



City of Woodland Park

Revised - June 3, 2025 City Council

June 5, 2025 at 6:30 PM

AGENDA

5:15 PM - Executive Session #1: *Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees; AND THE FOLLOWING ADDITIONAL DETAILS ARE PROVIDED FOR IDENTIFICATION PURPOSES: Evaluation and Contract negotiation with the City Manager.*

Immediately Following the City Council Meeting - Executive Session #2:
Executive Session for discussion pursuant to C.R.S. Section 24-6-402(4)(a) regarding the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, and pursuant to C.R.S. Section 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators, AND THE FOLLOWING ADDITIONAL DETAILS ARE PROVIDED FOR IDENTIFICATION PURPOSES: potential real property acquisition for the purposes of securing water resources; and potential real property acquisition within the City of Woodland Park for potential park and open space purposes."

1. **CALL TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CEREMONIES, PRESENTATIONS AND APPOINTMENTS**
 - A. Oath of Office to Jessica Scott as City of Woodland Park Treasurer. (A)
(Presenter City Manager Vassalotti)
 - B. Sales Tax Presentation. (A)
(Presenter City Manager Vassalotti)
4. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
5. **CONSENT CALENDAR**
 - A. Approval of the City Council Regularly scheduled May 15, 2025, City Council Meeting Minutes. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)
 - B. Approval of the April 2025 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof. (A)
(Presenter City Manager Vassalotti)

- C. Approval of a contract between the City of Woodland Park and Brave Bear Custom Builders in the amount of \$59,625 for renovations to the Planning and Human Resource Offices. (A)
(Presenter Assistant City Manager Felts)
- D. Approval of a contract between the City of Woodland Park and Dawson Infrastructure Solutions in the amount of \$114,731.43 for a new sewer camera. (A)
(Presenter Public works Director Wiley)
- E. Approval of a contract between the City of Woodland Park and Great Plains Structures for labor, material and equipment necessary to install a glass fused to steel bolted tank in the amount of \$1,048,000.00. (A)
(Presenter Public Works Director Wiley)

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. 1497, Series 2025 to amend the 2025 Budget Expenditure Appropriations (Budget Supplemental Ordinance), on initial posting and set the Public Hearing for June 19, 2025. (A)

9. PUBLIC HEARINGS

(Public comment may be heard)

- A. Approval of a Special Event Liquor License for America's Mountain Festival to be held on July 5, 2025. (QJ)
(Presenter Deputy City Manager Leclercq)
- B. Approval of a transfer of a Hotel and Restaurant Liquor License from Pikes Pike BBQ to Pikes View BBQ located at 1139 East Highway 24. (QJ)
(Presenter Deputy City Manager/City Clerk Leclercq)
- C. Approval of Ordinance No. 1496, Series 2025, an Ordinance of the City Council of the City of Woodland Park, Colorado, confirming the repeal by the City Council on March 10, 2025, of the portion of the City Sales Tax that formerly supported the Woodland Park School District, thereby reducing the City Sales Tax by 1.09%, as of March 10, 2025. (L)
(Presenter City Attorney Williams)

10. NEW BUSINESS

(Public comment may be heard)

- A. Discussion of appointment of new City Councilmember. (A)
(Presenter Deputy City Manager/City Clerk Leclercq)
- B. Approval of the City Manager's Contract for the 2025 -2026 year. (A)
(Presenter Mayor Case)

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