

City of Woodland Park

February 20, 2025 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

The time being 6:30 PM Mayor Case called the regularly scheduled City 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, Budget Director Burleson, IT Technician Barnes and Deputy City Clerk Sauer.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

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

Deputy City Manager/City Clerk Leclercq reviewed that the DDA currently had one open position as the result of the resignation of Tony Perry. Leclercq shared that this term will go until June 30, 2025, when it expires. Leclercq shared that she advertised for this position as per the Council's policy and received one application. The application received for this position was from Jason Ledlie. Leclercq shared that Mr. Ledlie met all the qualifications to be eligible to apply for this position and that he was in the audience if the Council had any questions for him.

Mayor Case invited Mr. Ledlie to come up to the podium. Ledlie introduced himself to the Council. Following interview questions from the Council, the following motion was made.

Motion: to appoint Jason Ledlie to the DDA. Jones/Case. Motion failed 3-4 with Baldwin, Geer, Harvey and Smith voting no.

- B. December 2024 Sales Tax update. (A)
(Presenter City Manager Vassalotti)

This item was removed from the agenda and will be heard at the next City Council Meeting.

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)

Mayor Case introduced item 5 A. the minutes from the February 6, 2025, City Council meeting on the Consent Calendar. The following motion was made.

Motion: to approve the February 6, 2025, regularly scheduled City Council Meeting Minutes. Nakai/Geer. Motion carried 7-0.

- 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)

Mayor Case shared that due to late postings of items 5 B and 5 C. they would both be removed from the agenda and considered at the next City Council meeting.

- 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)

The following individuals spoke on Public Comment on Items Not on the Agenda:

Kellie Strong spoke about the lack of transparency with the Woodland Park School District.

Logan Ruths shared that he thought the Council was doing a great job. Ruths shared that he appreciated all that the Council was doing and that the Council was in a troublesome situation and to keep their heads up.

Nichole Brauchi shared that she was disappointed with the Council's conduct during the last Council Meeting and that she expected more from our elected officials.

Tony Perry shared sentiments on caring and competency.

Jameson Dion shared that the School District produced 140 pages of financial information and are being very transparent. Dion shared that the City does not always have the most up-to-date information on their website. Dion also shared that the City should not violate their contract with the School District.

Linda Martin (via zoom), asked who the fire contact is for the City of Woodland Park and would they be reaching out to those that live in Paradise Estates and Kings Crown regarding evacuation plans. Martin also shared her disappointment with the Council and their discussion of Mr. Ledlie's character regarding his appointment to the DDA.

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)

Budget Manager Burleson introduced Ordinance No.1489, Series 2025, on initial posting and the following motion was made.

Motion: to approve Ordinance No. 1489, Series 2025, on initial posting, and Ordinance of the City Council of Woodland Park, Adjusting Expenditure Appropriations to 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. Nakai/Baldwin. Motion carried 7-0.

- 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)

Budget Manager Burleson introduced Ordinance No.1490, Series 2025, on initial posting and the following motion was made.

Motion: to approve Ordinance No. 1490, Series 2025, on initial posting, and Ordinance of the City Council of Woodland Park, Adjusting Expenditure Appropriations to 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. Jones/Smith. Motion carried 7-0.

- 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)

Prior to the hearing regarding Ordinance No. 1492, Series 2025, Mayor Case shared the following information. "This is "Initial Posting" for this ordinance. Tonight, we are not conducting a public hearing on whether this ordinance is appropriate or not. Tonight we are going to make some technical amendments to the draft ordinance, and set the ordinance as amended for the public hearing, at a date certain in the future.

Consequently, we will not be taking public comments or having Council discussion on Ordinance 1492 tonight. Please save your comments for the public hearing.

The proposed amendment, which I believe you all have copies of, clarifies both the title and the Code amendment section of the Ordinance 1492, but does not alter its central purpose or intent.

The following amendments were made to Ordinance 1492. Amend the form of the ordinance that accompanied the posting of notice to the public on February 14, 2025, as follows:

1. Amend the title of the ordinance to read: 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%.

2. Amend Section 2 of the Ordinance to replace the existing language with the following: "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 released, effective July 1, 2025. This shall reduce the tax rate under this subparagraph to 3.00% on that date."

Following Mayor Case's reading of the amendments to the Ordinance, the following motion was made.

Motion: to approve 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. Geer/Smith. Motion carried 5-0 with Case and Jones voting no.

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)

Deputy City Manager/City Clerk introduced a Special Event Liquor License for the Kiwanis' Club of Ute Pass dba Taste of the Grape. Leclercq reported that the event organizer was Shannon Anderson. Leclercq reported that the organization is a non-profit organization with a current Sales Tax number. The event will be held at the Shining Mountain Event Center located at 100 Shining Mountain Lane, on Friday, February 28, 2025, from 6 PM to 9 PM. The application was submitted on January 31, 2025. The property was posted on February 10, 2025 and the public notice was published on the City's website on February 10, 2025. The character of the applicant is not an issue for this hearing and all the applicable fees have been paid.

Leclercq shared that the Ute Pass Cultural Center is undergoing construction, and the Kiwanis usually hold this event there. Leclercq shared with the Council that a liquor license had never been approved for this event to be held at the Golf Course and that is why she is bringing it before the Council.

Leclercq recommended after the Public Hearing of this event that it be approved by the Council.

Mayor Case opened 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 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. Harvey/Nakai. Motion carried 7-0.

- 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)

City Planner Gates introduced Ordinance No. 1491, Series 2025 and shared the following information with the Council.

Sunnywood Manor Filing No. 5 was approved and platted 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.

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 being developed as 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.

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 stubouts 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 on 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 the subject property becoming one contiguous lot.

Following Gates report Mayor Case opened 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. 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. Nakai/Geer. 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 an update on PPACG.

B. Council Reports

Mayor Pro-tem Nakai shared an update of the first Charter Review Committee Meeting.

Councilmember Baldwin gave a legislative update.

Councilmember Harvey shared an update of the Keep Woodland Park Beautiful Committee.

Councilmember Smith shared information on the upcoming St. Patrick's Day parade.

C. City Attorney's Report

City Attorney Williams shared an update on the Natural Medicine ordinance and that it would be going before the Planning Commission February 27.

D. City Manager's Report

Deputy City Manager/City Clerk asked Council for consensus to have a Special Meeting on February 26, 2025.

12. ADJOURNMENT

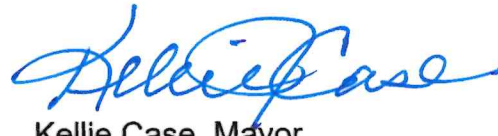
The time being 7:35 PM and there being no further City business, Mayor Case adjourned the City Council Meeting.

Respectfully submitted:



Suzanne Leclercq MMC, City Clerk

APPROVED THIS 6th DAY OF March, 2025



Kellie Case, Mayor