



City of Woodland Park

May 1, 2025 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

City Council convened for an Executive Session which began at 5:32 PM and concluded at 6:07 PM with the following individuals in attendance: Mayor Case, Mayor Pro-tem Nakai, Councilmembers Geer, Bryant, Smith, Harvey and Jones, City Manager Vassalotti, Deputy City Manager/City Clerk Leclercq, City Attorney Wilson and Special Counsel Ringel.

Purposes of the Executive Session pursuant to CRS 24-6-402(4)(B): a conference with attorneys for the purpose of receiving legal advice on specific legal questions pursuant to CRS 24-6-402(4)(e) and the following additional details: Conference with attorneys concerning lawsuit against the City concerning repel of school tax.

Following the Executive Session, Mayor Case called the regularly scheduled Council Meeting to order with the following Councilmembers present: Mayor Case, Mayor Pro-tem Nakai, Councilmember Bryant, 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, Assistant City Manager Felts, Communications Manager Higginbotham and Deputy City Clerk Sauer.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Appointment to the Parks and Recreation Advisory Board. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq shared that there were currently two openings on the Parks and Recreation Advisory Board. Leclercq shared that she was continuing to advertise as per the Council's policy for these open positions and received an application from Ryan Skajewski interested in serving on this Board. The Council interviewed Mr. Skajewski for this position and the following motion was made.

Motion: To appoint Ryan Skajewski to the Parks and Recreation Advisory Board. Geer/Smith. Motion carried 7-0.

Leclercq administered the Oath of Office to Mr. Skajewski.

- B. Presentation of the 2024 Annual report for the City of Woodland Park. (A)
(Presenter City Manager Vassalotti)

City Manager Vassalotti shared the 2024 Annual Report with the City Council. Chief Deisler shared the Woodland Park Police Department's portion of the Annual Report with the Council also. Vassalotti let the Council and Public know that the report would be on the City's website for them to view. Vassalotti thanked Communications Manager Higginbotham for her help with the report.

- C. Presentation of the 4th quarter year-end financial report. (A)
(Presenter City Manager Vassalotti)

City Manager Vassalotti shared the 4th quarter year-end financial report with the Council. Vassalotti shared that this report is also on the City's website for the Council and Public to view.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

None.

5. CONSENT CALENDAR

- A. Approval of the regularly scheduled April 17, 2025, City Council Meeting Minutes. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

Mayor Case reviewed the Consent Calendar with the Council. The following motion was made.

Motion: To approve the April 17, 2025, City Council Regularly Scheduled City Council Meeting Minutes. Nakai/Jones. Motion carried 7-0.

- B. Approval of a purchase between Bergkamp Inc. and the City of Woodland Park to purchase an asphalt truck in the amount of \$290,242.70.(A)
(Presenter Utilities Director Wiley)

Utilities Director Wiley reviewed the contract with Bergkamp, Inc. and the need to purchase a new asphalt truck. Following questions from the Council, the following motion was made.

Motion: to approve a purchase between Bergkamp, Inc. and the City of Woodland Park to purchase an asphalt truck for the amount of \$290,242.70. Nakai/Jones. Motion carried 7-0.

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

None.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

None.

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

None.

9. PUBLIC HEARINGS

(Public comment may be heard)

- A. Approval of a New Hotel and Restaurant Liquor License for Sofia's Antojitos 3, LLC dba Sofia's Antojitos, located at 727 Gold Hill Place South, Woodland Park, CO. (QJ)
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq reviewed her Staff Report regarding a new Hotel and Restaurant Liquor License for Sofia's Antojitos.

Leclercq shared the following information:

Type of Action Requested: Conduct Public Hearing for a NEW HOTEL & RESTAURANT

Liquor License. Applicant: SOFIA'S ANTOJITOS 3, LLC dba SOFIA'S ANTOJITOS located at 727 GOLD HILL PLACE SOUTH, Woodland Park, CO 80863

Application details: · Applicant is SOFIA'S ANTOJITOS 3, LLC dba SOFIA'S ANTOJITOS has a current sales tax license and FEIN number. · A petition of needs and desires IS necessary for a NEW HOTEL & RESTAURANT liquor license at this location. · The location is eligible to be licensed. · Possession of the property is documented by a LEASE expiring March 31, 2030. Page 14 of 15 Factual Findings: · The application was submitted on March 27, 2025. · A petition of needs and desires was completed with 34 verified signatures. · Subject property was posted on April 21, 2025, as required by law. · Public Notice was published on the City's Website April 21, 2025. The character of the applicant is not an issue for this hearing. · All applicable fees have been paid.

Leclercq invited Lila Topeta, owner of Sofia's Antojitos, to the podium to share information on what she is going to be doing with the restaurant.

There being no questions from the Council regarding the application, 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 New Hotel and Restaurant Liquor License for Sofia's Antojitos located at 727 Gold Hill Place South, Woodland Park, CO. Bryant/Nakai. Motion carried 7-0.

10. NEW BUSINESS

(Public comment may be heard)

None.

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

Mayor Case reviewed the upcoming events for the next two weeks.

B. Council Reports

Mayor Pro-tem Nakai shared that there is a Charter Review Committee meeting on May 14.

Councilmember Geer shared a report on Parks and Recreation activities.

Councilmember Harvey shared a legislative update and a military affairs update.

Councilmember Jones shared that the DDA Meeting had been moved to May 13.

Councilmember Smith shared information on the Community Conert taking place on May 17.

C. City Attorney's Report

No report.

D. City Manager's Report

City Manager Vassalotti shared information on the DDA micro-grants and the Highway 67 Construction project.

12. ADJOURNMENT

There being no further City business, Mayor Case adjourned the Council Meeting at 7:42 PM.

Respectfully submitted:



Suzanne Leclercq MMC, City Clerk

APPROVED THIS 15th DAY OF May, 2025



Kellie Case, Mayor