



City of Woodland Park

June 19, 2025 at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor Case called the regularly scheduled City Council Meeting to order at 6:30 PM. The following members of Council were in attendance.

Mayor Case, Mayor Pro-tem Nakai, Councilmember Bryant, Councilmember Geer and Councilmember Smith. Councilmember Jones was absent.

The following staff members were in attendance: Deputy City Manager/City Clerk Leclercq, Assistant City Manager Felts and Communications Manager Higginbotham. City Manager Vassalotti and City Planner Gates appeared via zoom.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Approval of appointments to the Downtown Development Authority (DDA). (A)
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq reviewed the openings on the DDA with the Council. Leclercq shared that she had received two applications. One application was from Saraha Salazar and the other was from John Hughes. Leclercq shared that both applicants were eligible to apply for the positions on the DDA. Following Council interviews, the following motions were made.

Motion: to appoint Sarah Salazar to the DDA Board. Nakai/Smith. Motion carried 3-2 with Geer and Bryant voting no.

Motion: to appoint John Hugh to the DDA Board. Geer/Bryant. Motion carried 5-0.

Following the appointments, Deputy City Manager/City Clerk Leclercq administered the Oath of Office to both applicants.

- B. Oath of Office to new City of Woodland Park Police Officers.
(Presenter Chief Deisler)

Chief Deisler administered the Oath of Office to the new police officers at the Woodland Park Police Department. Following the Oath of Offices, Chief Deisler handed out Police Department awards.

- C. Presentation of the inaugural America's Mountain Festival poster. (A)
(Presenter Mike Perini)

Mike Perini presented the inaugural America's Mountain Festival poster to Mayor Case.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

- A.** Approval of the June 3, 2025, regularly scheduled City Council Meeting. (A)
(Presenter Deputy City Manager/City clerk Leclercq)

Mayor Case introduced the Consent Calendar items and the following motion was made.

Motion: to approve the June 3, 2025, City Council meeting Minutes and the May 2025 Statement of Expenditures. Geer/Smith. Motion carried 5-0.

- B.** Approve the May 2025 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof. (A)
(Presenter City Manager Vassalotti)

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

Derek Rodriguez approached Council to ask them to consider appointing someone to the Council rather than leaving the seat vacant. Mr. Rodriguez shared he would be interested in filling the position and shared information on himself with the Council.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

- A.** Approval of Ordinance No. 1498, Series 2025, on initial posting, an Ordinance Granting a Special Use Permit for the Purpose of CORE Electric Cooperative to Replace an Existing 63-foot Lattice Communication Tower with a New 120-foot Lattice Communication Tower (130 Feet to Top of Appurtenances). The Subject Property is Located in the SE4SE4 Sec. 23 and that Portion of the E2NE4 Sec. 26 Lying North of Highway 24 in T12S, R69W of the 6th P.M., (5955 Trout Creek Road, Woodland Park, CO) in the Agricultural (AG) Zone and set the Public Hearing for July 17, 2025. (QJ) (Presenter Senior Planner, CJ Gates)

City Planner Gates introduced Ordinance No. 1498, Series 2025, on initial posting. The following motion was made.

Motion: to approve Ordinance No. 1498, Series 2025, on initial posting, an Ordinance Granting a Special Use Permit for the Purpose of CORE Electric Cooperative to Replace an Existing 63-foot Lattice Communication Tower with a New 120-foot Lattice Communication Tower with a New 120-foot Lattice Communication Tower. The Subject Property is located in SE4SE4 Sec. 23 and that portion of the E2NE4 Sec. 26 Lying North of Highway 24 in T12S, R69W at the 6th PM in the Agricultural Zone and set the Public Hearing for July 17, 2025. Geer/Smith. Motion carried 5-0.

9. PUBLIC HEARINGS

(Public comment may be heard)

- A.** Approval of a Special Event Liquor License for the Tails and Tunes event to be held on July 26, 2025, at the Ute Pass Cultural Center. (QJ).
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq reviewed the application submitted by Tails and Tunes for a Special Event Liquor License on July 26, 2025, at the Ute Pass Cultural Center. Following Leclercq's 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 a Special Event Liquor License for the Tails and Tunes event to be held on July 26, 2025, at the Ute Pass Cultural Center. Nakai/Smith. Motion carried 5-0.

- B.** Approval of Ordinance No. 1497, Series 2025 to amend the 2025 Budget Expenditure Appropriations (Budget Supplemental Ordinance). (A)
(Presenter City Manager Vassalotti)

City Manager Vassalotti presented Ordinance No. 1497, Series 2025. There being no questions from 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 Ordinance No. 1497, Series 2025 to amend the 2025 Budget Expenditure Appropriations (Budget Supplemental Ordinance). Geer/Nakai. Motion carried 5-0.

10. NEW BUSINESS

(Public comment may be heard)

None.

11. REPORTS

(Public comment not necessary)

A. Mayor's Report

Mayor Case shared the upcoming events for the next two weeks. Mayor Case also shared that US Congressional representative Brittney Petterson held a Town Hall meeting at the Cultural Center.

B. Council Reports

Mayor Pro-tem Nakai shared that there was a Charter Review Committee meeting on July 9 and information on the Edge Teen Center.

Councilmember Geer shared the upcoming events of Parks and Recreation.

C. City Attorney's Report

City attorney Wilson shared that he was looking forward to seeing Council at CML.

D. City Manager's Report

Deputy City Manager/City Clerk Leclercq asked Council if they would consider canceling the July 3, 2025, City Council Meeting. Council agreed by consensus.

City Manager Vassalotti thanked the crews and the community for planting the flowers this past week.

12. ADJOURNMENT

There being no further City business, Mayor Case adjourned the City Council Meeting at 7:39 PM.

Respectfully submitted:


Suzanne Leclercq MMC, City Clerk

APPROVED THIS 17th DAY OF July, 2025


Kellie Case, Mayor