

# City of Woodland Park

September 18, 2025 at 6:30 PM

## MINUTES

### 1. CALL TO ORDER AND ROLL CALL

Following a City Council worksession regarding the 2026 Budget Projections and Priorities, Mayor Case called the regularly scheduled City Council Meeting to order with the following Councilmembers in attendance: Mayor Case, Mayor Pro-tem Nakai, Councilmember Bryant, Councilmember Geer, Councilmember Jones and Councilmember Smith.

The following staff members were in attendance: City Manager Vassalotti, Deputy City Manager/City Clerk Leclercq, Planning Director Schminke, Assistant City Manager Felts, City Attorney Williams, City Attorney Wilson and Deputy City Clerk Sauer.

### 2. PLEDGE OF ALLEGIANCE

### 3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A.** Appointments to the Park and Recreation Advisory Board. (A)  
(Presenter Deputy City Manager/City Clerk Leclercq)

Deputy City Manager/City Clerk Leclercq reviewed that there was currently one opening on the Parks and Recreation Advisory Board. Leclercq shared that she received two applications interested in filling this vacancy. One application was from Kimberly Alvarado and the other one was from City Employee Joel Smith. Ms. Alvarado was not in attendance at the Council Meeting. Council interviewed Joel Smith and the following motion was made.

Motion: to appoint Joel Smith to the Parks and Recreation Advisory Board. Smith/Geer. Motion carried 6-0.

Following Mr. Smith's appointment Leclercq administered the Oath of Office to Mr. Smith.

- B.** Presentation of the Colorado Mission of Mercy (COMOM), future event in Teller County. (A)  
(Presener Dr. Stephanie Kaufmann)

Dr. Stephanie Kaufman shared information on the Colorado Mission of Mercy's future event that will be held in 2026 in Teller County.

- C.** Bergstrom Park Master Plan Presentation. (A)  
(Presenter Parks and Recreation Director Keating and Logan Simpson)

Logan Simpson shared their presentation regarding the Master Plan of Bergstrom.

Following the presentation, Mayor Case asked that item 10A. be considered at this time.

Mayor Case read Resolution No. 935, Series 2025, into the record and the following motion was made.

Motion: to approve Resolution No. 935, Series 2025, to adopt the Bergstrom Master Plan. Geer/Jones. Motion carried 6-0.

**4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**

**5. CONSENT CALENDAR**

- A. Approval of the September 4, 2025, City Council Meeting Minutes. (A)  
(Presenter Deputy City Manager/City Clerk Leclercq)

Motion: to approve the September 4, 2025, City Council Meeting Minutes and the August 2025 Statement of Expenditures. Geer/Nakai. Motion carried 6-0.

- B. Review and Acceptance of the August 2025 Statement of Expenditures. (A)  
(Presenter City Manager Vassalotti)

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

Joseph Shodowens spoke regarding issues regarding driving vs. traveling. He shared that there has been a misunderstanding of fundamental rights.

Debbie Miller shared that the Blue Book for the Charter Amendments on the November ballot has been released.

**7. UNFINISHED BUSINESS**

(Public Comment may be heard)

**8. ORDINANCES ON INITIAL POSTING**

(Public comment may be heard)

- A. **Approval of Ordinance No. 1503, Series 2025, on initial posting**, an Ordinance Rezoning Lot 1, Block 12 Fosters Addition Including the Adjacent West ½ of Vacated Scott Avenue as Described at Reception #483423 and the Adjacent North ½ of Vacated Alley as Described at Reception #590996 of Woodland Park, Teller County (a.k.a. 309 Willow Street, Woodland Park, Colorado) From Urban Residential (UR) to Central Business District (CBD) as requested by Robert and Elizabeth Vincent-Hoeritz (Applicant and Property Owner) **and set the Public Hearing for October 2, 2025.** (QJ) (Presenter Planning Director Karen Schminke, AICP)

Planning Director Schminke introduced Ordinance No. 1503, Series 2025 on initial posting.

Motion: to approve Ordinance No. 1503, Series 2025, on initial posting, an Ordinance REzoning Lot 1, Block 12 Fosters Addition Including the adjacent West 1/2 of Vacated Schott Avenue as described at Reception #483423 and the Adjacent North 1/2 of Vacated Alley as Described at Reception #590996 of Woodland Park Teller County (a.k.a 309 Willow Street, Woodland Park, Colorado from UR to CBD as requested by Robert and Elizabeth Vincent-Hoeritz. Jones/Geer. Motion carried 6-0.

- B. **Approval of Ordinance No. 1504, Series 2025, on initial posting**, an Ordinance of the City of Woodland Park Amending Chapter 18 of the Municipal Code Concerning Accessory Dwelling Units to Conform to House Bill 24-1152 **and set the Public Hearing for October 2, 2025.** (L) (Presenter Planning Director Karen Schminke, AICP)

Planning Director Schminke introduced Ordinance No. 1504, Series 2025, on initial posting.

Mayor Case called for a motion. Due to a lack of motion, Ordinance No. 1504, Series 2025, died.

**9. PUBLIC HEARINGS**

(Public comment may be heard)

None.

**10. NEW BUSINESS**

(Public comment may be heard)

- A.** Approval of Resolution #935, Series 2025, to adopt the Bergstrom Master Plan.

(A)

(Presenter Director of Parks and Recreation Keating)

Moved to Item 3B and approved.

**11. REPORTS**

(Public comment not necessary)

- A.** Mayor's Report

Mayor Case shared the events for the upcoming two weeks.

- B.** Council Reports

Mayor Pro-tem Nakai reported regarding the Charter Review Committee and that there could possibly be a few more items coming before Council in the near future.

Councilmember Bryant shared information on Creek Week cleanup.

Councilmember Jones shared an update of the first Main Street Meeting.

Councilmember Smith shared information on Mental Health.

- C.** City Attorney's Report

Nina Williams shared that she and her firm were proud to be serving as the City Attorneys for Woodland Park.

- D.** City Manager's Report

City Manager Vassalotti shared an update on some of the City Street projects.

**12.**

- A.** Motion to move into Executive Session: Pursuant to 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 with the City Attorneys.

There being no further City business, the Mayor called for a motion to convene an Executive Session. The following motion was made.

Motion: to move into Executive Session pursuant to 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

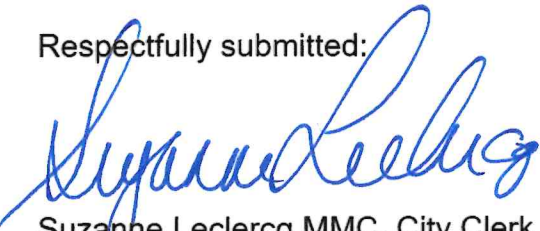
discussion of matters personal to particular employees; and the following additional details are provided for identification purposes: Evaluation with the City Attorneys. Nakai/Bryant. Motion carried 6-0.

The City Council moved upstairs at 7:35 PM for the Executive Session.

Mayor Case called the Executive Session to order at 7:43 PM with the following individuals present: Mayor Case, Mayor Pro-tem Nakai, Councilmember Bryant, Councilmember Geer, Councilmember Jones, Councilmember Smith, City Manager Vassalotti, Deputy City Manager Leclercq and City Attorneys Nina Williams and Geoff Wilson.

The Executive Session concluded at 8:33 PM and the regularly scheduled Council Meeting was adjourned at 8:34 PM.

Respectfully submitted:



Suzanne Leclercq MMC, City Clerk

APPROVED THIS 2 DAY OF Oct, 2025



Kellie Case, Mayor