1	162.91	12.46	150.45	1/10/2025
19475	Lifeguard	1	410.31	41.39	368.92	1/10/2025
19476	Lifeguard	1	66.09	5.06	61.03	1/10/2025
19477	Lifeguard	1	59.24	4.53	54.71	1/10/2025
19478	Lifeguard	1	44.43	3.39	41.04	1/10/2025
19479	Maint. Worker I - PBG	1	4,144.46	1,176.37	2,968.09	1/10/2025
19480	Lifeguard	1	851.58	121.62	729.96	1/10/2025
19481	Lifeguard	1	55.54	4.26	51.28	1/24/2025
19482	Lifeguard	1	153.72	11.76	141.96	1/24/2025
19483	Lifeguard	1	181.42	13.88	167.54	1/24/2025
19484	POI	1	2,554.97	539.33	2,015.64	1/24/2025
19485	Lifeguard	1	381.88	37.22	344.66	1/24/2025
19486	Lifeguard	1	598.68	65.98	532.70	1/24/2025
19487	Lifeguard	1	179.75	13.75	166.00	1/24/2025
19488	Lifeguard	1	155.51	11.89	143.62	1/24/2025
19489	Maint. Worker I - PBG	1	2,192.21	624.84	1,567.37	1/24/2025
19490	Lifeguard	1	251.77	22.26	229.51	1/24/2025
19491	Sergeant	1	3,870.41	771.09	3,099.32	1/29/2025
57577	WWTO	1	2,233.40	567.07	1,666.33	1/10/2025
57578	Fleet Mechanic I	1	2,481.70	802.56	1,679.14	1/10/2025
57579	MWI	1	1,844.28	431.25	1,413.03	1/10/2025
57580	Permit Technician	1	1,973.74	566.26	1,407.48	1/10/2025
57581	Fitness Instructor	1	86.06	6.59	79.47	1/10/2025
57582	Captain	1	4,191.65	1,258.30	2,933.35	1/10/2025
57583	Network Admin	1	1,879.39	467.61	1,411.78	1/10/2025
57584	Lifeguard	1	233.26	19.84	213.42	1/10/2025
57585	Lifeguard	1	296.20	27.65	268.55	1/10/2025
57586	Lifeguard	1	995.20	152.96	842.24	1/10/2025
57587	Evidence Technician	1	4,317.86	1,171.73	3,146.13	1/10/2025
57588	Lifeguard	1	225.09	17.22	207.87	1/10/2025
57589	WTO	1	2,538.64	743.94	1,794.70	1/10/2025
57590	Utility Billing Techni	1	2,508.38	656.14	1,852.24	1/10/2025
57591	Planner II	1	3,406.28	1,094.81	2,311.47	1/10/2025
57592	Budget Director	1	4,536.15	1,142.87	3,393.28	1/10/2025
57593	Crew Chief-Operators	1	3,326.13	847.25	2,478.88	1/10/2025
57594	Water Fitness Instruct	1	492.10	42.65	449.45	1/10/2025
57595	Sergeant	1	3,615.70	676.61	2,939.09	1/10/2025
57596	Dispatcher	1	2,402.61	481.80	1,920.81	1/10/2025
57597	MUNICIPAL COURT CLERK	1	495.11	75.78	419.33	1/10/2025
57598	MWII	1	1,974.74	490.36	1,484.38	1/10/2025
57599	Police Officer II	1	3,837.00	666.43	3,170.57	1/10/2025
57600	Lieutenant	1	3,976.94	822.54	3,154.40	1/10/2025
57601	MWI	1	1,986.65	522.93	1,463.72	1/10/2025
57602	Dispatcher II	1	2,973.87	936.90	2,036.97	1/10/2025
57603	Operator III	1	2,519.04	624.43	1,894.61	1/10/2025
57604	Chief of Police	1	6,207.48	1,852.75	4,354.73	1/10/2025
57605	Code Enforcement	1	2,469.36	612.16	1,857.20	1/10/2025
57606	Operator I	1	2,238.72	499.77	1,738.95	1/10/2025
57607	WW Plant Operator	1	3,881.12	937.41	2,943.71	1/10/2025

Bank Number: 99 / Name: VECTRA BANK COLORADO/PAYROLL / Description: PAYROLL ACCOUNT						
Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
57608	Police Officer I	1	3,117.38	855.43	2,261.95	1/10/2025
57609	MWI	1	1,986.65	309.56	1,677.09	1/10/2025
57610	Operations Manager	1	4,519.89	1,268.65	3,251.24	1/10/2025
57611	Lifeguard	1	72.00	28.50	43.50	1/10/2025
57612	PT Snow Plow	1	1,475.52	243.05	1,232.47	1/10/2025
57613	Lifeguard	1	889.69	130.34	759.35	1/10/2025
57614	Senior Planner	1	3,653.40	1,156.43	2,496.97	1/10/2025
57615	Lifeguard	1	66.65	5.10	61.55	1/10/2025
57616	Dispatcher I	1	2,400.46	852.51	1,547.95	1/10/2025
57617	Communications Coordinator	1	3,138.66	836.78	2,301.88	1/10/2025
57618	Finance Admin. Asst./C	1	2,152.89	493.50	1,659.39	1/10/2025
57619	Dispatcher II	1	3,232.38	716.04	2,516.34	1/10/2025
57620	HR Director	1	4,682.71	1,619.34	3,063.37	1/10/2025
57621	Police Officer II	1	3,055.33	660.58	2,394.75	1/10/2025
57622	MWI	1	2,552.90	548.90	2,004.00	1/10/2025
57623	Parks and Rec Director	1	5,170.38	1,736.01	3,434.37	1/10/2025
57624	WWTO	1	2,222.20	472.72	1,749.48	1/10/2025
57625	Head Lifeguard	1	1,938.00	492.68	1,445.32	1/10/2025
57626	Event Center Coordinat	1	2,626.39	695.80	1,930.59	1/10/2025
57627	Lifeguard	1	62.94	4.81	58.13	1/10/2025
57628	Associate Project Manager	1	3,196.30	1,247.24	1,949.06	1/10/2025
57629	Operator II	1	2,561.15	552.00	2,009.15	1/10/2025
57630	POIII	1	3,613.21	952.42	2,660.79	1/10/2025
57631	Deputy City Manager	1	6,463.61	3,555.68	2,907.93	1/10/2025
57632	Lifeguard	1	155.51	11.89	143.62	1/10/2025
57633	Lifeguard	1	361.54	34.66	326.88	1/10/2025
57634	Dispatcher II	1	2,647.06	692.80	1,954.26	1/10/2025
57635	WWTO	1	3,012.45	945.88	2,066.57	1/10/2025
57636	MWI	1	1,811.65	288.17	1,523.48	1/10/2025
57637	Police Officer III	1	11,417.48	3,484.66	7,932.82	1/10/2025
57638	POIII	1	3,157.20	799.49	2,357.71	1/10/2025
57639	Lifeguard	1	507.24	52.80	454.44	1/10/2025
57640	Lifeguard	1	225.85	18.27	207.58	1/10/2025
57641	Sports Site Supervisor	1	2,141.77	615.16	1,526.61	1/10/2025
57642	Program Coordinator	1	2,327.70	646.16	1,681.54	1/10/2025
57643	Lifeguard	1	248.07	20.98	227.09	1/10/2025
57644	Lifeguard	1	281.39	25.53	255.86	1/10/2025
57645	Lifeguard	1	114.78	8.78	106.00	1/10/2025
57646	Fleet Mechanic I	1	1,198.19	419.24	778.95	1/10/2025
57647	MWII Streets	1	2,380.40	482.46	1,897.94	1/10/2025
57648	Superintendent	1	3,779.69	1,259.41	2,520.28	1/10/2025
57649	Operator	1	605.31	67.15	538.16	1/10/2025
57650	Sergeant	1	4,160.84	920.46	3,240.38	1/10/2025
57651	Sales Tax Accountant	1	2,190.22	641.82	1,548.40	1/10/2025
57652	Lifeguard	1	295.68	32.57	263.11	1/10/2025
57653	Lifeguard	1	434.69	44.25	390.44	1/10/2025
57654	Dispatcher	1	2,114.14	724.34	1,389.80	1/10/2025
57655	Deputy City Clerk	1	2,429.18	491.25	1,937.93	1/10/2025
57656	Sports Site Supervisor	1	107.10	8.19	98.91	1/10/2025
57657	Planning Director	1	5,170.38	2,425.99	2,744.39	1/10/2025
57658	Dispatcher I	1	2,393.72	602.21	1,791.51	1/10/2025

Bank Number: 99 / Name: VECTRA BANK COLORADO/PAYROLL / Description: PAYROLL ACCOUNT						
Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
57659	Systems Admin	1	2,744.70	601.30	2,143.40	1/10/2025
57660	Operator	1	2,659.72	466.86	2,192.86	1/10/2025
57661	Operator	1	2,575.62	629.58	1,946.04	1/10/2025
57662	Utilities Technician	1	2,086.08	519.37	1,566.71	1/10/2025
57663	Operator	1	2,308.70	566.41	1,742.29	1/10/2025
57664	Operator	1	3,636.39	1,332.48	2,303.91	1/10/2025
57665	GSI Tech	1	2,425.56	682.80	1,742.76	1/10/2025
57666	Lifeguard	1	140.70	10.76	129.94	1/10/2025
57667	HR Admin	1	1,652.80	438.70	1,214.10	1/10/2025
57668	Fleet Crew Chief	1	3,274.51	1,134.44	2,140.07	1/10/2025
57669	Lifeguard	1	603.51	66.83	536.68	1/10/2025
57670	Police Officer I	1	3,364.34	796.47	2,567.87	1/10/2025
57671	General Ledger Accountant	1	2,645.32	674.25	1,971.07	1/10/2025
57672	Support Servcs Manager	1	3,620.88	1,550.18	2,070.70	1/10/2025
57673	Police Officer I	1	3,292.38	830.59	2,461.79	1/10/2025
57674	Crew Chief - PBG	1	6,389.27	1,922.36	4,466.91	1/10/2025
57675	City Manager	1	7,278.20	2,361.80	4,916.40	1/10/2025
57676	Administrative Assistant	1	2,187.90	515.32	1,672.58	1/10/2025
57677	Sergeant	1	4,166.75	853.04	3,313.71	1/10/2025
57678	City Inspector	1	6,248.89	1,677.45	4,571.44	1/10/2025
57679	Aquatic Manager	1	3,449.51	1,111.99	2,337.52	1/10/2025
57680	WTP CHIEF OPERATOR	1	4,745.87	2,423.16	2,322.71	1/10/2025
57681	Utilities Director	1	6,207.64	2,744.99	3,462.65	1/10/2025
57682	Lifeguard	1	610.34	68.03	542.31	1/10/2025
57683	WTO A	1	3,759.03	1,069.96	2,689.07	1/10/2025
57684	Lifeguard	1	434.69	44.25	390.44	1/10/2025
57685	Front Desk Representative	1	35.52	2.72	32.80	1/10/2025
57686	WWTO	1	1,986.86	537.21	1,449.65	1/24/2025
57687	Fleet Mechanic I	1	2,481.70	802.55	1,679.15	1/24/2025
57688	MWI	1	2,250.54	528.10	1,722.44	1/24/2025
57689	Permit Technician	1	1,973.74	566.27	1,407.47	1/24/2025
57690	Fitness Instructor	1	63.11	4.82	58.29	1/24/2025
57691	Captain	1	4,191.65	1,258.31	2,933.34	1/24/2025
57692	Network Admin	1	2,466.59	627.04	1,839.55	1/24/2025
57693	Lifeguard	1	351.74	33.91	317.83	1/24/2025
57694	Lifeguard	1	348.04	33.63	314.41	1/24/2025
57695	Evidence Technician	1	2,130.36	554.64	1,575.72	1/24/2025
57696	Lifeguard	1	219.60	16.80	202.80	1/24/2025
57697	WTO	1	2,983.41	850.33	2,133.08	1/24/2025
57698	Utility Billing Techni	1	2,508.38	656.14	1,852.24	1/24/2025
57699	Planner II	1	3,406.28	1,094.82	2,311.46	1/24/2025
57700	Budget Director	1	4,361.15	1,100.49	3,260.66	1/24/2025
57701	Crew Chief-Operators	1	4,047.39	1,020.98	3,026.41	1/24/2025
57702	Water Fitness Instruct	1	545.30	48.71	496.59	1/24/2025
57703	Sergeant	1	3,287.78	654.20	2,633.58	1/24/2025
57704	Dispatcher	1	2,265.16	454.40	1,810.76	1/24/2025
57705	MUNICIPAL COURT CLERK	1	1,887.97	407.26	1,480.71	1/24/2025
57706	MWII	1	1,974.74	490.38	1,484.36	1/24/2025
57707	Police Officer II	1	3,171.25	612.98	2,558.27	1/24/2025
57708	Lieutenant	1	3,801.94	791.00	3,010.94	1/24/2025
57709	MWI	1	1,947.55	513.25	1,434.30	1/24/2025

Bank Number: 99 / Name: VECTRA BANK COLORADO/PAYROLL / Description: PAYROLL ACCOUNT						
Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
57710	Dispatcher II	1	2,504.37	862.95	1,641.42	1/24/2025
57711	Operator III	1	2,711.04	667.45	2,043.59	1/24/2025
57712	Chief of Police	1	6,207.48	1,852.74	4,354.74	1/24/2025
57713	Code Enforcement	1	2,294.36	569.76	1,724.60	1/24/2025
57714	Operator I	1	2,293.32	511.26	1,782.06	1/24/2025
57715	WW Plant Operator	1	3,740.84	902.84	2,838.00	1/24/2025
57716	Police Officer I	1	3,251.61	912.62	2,338.99	1/24/2025
57717	MWI	1	2,049.48	319.95	1,729.53	1/24/2025
57718	Lifeguard	1	46.65	3.57	43.08	1/24/2025
57719	Lifeguard	1	44.43	3.39	41.04	1/24/2025
57720	Operations Manager	1	4,344.89	1,226.25	3,118.64	1/24/2025
57721	Lifeguard	1	357.65	34.36	323.29	1/24/2025
57722	PT Snow Plow	1	1,475.52	243.04	1,232.48	1/24/2025
57723	Lifeguard	1	1,170.00	194.51	975.49	1/24/2025
57724	Senior Planner	1	3,653.40	1,156.43	2,496.97	1/24/2025
57725	Lifeguard	1	199.94	15.30	184.64	1/24/2025
57726	Swim Instructor	1	93.78	7.17	86.61	1/24/2025
57727	Dispatcher I	1	2,133.76	816.42	1,317.34	1/24/2025
57728	Communications Coordinator	1	3,625.20	894.99	2,730.21	1/24/2025
57729	Finance Admin. Asst./C	1	2,152.89	493.49	1,659.40	1/24/2025
57730	Dispatcher II	1	2,340.25	550.22	1,790.03	1/24/2025
57731	HR Director	1	4,682.71	1,619.34	3,063.37	1/24/2025
57732	Police Officer II	1	3,055.33	660.58	2,394.75	1/24/2025
57733	MWI	1	2,185.38	459.68	1,725.70	1/24/2025
57734	Parks and Rec Director	1	5,170.38	1,736.02	3,434.36	1/24/2025
57735	WWTO	1	2,222.20	472.71	1,749.49	1/24/2025
57736	Head Lifeguard	1	1,763.00	450.28	1,312.72	1/24/2025
57737	Event Center Coordinat	1	2,211.64	596.29	1,615.35	1/24/2025
57738	Lifeguard	1	329.52	31.21	298.31	1/24/2025
57739	Associate Project Manager	1	3,166.61	1,240.41	1,926.20	1/24/2025
57740	Operator II	1	2,575.62	552.65	2,022.97	1/24/2025
57741	POIII	1	3,317.03	927.78	2,389.25	1/24/2025
57742	Deputy City Manager	1	6,463.61	3,555.70	2,907.91	1/24/2025
57743	Lifeguard	1	148.10	11.33	136.77	1/24/2025
57744	Lifeguard	1	318.78	30.38	288.40	1/24/2025
57745	Dispatcher II	1	2,352.96	646.88	1,706.08	1/24/2025
57746	WWTO	1	2,404.24	792.71	1,611.53	1/24/2025
57747	MWI	1	2,083.45	320.97	1,762.48	1/24/2025
57748	Lifeguard	1	112.74	8.62	104.12	1/24/2025
57749	POIII	1	3,385.22	872.72	2,512.50	1/24/2025
57750	Lifeguard	1	392.47	39.03	353.44	1/24/2025
57751	Presiding Municipal Co	1	1,479.52	226.82	1,252.70	1/24/2025
57752	Lifeguard	1	348.04	33.63	314.41	1/24/2025
57753	Lifeguard	1	351.74	33.91	317.83	1/24/2025
57754	Sports Site Supervisor	1	2,051.99	591.27	1,460.72	1/24/2025
57755	Program Coordinator	1	2,916.98	786.53	2,130.45	1/24/2025
57756	Lifeguard	1	240.66	20.41	220.25	1/24/2025
57757	Lifeguard	1	270.28	23.67	246.61	1/24/2025
57758	Lifeguard	1	111.08	8.49	102.59	1/24/2025
57759	Fleet Mechanic I	1	2,398.19	745.36	1,652.83	1/24/2025
57760	MWII Streets	1	2,466.44	503.36	1,963.08	1/24/2025

Bank Number: 99 / Name: VECTRA BANK COLORADO/PAYROLL / Description: PAYROLL ACCOUNT						
Payment Number	Position	Num Inv	Gross Amount	Discounts	Net Pay	Payment Date
57761	Superintendent	1	3,779.69	1,259.41	2,520.28	1/24/2025
57762	Operator	1	1,064.38	168.74	895.64	1/24/2025
57763	Lifeguard	1	81.64	6.24	75.40	1/24/2025
57764	Sergeant	1	4,064.53	982.84	3,081.69	1/24/2025
57765	Sales Tax Accountant	1	2,190.22	641.83	1,548.39	1/24/2025
57766	Lifeguard	1	540.54	85.80	454.74	1/24/2025
57767	Lifeguard	1	373.76	36.59	337.17	1/24/2025
57768	Dispatcher	1	1,989.79	704.83	1,284.96	1/24/2025
57769	Deputy City Clerk	1	2,254.18	469.87	1,784.31	1/24/2025
57770	Sports Site Supervisor	1	175.95	13.46	162.49	1/24/2025
57771	Planning Director	1	5,170.38	2,425.99	2,744.39	1/24/2025
57772	Systems Admin	1	2,744.70	601.30	2,143.40	1/24/2025
57773	Operator	1	2,536.49	448.92	2,087.57	1/24/2025
57774	Operator	1	2,358.57	576.92	1,781.65	1/24/2025
57775	Utilities Technician	1	2,086.08	519.37	1,566.71	1/24/2025
57776	Operator	1	2,724.56	665.49	2,059.07	1/24/2025
57777	Permit Technician	1	139.40	35.66	103.74	1/24/2025
57778	Operator	1	3,268.65	1,244.21	2,024.44	1/24/2025
57779	GSI Tech	1	2,425.56	682.80	1,742.76	1/24/2025
57780	Lifeguard	1	18.51	1.42	17.09	1/24/2025
57781	HR Admin	1	1,652.80	438.70	1,214.10	1/24/2025
57782	Fleet Crew Chief	1	3,274.51	1,134.45	2,140.06	1/24/2025
57783	Lifeguard	1	696.07	87.15	608.92	1/24/2025
57784	Police Officer I	1	2,770.70	819.47	1,951.23	1/24/2025
57785	Lifeguard	1	189.42	14.49	174.93	1/24/2025
57786	General Ledger Accountant	1	2,645.32	674.25	1,971.07	1/24/2025
57787	Lifeguard	1	177.72	13.60	164.12	1/24/2025
57788	Support Servcs Manager	1	3,620.88	1,550.18	2,070.70	1/24/2025
57789	Police Officer I	1	3,238.62	853.50	2,385.12	1/24/2025
57790	Crew Chief - PBG	1	3,111.99	886.26	2,225.73	1/24/2025
57791	City Manager	1	7,278.20	2,361.81	4,916.39	1/24/2025
57792	Administrative Assistant	1	1,813.84	424.83	1,389.01	1/24/2025
57793	Sergeant	1	3,513.15	892.05	2,621.10	1/24/2025
57794	PT Meter Reader	1	941.40	180.02	761.38	1/24/2025
57795	Aquatic Manager	1	3,366.18	1,088.95	2,277.23	1/24/2025
57796	WTP CHIEF OPERATOR	1	4,745.87	2,423.18	2,322.69	1/24/2025
57797	Lifeguard	1	981.16	150.47	830.69	1/24/2025
57798	Utilities Director	1	6,207.64	2,741.62	3,466.02	1/24/2025
57799	Lifeguard	1	330.44	31.28	299.16	1/24/2025
57800	WTO A	1	2,745.90	803.78	1,942.12	1/24/2025
57801	Lifeguard	1	763.75	102.11	661.64	1/24/2025
57802	Front Desk Representative	1	71.04	5.44	65.60	1/24/2025
Totals			552,383.63	156,174.22	396,209.41	



City of Woodland Park Staff Report for City Council

Meeting Date: February 20th, 2025

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
	CMO/Finance	Aaron Vassalotti City Manager

ITEM:

Monthly Report of Mayor and Council Expenses

The following is a summary of the Mayor and Council Expenses for January 2025.

January 2025

Description	Budget	Month Exp	YTD Exp	Balance	% Expended
Miscellaneous expenses	\$17,950.00	\$0.00	\$0.00	\$17,950.00	0%
Training/Travel	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0%
Supplies	\$150.00	\$0.00	\$0.00	\$150.00	0%
Meetings/Mileage/Meals	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0%
Special Projects	\$500.00	\$0.00	\$0.00	\$500.00	0%
Total	\$32,600.00	\$0.00	\$0.00	\$32,600.00	0%



STAFF REPORT

TO: Mayor Case and City Council

FROM: Kip Wiley, Deputy City Manager/Director of Operations

DATE: February 20, 2025

SUBJECT: Approval of a contract between Lamb Excavating and the City of Woodland Park in the amount of \$74,269.05 for fire supply line for the Ute Pass Cultural Center. (A) (Presenter Operations and Technology Manager Felts)

BACKGROUND: The attached contract is a requirement for fire suppression for the Ute Pass Cultural Center. The City Staff put out a request for proposals for the work and received 4 formal bids. The bids ranged from \$74,269 to \$198,900. Lamb Exavating was selected with the lowest bid of \$74,269.05. This work includes installing a new water line from Fairview Street into the building, and traffic control, demolition, sidewalk curb and gutter and asphalt patch back.

This project has been in the works for numerous years. Currently, the Cultural Center is under construction and the fire suppression system inside the building has been installed.

RECOMMENDATION: The City staff recommends approval with an additional 10% contingency.

ATTACHMENTS: 1. UPCC Fireline Underground Contract



CONSTRUCTION AGREEMENT

This **CONSTRUCTION AGREEMENT** (this “Agreement”) is entered into this 18 day of February, 2025 by and between the City of Woodland Park, Colorado (hereinafter referred to as the “Owner”) and Lamb Excavating (hereinafter referred to as the “Contractor”).

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1 WORK

- 1.01 Contractor shall complete all work as specified or indicated in the Contract Documents (defined below). The work is generally described as follows: Installation of Fireline at UPCC and Restoration.

ARTICLE 2 THE PROJECT

- 2.01 The project for which the work under the Contract Documents may be the whole or only a part is generally described as follows:
25.U.001 (the “Project”).

ARTICLE 3 ENGINEER

- 3.01 Associate Project Manager shall serve as construction management engineer who is hereinafter called Engineer and who is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the work in accordance with the Contract Documents.

ARTICLE 4 WORKER WITHOUT AUTHORIZATION EMPLOYMENT

- 4.01 Contractor shall not knowingly employ or contract with a worker without authorization to perform work under this Agreement. Contractor shall not contract with a subcontractor that fails to certify that the subcontractor does not knowingly employ or contract with workers without authorization to work within the State of Colorado. By entering into this Agreement, Contractor certifies that as of the date of this Agreement it does not knowingly employ or contract with anyone not authorized to perform work within the State of Colorado who will perform work under the public contract for services.

ARTICLE 5 CONTRACT TIMES

5.01 Time is of the Essence

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

5.02 Days to Achieve Substantial Completion and Final Payment

- A. Contractor shall achieve Substantial Completion within 30 calendar days of the



issuance by the Owner of a Notice to Proceed and shall finally complete the Work so that it is ready for final payment within 60 calendar days of the issuance by the Owner of a Notice to Proceed.

5.03 Liquidated Damages

- A. Contractor understands and agrees that time is an essential condition of this Agreement. Contractor further understands and agrees that delay in completion of the project will cause Owner to suffer substantial losses and damages which cannot be measured, including without limitation the loss of revenues for services, loss of other revenue incidental to the operation of the facility, additional engineering, legal, accounting and administrative costs, reduced public confidence and adverse public relations which would reduce future revenues, and additional interest and financing costs and charges if the Work is not completed within the times specified above, plus any extensions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or mediation proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring proof of such losses and damages, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay two hundred fifty dollars (\$250.00) for each day that expires after the time specified above for Substantial Completion until the Work is substantially complete.
- B. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the contract time or any proper extension thereof granted by Owner, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay two hundred fifty dollars (\$250.00) for each day that expires after the time specified above for final completion and readiness for final payment until the Work is finally complete and ready for final payment.
- C. Owner shall have the right to deduct the liquidated damages from any money in its hands, otherwise due, or to become due, to Contractor, or to sue for and recover compensation for damages for nonperformance of this Contract.
- D. Any liquidated damages payable by Contractor may, at Owner's election be deducted from any amounts owed to Contractor. In the event no funds are due Contractor at a time when Contractor becomes liable to Owner for liquidated damages, then Contractor agrees to pay all accrued liquidated damages to Owner on the first (1st) day and on the fifteenth (15th) day of each month when Contractor is liable to Owner for liquidated damages. Permitting Contractor to continue and finish the Work or any part thereof after the deadline for completion of the Work shall not act as a waiver of these liquidated damages provisions.
- E. The aggregate liability of Contractor to pay liquidated damages pursuant to this Article shall not exceed an amount equal to fifty percent (50%) of the Contract Price. This Article shall not be construed to limit Contractor's other obligations or liabilities arising under or in connection with this Contract.
- F. In the event that this section conflicts with any other provisions regarding liquidated damages within the Contract Documents, this section shall control.

ARTICLE 6 CONTRACT PRICE

- 6.01 Owner shall pay Contractor Seventy four thousand two hundred and sixty nine and five cents dollars (\$ 74269.05) for completion of the Work as full



compensation for everything furnished and done by Contractor under this Agreement, including all loss or damage arising out of the work or from the action of the elements; for any unforeseen obstruction or difficulty encountered in the prosecution of the work, including increased prices for or shortages of materials for any reason, including natural disasters; for all risks of every description associated with the work; for all expenses incurred due to the suspension or discontinuation of the work; and for well and faithfully completing the work as provided in this Agreement.

ARTICLE 7 PAYMENT PROCEDURES

7.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment to the Owner on a monthly basis, which shall be processed by the Engineer.

7.02 Progress Payments; Retainage

- A. Owner shall make progress payments towards the Contract Price, less five percent (5%) for retainage, on the basis of Contractor's Applications for Payment, as verified and recommended by Engineer, on or about the twenty-fifth (25th) day of each month during performance of the Work. In the Engineer's discretion, the Owner may withhold some or all of a progress payment where the Contractor's Application for Payment does not reflect the actual amount of the Work completed.

7.03 Final Payment

- A. Upon final completion and acceptance of the Work as recommended by the Engineer, Owner shall pay the remainder of the Contract Price, including any retainage previously withheld.

ARTICLE 8 PROJECT WARRANTIES

- 8.01 Contractor's warranties in respect of the Work (the "Project Warranties") are as follows: Contractor warrants to Owner that the Work shall be fit for its intended purposes, that materials and equipment furnished under this Agreement shall be of good quality and new, that all Work shall be free from defects and that all Work shall meet all of the requirements of this Agreement. Contractor shall furnish satisfactory evidence that it has met the Project Warranties. The Project Warranties shall commence on the date Contractor achieves final completion of the Work satisfactorily to Owner. If at any time within two (2) years after the date on which the Project Warranties commenced, any portion of the Work is found to be not in accordance with the Project Warranties, Contractor shall correct it promptly after receipt of notice from Owner to do so unless Owner has previously given Contractor a written acceptance of such condition.

ARTICLE 9 INSURANCE

- 9.01 Insurance Requirements. Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required under this Article and the insurance has been approved by the City Administrator or his designee. The City of Woodland Park shall be named as an additional insured. Certificates of insurance shall be issued prior to execution of the Notice to Proceed. Additionally, Contractor shall not allow any approved subcontractor to commence work on his or her subcontract until all similar insurance



required of subcontractor has been so obtained and approved. The following insurance shall be required:

- A. Commercial General Liability Insurance: At a minimum, combined single limits of \$1,000,000 per occurrence and \$1,000,000 for general aggregate for bodily injury and property damage, which coverage shall include products/completed operations, independent contractors, and contractual liability each at \$1,000,000 per occurrence.
- B. Workers' Compensation and Employer's Liability: Workers' compensation insurance for all of Contractor's employees engaged in work at the site of the project including occupational disease coverage in accordance with scope and limits as required by the State of Colorado.
- C. Comprehensive Automobile Liability Insurance: Liability insurance with minimum combined single limits for bodily injury of not less than One Hundred Thousand Dollars (\$100,000.00) each person and each accident and for property damage of not less than Fifty Thousand Dollars (\$50,000.00) each accident with respect to each of the Contractor's owned, hired and non-owned vehicles assigned or used in performance of the Services. The policy shall contain a severability of interests provision. Such insurance coverage must extend to all levels of subcontractors. Such coverage must include all automotive equipment used in the performance of the Agreement, both on the work site and off the work site, and such coverage shall include non-ownership and hired cars coverage. Such insurance shall be endorsed to name the Owner as Certificate Holder and name the Owner, and its elected officials, officers, employees, and agents as additional insured parties.

ARTICLE 10 CONTRACTOR'S REPRESENTATIONS

10.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has obtained and carefully studied (or assumes responsibility for having done so) any examinations, investigations, explorations, tests, studies, and data concerning conditions at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including applying the specific means, methods, techniques, sequences, and procedures of construction, if any, expressly required by the Contract Documents to be employed by Contractor, and safety precautions and programs incident thereto.
- E. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract



Documents.

- F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- G. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor warrants and guarantees to Owner and Engineer that all Work will be in accordance with the Contract Documents and will not be defective within two (2) years of Substantial Completion.
- K. Contractor is organized, validly existing and in good standing under the laws of the State of Colorado and has all requisite power to own its properties and assets and carry on its business as now conducted or proposed to be conducted.

ARTICLE 11 CONTRACT DOCUMENTS

11.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Agreement;
 - 2. Bidding Documents;
 - 3. General Conditions;
 - 4. Supplementary Conditions;
 - 5. Technical Specifications;
 - 6. Measurement and Payment Provisions;
 - 7. Construction Plans;
 - 8. Labor & Materials Payment Bond;
 - 9. Performance Bond;
 - 10. _____;
 - 11. _____; and
 - 12. Any written amendments or work change orders which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto.
- B. There are no Contract Documents other than those listed above in this Article.
- C. The Contract Documents may only be amended, modified, or supplemented by written agreement signed by both parties.

ARTICLE 12 PERFORMANCE BOND

- A. To secure performance of Contractor's obligations under this Agreement, the Contractor shall



provide the Owner with a Performance Bond in the amount of the full contract price. Prior to execution of this Agreement, the Contractor shall provide the form of the Performance Bond to the City for its review and approval. The City shall be authorized to draw upon the Performance Bond to correct any default by Builder under this Agreement, which default shall be determined and substantiated by an Affidavit of Default signed by the Engineer. The Performance Bond shall be held by the City through the two (2) year Project Warranties period specified in this Agreement.

ARTICLE 13 MISCELLANEOUS

13.01 Indemnification

- A. The Contractor agrees to indemnify, save, and hold harmless the Owner, its officers, employees, and agents from any and all liability, loss, costs, charges, obligations, expenses, attorney's fees, litigation, judgments, damages, claims, and demands of any kind arising from or out of any negligent act, error, omission or other tortious conduct of the Contractor, its officers, subcontractors, employees, or agents in the performance or non-performance of its obligations under this Agreement.

13.02 Assignment of Contract

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

13.03 Successors and Assigns

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

13.04 Severability

- A. Any provision or part of the Contract Documents held to be void or unenforceable by any court of competent jurisdiction shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

13.05 Independent Contractor

The Contractor shall perform the Services as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee relationship with the Owner other than as a contracting party and independent contractor/ The Owner



shall not be obligated to secure, and shall not provide, any insurance coverage or employment benefits of any kind or type to or for the Contractor or the Contractor's employees, sub-consultants, contractors, agents, or representatives, including coverage benefits related but not limited to: local, state, or federal income or other tax contributions; insurance contributions (e.g., FICA); workers' compensation; disability, injury, or health; professional liability insurance, errors, and omissions insurance; or retirement account contributions.

13.06 No Waiver of Governmental Immunity

Nothing herein is intended as nor shall it be construed as a waiver of the protections and immunities afforded the Owner pursuant to the Colorado Governmental Immunity Act, Sections 24-10-101, et seq., Colorado Revised Statutes, or pursuant to any other applicable laws.

[The remainder of this page is intentionally left blank.]

IN WITNESS WHEREOF, Owner and Contractor have signed and executed this Agreement in duplicate on the date first written above. One counterpart each has been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or identified by Owner and Contractor or on their behalf.

CITY OF WOODLAND PARK

Name: _____
Title: _____

ATTEST:

CONTRACTOR

Name: _____
Title: _____

ATTEST:



City of Woodland Park Staff Report for City Council

Meeting Date	Agenda Item
February 20, 2025	
Department	Presenter
City Manager's Office/ Finance	Aaron Vassalotti, City Manager Kimberly Burleson, Budget Director

Item Title

Ordinance 1489, series 2025 to amend 2024 Budget expenditure appropriations (Budget Supplemental Ordinance)

Long title: Ordinance No. 1489, Series 2025, AN ORDINANCE ADJUSTING EXPENDITURES APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO, FOR THE 2024 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1466, SERIES 2023

History

City Council adopted the City's 2023 Annual Budget on December 5, 2023. Pursuant to the City's Home Rule Charter, City Council can amend the budget when the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget.

Summary

The purpose of this supplemental appropriation is summarized below. This budget expenditure adjustment and revenue source is described in the attachment to this report.

- **Funds to cover Avenger Open Space Land Acquisition that shall be reimbursed through 2024 GOCO Grant**
 - \$523,250 grant portion of Avenger Open Space Land Acquisition to be paid by City funds.
 - Funds will be reimbursed by Great Outdoors Colorado once a national forest land use permit has been obtained.

Staff Recommendation

Approve Ordinance No. 1489, Series 2025 to amend the 2024 Annual Budget.

Question for Council

Does the City Council approve Ordinance No. 1489, Series 2025 and set the public hearing for March 6, 2025?

CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. 1489, SERIES 2025

AN ORDINANCE ADJUSTING EXPENDITURE APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO FOR THE 2024 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1489, SERIES 2025.

WHEREAS, the Home Rule Charter of the City of Woodland Park specifies that City Council may, by ordinance, make supplemental appropriations when there are available for appropriation revenues in excess of those estimated in the budget.

NOW, THEREFORE, THIS ORDINANCE:

THE CITY OF WOODLAND PARK, COLORADO, ORDAINS

That an Ordinance entitled “AN ORDINANCE ADJUSTING EXPENDITURE APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO FOR THE 2024 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1466, SERIES 2023,” be and the same is hereby adopted as follows:

Section 1. The 2024 Amended Budget for the City of Woodland Park, Colorado, which is attached hereto as Exhibit A and incorporated by this reference, is hereby adopted and the monies are appropriated to the various funds as the same are budgeted.

Section 2. Effective Date. 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 6th DAY OF MARCH, 2025.

Kellie Case, Mayor

ATTEST:

Suzanne Leclercq, City Clerk



City of Woodland Park Staff Report for City Council

Meeting Date	Agenda Item
February 20, 2025	
Department	Presenter
City Manager's Office/ Finance	Aaron Vassalotti, City Manager Kimberly Burleson, Budget Director

Item Title

Ordinance 1490, series 2025 to amend 2025 Budget expenditure appropriations (Budget Supplemental Ordinance)

Long title: Ordinance No. 1490, Series 2025, AN ORDINANCE ADJUSTING EXPENDITURES APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO, FOR THE 2024 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1486, SERIES 2024

History

City Council adopted the City's 2025 Annual Budget on December 5, 2024. Pursuant to the City's Home Rule Charter, City Council can amend the budget when the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget.

Summary

The purpose of this supplemental appropriation is summarized below. This budget expenditure adjustment and revenue source is described in the attachment to this report.

- **DDA Grant to Local Businesses**
 - At the DDA meeting on February 4, 2025 the DDA approved up to 30 grants up to \$5,000 for a total of up to \$150,000 for the purpose of improving the beautification and viability of local businesses
 - The DDA wishes to disburse these funds to local businesses following grant application reviews at the May 2025 meeting.

Staff Recommendation

Approve Ordinance No. 1490, Series 2025 to amend the 2025 Annual Budget.

Question for Council

Does the City Council approve Ordinance No. 1490, Series 2025 and set the public hearing for March 6, 2025?

CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. 1490, SERIES 2025

AN ORDINANCE ADJUSTING EXPENDITURE APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO FOR THE 2025 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1486, SERIES 2024.

WHEREAS, the Home Rule Charter of the City of Woodland Park specifies that City Council may, by ordinance, make supplemental appropriations when there are available for appropriation revenues in excess of those estimated in the budget.

NOW, THEREFORE, THIS ORDINANCE:

THE CITY OF WOODLAND PARK, COLORADO, ORDAINS

That an Ordinance entitled “AN ORDINANCE ADJUSTING EXPENDITURE APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO FOR THE 2025 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1486, SERIES 2024,” be and the same is hereby adopted as follows:

Section 1. The 2025 Amended Budget for the City of Woodland Park, Colorado, which is attached hereto as Exhibit A and incorporated by this reference, is hereby adopted and the monies are appropriated to the various funds as the same are budgeted.

Section 2. Effective Date. 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 6th DAY OF MARCH, 2025.

Kellie Case, Mayor

ATTEST:

Suzanne Leclercq, City Clerk

CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. 1492
(Series of 2025)

**AN ORDINANCE OF THE CITY COUNCIL OF WOODLAND PARK, COLORADO,
REPEALING THE PORTION OF THE CITY SALES TAX THAT SUPPORTS THE
SCHOOL DISTRICT, THEREBY REDUCING THE CITY SALES TAX BY 1.09%.**

WHEREAS, Woodland Park voters first approved in 2016 increasing the City sales tax by 1.09% and pledging the proceeds of such tax to the Woodland Park School District for educational purposes set forth in the ballot measure, and

WHEREAS, the voters of the City recently reauthorized this tax, at a City election held on November 5, 2024, and

WHEREAS, in order to formalize the understanding of the City and the District regarding the collection and administration of this tax, the Parties have entered into an intergovernmental agreement (IGA) in 2016, which agreement has been revised from time to time, most recently with an “Addendum,” dated August 29, 2024, and

WHEREAS, the central purposes of the IGA are to (a) enable to City, and City taxpayers, to periodically receive clear information from the District about how the proceeds of the City tax are spent, and (b) require that the District implement by a specific date, and maintain, a system of accounting that will enable the City and City taxpayers to readily ascertain how City tax proceeds are spent by the District, and

WHEREAS, the District has failed to meet its reporting obligations under the IGA, and submit in a timely manner how it spends approximately 3.5 million dollars of City tax proceeds annually, and

WHEREAS, the District’s actions materially and directly frustrate the City Council’s public trust obligation to City voters and taxpayers to see to it that City tax proceeds are spent as the law permits, and

WHEREAS, continued expenditure of City tax proceeds by the District, while the District fails to provide to the City and its taxpayers the oversight, accounting and reporting agreed to in the IGA is a violation of the City Council’s fiduciary and public trust obligations:

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF WOODLAND PARK, COLORADO, AS FOLLOWS:**

Section 1. The foregoing recitals are hereby incorporated as conclusions, determinations, facts and findings of the City Council.

Section 2. Section 3.08.030 A of the Woodland Park Code is amended by the addition of the following new language: “The 1.09% tax first levied for the benefit of the Woodland Park School District in 2016 and reauthorized by City voters at the November 5, 2024 City election

is repealed, effective July 1, 2025. This shall reduce the tax rate under this subparagraph to 3.00% on that date.”

- A. THE FOREGOING ORDINANCE IS HEREBY ADOPTED BY THE CITY COUNCIL OF WOODLAND PARK, COLORADO ON THIS ____ DAY OF _____, 2025.

City of Woodland Park

Kellie Case, Mayor

ATTEST:

City Clerk, Suzanne Leclercq



STAFF REPORT

TO: Mayor Case and City Council

FROM: Suzanne Leclercq, Deputy City Manager/City Clerk

DATE: February 20, 2025

SUBJECT: Approval of a Special Event Liquor License for the 2025 Taste of the Grape, located this year at the Shining Mountain event Center located at 100 Shining Mountain Lane, Woodland Park, CO. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

BACKGROUND:

CITY OF WOODLAND PARK

Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give Council and citizens the public content of the issue at hand.

=====

Type of Action Requested: Grant a Special Event Liquor License for the 2025 Taste of the Grape at this year's location of Shining Mountain Event Center, 100 Shining Mountain Ln., Woodland Park, CO 80863.

Applicant: Shannon Anderson with Kiwana's Club of Ute Pass dba Taste of the Grape.

Application details:

- Applicant is Shannon Anderson on behalf of the Kiwana's Club of Ute Pass.
- The Organization is a non-profit organization with a current Sales Tax number.

Event Details:

- 2025 Taste of the Grape will be held at the Shining Mountain Event Center, 100 Shining Mountain Ln., on Friday, February 28, 2025 from 6:00 pm – 9:00 pm.

Factual Findings:

- The application was submitted on January 31, 2025.
- Subject property was posted on February 10, 2025 as required by law.
- Public Notice was published on the City's Website February 10, 2025.
- Character of the applicant is not an issue for this hearing.
- All applicable fees have been paid.

Circumstances of Events:

While the Ute Pass Cultural Center is undergoing construction, Kiwanis Club of Ute Pass found an alternative location for their 2025 Taste of the Grape event. Being how a Special Event Liquor License has never been approved for Shining Mountain Event Center for this event, it is appropriate to bring final approval to the Local Licensing Authority/City Council.

Recommended Action:

Grant a Special Event Liquor License for the 2025 Taste of the Grape at the location of Shining Mountain Event Center, 100 Shining Mountain Ln., Woodland Park, CO 80863.

RECOMMENDATION: Grant a Special Event Liquor License for the 2025 Taste of the Grape at the location of Shining Mountain Event Center, 100 Shining Mountain Ln., Woodland Park, CO 80863.

ATTACHMENTS: None



STAFF REPORT

TO: Mayor Case and City Council

FROM: CJ Gates, Senior Planner

DATE: February 20, 2025

SUBJECT: Approval of Ordinance No. 1491, Series 2025, an Ordinance to Vacate the Lot Line and Abutting Public Utility Easements Common to Lots 17 and 18 of Block 2, Sunnywood Manor Filing No. 5. (QJ)
(Presenter Senior Planner, CJ Gates)

BACKGROUND: Please see attached detailed staff report.

RECOMMENDATION: Approve Ordinance No. 1491, Series 2025, an Ordinance to Vacate the Lot Line and Abutting Public Utility Easements Common to Lots 17 and 18 of Block 2, Sunnywood Manor Filing No. 5.

ATTACHMENTS:

1. ORDINANCE NO. 1491 SERIES 2025 Vacate Lot Line Easement 2881 Sunnywood ave Anderson
2. Sunnywood Lotline and Easement Vacation CC Staff Report

**CITY OF WOODLAND PARK
ORDINANCE NO. 1491, SERIES 2025**

**AN ORDINANCE TO VACATE THE LOT LINE AND ABUTTING PUBLIC UTILITY
EASEMENTS COMMON TO LOTS 17 AND 18 OF BLOCK 2,
SUNNYWOOD MANOR FILING NO. 5**

WHEREAS, Matthew and Alison Anderson (Property Owners) owns Lot 17 (no address) and Lot 18 (2881 Sunnywood Avenue), both in Block 2 Sunnywood Manor Filing No. 5; and

WHEREAS, the final plat of Sunnywood Manor Filing No. 5 included the dedication of 10-foot wide utility easements along all side lot lines to the City of Woodland Park (City); and

WHEREAS, the Property Owner is requesting that the common lot line between Lots 17 and 18 and the abutting 10-foot wide public utility easements be vacated; and

WHEREAS, based on the findings contained in the Staff Report and as presented at the public hearing on February 20, 2025;

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

Section 1. The common lot line between Lots 17 and 18, Block 2, Sunnywood Manor Filing No. 5 is hereby vacated as is the abutting 10-foot wide public utility easements on either side of the common lot line, all as illustrated in Exhibit A attached hereto; and

Section 2. The new, combined lot shall be referred to and legally described as Lot 17R, Block 2, Sunnywood Manor Filing No. 5 and, except as vacated herein, all plat configurations, easements, dedications and notes on the Sunnywood Manor Filing No. 5 final plat remain valid, in full force and effect; and

Section 3. Should any article, section, clause or provision of this Ordinance be declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of the balance of this Ordinance.

Section 4. The City shall cause this Ordinance and all Exhibits to be recorded in the Teller County real property records and said Ordinance and Exhibits shall be in full force and effect from and after its publication as required by law.

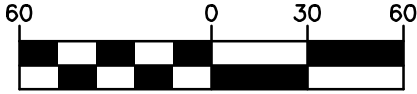
PASSED BY CITY COUNCIL ON SECOND AND FINAL READING, FOLLOWING PUBLIC HEARING, THIS _____ DAY OF _____, 2025.

Mayor Kelly Case

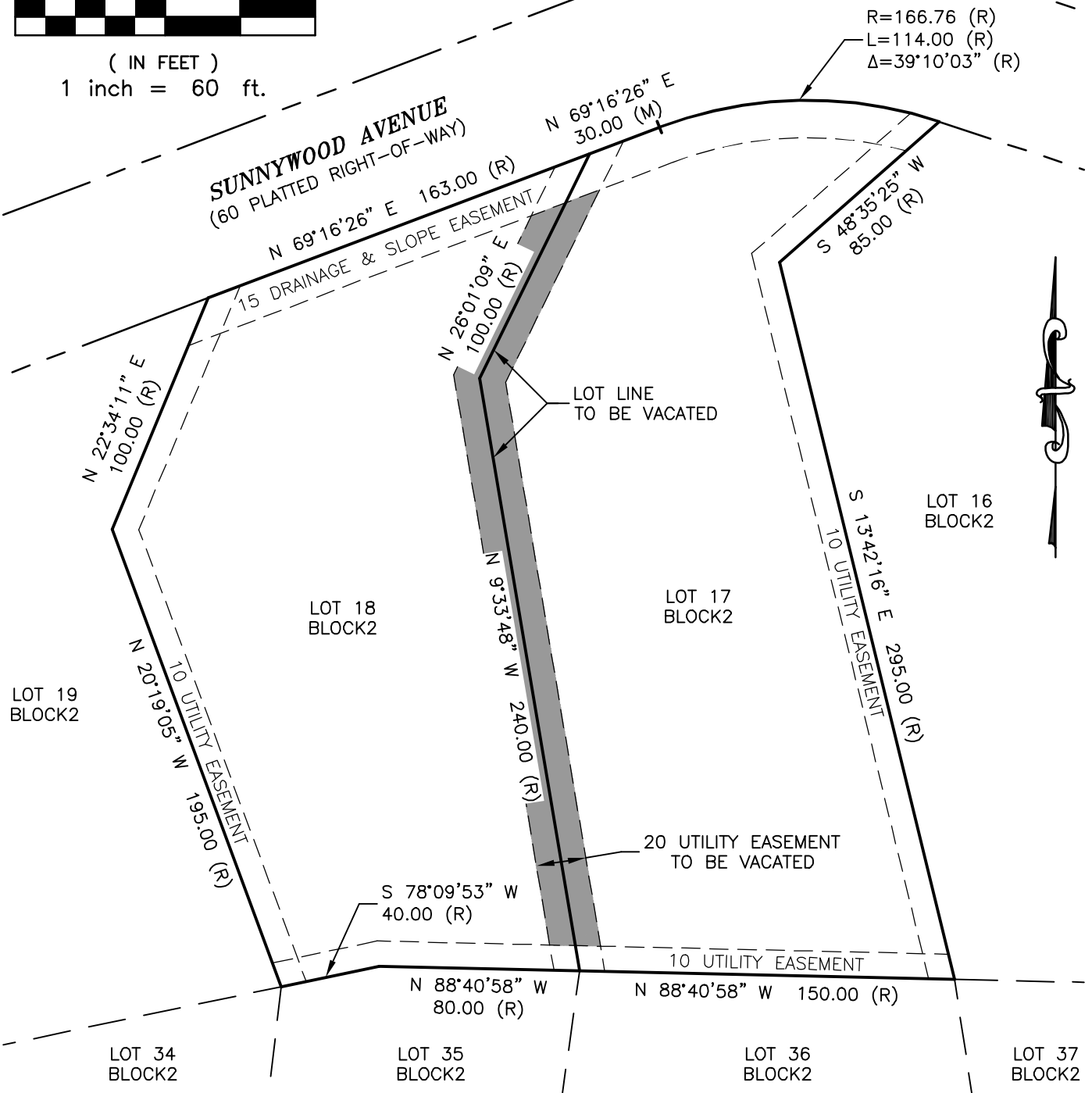
ATTEST: _____
City Clerk Suzanne Leclercq

LOT LINE VACATION EXHIBIT

GRAPHIC SCALE



(IN FEET)
1 inch = 60 ft.



Revised Legal Description: Lot 17R, Block 2, Sunnywood Manor Filing No. 5
The lineal units used shown hereon are reported in U.S. Survey Feet.
(R) - Record bearing/distance per subdivision plat filed on January 9, 1984 in Plat Book I, Page 74 under Reception No. 318870



P.O. Box 7123
Woodland Park, CO 80863
(719) 687-8385
info@gouldls.com
GouldLandSurveying.com

Project No.: 24101
September 19, 2024
Rev.: January 28, 2025



City Council Staff Report Public Hearing February 20, 2025

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
9.B	Planning	C.J. Gates Senior Planner

AGENDA ITEM 9B

Consider Ordinance No. 1491, Series 2025 to vacate the lot line and abutting public utility easements common to lots 17 and 18 of Block 2, Sunnywood Manor Filing No. 5 (2881 Sunnywood Avenue) as requested by Matthew and Alison Anderson (Property Owners and Applicants). (QJ)

BACKGROUND

Sunnywood Manor Filing No. 5 was approved and plated in 1983 and includes a total of 64 single-family lots. Sunnywood Manor is located in the northeastern portion of Woodland Park and is accessed off Highway 67 via W. Lovell Gulch Road as seen on the vicinity map in Figure 1.

Mr. and Mrs. Anderson purchased Lot 17 (1.05 acres) and Lot 18 (0.9 acre) Block 2 of Sunnywood Manor Filing No. 5 in 2021. Lot 18 is currently developed with a single-family house (2881 Sunnywood Avenue) and lot 17 is vacant. According to the 1983 plat, all side lot lines are subject to a ten (10) foot utility easement. Mr. and Mrs. Anderson are applying to vacate the lot line between their two lots and the associated utility easement as seen on Figure 2 below.

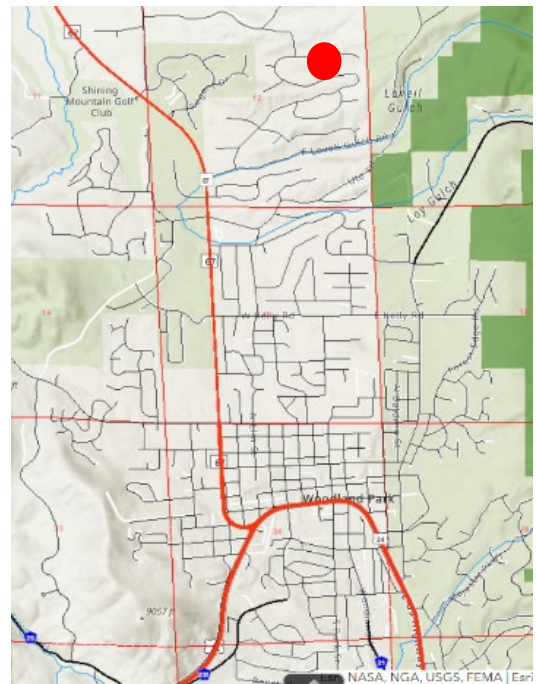
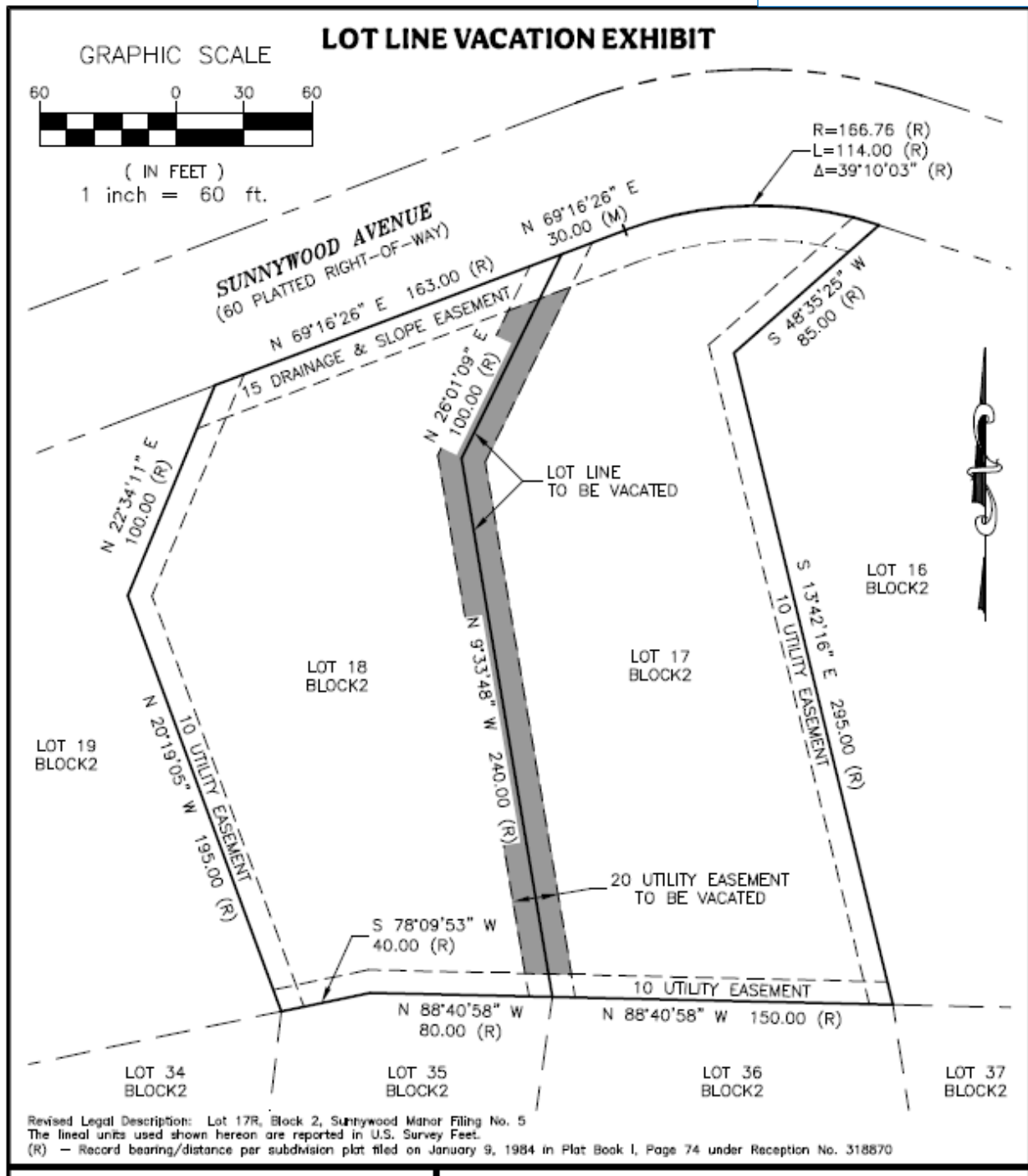


Figure 1: Vicinity Map

Figure 2: Exhibit



ANALYSIS AND FINDINGS

The request was referred for review and comment to City departments (Utilities, Public Works, and Planning) and external agencies (CORE Electric, TDS Telecom, and Black Hills). The City of Woodland Park Utilities Department stated that there are no water or sewer stub outs on lot 17 and they are willing to release the whole easement between lots 17 and 18. All referral agencies

had no concerns with the lot line or easement vacation request and CORE Electric has already recorded a “Release of Right to Easement” at Reception No. 763748 (01/19/2024).

Staff finds no adverse impact to vacating the lot line and easements as proposed. This vacation would have no negative effect on utilities. Emergency access is not adversely impacted by this change. Approval of this request would result in subject property becoming one contiguous lot.

STAFF RECOMMENDATION

Approve Ordinance No 1491, Series 2025 based on findings contained in the staff report and as presented at public hearings.

ATTACHMENTS

A. Ordinance No. 1491, Series 2025