



City of Woodland Park
City Council Agenda
August 20, 2020
7:00 PM

The Woodland Park City Council is pleased to have residents of the community take time to attend City Council Meetings. Attendance and participation is encouraged. Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared and will generally be limited to five (5) minutes in order to allow everyone the opportunity to be heard. **PUBLIC COMMENTS ARE EXPECTED TO BE CONSTRUCTIVE.** Questions raised on non-agenda items may be answered at a later date by letter in order to facilitate proper research.

PLEASE SIGN IN TO SPEAK ON A PARTICULAR AGENDA ITEM

Written comments are welcome and should be given to the City Clerk prior to the start of the meeting. Written materials will not be accepted during regular agenda items in the interest of time.

Due to COVID -19 practices the City will be practicing social distancing and limiting the public to the first 17 people in attendance to include staff and Council in the City Council Chambers. We will have an over-flow room set-up in the Parks and Recreation Classroom where the Council Meeting will be broadcasted and another 17 individuals may attend, also practicing social distancing. Please wear a face covering. Thank you.

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Recognition of Noel Sawyer for his years of service to the City of Woodland Park as Councilmember.
- B. Consider application and appointment to the Board of Adjustment. **(A)**
Presenter: City Clerk, Suzanne Leclercq

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

All matters listed under Consent Calendar are considered routine business by the Council and will be enacted with a single motion and a single vote by roll call. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Calendar and considered separately.

- A. Approve July 2020 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof. **(A)**
Presenter: Finance Director, Emily Katsimpalis
- B. Approve application for the Peace Officer Mental Health Support Grant Program for the City of Woodland Park Police Department. **(A)**
Presenter: Police Chief, Miles DeYoung

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

7. UNFINISHED BUSINESS

- A. Discussion of variance for Shining Mountain Golf Course to allow overnight parking.
Presenter: Councilmembers Jim Pfaff and Robert Zuluaga

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

- A. None

9. PUBLIC HEARINGS

(Public comment may be heard)

- A. Approve Ordinance 1382, 2020, a request by Woodland Park Storage LLC (Eric Smith, property owner) to vacate the 5 foot wide public utility easement along both sides of the common lot line between Lot 3, The Village (127 Village Terrace) and Lot 4, The Village (137 Village Terrace) in the Neighborhood Commercial (NC) zone district. **(L)**

Presenter: City Planner, Lor Pellegrino

- B. **SUB2020-02 & SPR 2020-03:** Consider a request for a Preliminary Plat and Site Plan Review by Brecken Heights, LLC (Mark McNab, applicant) and Quaking Aspens, LLC (Gary Edmonds, property owner) to develop a 32-unit multi-family residential project (16 duplexes) including public and private open space, and a public right of way located at 19569 E. US Highway 24 (tract in the NE4 SW4 S30- T12S-R68-W6th PM) in the Multi-Family Residential Suburban (MFS) and Community Commercial (CC) zone district. **(QJ)**

Presenter: City Planner Lor Pellegrino

10. NEW BUSINESS

(Public comment may be heard)

- A. Approval of the Intergovernmental Agreement for the 2020 General Election between the City of Woodland Park and Teller County. **(A)**

Presenter: City Clerk, Suzanne Leclercq

- B. Approval of Resolution No. 866 to approve the Sunnywood Booster Station Easement. **(A)**

Presenter: Public Works/Utilities Director, Kip Wiley

- C. Hwy 24 Traffic Light Optimization on Summer Weekends.

Presenter: Councilmember Rusty Neal and Public Works Director Kip Wiley

- D. Discussion of vendor fee and analysis.

Presenter: City Attorney, Jason Meyers and City Manager, Darrin Tangeman

- E. Discussion of initial tiered Business Licenses

Presenter: Mayor Val Carr, City Attorney Jason Meyers and City Manager Darrin Tangeman

11. REPORTS

(Public comment not necessary)

- A. Mayor's Report
- B. Council Reports
- C. City Attorney's Report
- D. City Manager's Report

- 1. Cemetery discussion regarding expansion

Presenter: City Clerk Suzanne Leclercq and Deputy Public Works Director Robyn Brown

- 2. Presentation of the 2019 City of Woodland Park Annual Report

Presenter: City Manager Darrin Tangeman

- 3. Second Quarter 2020 Financial Report and June 2020 Sales Tax Report

Presenter: Finance Director, Emily Katsimpalis

12. EXECUTIVE SESSION- None

ADJOURNMENT

****Per Ordinance No. 1363, Series 2020 posted on the City Website 08/12/2020**



City of Woodland Park Staff Report for City Council

Meeting Date: August 6, 2020

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
3B	City Clerk's Office	Suzanne Leclercq City Clerk

ITEM:

Appointment to the Board of Adjustment

BACKGROUND:

There is currently one position open for the Board of Adjustment. The one position open is for an alternate position. Pursuant to Council's policy, notice of this open position was published on the City's website and Facebook page.

The City Clerk's Office has received one application. The application was received from Valerie Lundy. The City Clerk has reviewed the application and Ms. Lundy meets the residency requirements as per the BOA's by-laws.

Application is attached for your review and Ms. Lundy will be appearing in person at the August 20, 2020 City Council Meeting.

STAFF RECOMMENDATION:

To appoint applicants to the Board of Adjustment.



City of Woodland Park Staff Report for City Council

Meeting Date: August 20, 2020

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
5B	Finance	Emily Katsimpalis Finance Director

ITEM:

July Statement of Expenditures

BACKGROUND:

The City Council receives and approves the Statement of Expenditures for each month.

DISCUSSION:

Please review the following and attached check registers in support of the Statement of Expenditures.

Summary

July

Accounts Payable CHECKS	\$	764,929.44
Payroll CHECKS		440,769.68
2016 CWRPDA load debt service WIRE		177,242.36
Cigna health insurance EFT		90,373.75
Vectra Visa credit card EFT		<u>3,998.15</u>
Total	\$	<u>1,477,313.38</u>

Also attached is a recap of the Elected Officials expenditure line items for July 2020.

STAFF RECOMMENDATION:

Approve July 2020 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
For Bank Account: 1 VECTRA BANK COLORADO ACCOUNTS PAYABLE (719)687-9246											
110123	CHK	A	AIS SPECIALTY PRODUCTS, INC	3074	3	1,805.00	0.00	1,805.00	2020-07-02		40513
			SANITIZER - B&G	PS1347644		195.00	0.00	195.00			
	DIST:		100-118-6140		195.00						
			SANITIZER - B&G	PS1348404		1,200.00	0.00	1,200.00			
	DIST:		100-118-6140		1,200.00						
			SANITIZER - B&G	PSI347361		410.00	0.00	410.00			
	DIST:		100-118-6140		410.00						

110124	CHK	A	AMERICAN PLANNING ASSOC.	38	1	388.00	0.00	388.00	2020-07-02		40513
			S. RILEY'S APA DUES	133769-2045		388.00	0.00	388.00			
	DIST:		100-114-5850		388.00						

110125	CHK	A	BADGER METER INC	4278	1	2,153.76	0.00	2,153.76	2020-07-02		40513
			Badger Meter	1370696		2,153.76	0.00	2,153.76			
	DIST:		510-343-7200		2,153.76						

110126	CHK	A	BLACK HILLS ENERGY	4035	4	3,184.00	0.00	3,184.00	2020-07-02		40513
			05/-06 CHARGES	62320		3,184.00	0.00	1,738.78			
	DIST:		100-118-5700		548.08						
	DIST:		220-455-5700		42.54						
	DIST:		100-332-5700		197.83						
	DIST:		100-334-5700		241.91						
	DIST:		510-342-5700		254.98						
	DIST:		520-347-5700		202.42						
	DIST:		220-452-5700		1,696.24						
			05/-06 CHARGES	62320		3,184.00	0.00	254.98			
	DIST:		100-118-5700		548.08						
	DIST:		220-455-5700		42.54						
	DIST:		100-332-5700		197.83						
	DIST:		100-334-5700		241.91						
	DIST:		510-342-5700		254.98						
	DIST:		520-347-5700		202.42						
	DIST:		220-452-5700		1,696.24						
			05/-06 CHARGES	62320		3,184.00	0.00	202.42			
	DIST:		100-118-5700		548.08						
	DIST:		220-455-5700		42.54						
	DIST:		100-332-5700		197.83						
	DIST:		100-334-5700		241.91						
	DIST:		510-342-5700		254.98						
	DIST:		520-347-5700		202.42						
	DIST:		220-452-5700		1,696.24						
			05/-06 CHARGES	62320		3,184.00	0.00	987.82			
	DIST:		100-118-5700		548.08						
	DIST:		220-455-5700		42.54						
	DIST:		100-332-5700		197.83						
	DIST:		100-334-5700		241.91						
	DIST:		510-342-5700		254.98						
	DIST:		520-347-5700		202.42						
	DIST:		220-452-5700		1,696.24						

110127	CHK	A	BLAZER ELECTRIC SUPPLY OF COLO	4830	1	1,841.25	0.00	1,841.25	2020-07-02		40513
			LIGHT BOLLARD-MEADOWOOD PARK	S001977966.001A		1,841.25	0.00	1,841.25			
	DIST:		100-118-2120		1,841.25						

110128	CHK	A	BOBCAT OF THE ROCKIES, LLC	3724	1	3,300.00	0.00	3,300.00	2020-07-02		40513

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			SKID STEER ROLL OUT PAYMENT	66099821		3,300.00	0.00	3,300.00			
	DIST:		100-332-4410			3,300.00					
110129	CHK	A	BRIAN E. BUNDY	5208	1	840.00	0.00	840.00	2020-07-02		40513
			ACCOUNTING SERVICES 6/15-6/26	06242020		840.00	0.00	840.00			
	DIST:		100-117-3500			840.00					
110130	CHK	A	BSN SPORT SUPPLY GROUP INC.	3468	1	1,140.00	0.00	1,140.00	2020-07-02		40513
			BASEBALL CAPS - P&R	909246164		1,140.00	0.00	1,140.00			
	DIST:		220-451-3400-1008			1,140.00					
110131	CHK	A	BURLAP BAG CLOTHING/BOOTS	1356	1	110.20	0.00	110.20	2020-07-02		40513
			UNIFORM-HEINZELMAN-STREETS	20-7562		110.20	0.00	110.20			
	DIST:		100-334-6210			110.20					
110132	CHK	A	CCP INDUSTRIES	4180	1	63.95	0.00	63.95	2020-07-02		40513
			DISINFECTANT - WWTP	IN02550066		63.95	0.00	63.95			
	DIST:		520-347-6111			63.95					
110133	CHK	A	CINTAS CORPORATION NO 2	4977	2	123.60	0.00	123.60	2020-07-02		40513
			UNIFORMS - FLEET	4053023405		61.80	0.00	61.80			
	DIST:		100-332-6210			61.80					
			UNIFORMS - FLEET	4053645321		61.80	0.00	61.80			
	DIST:		100-332-6210			61.80					
110134	CHK	A	CINTAS FIRE PROTECTION	3604	1	2,425.00	0.00	2,425.00	2020-07-02		40513
			ANNUAL BACKFLOW & FIRE	0F47554213		2,425.00	0.00	2,425.00			
	DIST:		100-118-4310			69.10					
	DIST:		100-118-4310			2,355.90					
110135	CHK	A	COLO SPRINGS WINWATER WORKS	1802	2	300.60	0.00	300.60	2020-07-02		40513
			MATERIALS AND SUPPLIES	22582001		161.10	0.00	161.10			
	DIST:		510-345-6110			161.10					
			MATERIALS & SUPPLIES	22582002		139.50	0.00	139.50			
	DIST:		510-345-6110			139.50					
110136	CHK	A	CORE & MAIN LP	4980	2	2,107.21	0.00	2,107.21	2020-07-02		40513
			EQUIPMENT - F/S	M433940		1,927.21	0.00	1,927.21			
	DIST:		510-345-6110			1,927.21					
			WRENCH - F/S	M498985		180.00	0.00	180.00			
	DIST:		510-345-6110			180.00					
110137	CHK	A	CROWN TROPHY	4177	1	726.22	0.00	726.22	2020-07-02		40513
			MEDALS - YOUTH SOCCER	43570		726.22	0.00	726.22			
	DIST:		220-451-3400-1003			726.22					
110138	CHK	A	DOCUMART COPIES & PRINTING	3252	1	25.00	0.00	25.00	2020-07-02		40513
			BUSINESS CARDS - WADHAM	363213		25.00	0.00	25.00			
	DIST:		100-114-6100			25.00					
110139	CHK	A	ELECTRONIC SYSTEMS INTERNATION	4791	1	425.00	0.00	425.00	2020-07-02		40513
			ANNUAL INSPECTION	29392		425.00	0.00	425.00			
	DIST:		220-455-4320			425.00					
110140	CHK	A	GRAINGER INC.	282	6	1,128.18	0.00	1,128.18	2020-07-02		40513
			MOUSETRAPS - WWTP	9542980058		9.36	0.00	9.36			
	DIST:		520-347-6110			9.36					

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			SUPPLIES - WWTP	9549637750		45.36	0.00	45.36			
	DIST:		520-347-6113		45.36						
			SUPPLIES - WWTP	9550740204		95.20	0.00	95.20			
	DIST:		520-347-6110		95.20						
			SUPPLIES - WWTP	9552117237		23.94	0.00	23.94			
	DIST:		520-347-5006		23.94						
			SUPPLIES - WTP	9554361585		355.92	0.00	355.92			
	DIST:		510-342-6110		355.92						
			VALVE - WTP	9564523554		598.40	0.00	598.40			
	DIST:		510-342-6110		598.40						

110141	CHK	A	HAYNES MECHANICAL SYSTEMS	3359	1	9,918.50	0.00	9,918.50	2020-07-02		40513
			Client Service/Maint Agreement	SRVCE000084295		9,918.50	0.00	9,918.50			
	DIST:		220-452-4310		807.50						
	DIST:		220-452-4310		9,111.00						

110142	CHK	A	HINKLE & COMPANY, PC	5035	1	4,000.00	0.00	4,000.00	2020-07-02		40513
			2019 AUDIT FINANCIAL STATEMENT	10522		4,000.00	0.00	4,000.00			
	DIST:		100-117-3220		4,000.00						

110143	CHK	A	HOSE SOLUTIONS	5220	1	558.00	0.00	558.00	2020-07-02		40513
			HOSE REPLACEMENT	202565		558.00	0.00	558.00			
	DIST:		510-342-6110		558.00						

110144	CHK	A	JACK'S TIRE & OIL MANAGEMENT C	5215	1	413.00	0.00	413.00	2020-07-02		40513
			TIRE - VEH #46	835189-88		413.00	0.00	413.00			
	DIST:		100-332-4420		413.00						

110145	CHK	A	JUSTICE SYSTEMS, INC.	3154	1	1,180.00	0.00	1,180.00	2020-07-02		40513
			07/2020-06/2021 SOFTWARE MAINT	INV101437		1,180.00	0.00	1,180.00			
	DIST:		100-120-4340		1,180.00						

110146	CHK	A	KROGER-KING SOOPERS CUST CHGS	145	1	122.93	0.00	122.93	2020-07-02		40513
			05/2020 CHARGES	62020		122.93	0.00	122.93			
	DIST:		100-105-6125		122.93						

110147	CHK	A	LAWSON PRODUCTS, INC.	2935	1	372.96	0.00	372.96	2020-07-02		40513
			SUPPLIES - WWTP	9307630997		372.96	0.00	372.96			
	DIST:		520-347-6110		372.96						

110148	CHK	A	MCDANIEL, KANDY	4750	2	160.96	0.00	160.96	2020-07-02		40513
			REIMBURSEMENT	0629		16.00	0.00	16.00			
	DIST:		100-199-3335		16.00						
			WELLNESS SWAG BAGS	062920		144.96	0.00	144.96			
	DIST:		100-199-3335		144.96						

110149	CHK	A	MUNIREVS INC	5196	1	1,235.00	0.00	1,235.00	2020-07-02		40513
			VRBO MONITORING	2997		1,235.00	0.00	1,235.00			
	DIST:		100-117-7500		1,235.00						

110150	CHK	A	PEAK INTERNET	3141	6	19,291.79	0.00	19,291.79	2020-07-02		40513
			07/2020 CHARGES	132682		15,806.36	0.00	1,156.48			
	DIST:		100-199-5300		2,225.94						
	DIST:		100-120-3700		10,788.94						
	DIST:		100-115-4340		35.00						
	DIST:		220-455-3700		320.00						
	DIST:		220-452-5300		256.48						

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 220-452-3700		580.00						
			DIST: 510-342-3700		800.00						
			DIST: 520-347-3700		800.00						
			07/2020 CHARGES	132682		15,806.36	0.00	800.00			
			DIST: 100-199-5300		2,225.94						
			DIST: 100-120-3700		10,788.94						
			DIST: 100-115-4340		35.00						
			DIST: 220-455-3700		320.00						
			DIST: 220-452-5300		256.48						
			DIST: 220-452-3700		580.00						
			DIST: 510-342-3700		800.00						
			DIST: 520-347-3700		800.00						
			07/2020 CHARGES	132682		15,806.36	0.00	800.00			
			DIST: 100-199-5300		2,225.94						
			DIST: 100-120-3700		10,788.94						
			DIST: 100-115-4340		35.00						
			DIST: 220-455-3700		320.00						
			DIST: 220-452-5300		256.48						
			DIST: 220-452-3700		580.00						
			DIST: 510-342-3700		800.00						
			DIST: 520-347-3700		800.00						
			07/2020 CHARGES	132682		15,806.36	0.00	13,049.88			
			DIST: 100-199-5300		2,225.94						
			DIST: 100-120-3700		10,788.94						
			DIST: 100-115-4340		35.00						
			DIST: 220-455-3700		320.00						
			DIST: 220-452-5300		256.48						
			DIST: 220-452-3700		580.00						
			DIST: 510-342-3700		800.00						
			DIST: 520-347-3700		800.00						
			07/2020 CHARGES	132683		3,425.48	0.00	3,425.48			
			DIST: 100-221-5300		590.14						
			DIST: 100-221-3700		2,835.34						
			07/2020 CHARGES	319407		59.95	0.00	59.95			
			DIST: 100-115-4340		59.95						
110151	CHK	A	PHIL LONG FORD	504	1	30.29	0.00	30.29	2020-07-02		40513
			#61 - REPAIR	789609		30.29	0.00	30.29			
			DIST: 100-332-4420		30.29						
110152	CHK	A	QUADIENT FINANCE USA, INC	5204	1	105.00	0.00	105.00	2020-07-02		40513
			07/2020-10/2020 METER RENTAL	57678839		105.00	0.00	105.00			
			DIST: 100-199-5350		105.00						
110153	CHK	A	REMCO EQUIPMENT CO	534	1	277.20	0.00	277.20	2020-07-02		40513
			REPAIR COMPRESSOR	23304		277.20	0.00	277.20			
			DIST: 100-332-4310		277.20						
110154	CHK	A	SOUNDHAUS, LLC	5219	1	1,843.47	0.00	1,843.47	2020-07-02		40513
			UPCC REPAIR	1431		1,843.47	0.00	1,843.47			
			DIST: 220-455-4310		1,843.47						
110155	CHK	A	TREATMENT TECH, INC.	1494	1	2,245.00	0.00	2,245.00	2020-07-02		40513
			SODIUM HYPOCHLORITE - WTP	182576		2,245.00	0.00	2,245.00			
			DIST: 510-342-6310		2,245.00						
110156	CHK	A	UNITED REPROGRAPHIC SUPPLY	4285	1	98.00	0.00	98.00	2020-07-02		40513

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			07/2020 CONTRACT	IN236159		98.00	0.00	98.00			
	DIST:		100-120-4350		98.00						

110157	CHK	A	USA BLUEBOOK	1779	1	83.88	0.00	83.88	2020-07-02		40513
			LAB SUPPLIES - WWTP	254245		83.88	0.00	83.88			
	DIST:		520-347-6111		83.88						

110158	CHK	A	WOODLAND HARDWARE & RENTAL	2739	5	1,172.60	0.00	1,172.60	2020-07-02		40513
			05/2020 CHARGES	53120.00		1,162.02	0.00	246.19			
	DIST:		100-112-3310		77.22						
	DIST:		100-118-2120		20.26						
	DIST:		100-118-4240		91.27						
	DIST:		100-118-4310		54.02						
	DIST:		100-221-6160		27.83						
	DIST:		100-332-4410		2.58						
	DIST:		100-332-4430		6.58						
	DIST:		100-332-6400		169.84						
	DIST:		100-334-4300		57.25						
	DIST:		100-334-6170		5.81						
	DIST:		410-335-7203		318.58						
	DIST:		510-342-6110		207.50						
	DIST:		510-345-6110		36.40						
	DIST:		510-345-6111		2.29						
	DIST:		520-347-6110		69.72						
	DIST:		520-349-6110		14.87						
			05/2020 CHARGES	53120.00		1,162.02	0.00	84.59			
	DIST:		100-112-3310		77.22						
	DIST:		100-118-2120		20.26						
	DIST:		100-118-4240		91.27						
	DIST:		100-118-4310		54.02						
	DIST:		100-221-6160		27.83						
	DIST:		100-332-4410		2.58						
	DIST:		100-332-4430		6.58						
	DIST:		100-332-6400		169.84						
	DIST:		100-334-4300		57.25						
	DIST:		100-334-6170		5.81						
	DIST:		410-335-7203		318.58						
	DIST:		510-342-6110		207.50						
	DIST:		510-345-6110		36.40						
	DIST:		510-345-6111		2.29						
	DIST:		520-347-6110		69.72						
	DIST:		520-349-6110		14.87						
			05/2020 CHARGES	53120.00		1,162.02	0.00	512.66			
	DIST:		100-112-3310		77.22						
	DIST:		100-118-2120		20.26						
	DIST:		100-118-4240		91.27						
	DIST:		100-118-4310		54.02						
	DIST:		100-221-6160		27.83						
	DIST:		100-332-4410		2.58						
	DIST:		100-332-4430		6.58						
	DIST:		100-332-6400		169.84						
	DIST:		100-334-4300		57.25						
	DIST:		100-334-6170		5.81						
	DIST:		410-335-7203		318.58						
	DIST:		510-342-6110		207.50						
	DIST:		510-345-6110		36.40						
	DIST:		510-345-6111		2.29						

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 520-347-6110		69.72						
			DIST: 520-349-6110		14.87						
			05/2020 CHARGES	53120.00		1,162.02	0.00	318.58			
			DIST: 100-112-3310		77.22						
			DIST: 100-118-2120		20.26						
			DIST: 100-118-4240		91.27						
			DIST: 100-118-4310		54.02						
			DIST: 100-221-6160		27.83						
			DIST: 100-332-4410		2.58						
			DIST: 100-332-4430		6.58						
			DIST: 100-332-6400		169.84						
			DIST: 100-334-4300		57.25						
			DIST: 100-334-6170		5.81						
			DIST: 410-335-7203		318.58						
			DIST: 510-342-6110		207.50						
			DIST: 510-345-6110		36.40						
			DIST: 510-345-6111		2.29						
			DIST: 520-347-6110		69.72						
			DIST: 520-349-6110		14.87						
			RESTITUTION- 20MD143	6252020		10.58	0.00	10.58			
			DIST: 100-000-3411		10.58						

110162	CHK	A	VENDOR DEPARTMENT OF LOCAL AFF	1	1	15,434.94	0.00	15,434.94	2020-07-06	VOID	40526
			Grant Refund DOLA	07062020		15,434.94	0.00	15,434.94			
	DIST:		100-000-3370			15,434.94					

110163	CHK	A	DEPARTMENT OF LOCAL AFFAIRS	1	1	15,434.94	0.00	15,434.94	2020-07-06		40539
			Refund Marijuana Grant DOLA	07062020A		15,434.94	0.00	15,434.94			
	DIST:		100-000-3370			15,434.94					

110164	CHK	A	ASCAP AMERICAN SOCIETY COMPOS.	1887	1	366.26	0.00	366.26	2020-07-09		40558
			07/2020-07/2021 LICENSE FEE	06202020		366.26	0.00	366.26			
	DIST:		220-451-3400-1000			366.26					

110165	CHK	A	AT&T MOBILITY LLC	5118	1	125.63	0.00	125.63	2020-07-09		40558
			PHONE CHARGES - WPPD	287290137930X06282021		125.63	0.00	125.63			
	DIST:		100-221-5300			125.63					

110166	CHK	A	BENEDETTI, PAUL C.	4038	1	1,175.00	0.00	1,175.00	2020-07-09		40558
			LEGAL SERVICES - DDA	06302020		1,175.00	0.00	1,175.00			
	DIST:		215-710-3210			1,175.00					

110167	CHK	A	BIRCHAM'S	75	1	641.57	0.00	641.57	2020-07-09		40558
			05/2020-06/2020 USAGE	316716		641.57	0.00	641.57			
	DIST:		100-120-4350			641.57					

110168	CHK	A	BLAZER ELECTRIC SUPPLY OF COLO	4830	1	418.12	0.00	418.12	2020-07-09		40558
			LIGHT REPLACEMENT BULBS - B&G	S002040346.002		418.12	0.00	418.12			
	DIST:		100-118-6500			418.12					

110169	CHK	A	BLUETARP FINANCIAL	4474	3	262.98	0.00	262.98	2020-07-09		40558
			SUPPLIES - WWTP	45385850		8.01	0.00	8.01			
	DIST:		520-347-6110			8.01					
			SUPPLIES - WWTP	45415784		179.99	0.00	179.99			
	DIST:		520-347-6110			179.99					
			SUPPLIES - WWTP	45432093		74.98	0.00	74.98			
	DIST:		520-347-6110			74.98					

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
110170	CHK	A	CARQUEST AUTO PARTS	582	1	6.01	0.00	6.01	2020-07-09		40558
			06/2020 CHARGES	63020		6.01	0.00	6.01			
	DIST:		100-118-4320		6.01						
110171	CHK	A	CENTURYLINK	4342	8	1,053.14	0.00	1,053.14	2020-07-09		40558
			05/2020 CHARGES	52520		528.11	0.00	106.10			
	DIST:		100-199-5300		52.41						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			05/2020 CHARGES	52520		528.11	0.00	126.62			
	DIST:		100-199-5300		52.41						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			05/2020 CHARGES	52520		528.11	0.00	242.98			
	DIST:		100-199-5300		52.41						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			05/2020 CHARGES	52520		528.11	0.00	52.41			
	DIST:		100-199-5300		52.41						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			06/2020 CHARGES	62520		525.03	0.00	106.10			
	DIST:		100-199-5300		49.33						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			06/2020 CHARGES	62520		525.03	0.00	126.62			
	DIST:		100-199-5300		49.33						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			06/2020 CHARGES	62520		525.03	0.00	242.98			
	DIST:		100-199-5300		49.33						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
			06/2020 CHARGES	62520		525.03	0.00	49.33			
	DIST:		100-199-5300		49.33						
	DIST:		220-455-5300		106.10						
	DIST:		510-342-5300		126.62						
	DIST:		520-347-5300		242.98						
110172	CHK	A	CHIEF PETROLEUM CO.	139	1	4,307.21	0.00	4,307.21	2020-07-09		40558
			BULK FLUIDS - FLEET	199071		4,307.21	0.00	4,307.21			
	DIST:		100-332-6410		4,307.21						
110173	CHK	A	CINTAS CORPORATION NO 2	4977	1	78.30	0.00	78.30	2020-07-09		40558
			UNIFORMS - FLEET	4054265845		78.30	0.00	78.30			
	DIST:		100-332-6210		78.30						
110174	CHK	A	CINTAS FIRE PROTECTION	3604	1	195.00	0.00	195.00	2020-07-09		40558
			FIRE INSPECTION - WAC	0F47554533		195.00	0.00	195.00			

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 100-118-4310		195.00						
110175	CHK	A	COLO DEPT OF LABOR & EMPLOY	731	1	80.00	0.00	80.00	2020-07-09		40558
			BOILER INSPECTION - WWTP	722295		80.00	0.00	80.00			
			DIST: 520-347-4320		80.00						
110176	CHK	A	COLORADO DEPT OF REVENUE	885	1	575.00	0.00	575.00	2020-07-09		40558
			LIQUOR LICENSE RENEWAL FEE	06032020		575.00	0.00	575.00			
			DIST: 220-455-7100		575.00						
110177	CHK	A	COUNTY DOOR AND HARDWARE	1464	1	44.90	0.00	44.90	2020-07-09		40558
			KEYS	11141		44.90	0.00	44.90			
			DIST: 100-118-4310		44.90						
110178	CHK	A	CPS DISTRIBUTORS, INC	194	2	726.44	0.00	726.44	2020-07-09		40558
			STOCK PURCHASE - B&G	03504073-001		414.22	0.00	414.22			
			DIST: 100-118-4240		414.22						
			STOCK PURCHASE - B&G	03554270-001		312.22	0.00	312.22			
			DIST: 100-118-4240		312.22						
110179	CHK	A	ELECTION SYSTEMS & SOFTWARE, L	4396	1	420.00	0.00	420.00	2020-07-09		40558
			ELECTION SUPPLIES	1141888		420.00	0.00	420.00			
			DIST: 100-112-2020		420.00						
110180	CHK	A	FAITHFUL FRIENDS ANIMAL HOSPIT	5183	1	700.49	0.00	700.49	2020-07-09		40558
			K-9 VET - WPPD	85191		700.49	0.00	700.49			
			DIST: 100-221-2250		700.49						
110181	CHK	A	FOXWORTH-GALBRAITH LUMBER CO	96	3	301.47	0.00	301.47	2020-07-09		40558
			06/2020 CHARGES	63020		301.47	0.00	225.87			
			DIST: 100-118-4310		56.04						
			DIST: 100-118-4320		49.55						
			DIST: 100-334-4300		54.12						
			DIST: 100-334-4320		55.98						
			DIST: 100-334-4320		10.18						
			DIST: 510-345-6110		51.83						
			DIST: 520-347-6110		4.78						
			DIST: 520-349-6110		18.99						
			06/2020 CHARGES	63020		301.47	0.00	51.83			
			DIST: 100-118-4310		56.04						
			DIST: 100-118-4320		49.55						
			DIST: 100-334-4300		54.12						
			DIST: 100-334-4320		55.98						
			DIST: 100-334-4320		10.18						
			DIST: 510-345-6110		51.83						
			DIST: 520-347-6110		4.78						
			DIST: 520-349-6110		18.99						
			06/2020 CHARGES	63020		301.47	0.00	23.77			
			DIST: 100-118-4310		56.04						
			DIST: 100-118-4320		49.55						
			DIST: 100-334-4300		54.12						
			DIST: 100-334-4320		55.98						
			DIST: 100-334-4320		10.18						
			DIST: 510-345-6110		51.83						
			DIST: 520-347-6110		4.78						
			DIST: 520-349-6110		18.99						

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
110182	CHK	A	GALLS, LLC	5221	4	224.19	0.00	224.19	2020-07-09		40558
			UNIFORM - WPPD	015767614		122.71	0.00	122.71			
	DIST:		100-221-6210		122.71						
			UNIFORM - WPPD	015767617		35.99	0.00	35.99			
	DIST:		100-221-6210		35.99						
			UNIFORMS - 015787485	015787485		9.09	0.00	9.09			
	DIST:		100-221-6210		9.09						
			UNIFORM - WPPD	015810173		56.40	0.00	56.40			
	DIST:		100-221-6210		56.40						

110183	CHK	A	GRAINGER INC.	282	1	116.28	0.00	116.28	2020-07-09		40558
			SUPPLIES - WTP	9565615904		116.28	0.00	116.28			
	DIST:		510-342-6110		116.28						

110184	CHK	A	IREA	343	3	8,438.68	0.00	8,438.68	2020-07-09		40558
			07/2020 ELECTRICAL CHARGES	07012020		8,438.68	0.00	41.92			
	DIST:		100-118-5710		3,711.27						
	DIST:		220-455-5710		693.27						
	DIST:		100-334-2270		3,992.22						
	DIST:		510-342-5710		41.92						
			07/2020 ELECTRICAL CHARGES	07012020		8,438.68	0.00	7,703.49			
	DIST:		100-118-5710		3,711.27						
	DIST:		220-455-5710		693.27						
	DIST:		100-334-2270		3,992.22						
	DIST:		510-342-5710		41.92						
			07/2020 ELECTRICAL CHARGES	07012020		8,438.68	0.00	693.27			
	DIST:		100-118-5710		3,711.27						
	DIST:		220-455-5710		693.27						
	DIST:		100-334-2270		3,992.22						
	DIST:		510-342-5710		41.92						

110185	CHK	A	KS STATEBANK	5217	1	377.98	0.00	377.98	2020-07-09		40558
			COPIER AT WAC - JULY	05202020A		377.98	0.00	377.98			
	DIST:		220-452-5000		377.98						

110186	CHK	A	KUTAK ROCK LLP	379	1	1,500.00	0.00	1,500.00	2020-07-09		40558
			PROFESSIONAL SERVICES - BONDS	2713564		1,500.00	0.00	1,500.00			
	DIST:		100-117-3220		1,500.00						

110187	CHK	A	L.N. CURTIS & SONS	5123	7	669.80	0.00	669.80	2020-07-09		40558
			UNIFORM - WPPD	INV397427		64.70	0.00	64.70			
	DIST:		100-221-6210		64.70						
			UNIFORM - WPPD	INV397738		305.75	0.00	305.75			
	DIST:		100-221-6210		305.75						
			UNIFORM - WPPD	INV398170		46.00	0.00	46.00			
	DIST:		100-221-6210		46.00						
			UNIFORM - WPPD	INV398185		10.75	0.00	10.75			
	DIST:		100-221-6210		10.75						
			UNIFORM - WPPD	INV398425		79.60	0.00	79.60			
	DIST:		100-221-6210		79.60						
			UNIFORM - WPPD	INV400383		24.75	0.00	24.75			
	DIST:		100-221-6210		24.75						
			UNIFORM - WPPD	INV400408		138.25	0.00	138.25			
	DIST:		100-221-6210		138.25						

110188	CHK	A	LAWSON PRODUCTS, INC.	2935	1	636.04	0.00	636.04	2020-07-09		40558
			FACE MASKS - B&G	9307663146		636.04	0.00	636.04			

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 100-118-6140		636.04						
110189	CHK	A	MACDOUGALL & WOLDRIDGE, PC	1228	1	66.00	0.00	66.00	2020-07-09		40558
			PROFESSIONAL FEES	161819		66.00	0.00	66.00			
			DIST: 510-341-3210		66.00						
110190	CHK	A	COLTON WOLFE	1	3	173.50	0.00	173.50	2020-07-09		40558
			UTILITY REFUND	1651.04		173.50	0.00	6.23			
			DIST: 510-342-3461		162.65						
			DIST: 510-343-3466		0.54						
			DIST: 520-347-3471		3.33						
			DIST: 520-348-3476		2.90						
			DIST: 420-000-3481		0.31						
			DIST: 510-342-3469		3.77						
			UTILITY REFUND	1651.04		173.50	0.00	0.31			
			DIST: 510-342-3461		162.65						
			DIST: 510-343-3466		0.54						
			DIST: 520-347-3471		3.33						
			DIST: 520-348-3476		2.90						
			DIST: 420-000-3481		0.31						
			DIST: 510-342-3469		3.77						
			UTILITY REFUND	1651.04		173.50	0.00	166.96			
			DIST: 510-342-3461		162.65						
			DIST: 510-343-3466		0.54						
			DIST: 520-347-3471		3.33						
			DIST: 520-348-3476		2.90						
			DIST: 420-000-3481		0.31						
			DIST: 510-342-3469		3.77						
110191	CHK	A	DENNIS PENDLETON	1	1	19.62	0.00	19.62	2020-07-09		40558
			UTILITY DEPOSIT REFUND	176.07		19.62	0.00	19.62			
			DIST: 510-000-2520		19.62						
110192	CHK	A	MODERN OFFICE	1	1	199.00	0.00	199.00	2020-07-09		40558
			OFFICE FURNITURE - B&G	197490		199.00	0.00	199.00			
			DIST: 100-118-4310		199.00						
110193	CHK	A	HEATHER WELLS	1	1	120.00	0.00	120.00	2020-07-09		40558
			REFUND - P&R	21892295		120.00	0.00	120.00			
			DIST: 220-000-3470-1000		120.00						
110194	CHK	A	JIM & SUSAN CONNELLY	1	1	94.24	0.00	94.24	2020-07-09		40558
			UTILITY REFUND	287.03		94.24	0.00	94.24			
			DIST: 510-342-3461		94.24						
110195	CHK	A	EMMA & CHRISTOPHER LUCIANI	1	3	126.57	0.00	126.57	2020-07-09		40558
			UTILITY REFUND	3845.17		126.57	0.00	71.89			
			DIST: 510-342-3461		66.87						
			DIST: 510-343-3466		5.02						
			DIST: 520-347-3471		31.15						
			DIST: 520-348-3476		20.63						
			DIST: 420-000-3481		2.90						
			UTILITY REFUND	3845.17		126.57	0.00	51.78			
			DIST: 510-342-3461		66.87						
			DIST: 510-343-3466		5.02						
			DIST: 520-347-3471		31.15						
			DIST: 520-348-3476		20.63						

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 420-000-3481		2.90						
			UTILITY REFUND	3845.17		126.57	0.00	2.90			
			DIST: 510-342-3461		66.87						
			DIST: 510-343-3466		5.02						
			DIST: 520-347-3471		31.15						
			DIST: 520-348-3476		20.63						
			DIST: 420-000-3481		2.90						
110196	CHK	A	ELY WILSON	1	1	57.00	0.00	57.00	2020-07-09		40558
			REFUND - P&R	505		57.00	0.00	57.00			
			DIST: 220-000-3471-1008		57.00						
110197	CHK	A	O'REILLY AUTOMOTIVE STORES, IN	4531	1	198.84	0.00	198.84	2020-07-09		40558
			06/2020 CHARGES	62820		198.84	0.00	198.84			
			DIST: 100-332-4410		15.38						
			DIST: 100-332-4420		168.16						
			DIST: 100-332-4430		15.30						
110198	CHK	A	PIKES PEAK REGIONAL BUILDING D	4647	1	3,020.62	0.00	3,020.62	2020-07-09		40558
			06/2020 PLAN FEES	07012020		3,020.62	0.00	3,020.62			
			DIST: 100-000-3433		4,756.00						
			DIST: 100-000-3433		1,607.58-						
			DIST: 100-000-3433		127.80-						
110199	CHK	A	POTESTIO BROTHERS EQUIP INC	2312	1	1,160.83	0.00	1,160.83	2020-07-09		40558
			#47 REPAIR	62487C		1,160.83	0.00	1,160.83			
			DIST: 100-332-4430		1,160.83						
110200	CHK	A	QUADIANT FINANCE USA, INC	5204	1	500.00	0.00	500.00	2020-07-09		40558
			POSTAGE METER REFILL	06282020		500.00	0.00	500.00			
			DIST: 100-199-5350		500.00						
110201	CHK	A	RAMPART SUPPLY, INC.	528	2	141.50	0.00	141.50	2020-07-09		40558
			SUPPLIES - WWTP	2491026-00		37.49	0.00	37.49			
			DIST: 520-347-6113		37.49						
			SUPPLIES - WTP - DIVIDE	2491527-00		104.01	0.00	104.01			
			DIST: 520-347-5006		104.01						
110202	CHK	A	ROCKY MTN. INFORMATION NETWORK	3609	1	100.00	0.00	100.00	2020-07-09		40558
			RMIN MEMBERSHIP	25609		100.00	0.00	100.00			
			DIST: 100-221-5850		100.00						
110203	CHK	A	SCHUMACHER'S	561	2	135.20	0.00	135.20	2020-07-09		40558
			REPAIR #64	67744		67.60	0.00	67.60			
			DIST: 100-332-4420		67.60						
			#46 - REPAIR	67763		67.60	0.00	67.60			
			DIST: 100-332-4420		67.60						
110204	CHK	A	SGS ACCUTEST INC.	4859	1	217.50	0.00	217.50	2020-07-09		40558
			05/2020 WATER QUALITY TEST	52160119749		217.50	0.00	217.50			
			DIST: 510-342-3350		217.50						
110205	CHK	A	STATUS: CODE 4, INC	5101	1	380.00	0.00	380.00	2020-07-09		40558
			EMPLOYEE SERVICES	37		380.00	0.00	380.00			
			DIST: 210-220-3335		380.00						
110206	CHK	A	THE LOCK SHOP	2431	1	110.00	0.00	110.00	2020-07-09		40558

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			RE-KEY DOG PARK	000650		110.00	0.00	110.00			
	DIST:		100-118-4310		110.00						

110207	CHK	A	TIAA COMMERCIAL FINANCE, INC	5175	1	594.00	0.00	594.00	2020-07-09		40558
			07/2020 COPY MACHINE RENTAL	7346269		594.00	0.00	594.00			
	DIST:		100-120-4350		594.00						

110208	CHK	A	TRACTOR SUPPLY COMPANY	4753	1	21.98	0.00	21.98	2020-07-09		40558
			06/2020 CHARGES	62920		21.98	0.00	21.98			
	DIST:		520-349-4320		21.98						

110209	CHK	A	UNCC UTILITY NOTIFICATION CNTR 2012	220061283	2	226.48	0.00	226.48	2020-07-09		40558
			UTILITY LOCATES	220061283		226.48	0.00	147.22			
	DIST:		510-345-5000		147.22						
	DIST:		520-347-5000		79.26						
			UTILITY LOCATES	220061283		226.48	0.00	79.26			
	DIST:		510-345-5000		147.22						
	DIST:		520-347-5000		79.26						

110210	CHK	A	UTE PASS CONCRETE-SAND&GRAVEL	655	1	75.00	0.00	75.00	2020-07-09		40558
			SHED FLOOR - MWSC	D58017		75.00	0.00	75.00			
	DIST:		100-118-4240		75.00						

110211	CHK	A	VERIZON	3856	5	3,030.92	0.00	3,030.92	2020-07-09		40558
			05/-06/2020 WIRELESS CHARGES	9857486396		3,030.92	0.00	2,164.98			
	DIST:		100-111-5300		62.80						
	DIST:		100-110-5300		62.69						
	DIST:		100-112-5300		231.07						
	DIST:		100-114-5300		182.79						
	DIST:		100-199-5300		178.27						
	DIST:		100-118-5300		235.29						
	DIST:		100-221-5300		706.74						
	DIST:		100-331-5300		163.69						
	DIST:		100-332-5300		80.24						
	DIST:		100-334-5300		261.40						
	DIST:		210-221-5300		36.22						
	DIST:		210-223-5300		52.80						
	DIST:		220-451-5300		52.80						
	DIST:		220-452-5300		141.69						
	DIST:		220-455-5300		36.22						
	DIST:		510-341-5300		34.25						
	DIST:		520-346-5300		18.45						
	DIST:		510-342-5300		151.82						
	DIST:		510-345-5300		119.60						
	DIST:		520-349-5300		64.41						
	DIST:		520-347-5300		207.68						
	DIST:		510-342-5300		50.00-						
			05/-06/2020 WIRELESS CHARGES	9857486396		3,030.92	0.00	290.54			
	DIST:		100-111-5300		62.80						
	DIST:		100-110-5300		62.69						
	DIST:		100-112-5300		231.07						
	DIST:		100-114-5300		182.79						
	DIST:		100-199-5300		178.27						
	DIST:		100-118-5300		235.29						
	DIST:		100-221-5300		706.74						
	DIST:		100-331-5300		163.69						
	DIST:		100-332-5300		80.24						

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
	DIST:		100-334-5300		261.40						
	DIST:		210-221-5300		36.22						
	DIST:		210-223-5300		52.80						
	DIST:		220-451-5300		52.80						
	DIST:		220-452-5300		141.69						
	DIST:		220-455-5300		36.22						
	DIST:		510-341-5300		34.25						
	DIST:		520-346-5300		18.45						
	DIST:		510-342-5300		151.82						
	DIST:		510-345-5300		119.60						
	DIST:		520-349-5300		64.41						
	DIST:		520-347-5300		207.68						
	DIST:		510-342-5300		50.00-						
		05/-06/2020	WIRELESS CHARGES	9857486396		3,030.92	0.00	89.02			
	DIST:		100-111-5300		62.80						
	DIST:		100-110-5300		62.69						
	DIST:		100-112-5300		231.07						
	DIST:		100-114-5300		182.79						
	DIST:		100-199-5300		178.27						
	DIST:		100-118-5300		235.29						
	DIST:		100-221-5300		706.74						
	DIST:		100-331-5300		163.69						
	DIST:		100-332-5300		80.24						
	DIST:		100-334-5300		261.40						
	DIST:		210-221-5300		36.22						
	DIST:		210-223-5300		52.80						
	DIST:		220-451-5300		52.80						
	DIST:		220-452-5300		141.69						
	DIST:		220-455-5300		36.22						
	DIST:		510-341-5300		34.25						
	DIST:		520-346-5300		18.45						
	DIST:		510-342-5300		151.82						
	DIST:		510-345-5300		119.60						
	DIST:		520-349-5300		64.41						
	DIST:		520-347-5300		207.68						
	DIST:		510-342-5300		50.00-						
		05/-06/2020	WIRELESS CHARGES	9857486396		3,030.92	0.00	230.71			
	DIST:		100-111-5300		62.80						
	DIST:		100-110-5300		62.69						
	DIST:		100-112-5300		231.07						
	DIST:		100-114-5300		182.79						
	DIST:		100-199-5300		178.27						
	DIST:		100-118-5300		235.29						
	DIST:		100-221-5300		706.74						
	DIST:		100-331-5300		163.69						
	DIST:		100-332-5300		80.24						
	DIST:		100-334-5300		261.40						
	DIST:		210-221-5300		36.22						
	DIST:		210-223-5300		52.80						
	DIST:		220-451-5300		52.80						
	DIST:		220-452-5300		141.69						
	DIST:		220-455-5300		36.22						
	DIST:		510-341-5300		34.25						
	DIST:		520-346-5300		18.45						
	DIST:		510-342-5300		151.82						
	DIST:		510-345-5300		119.60						
	DIST:		520-349-5300		64.41						

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 520-347-5300		207.68						
			DIST: 510-342-5300		50.00-						
			05/-06/2020 WIRELESS CHARGES	9857486396		3,030.92	0.00	255.67			
			DIST: 100-111-5300		62.80						
			DIST: 100-110-5300		62.69						
			DIST: 100-112-5300		231.07						
			DIST: 100-114-5300		182.79						
			DIST: 100-199-5300		178.27						
			DIST: 100-118-5300		235.29						
			DIST: 100-221-5300		706.74						
			DIST: 100-331-5300		163.69						
			DIST: 100-332-5300		80.24						
			DIST: 100-334-5300		261.40						
			DIST: 210-221-5300		36.22						
			DIST: 210-223-5300		52.80						
			DIST: 220-451-5300		52.80						
			DIST: 220-452-5300		141.69						
			DIST: 220-455-5300		36.22						
			DIST: 510-341-5300		34.25						
			DIST: 520-346-5300		18.45						
			DIST: 510-342-5300		151.82						
			DIST: 510-345-5300		119.60						
			DIST: 520-349-5300		64.41						
			DIST: 520-347-5300		207.68						
			DIST: 510-342-5300		50.00-						

110212	CHK	A	WAXIE SANITARY SUPPLY	4189	1	328.58	0.00	328.58	2020-07-09		40558
			CUSTODIAL SUPPLIES - B&G	79271067		328.58	0.00	328.58			
			DIST: 100-118-6140		328.58						

110213	CHK	A	WILMA MARTIN	5195	1	1,254.00	0.00	1,254.00	2020-07-09		40558
			INSTRUCTOR - P&R	07022020		1,254.00	0.00	1,254.00			
			DIST: 220-451-3400-1000		1,254.00						

110214	CHK	A	TROY ZOOK INVESTIGATIONS	5222	1	1,500.00	0.00	1,500.00	2020-07-09		40570
			Service Bea Cunningham	070820		1,500.00	0.00	1,500.00			
			DIST: 100-111-3210		1,500.00						

35	EFT	A	VECTRA BANK COLORADO	4705	3	3,998.15	0.00	3,998.15	2020-07-14	HP	40663
			Visa June 2020	063020		3,998.15	0.00	3,987.16			
			DIST: 100-105-5800		180.76						
			DIST: 100-105-6100		15.89						
			DIST: 100-105-6125		157.84						
			DIST: 100-111-5850		595.00						
			DIST: 100-112-5800		1,550.00-						
			DIST: 100-115-2080		3.99						
			DIST: 100-117-5850		200.00						
			DIST: 100-117-5800		50.00-						
			DIST: 100-117-5900		100.00						
			DIST: 100-117-6100		139.99						
			DIST: 100-117-7500		40.00						
			DIST: 100-118-4310		239.40						
			DIST: 100-199-3335		148.72						
			DIST: 100-199-6100		507.27						
			DIST: 100-120-3700		249.44						
			DIST: 100-120-6710		726.89						
			DIST: 100-221-2210		88.48						

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
	DIST:		100-221-2240		60.51						
	DIST:		100-221-2250		20.00						
	DIST:		100-221-5800		420.45						
	DIST:		100-221-6100		1,123.64						
	DIST:		100-221-6160		558.46						
	DIST:		100-221-6210		10.43						
	DIST:		210-220-3335		202.04						
	DIST:		210-223-5800		200.00-						
	DIST:		220-455-3700		8.95						
			Visa June 2020	063020		3,998.15	0.00	2.04			
	DIST:		100-105-5800		180.76						
	DIST:		100-105-6100		15.89						
	DIST:		100-105-6125		157.84						
	DIST:		100-111-5850		595.00						
	DIST:		100-112-5800		1,550.00-						
	DIST:		100-115-2080		3.99						
	DIST:		100-117-5850		200.00						
	DIST:		100-117-5800		50.00-						
	DIST:		100-117-5900		100.00						
	DIST:		100-117-6100		139.99						
	DIST:		100-117-7500		40.00						
	DIST:		100-118-4310		239.40						
	DIST:		100-199-3335		148.72						
	DIST:		100-199-6100		507.27						
	DIST:		100-120-3700		249.44						
	DIST:		100-120-6710		726.89						
	DIST:		100-221-2210		88.48						
	DIST:		100-221-2240		60.51						
	DIST:		100-221-2250		20.00						
	DIST:		100-221-5800		420.45						
	DIST:		100-221-6100		1,123.64						
	DIST:		100-221-6160		558.46						
	DIST:		100-221-6210		10.43						
	DIST:		210-220-3335		202.04						
	DIST:		210-223-5800		200.00-						
	DIST:		220-455-3700		8.95						
			Visa June 2020	063020		3,998.15	0.00	8.95			
	DIST:		100-105-5800		180.76						
	DIST:		100-105-6100		15.89						
	DIST:		100-105-6125		157.84						
	DIST:		100-111-5850		595.00						
	DIST:		100-112-5800		1,550.00-						
	DIST:		100-115-2080		3.99						
	DIST:		100-117-5850		200.00						
	DIST:		100-117-5800		50.00-						
	DIST:		100-117-5900		100.00						
	DIST:		100-117-6100		139.99						
	DIST:		100-117-7500		40.00						
	DIST:		100-118-4310		239.40						
	DIST:		100-199-3335		148.72						
	DIST:		100-199-6100		507.27						
	DIST:		100-120-3700		249.44						
	DIST:		100-120-6710		726.89						
	DIST:		100-221-2210		88.48						
	DIST:		100-221-2240		60.51						
	DIST:		100-221-2250		20.00						
	DIST:		100-221-5800		420.45						

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 100-221-6100		1,123.64						
			DIST: 100-221-6160		558.46						
			DIST: 100-221-6210		10.43						
			DIST: 210-220-3335		202.04						
			DIST: 210-223-5800		200.00-						
			DIST: 220-455-3700		8.95						
110215	CHK	A	BADGER METER INC	4278	1	1,941.98	0.00	1,941.98	2020-07-16		40589
			Badger Meter	80055714		1,941.98	0.00	1,941.98			
			DIST: 510-343-7200		1,941.98						
110216	CHK	A	BRIAN E. BUNDY	5208	1	756.00	0.00	756.00	2020-07-16		40589
			06/15-06/26 ACCT. SUPPORT SVCS	07102020		756.00	0.00	756.00			
			DIST: 100-117-3500		756.00						
110217	CHK	A	C&C SAND & STONE CO, INC.	112	1	602.00	0.00	602.00	2020-07-16		40589
			MULCH - B&G	1808352-IN		602.00	0.00	602.00			
			DIST: 100-118-4240		602.00						
110218	CHK	A	CASELLE INC	2356	2	498.00	0.00	498.00	2020-07-16		40589
			08/2020 CONTRACT	103182		498.00	0.00	323.70			
			DIST: 510-350-4340		323.70						
			DIST: 520-351-4340		174.30						
			08/2020 CONTRACT	103182		498.00	0.00	174.30			
			DIST: 510-350-4340		323.70						
			DIST: 520-351-4340		174.30						
110219	CHK	A	CASEY, KAREN	4614	1	359.98	0.00	359.98	2020-07-16		40589
			MILEAGE AND EXPENSE	07142020		359.98	0.00	359.98			
			DIST: 100-115-5300		300.00						
			DIST: 100-115-6710		59.98						
110220	CHK	A	CINTAS CORPORATION NO 2	4977	1	61.80	0.00	61.80	2020-07-16		40589
			UNIFORMS - FLEET	4054821542		61.80	0.00	61.80			
			DIST: 100-332-6210		61.80						
110221	CHK	A	DISCOVERY BENEFITS	3877	1	168.00	0.00	168.00	2020-07-16		40589
			06/2020 COBRA/FSA	0001176931-IN		168.00	0.00	168.00			
			DIST: 100-199-3335		168.00						
110222	CHK	A	EMPLOYERS COUNCIL SERVICES, IN	5099	1	80.00	0.00	80.00	2020-07-16		40589
			BACKGROUND CHECK	0000349733		80.00	0.00	80.00			
			DIST: 100-199-3335		80.00						
110223	CHK	A	ENGER, JANE	3876	1	93.00	0.00	93.00	2020-07-16		40589
			INSTRUCTOR - P&R	07092020		93.00	0.00	93.00			
			DIST: 220-451-3400-1000		93.00						
110224	CHK	A	FISHER SCIENTIFIC	258	1	154.16	0.00	154.16	2020-07-16		40589
			SUPPLIES - WWTP	1303146		154.16	0.00	154.16			
			DIST: 520-347-6111		154.16						
110225	CHK	A	IMAGE BEARERS CLEANING LLC	5082	1	4,252.00	0.00	4,252.00	2020-07-16		40589
			07/2020 CLEANING CONTRACT	2456		4,252.00	0.00	4,252.00			
			DIST: 100-199-4230		4,252.00						
110226	CHK	A	IREA	343	4	12,914.00	0.00	12,914.00	2020-07-16		40589

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			07/2020 CHARGES	07102020B		12,714.00	0.00	4,310.60			
	DIST:		100-118-5710			2,120.62					
	DIST:		100-334-5710			973.60					
	DIST:		100-334-2270			270.64					
	DIST:		510-342-5710			5,038.54					
	DIST:		220-452-5710			4,310.60					
			07/2020 CHARGES	07102020B		12,714.00	0.00	5,038.54			
	DIST:		100-118-5710			2,120.62					
	DIST:		100-334-5710			973.60					
	DIST:		100-334-2270			270.64					
	DIST:		510-342-5710			5,038.54					
	DIST:		220-452-5710			4,310.60					
			07/2020 CHARGES	07102020B		12,714.00	0.00	3,364.86			
	DIST:		100-118-5710			2,120.62					
	DIST:		100-334-5710			973.60					
	DIST:		100-334-2270			270.64					
	DIST:		510-342-5710			5,038.54					
	DIST:		220-452-5710			4,310.60					
			DESIGN FEE-GATEWAY SIDEWALK	07142020		200.00	0.00	200.00			
	DIST:		410-335-7207			200.00					

110227	CHK	A	IRON MOUNTAIN	1376	1	211.42	0.00	211.42	2020-07-16		40589
			ON SITE SHREDDING - C.HALL	CTDP556		211.42	0.00	211.42			
	DIST:		100-112-5100			211.42					

110228	CHK	A	KORY T. KATSIMPALIS	5157	1	220.00	0.00	220.00	2020-07-16		40589
			06/2020 ADMINISTRATIVE SERVICE	06272020		220.00	0.00	220.00			
	DIST:		215-710-3200			220.00					

110229	CHK	A	LAWSON PRODUCTS, INC.	2935	1	14.00	0.00	14.00	2020-07-16		40589
			PAINT - F/S	9307663147		14.00	0.00	14.00			
	DIST:		510-345-4370			14.00					

110230	CHK	A	LEXIS NEXIS ACCURINT	3379	1	31.50	0.00	31.50	2020-07-16		40589
			06/2020 CONTRACT FEE	1209360-20200630		31.50	0.00	31.50			
	DIST:		100-221-5850			31.50					

110231	CHK	A	LOWE'S BUSINESS ACCOUNT	2842	1	442.97	0.00	442.97	2020-07-16		40589
			06/2020 CHARGES	70220		442.97	0.00	442.97			
	DIST:		520-347-6110			442.97					

110232	CHK	A	CHAD FORSETT	1	1	150.00	0.00	150.00	2020-07-16		40589
			REIMB. DISTRIBUTION CLASS	07132020		150.00	0.00	150.00			
	DIST:		510-342-5800			150.00					

110233	CHK	A	JODY AKERS	1	1	27.00	0.00	27.00	2020-07-16		40589
			REFUND - P&R	22076080		27.00	0.00	27.00			
	DIST:		220-000-3475-1000			27.00					

110234	CHK	A	ASHLI & RYAN SCHULTZ	1	1	440.83	0.00	440.83	2020-07-16		40589
			UTILITY REFUND	3130.05		440.83	0.00	440.83			
	DIST:		510-342-3461			440.83					

110235	CHK	A	PAUL & PATSY MILLIGAN	1	1	156.97	0.00	156.97	2020-07-16		40589
			UTILITY REFUND	4646.05		156.97	0.00	156.97			
	DIST:		510-342-3461			156.97					

City of Woodland Park
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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
110236	CHK	A	PIKES PEAK TELEVISION, INC	4663	1	500.00	0.00	500.00	2020-07-16		40589
			MARKETING - RECOVERY	523676-1		500.00	0.00	500.00			
	DIST:		100-115-2010		500.00						
110237	CHK	A	PITNEY BOWES GLOBAL FINANCIAL	2479	1	90.00	0.00	90.00	2020-07-16		40589
			07/2020 POSTAGE METER LEASE-PD	2479		90.00	0.00	90.00			
	DIST:		100-199-5350		90.00						
110238	CHK	A	PROFESSIONAL POLICE SUPPLY	4796	1	44.00	0.00	44.00	2020-07-16		40589
			UNIFORM-GUN MAGAZINES	INV330276		44.00	0.00	44.00			
	DIST:		100-221-6210		44.00						
110239	CHK	A	ROCKY MTN SPORTS OFFICIALS	4314	1	805.00	0.00	805.00	2020-07-16		40589
			OFFICIALS - P&R	20-035		805.00	0.00	805.00			
	DIST:		220-451-3400-1004		805.00						
110240	CHK	A	ROSZCZEWSKI, ALICE JEAN	4440	1	410.00	0.00	410.00	2020-07-16		40589
			INSTRUCTOR - P&R	07102020		410.00	0.00	410.00			
	DIST:		220-451-3400-1000		410.00						
110241	CHK	A	SCHMIDT CONSTRUCTION	559	1	601.00	0.00	601.00	2020-07-16		40589
			ASPHALT - STREETS	2509853		601.00	0.00	601.00			
	DIST:		410-335-7202		601.00						
110242	CHK	A	RED BARON CAR WASH	4191	2	124.77	0.00	124.77	2020-07-16		40589
			06/2020 CHARGES	1688		124.77	0.00	102.77			
	DIST:		100-221-6160		102.77						
	DIST:		520-347-4320		22.00						
			06/2020 CHARGES	1688		124.77	0.00	22.00			
	DIST:		100-221-6160		102.77						
	DIST:		520-347-4320		22.00						
110243	CHK	A	WAGNER EQUIPMENT CO.	666	3	313.37	0.00	313.37	2020-07-16		40589
			PARTS - STREETS-VEH #33	P39C0353345		323.65	0.00	323.65			
	DIST:		100-332-4410		323.65						
			PARTS - STREETS - #33	P39C0353346		92.19	0.00	92.19			
	DIST:		100-332-4410		92.19						
			CREDIT INVOICE	P39R0136493		102.47-	0.00	102.47-			
	DIST:		100-332-4410		102.47-						
110244	CHK	A	WASTE MANAGEMENT WOODLAND PARK	3004	2	270.35	0.00	270.35	2020-07-16		40589
			06/2020 XTRA TRASH SERVICE	0005785-2517-2		48.54	0.00	48.54			
	DIST:		100-334-4210		48.54						
			07/2020 TRASH SERVICE	0677657-2517-0		221.81	0.00	221.81			
	DIST:		520-347-4210		221.81						
110245	CHK	A	WOODLAND PARK MAIN STREET	5014	1	800.00	0.00	800.00	2020-07-16		40589
			REIMBURSEMENT SCHOLARSHIP	2022A		800.00	0.00	800.00			
	DIST:		100-000-3371		800.00						
110246	CHK	A	WOODLAND PARK SCHOOL DIST RE-2	1262	1	209,034.57	0.00	209,034.57	2020-07-16		40589
			05/2020 SALES TAX	07162020		209,034.57	0.00	209,034.57			
	DIST:		100-199-2100		209,409.57						
	DIST:		100-000-3802		375.00-						
2	OTHR	A	COLO STATE DEPT OF REVENUE	183	2	252.38	0.00	252.38	2020-07-16	HP	40588
			2nd QTR Revenue Sales Tax	07142020		252.38	0.00	201.19-			

City of Woodland Park
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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 100-117-3930			9.89-					
			DIST: 100-000-3491			52.50					
			DIST: 220-000-3478-2000			453.57					
			DIST: 100-000-3131			243.80-					
			2nd QTR Revenue Sales Tax	07142020		252.38	0.00	453.57			
			DIST: 100-117-3930			9.89-					
			DIST: 100-000-3491			52.50					
			DIST: 220-000-3478-2000			453.57					
			DIST: 100-000-3131			243.80-					
110249	CHK	A	ACA SECURITY, INC	4212	1	180.00	0.00	180.00	2020-07-23		40611
			QUARTERLY MONITORING - WTP	17056		180.00	0.00	180.00			
			DIST: 510-342-4320			180.00					
110250	CHK	A	AUTO TRUCK GROUP, LLC	4630	1	196.25	0.00	196.25	2020-07-23		40611
			#41 REPAIR	1737775		196.25	0.00	196.25			
			DIST: 100-332-4410			196.25					
110251	CHK	A	CINTAS CORPORATION NO 2	4977	1	61.80	0.00	61.80	2020-07-23		40611
			UNIFORMS - FLEET	4055500876		61.80	0.00	61.80			
			DIST: 100-332-6210			61.80					
110252	CHK	A	CITY OF COLORADO SPRINGS	1916	1	282.51	0.00	282.51	2020-07-23		40611
			POLICE SUPPLY-RADIO PARTS	RAD2074		282.51	0.00	282.51			
			DIST: 100-221-6160			282.51					
110253	CHK	A	CLEAN HARBORS ENVIRONMENTAL SE	5223	1	3,878.22	0.00	3,878.22	2020-07-23		40611
			WWTP - LAB PACK HAZ WASTE DISP	1003336716		3,878.22	0.00	3,878.22			
			DIST: 520-347-4210			3,878.22					
110254	CHK	A	COLO SPRINGS UTILITIES	1172	1	78,157.55	0.00	78,157.55	2020-07-23		40611
			2ND Q CONVEYANCE FEE	07102020		78,157.55	0.00	78,157.55			
			DIST: 510-342-5755			78,157.55					
110255	CHK	A	EL PASO CTY HEALTH DEPT LAB	241	1	252.00	0.00	252.00	2020-07-23		40611
			BACTERIOLOGICAL TESTS-WTP	063020		252.00	0.00	252.00			
			DIST: 510-342-3350			252.00					
110256	CHK	A	FARIS MACHINERY CO.	1712	1	21.52	0.00	21.52	2020-07-23		40611
			PARTS - #32	A13276		21.52	0.00	21.52			
			DIST: 100-332-4410			21.52					
110257	CHK	A	GALLS, LLC	5221	1	37.89	0.00	37.89	2020-07-23		40611
			UNIFORM - RAMIREZ	015858545		37.89	0.00	37.89			
			DIST: 100-221-6210			37.89					
110258	CHK	A	GLASER STEEL	2440	1	263.98	0.00	263.98	2020-07-23		40611
			STEEL CUTS - VEH #56	66700		263.98	0.00	263.98			
			DIST: 100-332-4410			263.98					
110259	CHK	A	JDS - HYDRO CONSULTANTS, INC.	2894	1	2,490.00	0.00	2,490.00	2020-07-23		40611
			SUNNYWOOD PUMP STATION	10916-15		2,490.00	0.00	2,490.00			
			DIST: 510-343-7210			2,490.00					
110260	CHK	A	L.N. CURTIS & SONS	5123	2	83.75	0.00	83.75	2020-07-23		40611
			UNIFORM - HOLZWARTH	INV404577		59.00	0.00	59.00			
			DIST: 100-221-6210			59.00					

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			UNIFORM - COUCH	INV404921		24.75	0.00	24.75			
	DIST:		100-221-6210		24.75						

110261	CHK	A	LAWSON PRODUCTS, INC.	2935	2	304.30	0.00	304.30	2020-07-23		40611
			LATEX GLOVES - B&G	9307691731		118.38	0.00	118.38			
	DIST:		100-118-6140		118.38						
			SUPPLIES - B&G	9307694549		185.92	0.00	185.92			
	DIST:		100-118-4320		161.47						
	DIST:		100-118-4240		24.45						

110262	CHK	A	MCCOY SALES CORPORATION	2402	2	136.09	0.00	136.09	2020-07-23		40611
			PARTS - VEH #62	7598197		136.09	0.00	88.46			
	DIST:		510-345-4400		88.46						
	DIST:		520-349-4400		47.63						
			PARTS - VEH #62	7598197		136.09	0.00	47.63			
	DIST:		510-345-4400		88.46						
	DIST:		520-349-4400		47.63						

110263	CHK	A	MEBULBS	3794	1	192.36	0.00	192.36	2020-07-23		40611
			BULBS - B&G	31834064-01		192.36	0.00	192.36			
	DIST:		100-118-4310		192.36						

110264	CHK	A	CERISSA WITTE	1	1	33.03	0.00	33.03	2020-07-23		40611
			UTILITY REFUND	1973.05		33.03	0.00	33.03			
	DIST:		510-342-3461		33.03						

110265	CHK	A	STEPHANIE ALFIERI	1	1	2.95	0.00	2.95	2020-07-23		40611
			UTILITY DEPOSIT REFUND	431.15		2.95	0.00	2.95			
	DIST:		510-000-2520		2.95						

110266	CHK	A	CASA OF THE PIKES PEAK REGION	1	1	269.15	0.00	269.15	2020-07-23		40611
			REFUND-AQUATIC - MR. ROLLINS	506		269.15	0.00	269.15			
	DIST:		220-000-3471-3002		269.15						

110267	CHK	A	ANGIE WARREN	1	1	32.06	0.00	32.06	2020-07-23		40611
			UTILITY ERFUND	5332.02		32.06	0.00	32.06			
	DIST:		510-342-3461		32.06						

110268	CHK	A	WHITNEY O' DONNELL	1	1	3,604.06	0.00	3,604.06	2020-07-23		40611
			RESTITUTION-KATHRYN POLAK	71620		3,604.06	0.00	3,604.06			
	DIST:		100-000-3411		3,604.06						

110269	CHK	A	NORTHERN SAFETY & INDUSTRIAL CO	2417	1	135.94	0.00	135.94	2020-07-23		40611
			SAFETY SUPPLIES - STREETS	904042038		135.94	0.00	135.94			
	DIST:		100-334-2335		135.94						

110270	CHK	A	PEAK PERFORMANCE IMAGING SOLUT	5129	1	2,263.00	0.00	2,263.00	2020-07-23		40611
			07/2020-07/2021 RENEWAL	58972		2,263.00	0.00	2,263.00			
	DIST:		100-112-5100		2,263.00						

110271	CHK	A	PHIL LONG FORD	504	1	29.47	0.00	29.47	2020-07-23		40611
			#51 - PARTS	792642		29.47	0.00	29.47			
	DIST:		100-332-4420		29.47						

110272	CHK	A	SCHMIDT CONSTRUCTION	559	2	760.00	0.00	760.00	2020-07-23		40611
			ASPHALT - STREETS	2510444		466.00	0.00	466.00			
	DIST:		410-335-7202		466.00						

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			ASPHALT - STREETS	2510680		294.00	0.00	294.00			
	DIST:		410-335-7202			294.00					

110273	CHK	A	SCHUMACHER'S	561	1	330.00	0.00	330.00	2020-07-23		40611
			#23 REPAIR	67893		330.00	0.00	330.00			
	DIST:		100-332-4430			330.00					

110274	CHK	A	SGS ACCUTEST INC.	4859	2	827.00	0.00	827.00	2020-07-23		40611
			06/2020 WATER QUALITY TEST	52160120009		217.50	0.00	217.50			
	DIST:		510-342-3350			217.50					
			06/2020 WATER QUALITY TEST	52160120216		609.50	0.00	609.50			
	DIST:		510-342-3350			609.50					

110275	CHK	A	SNO-WHITE LINEN & UNIFORM, INC	581	1	85.69	0.00	85.69	2020-07-23		40611
			EVENTS EXPENSE - UPCC	S09446		85.69	0.00	85.69			
	DIST:		220-455-3500			85.69					

110276	CHK	A	SOLITUDE LAKE MANAGEMENT	5073	1	396.40	0.00	396.40	2020-07-23		40611
			07/21020 POND MANAGEMENT	PI-A00433578		396.40	0.00	396.40			
	DIST:		100-118-4240			396.40					

110277	CHK	A	STANLEY CONVERGENT SECURITY SO	4042	3	369.53	0.00	369.53	2020-07-23		40611
			08/2020 QUONSET	17601454		78.06	0.00	78.06			
	DIST:		100-331-5000			78.06					
			08/2020 FLEET	17602815		113.47	0.00	113.47			
	DIST:		100-332-5000			113.47					
			08/2020 MAIN BLDG	17607413		178.00	0.00	178.00			
	DIST:		100-332-5000			178.00					

110278	CHK	A	TELLER COUNTY WASTE	4158	2	800.00	0.00	800.00	2020-07-23		40611
			06/2020 PORTALET	8296		400.00	0.00	400.00			
	DIST:		100-118-4210			400.00					
			07/2020 PORTALET CHARGES	8617		400.00	0.00	400.00			
	DIST:		100-118-4210			400.00					

110279	CHK	A	UTE PASS CONCRETE-SAND&GRAVEL	655	9	2,448.06	0.00	2,448.06	2020-07-23		40611
			FLAGSTONE	D58917		153.10	0.00	153.10			
	DIST:		100-118-4310			153.10					
			FLAGSTONE - B&G	D59179		174.00	0.00	174.00			
	DIST:		100-118-4310			174.00					
			MULCH	D59821		392.10	0.00	392.10			
	DIST:		100-118-2120			392.10					
			HWY 24 STREETScape	D59917		235.56	0.00	235.56			
	DIST:		100-118-2120			235.56					
			STREETScape	D60103		226.50	0.00	226.50			
	DIST:		100-118-2120			226.50					
			MULCH	D60328		250.51	0.00	250.51			
	DIST:		100-118-4240			250.51					
			STRAW - B&G	D60363		44.50	0.00	44.50			
	DIST:		100-118-4240			44.50					
			MULCH - B&G	D60544		271.79	0.00	271.79			
	DIST:		100-118-4240			271.79					
			FLOW FILL - STREETS	D60704		700.00	0.00	700.00			
	DIST:		410-335-7203			700.00					

110280	CHK	A	WOODLAND PUMP & SUPPLY CO INC.	699	1	700.00	0.00	700.00	2020-07-23		40611
			EQUIPMENT - WTP	13125		700.00	0.00	700.00			

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			DIST: 510-342-6110			700.00					
33	EFT	A	WEX BANK	5187	1	7,468.12	0.00	7,468.12	2020-07-24	HP	40627
			WEX June 2020	06302020		7,468.12	0.00	7,468.12			
			DIST: 100-332-6410			7,468.12					
110281	CHK	A	WILSON & COMPANY	5212	1	807.88	0.00	807.88	2020-07-28		40622
			GATEWAY SIDEWALK IMPROVEMENT	91499		807.88	0.00	807.88			
			DIST: 410-335-7207			807.88					
110282	CHK	A	ATLAS BUSINESS SOLUTIONS	4905	1	799.20	0.00	799.20	2020-07-30		40629
			SUBSCRIBER DUES - WPPD	INV310012		799.20	0.00	799.20			
			DIST: 100-221-5850			799.20					
110283	CHK	A	AUTO TRUCK GROUP, LLC	4630	1	3,396.25	0.00	3,396.25	2020-07-30		40629
			REPAIR - #56	1728301		3,396.25	0.00	3,396.25			
			DIST: 100-332-4410			3,396.25					
110284	CHK	A	BLUETARP FINANCIAL	4474	1	319.98	0.00	319.98	2020-07-30		40629
			PARTS - B&G	45581855		319.98	0.00	319.98			
			DIST: 100-332-4430			319.98					
110285	CHK	A	BRAVO SCREEN PRINTING, INC.	3466	1	1,162.19	0.00	1,162.19	2020-07-30		40629
			BASEBALL SHIRTS - P&R	73337		1,162.19	0.00	1,162.19			
			DIST: 220-451-3400-1008			1,162.19					
110286	CHK	A	BRIAN E. BUNDY	5208	1	840.00	0.00	840.00	2020-07-30		40629
			ACCT. SUPPORT SERVICES	07242020		840.00	0.00	840.00			
			DIST: 100-117-3500			840.00					
110287	CHK	A	CARR, JAMES VAL	3546	1	43.60	0.00	43.60	2020-07-30		40629
			TRAINING & MAYORS PANEL	07272020		43.60	0.00	43.60			
			DIST: 100-105-5800			43.60					
110288	CHK	A	CHAD MILDBRANDT	5159	1	108.00	0.00	108.00	2020-07-30		40629
			BARTENDER - UPCC	07212020		108.00	0.00	108.00			
			DIST: 220-455-7000			108.00					
110289	CHK	A	CINTAS CORPORATION NO 2	4977	1	61.80	0.00	61.80	2020-07-30		40629
			UNIFORMS - FLEET	4056164151		61.80	0.00	61.80			
			DIST: 100-332-6210			61.80					
110290	CHK	A	CIRSA	144	1	36,491.00	0.00	36,491.00	2020-07-30		40629
			3RD Q 2020 WORKERS COMP	W20526		36,491.00	0.00	36,491.00			
			DIST: 100-199-5200			36,491.00					
110291	CHK	A	COLO DEPT OF PUBLIC HEALTH	1057	1	4,538.00	0.00	4,538.00	2020-07-30		40629
			07/20-06/21 PERMIT-CO-0043214	WU211109452		4,538.00	0.00	4,538.00			
			DIST: 520-347-5850			4,538.00					
110292	CHK	A	COLORADO CANYON SIGNS	115	1	60.00	0.00	60.00	2020-07-30		40629
			SIGNAGE - P&R	21391		60.00	0.00	60.00			
			DIST: 220-451-5500			60.00					
110293	CHK	A	CORE & MAIN LP	4980	1	1,333.18	0.00	1,333.18	2020-07-30		40629
			SUPPLIES - F/S	M564510		1,333.18	0.00	1,333.18			
			DIST: 510-345-6110			553.68					

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			DIST: 510-345-6111			779.50					
110294	CHK	A	DISPLAY SALES CO	4559	1	2,096.00	0.00	2,096.00	2020-07-30		40629
			FLAGS - B&G	INV-024456		2,096.00	0.00	2,096.00			
			DIST: 100-118-2121			2,096.00					
110295	CHK	A	DOCUMART COPIES & PRINTING	3252	1	30.00	0.00	30.00	2020-07-30		40629
			BUSINESS CARDS - WPPD	363443		30.00	0.00	30.00			
			DIST: 100-221-6160			30.00					
110296	CHK	A	FARIS MACHINERY CO.	1712	1	280.00	0.00	280.00	2020-07-30		40629
			SIDE BROOM - STREETS	A13341		280.00	0.00	280.00			
			DIST: 100-334-4320			280.00					
110297	CHK	A	GLASER GAS, INC.	3244	1	40.00	0.00	40.00	2020-07-30		40629
			RECERTIFY PROPANE TANK	87971		40.00	0.00	40.00			
			DIST: 100-118-4240			40.00					
110298	CHK	A	GRAINGER INC.	282	1	85.49	0.00	85.49	2020-07-30		40629
			FAN - WTP	9586151152		85.49	0.00	85.49			
			DIST: 510-342-6110			85.49					
110299	CHK	A	IREA	343	2	15,599.53	0.00	15,599.53	2020-07-30		40629
			06/2020 CHARGES	071620		15,599.53	0.00	3,959.81			
			DIST: 510-342-5710			3,959.81					
			DIST: 520-347-5710			11,639.72					
			06/2020 CHARGES	071620		15,599.53	0.00	11,639.72			
			DIST: 510-342-5710			3,959.81					
			DIST: 520-347-5710			11,639.72					
110300	CHK	A	KIEWIT INFRASTRUCTURE CO	4850	1	202,566.05	0.00	202,566.05	2020-07-30		40629
			EVERGREEN HEIGHTS	N0:4		202,566.05	0.00	202,566.05			
			DIST: 410-335-7201			202,566.05					
110301	CHK	A	KORY T. KATSIMPALIS	5157	2	450.00	0.00	450.00	2020-07-30		40629
			04/2020 ADMINISTRATIVE SERVICE	04302020		185.00	0.00	185.00			
			DIST: 215-710-3200			185.00					
			05/2020 ADMINISTRATIVE SERVICE	05302020		265.00	0.00	265.00			
			DIST: 215-710-3200			265.00					
110302	CHK	A	KROGER-KING SOOPERS CUST CHGS	145	2	75.00	0.00	75.00	2020-07-30		40629
			07/2020 CHARGES	7182020		75.00	0.00	37.64			
			DIST: 100-221-5800			37.64					
			DIST: 220-455-7000			37.36					
			07/2020 CHARGES	7182020		75.00	0.00	37.36			
			DIST: 100-221-5800			37.64					
			DIST: 220-455-7000			37.36					
110303	CHK	A	KUBWATER RESOURCES INC	4643	1	4,867.81	0.00	4,867.81	2020-07-30		40629
			COMPOST - WWTP	09675		4,867.81	0.00	4,867.81			
			DIST: 520-347-6113			4,867.81					
110304	CHK	A	L.L. JOHNSON DISTRIBUTING CO.	1414	1	392.98	0.00	392.98	2020-07-30		40629
			PARTS FOR FERTILIZER TRAILER	1829085-00		392.98	0.00	392.98			
			DIST: 100-332-4430			392.98					
110305	CHK	A	L.N. CURTIS & SONS	5123	4	765.96	0.00	765.96	2020-07-30		40629

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			UNIFORM - WPPD	INV407322		147.96	0.00	147.96			
	DIST:		100-221-6210		147.96						
			UNIFORM - WPPD	INV407339		246.00	0.00	246.00			
	DIST:		100-221-6210		246.00						
			UNIFORM - WPPD	INV407355		280.60	0.00	280.60			
	DIST:		100-221-6210		280.60						
			UNIFORM - WPPD	INV407411		91.40	0.00	91.40			
	DIST:		100-221-2230		91.40						

110306	CHK	A	LAW FIRM OF SUZANNE M. ROGERS,	5054	2	5,465.90	0.00	5,465.90	2020-07-30		40629
			03/2020 LEGAL FEES	07262020		2,530.30	0.00	2,530.30			
	DIST:		100-113-3210		2,530.30						
			06/2020 LEGAL SERVICES	07262020A		2,935.60	0.00	2,935.60			
	DIST:		100-113-3210		2,935.60						

110307	CHK	A	LOAF 'N JUG	403	1	187.77	0.00	187.77	2020-07-30		40629
			06/2020-07/2020 CHARGES	07202020		187.77	0.00	187.77			
	DIST:		100-332-6410		187.77						

110308	CHK	A	MATT'S RADIATOR SALES & SVCS	2951	1	625.00	0.00	625.00	2020-07-30		40629
			#23 - REPAIR	5117		625.00	0.00	625.00			
	DIST:		100-332-4430		625.00						

110309	CHK	A	EVACKCAVE, LLC	1	1	144.77	0.00	144.77	2020-07-30		40629
			RESTITUTION - BRYNN ALLEN	071620		144.77	0.00	144.77			
	DIST:		100-000-3411		144.77						

110310	CHK	A	RICH'S RELICS	1	1	319.79	0.00	319.79	2020-07-30		40629
			RESTITUTION - BRYN ALLEN	071620B		319.79	0.00	319.79			
	DIST:		100-000-3411		319.79						

110311	CHK	A	MICHELLE PERKINS	1	1	97.31	0.00	97.31	2020-07-30		40629
			REIMBURSEMENT-DOG PARK SIGN	07232020		97.31	0.00	97.31			
	DIST:		100-114-2070		97.31						

110312	CHK	A	HEATHER WALMA	1	1	240.00	0.00	240.00	2020-07-30		40629
			REFUND - P&R	22409809		240.00	0.00	240.00			
	DIST:		220-000-3470-1000		240.00						

110313	CHK	A	NIKKI BAMBURG	1	1	100.00	0.00	100.00	2020-07-30		40629
			REFUND - WAC	22444634		100.00	0.00	100.00			
	DIST:		220-000-3470-1000		100.00						

110314	CHK	A	KAYLA SCHNEWIES	1	3	11.18	0.00	11.18	2020-07-30		40629
			UTILITY REFUND	299.06		11.18	0.00	0.73-			
	DIST:		510-342-3461		23.55						
	DIST:		510-343-3466		1.30-						
	DIST:		520-347-3471		8.11-						
	DIST:		520-348-3476		2.23-						
	DIST:		420-000-3481		0.73-						
			UTILITY REFUND	299.06		11.18	0.00	22.25			
	DIST:		510-342-3461		23.55						
	DIST:		510-343-3466		1.30-						
	DIST:		520-347-3471		8.11-						
	DIST:		520-348-3476		2.23-						
	DIST:		420-000-3481		0.73-						
			UTILITY REFUND	299.06		11.18	0.00	10.34-			

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 510-342-3461		23.55						
			DIST: 510-343-3466		1.30-						
			DIST: 520-347-3471		8.11-						
			DIST: 520-348-3476		2.23-						
			DIST: 420-000-3481		0.73-						
110315	CHK	A	DEBBIE REICHARD	1	1	144.00	0.00	144.00	2020-07-30		40629
			REFUND - WAC	30892		144.00	0.00	144.00			
			DIST: 220-000-3471-3002		144.00						
110316	CHK	A	KELLY ANDERSON	1	3	37.48	0.00	37.48	2020-07-30		40629
			UTILITY REFUND	4985.04		37.48	0.00	15.85			
			DIST: 510-342-3461		18.54						
			DIST: 510-343-3466		1.56						
			DIST: 520-347-3471		9.70						
			DIST: 520-348-3476		6.15						
			DIST: 420-000-3481		0.90						
			DIST: 510-342-3469		0.63						
			UTILITY REFUND	4985.04		37.48	0.00	0.90			
			DIST: 510-342-3461		18.54						
			DIST: 510-343-3466		1.56						
			DIST: 520-347-3471		9.70						
			DIST: 520-348-3476		6.15						
			DIST: 420-000-3481		0.90						
			DIST: 510-342-3469		0.63						
			UTILITY REFUND	4985.04		37.48	0.00	20.73			
			DIST: 510-342-3461		18.54						
			DIST: 510-343-3466		1.56						
			DIST: 520-347-3471		9.70						
			DIST: 520-348-3476		6.15						
			DIST: 420-000-3481		0.90						
			DIST: 510-342-3469		0.63						
110317	CHK	A	HELP THE NEEDY	1	1	213.44	0.00	213.44	2020-07-30		40629
			RESTITUTION - HELP THE NEEDY	71620A		213.44	0.00	213.44			
			DIST: 100-000-3411		213.44						
110318	CHK	A	MUTUAL OF OMAHA INSURANCE COMP	5128	1	3,889.00	0.00	3,889.00	2020-07-30		40629
			08/2020 STD, LTD, & LIFE	001105991115		3,889.00	0.00	3,889.00			
			DIST: 100-000-2175		1,186.17						
			DIST: 100-000-2175		867.41						
			DIST: 100-000-2170		1,835.42						
110319	CHK	A	NATIONAL ALLIANCE/YOUTH SPORTS	3249	1	461.44	0.00	461.44	2020-07-30		40629
			SOCCER SUPPLIES	59135		461.44	0.00	461.44			
			DIST: 220-451-3400-1003		461.44						
110320	CHK	A	NATIONAL TRUST/HISTORIC PRESR	2863	1	30.00	0.00	30.00	2020-07-30		40629
			2020 MEMBERSHIP RENEWAL	07242020		30.00	0.00	30.00			
			DIST: 100-114-5850		30.00						
110321	CHK	A	NORTHERN SAFETY & INDUSTRIAL CO	2417	1	30.63	0.00	30.63	2020-07-30		40629
			DRY ERASE BOARDS - STREETS	904050029		30.63	0.00	30.63			
			DIST: 100-334-2335		30.63						
110322	CHK	A	PERFORMANCE RADIATOR PACIFIC	4522	1	104.00	0.00	104.00	2020-07-30		40629
			#31 REPAIR	7422930		104.00	0.00	104.00			

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 100-332-4420		104.00						
110323	CHK	A	RDK SMALL ENGINE REPAIR LLC.	3990	1	85.00	0.00	85.00	2020-07-30		40629
			LAWN MOWER REPAIR	11171		85.00	0.00	85.00			
			DIST: 100-332-4430		85.00						
110324	CHK	A	ROBERT COLE	5194	2	450.00	0.00	450.00	2020-07-30		40629
			INSTRUCTOR - P&R	07272020		375.00	0.00	375.00			
			DIST: 220-451-3400-1000		375.00						
			INSTRUCTOR	07272020A		75.00	0.00	75.00			
			DIST: 220-451-3400-1000		75.00						
110325	CHK	A	SCHMIDT CONSTRUCTION	559	2	800.50	0.00	800.50	2020-07-30		40629
			ASPHALT - STREETS	2512710		498.50	0.00	498.50			
			DIST: 410-335-7202		498.50						
			ASPHALT - STREETS	2513889		302.00	0.00	302.00			
			DIST: 410-335-7202		302.00						
110326	CHK	A	SHERWIN-WILLIAMS	1890	1	369.60	0.00	369.60	2020-07-30		40629
			SOCCER FIELD PAINT - B&G	7429-7		369.60	0.00	369.60			
			DIST: 100-118-4240		369.60						
110327	CHK	A	TELLER COUNTY WASTE	4158	4	612.50	0.00	612.50	2020-07-30		40629
			08/2020 SERVICE	07082020		612.50	0.00	13.75			
			DIST: 100-118-4210		159.00						
			DIST: 100-118-4210		53.00						
			DIST: 510-342-4210		39.00						
			DIST: 100-334-4210		159.00						
			DIST: 100-332-4210		39.00						
			DIST: 220-455-4210		96.75						
			DIST: 520-347-4210		13.75						
			DIST: 220-452-4210		53.00						
			08/2020 SERVICE	07082020		612.50	0.00	410.00			
			DIST: 100-118-4210		159.00						
			DIST: 100-118-4210		53.00						
			DIST: 510-342-4210		39.00						
			DIST: 100-334-4210		159.00						
			DIST: 100-332-4210		39.00						
			DIST: 220-455-4210		96.75						
			DIST: 520-347-4210		13.75						
			DIST: 220-452-4210		53.00						
			08/2020 SERVICE	07082020		612.50	0.00	149.75			
			DIST: 100-118-4210		159.00						
			DIST: 100-118-4210		53.00						
			DIST: 510-342-4210		39.00						
			DIST: 100-334-4210		159.00						
			DIST: 100-332-4210		39.00						
			DIST: 220-455-4210		96.75						
			DIST: 520-347-4210		13.75						
			DIST: 220-452-4210		53.00						
			08/2020 SERVICE	07082020		612.50	0.00	39.00			
			DIST: 100-118-4210		159.00						
			DIST: 100-118-4210		53.00						
			DIST: 510-342-4210		39.00						
			DIST: 100-334-4210		159.00						
			DIST: 100-332-4210		39.00						
			DIST: 220-455-4210		96.75						

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DIST: 520-347-4210		13.75						
			DIST: 220-452-4210		53.00						

110328	CHK	A	TROY ZOOK INVESTIGATIONS	5222	1	2,177.50	0.00	2,177.50	2020-07-30		40629
			SERVICE - BEA CUNNINGHAM	07292020		2,177.50	0.00	2,177.50			
			DIST: 100-111-3210		2,177.50						

110329	CHK	A	VSP-VISION SERVICE PLAN	664	1	1,847.14	0.00	1,847.14	2020-07-30		40629
			07/2020-08/2020 VISION PLAN	07182020		1,847.14	0.00	1,847.14			
			DIST: 100-199-3335		1,847.14						

110330	CHK	A	WALMART COMMUNITY	668	1	542.06	0.00	542.06	2020-07-30		40629
			06/2020-07/2020 CHARGES	7162020		542.06	0.00	542.06			
			DIST: 100-115-2011		3.10						
			DIST: 100-118-6210		37.29						
			DIST: 100-199-6100		49.72						
			DIST: 100-199-3335		206.55						
			DIST: 100-221-6100		245.40						

110331	CHK	A	WILMA MARTIN	5195	1	954.00	0.00	954.00	2020-07-30		40629
			INSTRUCTOR - P&R	07272020		954.00	0.00	954.00			
			DIST: 220-451-3400-1000		954.00						

110332	CHK	A	WIRELESS WATCHDOGS, LLC	5102	1	312.00	0.00	312.00	2020-07-30		40629
			06/2020 MAINTENANCE	IN0075864		312.00	0.00	312.00			
			DIST: 100-199-5300		312.00						

110333	CHK	A	WOODLAND HARDWARE & RENTAL	2739	4	1,633.29	0.00	1,633.29	2020-07-30		40629
			06/2020 CHARGES	63020		1,633.29	0.00	183.01			
			DIST: 100-112-2050		14.78						
			DIST: 100-118-2120		21.99						
			DIST: 100-118-4240		127.39						
			DIST: 100-118-4320		741.89						
			DIST: 100-332-4430		9.14						
			DIST: 100-334-4300		65.91						
			DIST: 100-334-4320		22.56						
			DIST: 100-334-6170		3.22						
			DIST: 410-335-7204		3.99						
			DIST: 510-342-6110		357.56						
			DIST: 510-345-6110		56.88						
			DIST: 520-347-6110		120.50						
			DIST: 520-347-6111		43.96						
			DIST: 520-349-6110		18.55						
			DIST: 100-118-4310		24.97						
			06/2020 CHARGES	63020		1,633.29	0.00	1,031.85			
			DIST: 100-112-2050		14.78						
			DIST: 100-118-2120		21.99						
			DIST: 100-118-4240		127.39						
			DIST: 100-118-4320		741.89						
			DIST: 100-332-4430		9.14						
			DIST: 100-334-4300		65.91						
			DIST: 100-334-4320		22.56						
			DIST: 100-334-6170		3.22						
			DIST: 410-335-7204		3.99						
			DIST: 510-342-6110		357.56						
			DIST: 510-345-6110		56.88						
			DIST: 520-347-6110		120.50						

City of Woodland Park
Year End Payment Register

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
	DIST:		520-347-6111			43.96					
	DIST:		520-349-6110			18.55					
	DIST:		100-118-4310			24.97					
			06/2020 CHARGES	63020		1,633.29	0.00	3.99			
	DIST:		100-112-2050			14.78					
	DIST:		100-118-2120			21.99					
	DIST:		100-118-4240			127.39					
	DIST:		100-118-4320			741.89					
	DIST:		100-332-4430			9.14					
	DIST:		100-334-4300			65.91					
	DIST:		100-334-4320			22.56					
	DIST:		100-334-6170			3.22					
	DIST:		410-335-7204			3.99					
	DIST:		510-342-6110			357.56					
	DIST:		510-345-6110			56.88					
	DIST:		520-347-6110			120.50					
	DIST:		520-347-6111			43.96					
	DIST:		520-349-6110			18.55					
	DIST:		100-118-4310			24.97					
			06/2020 CHARGES	63020		1,633.29	0.00	414.44			
	DIST:		100-112-2050			14.78					
	DIST:		100-118-2120			21.99					
	DIST:		100-118-4240			127.39					
	DIST:		100-118-4320			741.89					
	DIST:		100-332-4430			9.14					
	DIST:		100-334-4300			65.91					
	DIST:		100-334-4320			22.56					
	DIST:		100-334-6170			3.22					
	DIST:		410-335-7204			3.99					
	DIST:		510-342-6110			357.56					
	DIST:		510-345-6110			56.88					
	DIST:		520-347-6110			120.50					
	DIST:		520-347-6111			43.96					
	DIST:		520-349-6110			18.55					
	DIST:		100-118-4310			24.97					

REGISTER TOTALS Checks: 208 Voids: 1 311 764,929.44 0.00 764,929.44



City of Woodland Park Staff Report for City Council

Meeting Date: August 20, 2020

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
Interoffice Memorandum	Finance	Emily Katsimpalis Finance Director

ITEM:

Monthly Report of Mayor and Council Expenses

The following is a recap of the Council and Mayor Expense line items for July 2020.

Description	Budget	Month Exp	YTD Exp	Balance	% Expended
Training/Travel	\$10,500	\$224.36	\$224.36	\$10,276	2%
Supplies	\$1,000	\$15.89	\$179.60	\$820	18%
Meetings/Mileage/Meals	\$3,000	\$280.77	\$546.40	\$2,454	18%
Special Projects	\$2,000		\$0.00	\$2,000	0%
Total	\$16,500	\$521.02	\$950.36	\$15,549.64	6%

July Expenditures:

Training/Travel: Microtel, Mayor Carr, CSBJ Mayor's Panel	\$	180.76
Training/Travel: Mileage reimbursement, Mayor Carr	\$	43.60
Supplies: Amazon, Ink Cartridge for Councilmember Neal	\$	15.89
Meetings/Mileage/Meals: City Market, Supplies for Council retreat	\$	122.93
Meetings/Mileage/Meals: Joanie's, breakfast for Council retreat	\$	157.84
	\$	521.02

Woodland Park City Council Staff Report

Meeting Date: August 20, 2020

Agenda Item

Department

Presenter

9.A

Planning
& Building

Lor Pellegrino, AICP
City Planner

ITEM

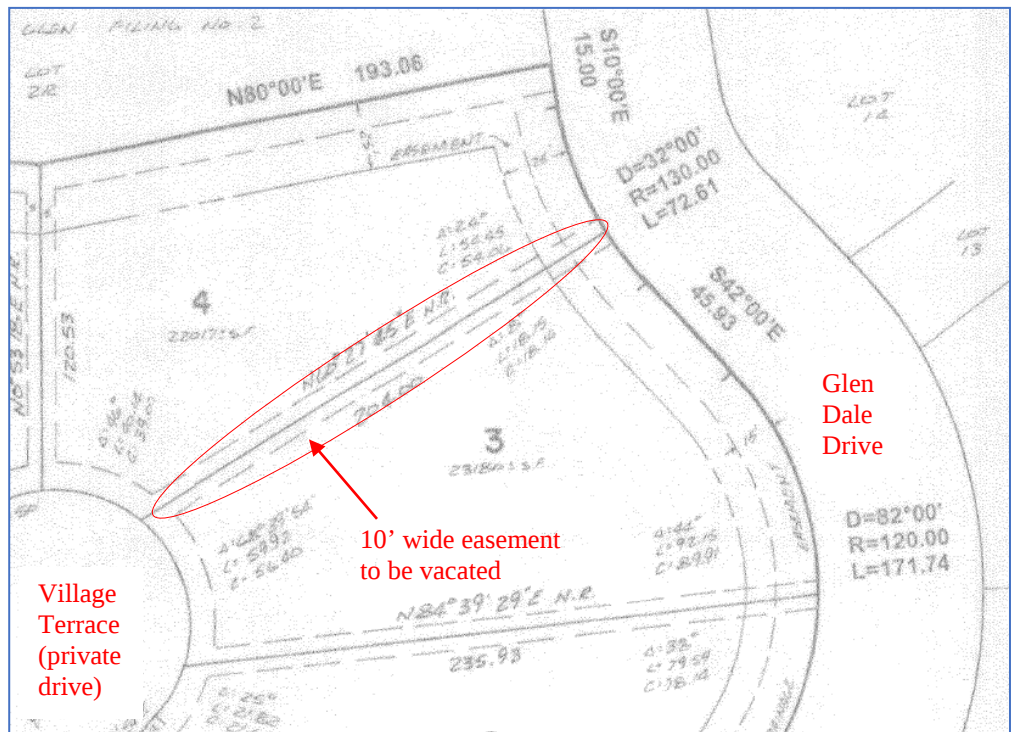
Consider Ordinance No. 1382, 2020 vacating the 10-foot wide public utility easement between Lot 3 and Lot 4, The Village as requested by Woodland Park Storage, LLC (Eric Smith, Property Owner) in the Neighborhood Commercial (NC) zone district.

BACKGROUND

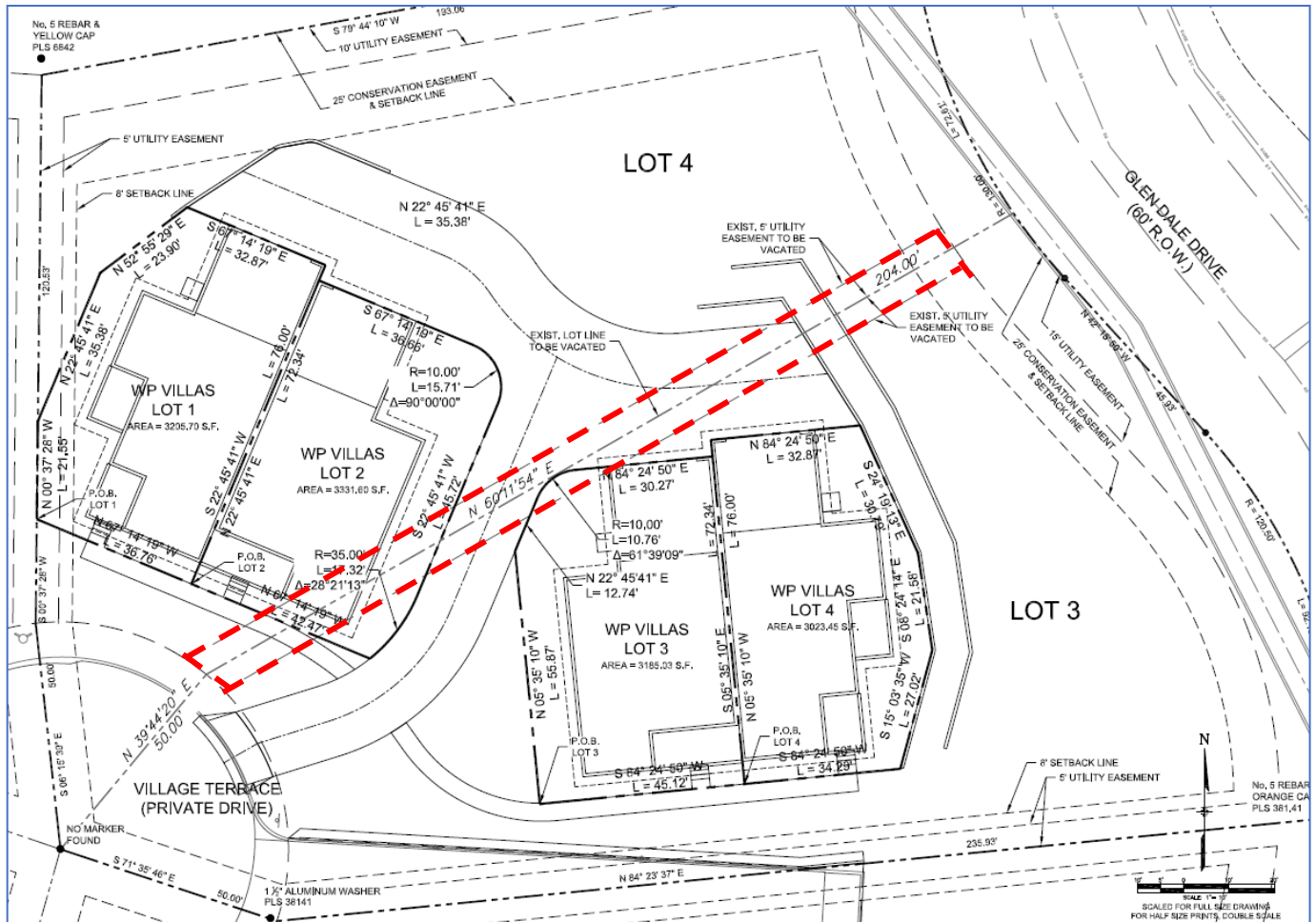
The original platting of The Village subdivision in 2006 included 7 lots with 5-foot wide public utility easements along all sides. The property owner is requesting a vacation of the combined 10-foot wide public utility easement between Lots 3 and 4.



“Easement” is defined as the authorization by a property owner for use by the public, a corporation, or persons, of any designated part of the property for specific purposes (Municipal Code §17.08.130). Side lot easements are typically at least ten feet in width, five feet of which are on each side of a common lot line (MC §17.40.170). The dedication statement on The Village plat grants the City of Woodland Park



those easements shown including the right of ingress and egress for construction and maintenance of improvements. The sole right and authority to release or convey those easements remains exclusively vested in the City of Woodland Park. No improvements (water or sewer lines, etc.) currently exist within this 10-foot wide easement. The Property Owner intends to also vacate the property line (an administrative process) between Lots 3 and 4 so that two duplexes can be built which will, upon completion of the footing/foundation, then be platted into four discrete townhome lots complete with an Homeowner’s Association.



ANALYSIS AND FINDINGS

Easement vacations are considered based on its effect on utilities located in said easement, emergency services access, and feasibility of road construction, access to lots abutting the vacation, area traffic patterns and adjacent landowners input. Staff finds no effect on utilities as no improvements currently exist within this easement and no effect to emergency service access, feasibility of road construction, access to abutting lots and area traffic patterns. The application was referred to City departments (Utilities, Public Works, Planning) and external agencies (IREA, Century Link - formerly Qwest, TDS Telecom, Black Hills, NE Teller County FPD). The ordinance was officially posted on the City website and a notice of the City Council public hearing was published in the Pikes Peak Courier. City Council held the first reading of Ordinance 1382 on August 6, 2020 and posted the draft Ordinance as required. All referral agencies had no concerns with the easement vacation request and no public comment was received related to this vacation request. Staff finds that the vacation of the easement request is reasonable given the proposed lot line vacation and the proposed townhome development. All services are available for this proposed development and any necessary internal easements (if any) may be platted with the townhome plat (an administrative process).

STAFF RECOMMENDATION Approve Ordinance No. 1382, 2020 vacating the 10-foot wide public utility easement between Lot 3 and Lot 4, The Village as requested by Woodland Park Storage, LLC (Eric Smith, Property Owner) in the Neighborhood Commercial (NC) zone district.

ATTACHMENTS A: Ordinance No. 1382, Series 2020

ATTACHMENT A:

**CITY OF WOODLAND PARK
ORDINANCE NO. 1382, SERIES 2020**

**AN ORDINANCE VACATING PUBLIC UTILITY EASEMENTS BETWEEN LOT 3
AND LOT 4, THE VILLAGE**

WHEREAS, Woodland Park Storage, LLC (Eric Smith) owns Lot 3 and Lot 4, The Village (127 and 137 Village Terrace); and

WHEREAS, the Property Owner is requesting vacation of the 10-foot wide platted public utility easement (5 feet on each side of the common lot line between Lot 3 and Lot 4; and

WHEREAS, the City has notified interested service and utility providers and has not received any objection to vacating this public utility easement.

NOW, THEREFORE THE CITY OF WOODLAND PARK, COLORADO, ORDAINS as follows:

Section 1. City Council of the City of Woodland Park hereby vacates the public utility easement shown in Exhibit A, attached hereto.

PASSED BY CITY COUNCIL ON SECOND AND FINAL READING,
FOLLOWING PUBLIC HEARING, THIS _____ DAY OF
_____, 2020.

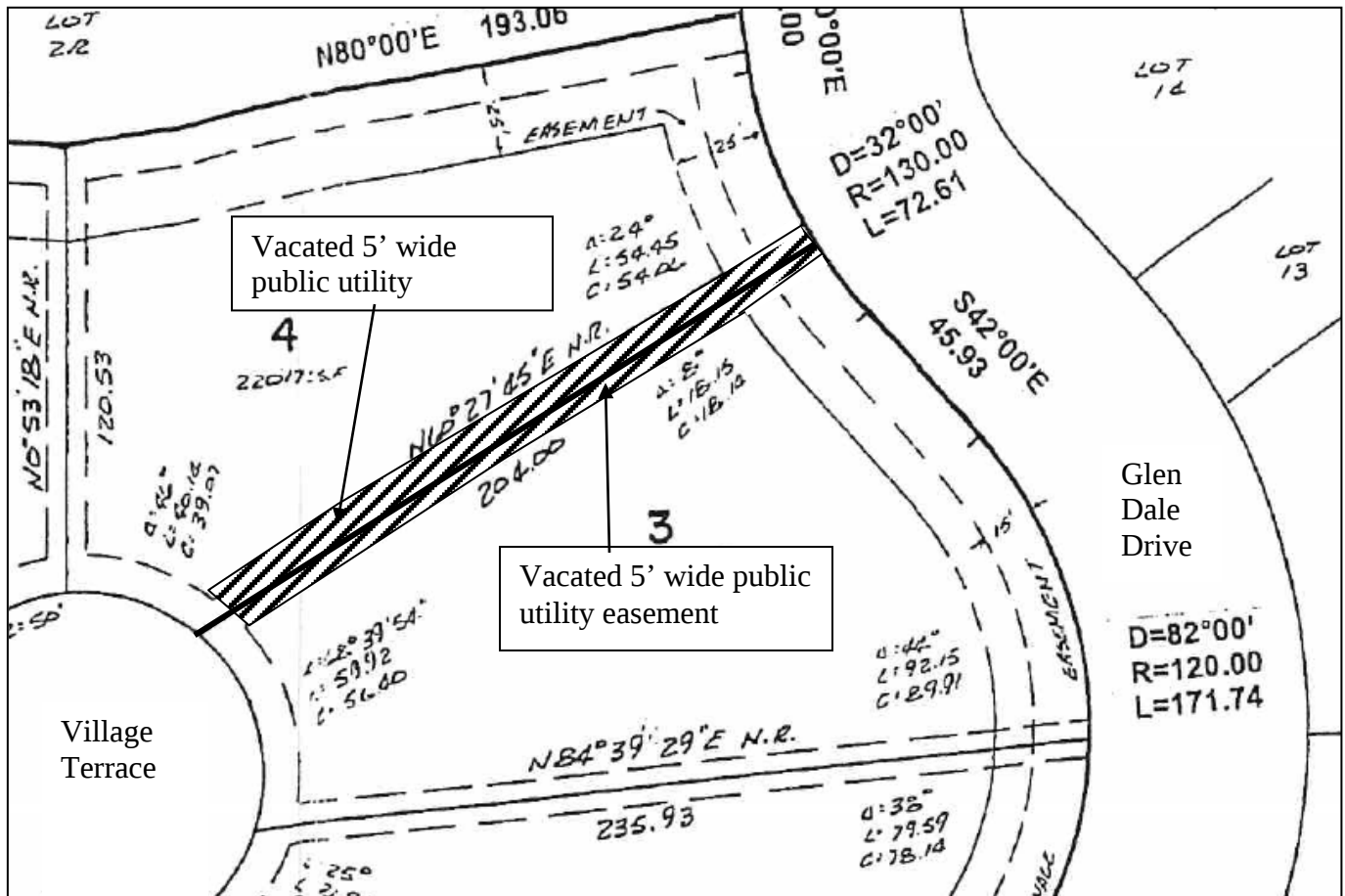
Mayor Val Carr

ATTEST by: _____
City Clerk Suzanne Leclercq

APPROVED AS TO FORM by: _____
City Attorney Jason Meyers

EXHIBIT A

(TO CITY OF WOODLAND PARK ORDINANCE NO. 1382, SERIES 2020)



**CITY OF WOODLAND PARK
ORDINANCE NO. 1382, SERIES 2020**

**AN ORDINANCE VACATING PUBLIC UTILITY EASEMENTS BETWEEN LOT 3
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FOLLOWING PUBLIC HEARING, THIS _____ DAY OF
_____, 2020.

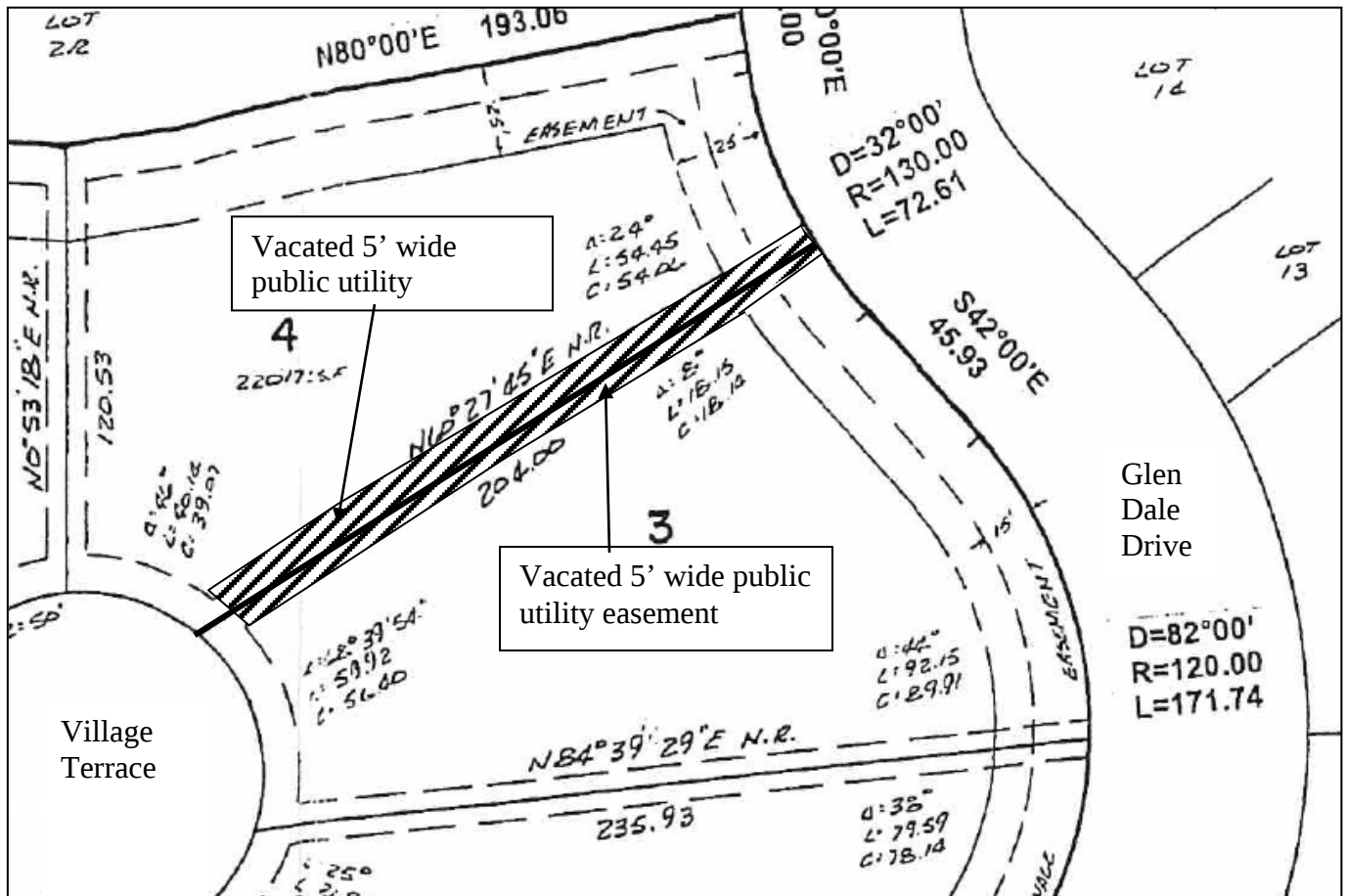
Mayor Val Carr

ATTEST by: _____
City Clerk Suzanne Leclercq

APPROVED AS TO FORM by: _____
City Attorney Jason Meyers

EXHIBIT A

(TO CITY OF WOODLAND PARK ORDINANCE NO. 1382, SERIES 2020)





WOODLAND PARK
CITY ABOVE THE CLOUDS

City of Woodland Park City Council Staff Report

Meeting Date: August 20, 2020

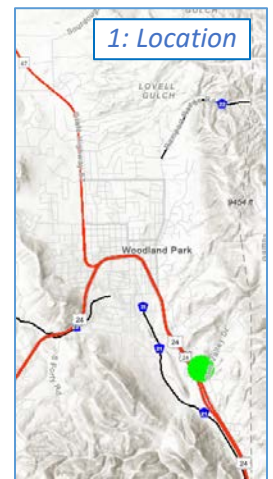
<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
9.B	Planning	Lor Pellegrino, AICP City Planner

ITEM

SUB2020-02 & SPR 2020-03: Request for a Preliminary Plat and Site Plan Review from Brecken Heights, LLC (Mark McNab) and Quaking Aspens, LLC (Gary Edmonds) to develop a 32-unit multi-family residential project (16 duplexes) including public and private open space, and a public right of way located at 19569 E. US Highway 24 (13.09 acre tract in the NE4 SW4- Section 30, T12S-R68-W6th PM) in the Multi-Family Residential Suburban (MFS) and Community Commercial (CC) zone district.

BACKGROUND

This is a 13.09 acre unplatted tract of land in the northeast quarter of the southwest quarter of Section 30, Township 12 South, Range 68 West of the 6th PM located west of Sun Valley Park, north of Morning Sun Drive and east of US Hwy 24. This land was (and still is) considered a significant tract of land at the entrance or “gateway” to the City of Woodland Park. The earliest City records related to this tract indicate an outside water contract for the trailer park between the City and Galen Dodd dated May 30, 1979. This 13-acre tract was part of a larger 21 acre petition for annexation by Cary L. Carpenter which was approved in January 1985 by City Council via Ordinance 346, 1984. At the time of annexation, the 13-acre tract was zoned Mobile Home Park/Campground (MHP-CG) in Teller County, was occupied by tenants and was commonly known as “Mountain Meadows Campground and Trailer Court” or “Mountain Meadows Mobile Home Park.” Conditions of annexation (over 20 of them) included dedication “at time of platting [of] 5% of the property proposed for development or its equivalent for beneficial public use... [and] set aside an open space in perpetuity” and “bring ... the mobile home park into compliance with all City ordinances ... no later than December 31, 1989.” In 1986, City Council approved Ordinance 412, 1986 which applied Central Business (C-1) zoning to this 13-acre tract of land and in 1988, extended the deadline to 1994 for the mobile home park to be in compliance. In 1991, the septic tanks and leach fields serving the mobile home park suffered egregious failures resulting in surface flow of raw sewage and the mobile home park and use was subsequently terminated by the Economic Crime Division of the Colorado Office of the District Attorney. In 1996, with the Zoning overhaul, the tract was zoned PUD then in 2000 (Ordinance No. 840) zoned MFS and CC. To this day, the tract remains vacant, unplatted and undeveloped although it has been the subject of numerous proposals that have never come to fruition including The Village at Mountain Meadows (a 12-lot concept plan in 1995 with 3 retail buildings, 1 restaurant, 7 office buildings, and 9 four-plexes/36 townhome units), a Duncan Donuts, and Quaking Aspen Village (a 2-ac commercial concept with an 11-ac 91-unit tiny home village).



The applicant has submitted a preliminary plat for the entire 13.09 acre tract showing 185,711 SF as public park (Tract B) in the north part, 141,142 SF as future development (Tract C in the east part) and the remainder of the tract for 16 duplexes (32 residential townhome units) including 18,738 SF as private open space (Tract A), 35,325 SF as public right-of-way (Brecken Court) and 32 lots ranging from 4,609 SF to 8,623 SF.

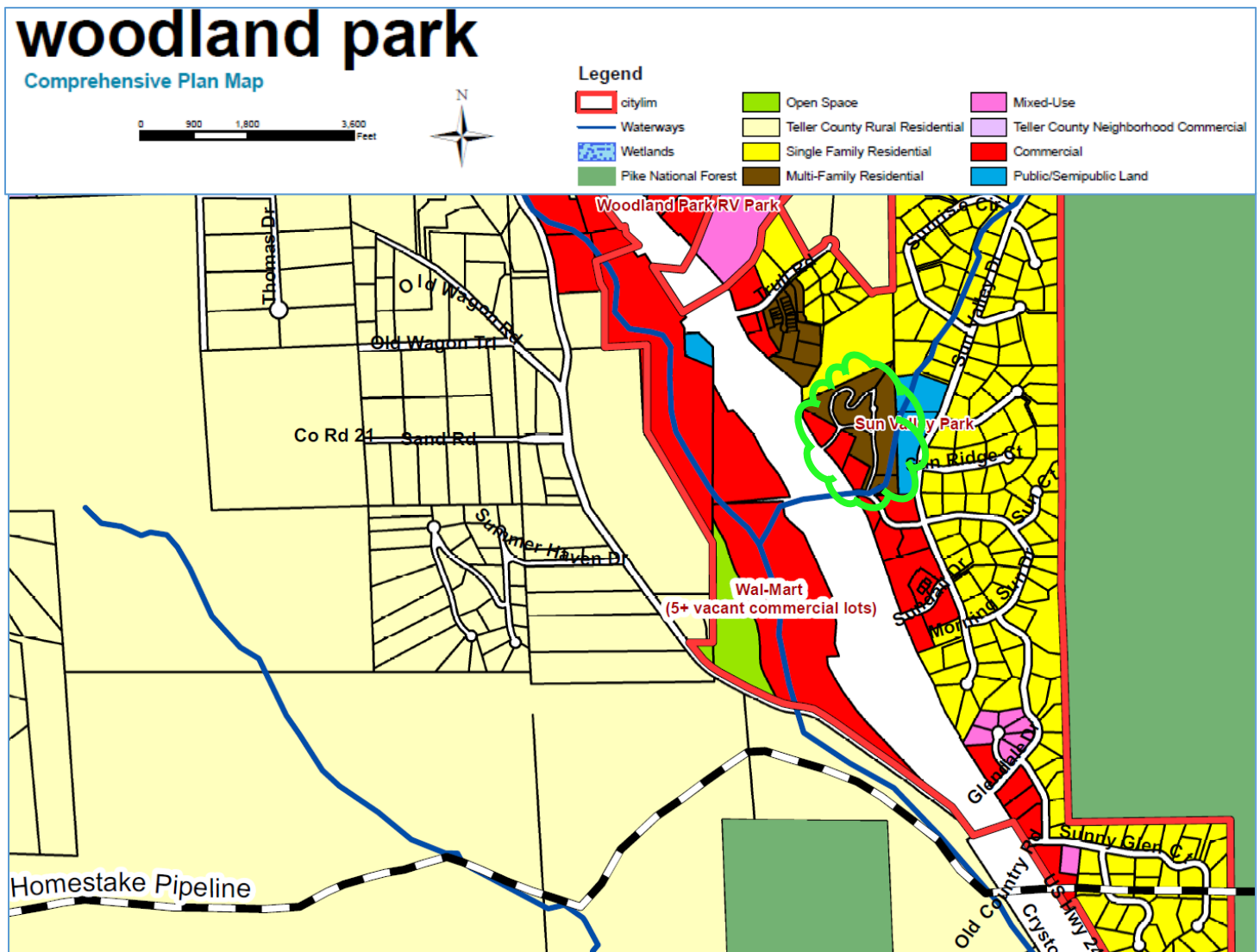
SITE & SURROUNDING CHARACTERISTICS

The tract lies within the Fountain Creek watershed basin and is characterized by native grasses and dense coniferous trees on steep terrain (4-40% grades). It slopes generally from north to south with historic sheet flows draining into existing culverts under Morning Sun Road and along Highway 24. There are no known major drainage ways on the site, no flood hazards or archeological, historic or other values. The site ranges from a high

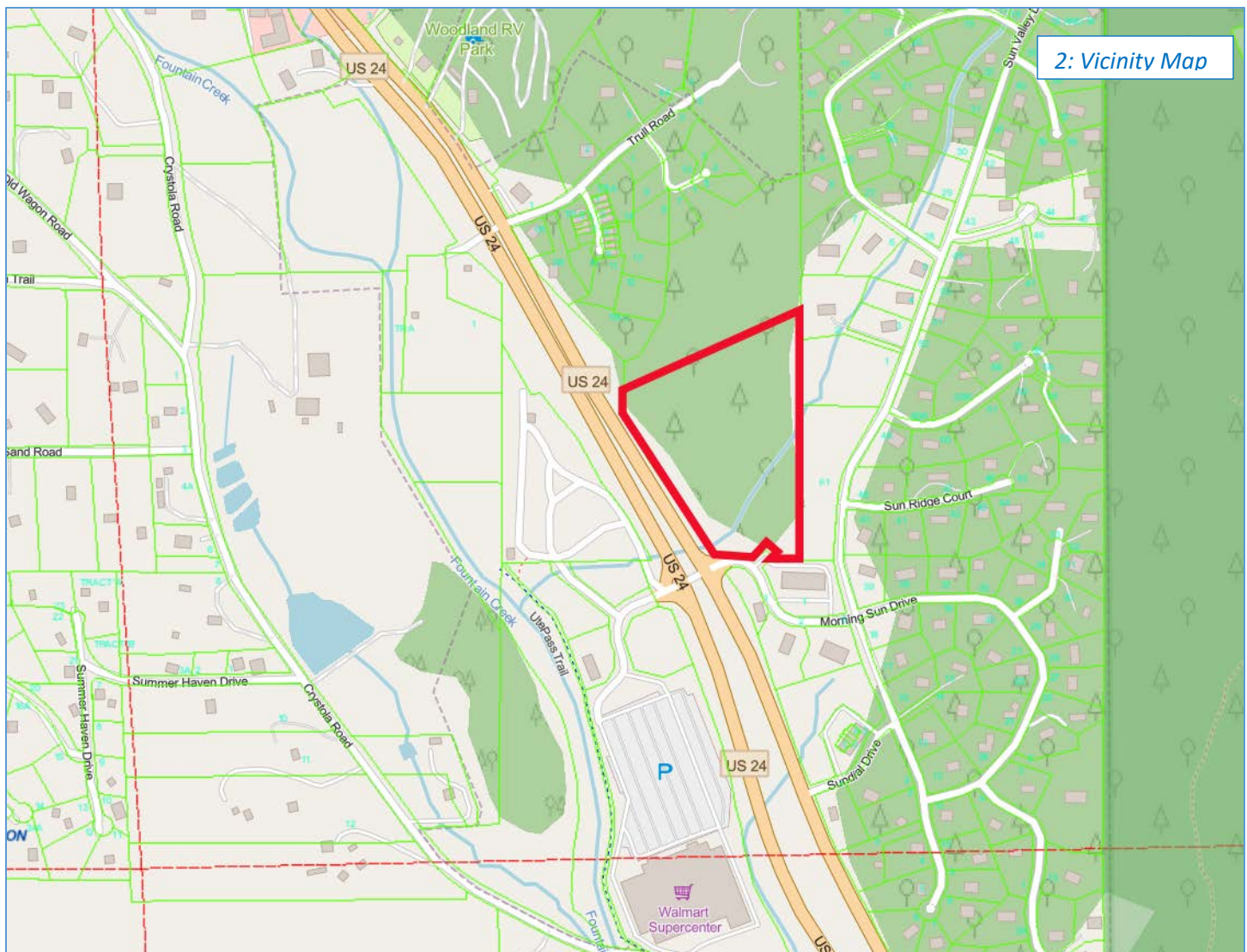
point of just over 8,334 feet at the midpoint of the north boundary and a low point of 8,210 feet at the southwest corner (124 foot drop from north to south). Access to the site if from Morning Sun Drive from the south and Highway 24 from the west. Water and sewer service can be connected to existing lines along Morning Sun Drive and Highway 24. Electrical connection is possible to the overhead lines in Sun Valley Park (parallel to the east boundary).

WOODLAND PARK 2010 COMPREHENSIVE PLAN

The 2010 Plan and Map provide guidance for new development and redevelopment with the City. The 2010 Plan honors the City's existing zoning while providing both direction and flexibility for the future development or redevelopment where it makes sense to anticipate new uses and preserve the orderly re/development. The 2010 Plan Map identifies locations for the most appropriate future land use within broad categories like residential, commercial, and open space.



The 2010 Plan Map envisioned Multi-Family Residential (brown) in the east portion of the tract and Commercial (red) in the west along Highway 24. The Multi-Family Residential category delineates areas of the City that are already zoned MFS or MFU or are within an existing PUD and planned for higher multi-family densities. The Commercial category delineates areas of the City that are already zoned commercial (NC, CBD, CC, SC, or HSC/LI) and do not have a strong potential for residential or mixed use development. Staff believes the Brecken Heights development fits with many of the Plan's vision, principles, goals, objectives and actions especially in its provision of varied, high quality and diverse housing supply. The duplex residential units plus the park dedication make enhance the City as a place to live, work and play.



The site is surrounded by the following zone districts and uses:

	USE	ZONE
North	Gator Mountain Subdivision (9.24 acre single-family unplatted lot), Elk Grove Townhomes, and other single-family vacant or built residential properties.	SR, MFS, CC
East	Sun Valley Park (6.22 acres), Sun Valley Drive, Morning Sun Solar Subdivision, Pike National Forest, Avenger Mine, El Paso County	P/SPL, SR
South	Morning Sun Drive public ROW, Morning Sun Business Park (vacant and built commercial properties)	NC
West	US Hwy 24, Woodland Village Mobile Home Park, Wal-Mart (vacant and built commercial properties), Fountain Creek, Teller County	SC, PUD



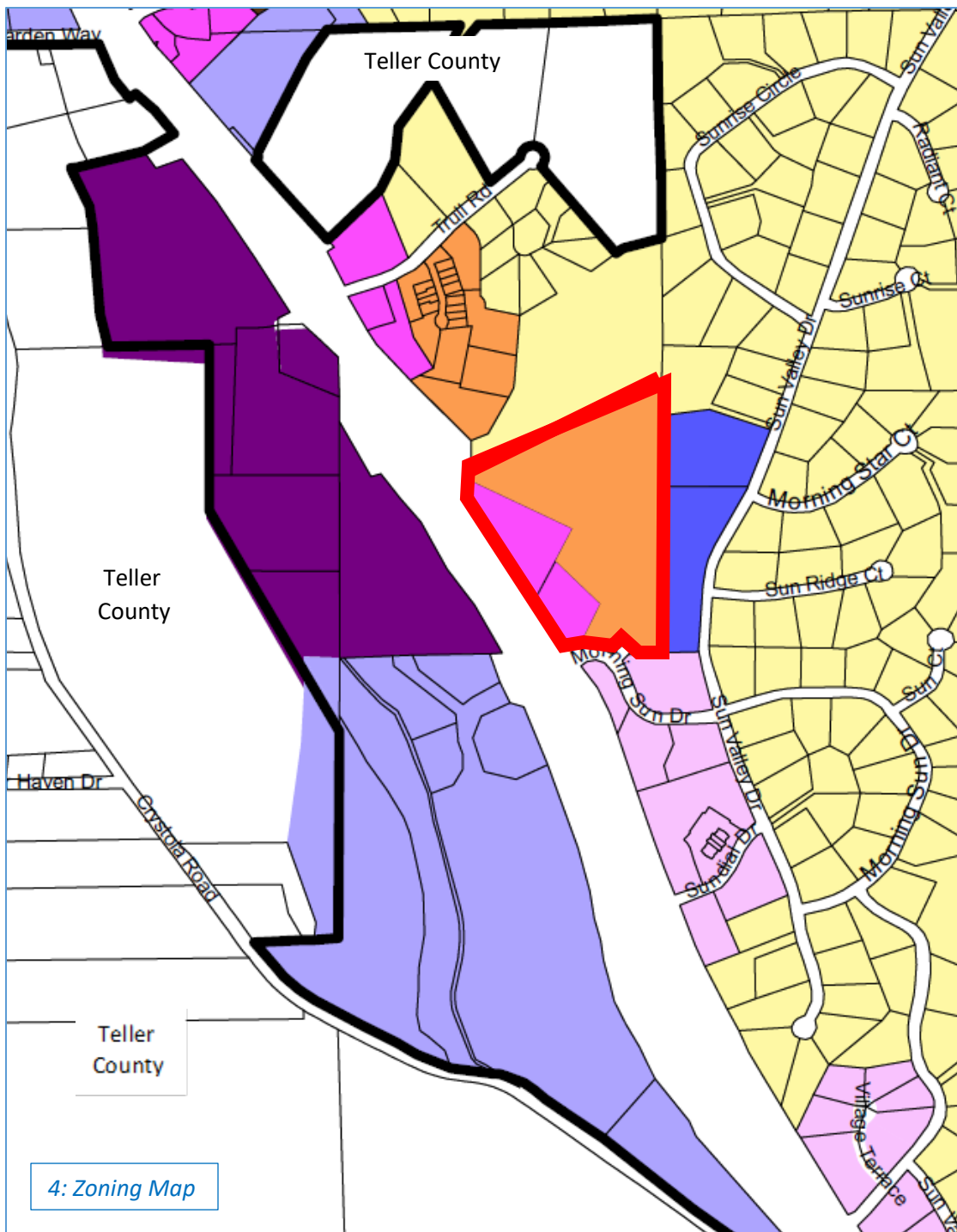
3: Satellite Photo

ZONING

This 13-ac tract contains dual zoning: the 3.26-acre Community Commercial zone (CC – hot pink on the zoning map) adjacent to US Hwy 24, and the 9.83-acre Multi-Family Residential-Suburban zone (MFS – orange) west of Sun Valley Park and north of Morning Sun Drive. The existing MFS/CC dual zoning was approved on March 2, 2000 with the intent to “develop a mixed use, multi-family project, with duplexes placed in the internal section, single-family units adjacent to Sun Valley Park and Commercial development within a few acres along the Highway ... [to] create a land transition from commercial uses along Highway 24 to single family residential next to Sun Valley Park.” The previous zoning (Planned Unit Development or PUD) was established in 1996 when the City’s zoning regulations were overhauled. No final development plan was ever approved with the 1996 PU although a concept plan showed single family adjacent to Sun Valley Park, duplexes within the interior and commercial adjacent to US Hwy 24.

The CC zone (Municipal Code or *MC Chapter 18.21*) allows for a myriad of retail, office and business uses. The 3.26-acre CC zone is shown on the preliminary plat as “future development” (Tract C) and includes a 10 foot wide public trail easement, a drainage easement (including a detention pond complete with 5-foot wide gravel trail), the existing CDOT-approved access from Highway 24, and a sidewalk joining Brecken Court with the Hwy 24 trail marked as “future development”.

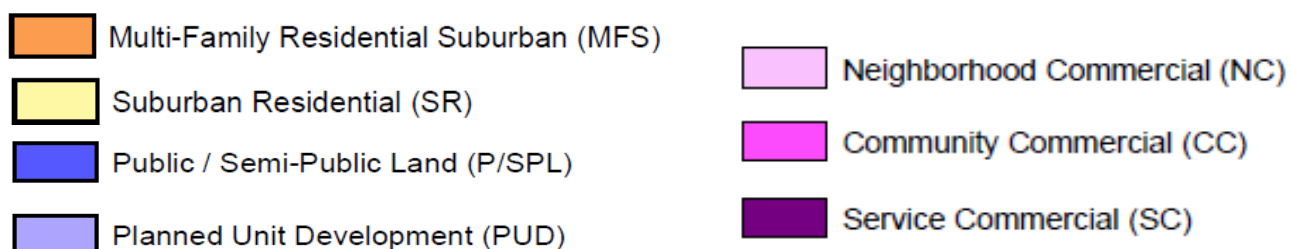
The MFS zone (*MC Chapter 18.14*) is intended to accommodate attached residential dwelling units (DUs) with density levels from 2-8 DU/acre. The 9.83 acre MFS tract is allowed up to 78 DUs, however, the proposal is for only 32 DUs resulting in a density of 3.26 DU/ac. Per *MC §18.09.090 Table of Permitted Uses*, single-family residential units, two-family residential units, 3-4 attached residential units, and 5 or more attached residential units are all permitted uses in the MFS zone.



Other characteristics of the MFS zone include a maximum height of 30 feet for main buildings (20 feet for accessory buildings); 25 foot front and rear setbacks for main buildings (4 feet rear for accessory buildings); 8 foot side setbacks for main buildings (4 feet for accessory buildings); a minimum 40 foot lot frontage; and 1.5 – 2.5 parking spaces per unit depending on the number of bedrooms.

The proposal generally complies with all of the MFS zone requirements except for the 40 foot lot frontage. Lot frontage requirements may be waived with the approval of this preliminary plat.

Zoning requirements are typically reviewed in greater detail with the construction Zoning and Building Permits.



CODE COMPLIANCE – TITLE 17 SUBDIVISIONS

This Preliminary Plat application was reviewed under *MC Chapter 17.20 Preliminary Plat* of the City of Woodland Park Municipal Code. In italics below are the relevant plat and design standards applicable to this Preliminary Plat application followed by a staff analysis. A full copy of the Preliminary Plat is attached as Attachment A to this Staff Report.

CHAPTER 17.20 PRELIMINARY PLAT. *MC §17.08.260* defines a preliminary plat as a “map of a proposed subdivision and specified supporting materials, drawn and submitted in accordance with these [Subdivision] regulations, to permit the evaluation of the proposal prior to detailed engineering and design.” Chapter 17.20 contains specifications relating to the form and content of a Preliminary Plat.

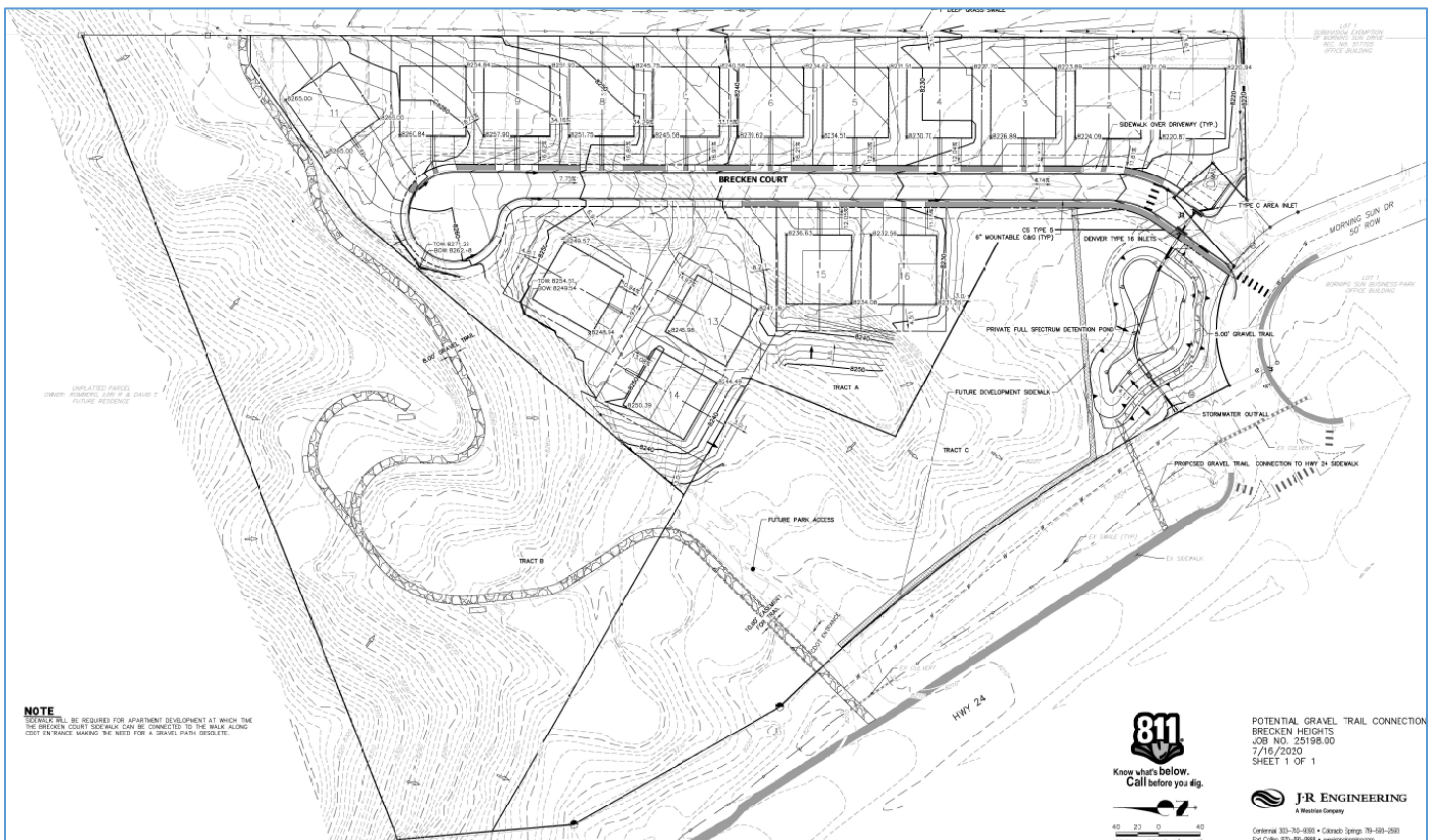
§17.20.010 Preparation process.

Complies. The Preliminary Plat concept was discussed during numerous pre-application conferences with the applicant, the applicant’s engineer and City Staff and it was determined that the preliminary concept of streets and lots was feasible. The Applicant submitted, and the City accepted, a complete Preliminary Plat application on June 23, 2020. The application, preliminary plat and supplemental materials (including the Site Plan) were distributed to appropriate agencies for their review and comments are attached to this Staff Report as Attachment B. The Planning Commission review and public hearing was scheduled for July 23, 2020 and City Council review and public hearing for August 20, 2020.

§17.20.020 – 050. These sections provide details about the preliminary plat hearing process including hearing notices, approval/denial of a preliminary plat, a field trip, and City Council review.

§17.20.060 Design and drawing.

Complies. The Preliminary Plat presents a true representation of the subdivision as the applicant intends to record it. The preliminary plat is drawn at a scale of 1” = 40’ and includes, for context, a site plan conceptualizing a feasible utility layout, grading, and public and private improvements (eg. roads, sidewalks, open space, etc.).



§17.20.070 – 80 Information & Supplemental Material.

Complies. This section is list of information required to be contained on the Preliminary Plat and required to be submitted as supplemental information with the application.

This preliminary plat is prepared by Colorado Registered Professional Engineer Mike Bramlett (#32314) of J.R. Engineering with offices in Colorado Springs and Fort Collins. All criteria from these sections is shown on the preliminary plat or has been submitted as supplemental information (including the Site Plan). The proposal shows approximately 185,711 SF of public open space (Tract B) which is proposed to be dedicated to the City, 35,325 SF of public ROW (Brecken Court) which is proposed to be dedicated to the City, 18,738 SF of private open space (Tract A), and 141,142 SF of land earmarked for future development (the CC zoned portion), and the remainder as private residential development (32 townhome lots ranging in size from 4,609 SF to 8,623 SF).

The preliminary plat as proposed does require variances from the following subdivision regulations: (1) a 10' variance of §17.40.140 which requires a 50' minimum width for local road right-of-ways (ROW) with curb and gutter ROW and (2) a variance of §17.40.220 to reduce the required lot frontage from 40 feet for Lot 1B, 2A, 10B, 11A&B, 12-14A&B. The proposal shows a 40' wide ROW with a 10 foot wide public utility easement on both sides resulting in an adequate 60 foot wide area of land for roads and utilities. Further the applicant shows available and adequate access to each lot even though the frontage may be less than 40 feet (Lot 1B, 2A, 10B, 11A&B) or the access is from a private drive easement (Lots 12-14). Staff does not object to either of these variances as access and utilities are available to each lot.

Corrections, waivers, variances or changes to the preliminary plat are listed in the recommendation at the end of this Staff Report.

§17.20.090 Approval-Extension. This section states that a preliminary plat approval is valid for twenty-four months with possible one-year extensions if approved by the Planning Commission.

§17.20.100 Conformance to existing zoning and subdivision regulations.

Complies. All final plats (submitted as one filing or multiple filings) are compared to approved Preliminary Plats to ensure substantial conformance. This preliminary plat demonstrates the feasibility of conforming to existing zoning and subdivision regulations. Zoning limitations such as setbacks, heights and parking requirements are once again evaluated for compliance upon review of the construction drawings for each single family dwelling unit.

CHAPTER 17.40. DESIGN STANDARDS. The design standards contain specifications for a reasonable layout and design of lots, blocks, streets, sidewalks, easements or alleys to ensure an efficient, orderly, well planned subdivision ready for future construction. Relevant and applicable standards are listed below.

§17.40.010 - Purpose.

Complies. The proposed 32-residential lot subdivision is within a MFS zone which allows from two to eight dwelling units per acre. The 9.83 acre MFS tract is allowed up to 78 DUs, however, the proposal is for only 32 DUs resulting in a density of 3.26 DU/ac. Two-family residential units (duplexes) are an outright permitted use in the MFS zone. The layout and design of the subdivision is compatible and harmonizes with the surrounding neighborhood, provides a desirable setting for buildings, make use of natural contours, protect views, affords privacy and does not create conflicts with abutting residential, public or commercial land uses.

§17.40.020 - Site consideration.

Complies. All land in this tract is suitable for the subdivision, as proposed. Lots, building envelopes, roadways, driveways and utilities are arranged on the most developable portion of the site and provide adequate spacing and separation of the homes. It is feasible to construct homes on each lot and meet the maximum 17% driveway slope. Water, sewer, electricity, and natural gas can all be installed. Construction drawings with full engineering details for grading, utilities, drainage and access will be submitted, reviewed and approved by the City Engineer in collaboration with the Fire District, IREA, Black Hills Energy, Century Link and service agencies.

§17.40.040 – 170 Streets, alleys and easements.

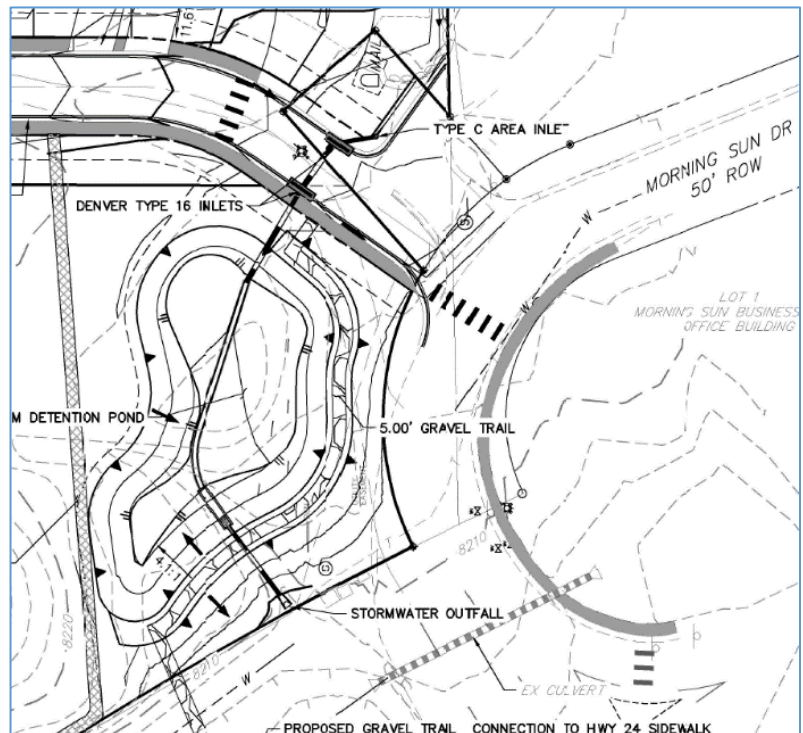
Complies. Brecken Heights is proposed as a public local street serving only the residential development and proposed to be dedicated to the City with the first final plat and maintained by the City after construction. A minimum 24-foot wide surface plus 5 foot wide sidewalk on both sides is proposed within a 40 foot wide ROW which terminates in a 100 foot diameter cul-de-sac. 10 foot wide easements are added to both sides of the ROW for utilities. The private drive providing access to Lots 12-14 (6 units) is proposed at 20 feet wide and will be maintained by the Homeowner's Association. Access to all lots as proposed is adequate subject to granting of the variances requested for ROW width and frontage. Access is designed to facilitate safe and efficient vehicular and pedestrian movement consistent with and considering local travel patterns and needs, the Transportation chapter of the 2010 Comprehensive Plan and the Parks, Trails and Open space Master Plan. Brecken Heights and the private driveway are designed to conform to topography, discourage through traffic, permit efficient drainage and utility systems, and reach as many building sites as possible while minimizing the number of streets necessary to provide convenient and safe access to property.

This tract has 301.43 feet fronting Morning Sun Drive and 917.96 feet fronting Highway 24. No improvements are necessary to Morning Sun Drive to accommodate the residential subdivision and the Brecken Heights intersection integrates well with existing roads and the neighborhood. Tract C will be accessed from Highway 24 which contains a CDOT-approved access. Improvements to Highway 24 (if necessary) and the Hwy 24 access will be assessed with the future development.

The Preliminary Plat shows 10 foot wide easements along the ROW, a 10 foot wide trail easement (with 8 foot wide gravel surface) connecting Sun Valley Park with the Hwy 24 sidewalk trail, 15 foot wide easements in all front yards and various widths for perimeter utility and drainage easements, all in conformance with IREA requirements.

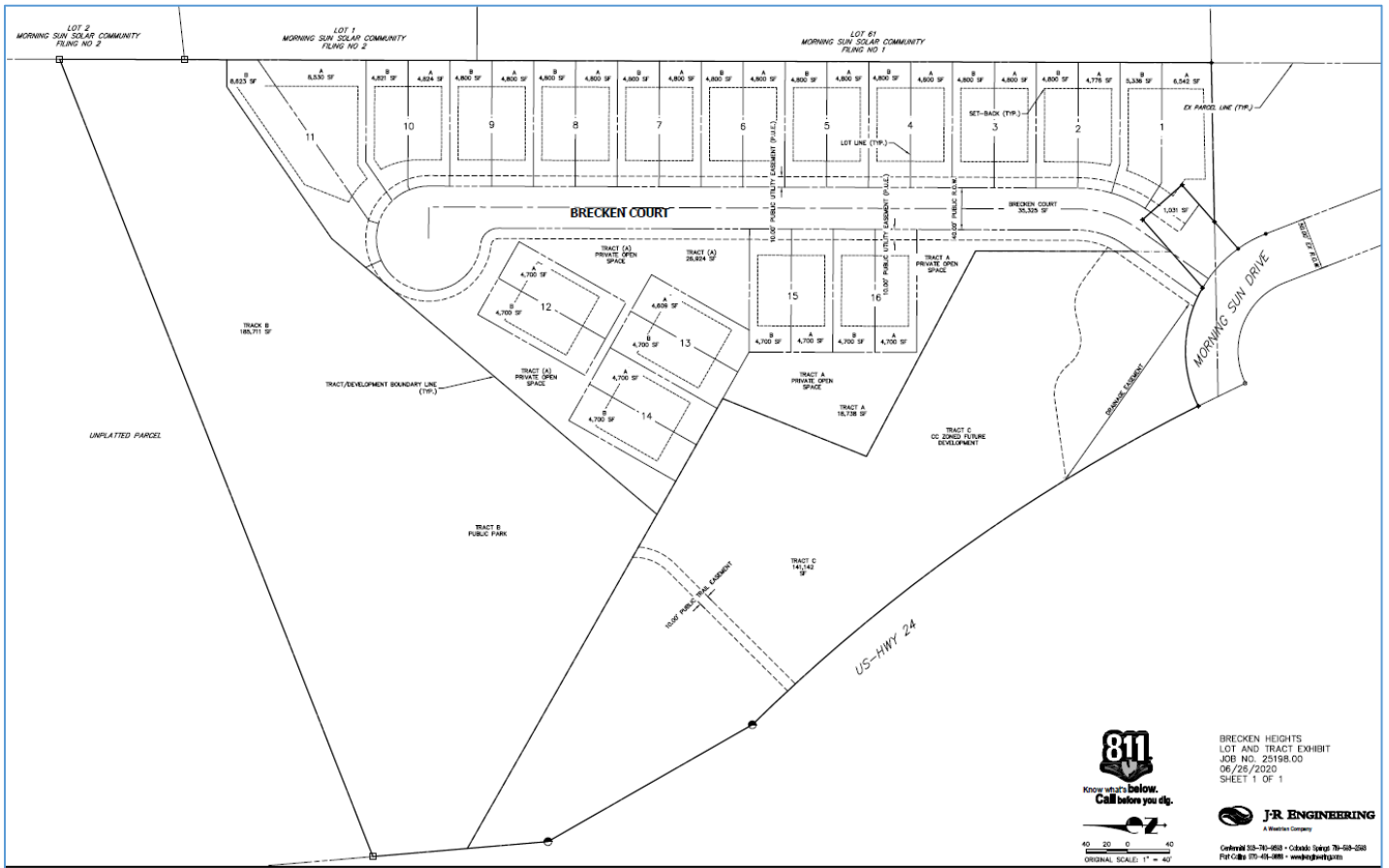
§17.40.180 - Drainage.

Complies. The applicant has submitted a preliminary drainage report for the proposed development that demonstrates a feasible urban drainage system utilizing on-site detention and off-site surface flows discharging to an existing roadside ditch along Highway 24. A final drainage report for review by the City Engineer will be required with the infrastructure Zoning Development Permit prior to installation of any infrastructure. The detention pond is proposed within an easement and is to be inspected, maintained, and repaired by the Homeowner's Association.



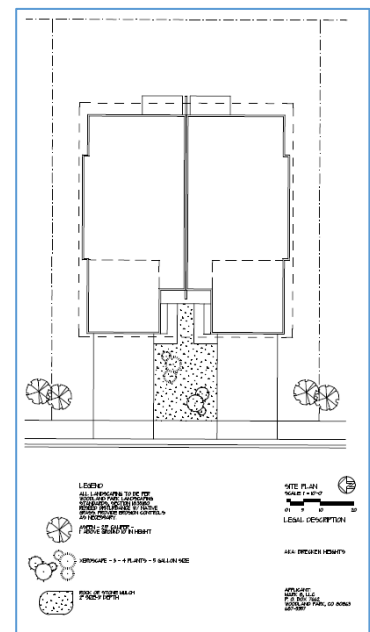
§17.40.190-240 – Blocks and Lots.

Complies. All lots are reasonably arranged and buildable with adequate provision made for vehicular access from an approved street (Brecken Heights or the private drive) and a viable building envelope. The preliminary plat demonstrates no foreseeable difficulties in securing a zoning and building permit for each residential unit. A variance of the required 40 foot lot frontage is necessary with this preliminary plat.



§17.40.250 – Land Use Intensity Ratios.

Complies. Lot coverage is checked with the Zoning Development and Building Permits. Maximum lot coverage (that area of the lot covered by a building) in this subdivision ranges from 30 to 50% depending on the size of the lot (smaller lots allow for bigger buildings). There is no foreseeable difficulty in complying with the maximum lot cover with residential units proposed at approximately 2,030 SF on lots ranging from 4,609 SF to 8,623 SF.



CODE COMPLIANCE – CHAPTER 18.34.053 PERMITTED USE SITE PLAN

Duplex residential units are an outright permitted use in the MFS zone district. The Brecken Heights permitted use site plan, at the request of the applicant for context and to reduce redundancy, is being referred through the public hearing process concurrent with the preliminary plat public hearing process. The site plan and drawings as submitted contain all of the necessary criteria and information (per MC §18.34.060) to assure compliance with *MC §18.34.070 Standards for Site Plan Review*. Staff finds that the proposed development:

- A. Conforms to the applicable provisions, objectives and policies of all city plans (specifically the 2010 Comprehensive Plan and the Parks, Trails and Open Space Master Plan).
- B. Conforms to the applicable provisions, standards and requirements of all applicable city regulations (specifically MC Title 18 Zoning and MC Title 17 Subdivision).
- C. Is designed (and will be constructed and maintained) to adequately accommodate the traffic generated and not unduly increase congestion or traffic on the site and in the vicinity of the site given 295 average daily trips per day to and from the site with 12 trips at the peak hour.
- D. Is designed (and will be constructed and maintained) with appropriate regard to topography, surface drainage, and soil potentials. There are no natural or manmade hazards, streams or environmentally significant features identified on the site.
- E. Is designed (and will be constructed and maintained), as evidenced by the utility and drainage plans, with adequate water supply, wastewater disposal, solid waste disposal, air quality protection methods, and surface water drainage.
- F. Is designed (and will be constructed and maintained) to not duly increase the public danger of fire, explosion, and other safety hazards upon the public, and persons residing or working on the site and vicinity.
- G. Is designed (and will be constructed and maintained), as evidenced by the architectural drawings, to not unduly diminish or impair but to be compatible with the use and enjoyment of vicinity property.



REFERRAL

This application was referred to various City departments and external agencies and service providers (including but not limited to IREA, NETCFPD, Black Hills, CDOT, Century Link, TDS Telecom). Comments received have been incorporated into the conditions of approval. The Colorado Department of Transportation (CDOT) response is attached to this staff report and their comments have been made a part of the staff recommendation.

The Preliminary Plat proposes several private open space tracts that will be owned and maintained by the Homeowners Association and a large tract that is proposed to be dedicated to the City. The Parks & Recreation Advisory Board reviewed the preliminary plat on July 8, 2020 and recommended that the City accept the park land dedication (consisting of 185,711 SF or 4.3 acres within Tract B complete with the 10 foot wide trail easement through the north part of Tract C) and have no objection to the gravel trail surface (breeze material), 8 foot trail width, and picnic tables as shown on the preliminary plat.

PLANNING COMMISSION RECOMMENDATION

On July 23, 2020, the Planning Commission considered staff's recommendation, the applicant's presentation, and testimony at the public hearing and moved to recommend that City Council approve both the preliminary plat and the site plan. The full motion and item discussion is available in the meeting minutes attached.

PUBLIC NOTICE

Public notification included the posting of two on-site posters along the perimeter of the site, the publication of the public hearings in the Pikes Peak Courier and notices mailed to all property owners within 150 feet of the site perimeter. Staff has received no written comments from the public as of the writing of this staff report. The Planning Commission minutes reflect the public testimony that was presented at their public hearing.

STAFF RECOMMENDATION

The staff recommendation below includes the revisions as recommended by the Planning Commission and also adds changes related to CDOT's comments (see Attachment C)

THAT the Planning Commission recommend to City Council to approve the Brecken Heights Preliminary Plat and Site Plan Review, based on finding conformance to the Subdivision and Zoning regulations, the Comprehensive Plan and other applicable plans and regulations, as described in the staff report and as presented at public hearing, subject to the following conditions:

1. Pursuant to MC §17.52.010, given the site topography and finding no detriment to the public good and in keeping with the intent of the comprehensive plan, approval of this preliminary plat authorizes the following variances:
 - a. A 10 foot variance from MC §17.40.140 (from 50 feet to 40 feet for the minimum width of a local road ROW complete with curb and gutter); and
 - b. a variance of MC §17.40.220 (from 40 feet of lot frontage to some number less than 40 feet (as depicted on the preliminary plat) for Lot 1B, 2A, 10B, 11A&B, 12-14A&B.
2. The first final plat to be considered shall include:
 - a. A dedication statement for the 10 foot wide public trail easement in Tract C;
 - b. A dedication statement for the Brecken Court;
 - c. A dedication statement for the public park (Tract B);
 - d. A draft of the covenants for the subdivision, including the establishment of a Homeowner's Association, and a prohibition on outbuildings in setbacks along the eastern boundary of the subdivision;
 - e. A note outlining the wildfire mitigation requirements.
3. Prior to installation of any infrastructure, the applicant shall submit and receive approval of a Zoning Development Permit for infrastructure showing compliance with all zoning and engineering standards and CDOT conditions and which shall include:
 - a. Final utility plan with profiles for all water, storm and sewer systems; sanitary sewer profile for the sewer main and service lines; a fire flow analysis for all water main line extensions; snow storage in the northern cul-de-sac that avoids driveways and utilities;
 - b. Final grading and erosion control plan for the disturbed area;
 - c. Final street plan with profiles, curb and gutter, sidewalk, etc.;
 - d. Final drainage plan and report;
 - e. State Water Management Plan;
 - f. CDOT approved Final Traffic Report, Access Permit and waiver;
 - g. Final Wildfire Mitigation Plan for the entire 13 acre tract indicating what trees are to be preserved and what trees are to be removed or limbed and any other mitigation strategies. The plan shall state that at least "Tract B and the residential subdivision shall be mitigated prior to acceptance of any road or park by the City."
 - h. All applicable development impact fees.

ATTACHMENTS

A: Applications - Preliminary Plat and Site Plan

B: Planning Commission Minutes - July 23, 2020

C: CDOT comments

Letter of Intent

Subdivision Description

The Brecken Heights subdivision is a 13 acre parcel located within the City of Woodland Park. The parcel is located east of Highway 24 and north of Morning Sun Drive. The land is vegetated with established grasslands, small shrubs and evergreen and aspen trees. The Brecken Heights project consists of 16 duplex units (32 homes) served by a proposed 40 ft ROW public road (Brecken Court) and associated landscaping, driveways and other site improvements on a portion of the MFS zoned parcel, the remaining portion of the MFS zoned area will be dedicated to the City Parks department as a tract and the Community Commercial zoned land that will be a tract that may be developed in the future.

Project Information:

1. The portion of the parcel being developed is zoned Multi-Family Suburban Residential and the proposed "Duplex Units" are a permitted use. A portion of the site is zoned Community Commercial and will not be developed at this time.
2. The development will consist of 16 duplex units (32 homes) on individual lots, a public ROW, a private open space tract owned and maintained by the Homeowners Association, a tract that will be dedicated to the City Parks Department and a tract of the Community Commercial zoned land that may be developed in the future.
3. Each lot will have a 31 ft. by 65.5 ft home, private landscaping, driveways and other site improvements. Each lot will have a minimum of 3,000 sq.ft. and a common lot line to separate the two homes in each duplex. The side lot lines will be a minimum of 9 foot outside the structure wall, the front and rear lot line will be a minimum 26 foot from the wall of the home.
4. Each home will be less than 30 feet tall consistent with the Multi-Family Suburban zoning.
5. Each home will have adequate parking within the garage and each drive provides a minimum of 18 feet width and depth for two additional vehicles.
6. No other structures are proposed.
7. Developer is undecided if a monument sign identifying the subdivision is warranted. If a sign becomes necessary, it will be through a separate application.
8. The project will coordinate with the Postal Service to install a clustered mailbox structure.
9. The homes will be served by a proposed public road with curb / gutter and sidewalk. The road will be located within a 40 ft. public ROW and with utility easements on each side. Streetlights along the roadway are not proposed.
10. Public sanitary sewer, water lines and fire hydrants will installed in the ROW or dedicated easements.

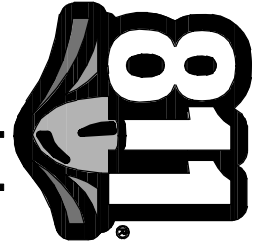
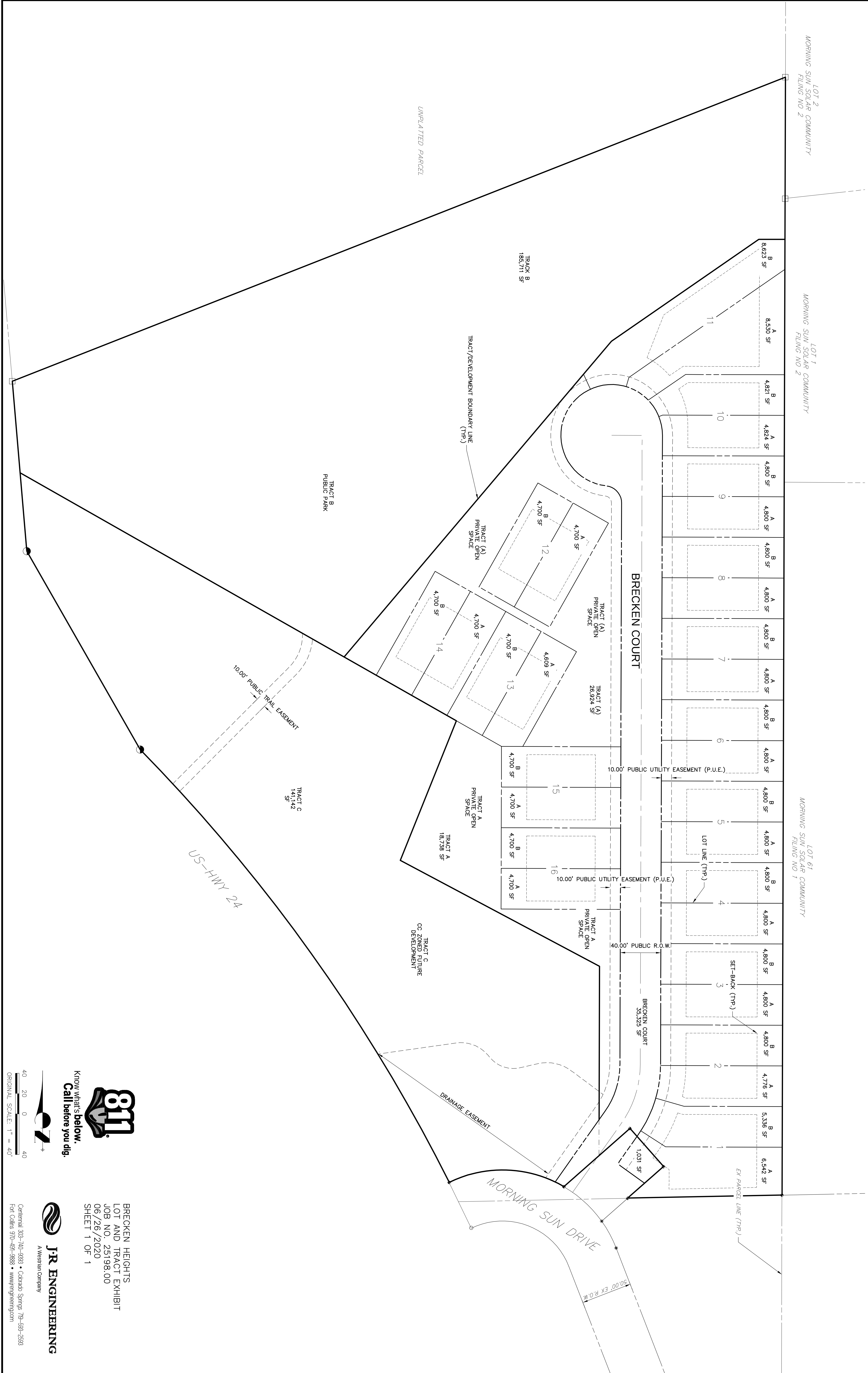
11. Private storm sewer lines and inlets will be installed to direct stormwater to a proposed private Full Spectrum Detention pond that will be located primarily on the future CC zoned tract within an easement.
12. Applicant will provide construction drawings for City review and approval as the project progresses.
13. No variances are requested.
14. A public open space tract is proposed within the subdivision. The applicant will grade a 8 ft. wide trail within the park site that connects the Morning Sun Parkland to the existing sidewalk alongside Highway 24. The park site trail and open space will be owned by City of Woodland Park.

Applicant: _____

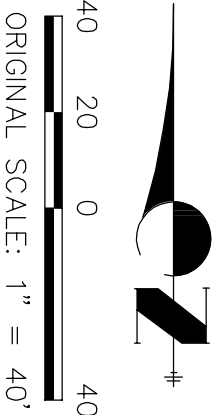
Name: _____

Date: _____

BRECKEN HEIGHTS LOT AND TRACT EXHIBIT



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BRECKEN HEIGHTS
LOT AND TRACT EXHIBIT
JOB NO. 25198.00
06/26/2020
SHEET 1 OF 1

BRECKEN HEIGHTS

POTENTIAL GRAVEL TRAIL CONNECTION



NOTE
SIDEWALK SHALL BE REQUIRED FOR APARTMENT DEVELOPMENT AT WHICH TIME THE GRAVEL TRAIL SHALL BE CONSIDERED FOR CONSTRUCTION. LONG C&G ENTRANCE MAKING THE NEED FOR A GRAVEL PATH OBSOLETE.



Know what's below.
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40 20 0 40
ORIGINAL SCALE: 1" = 40'

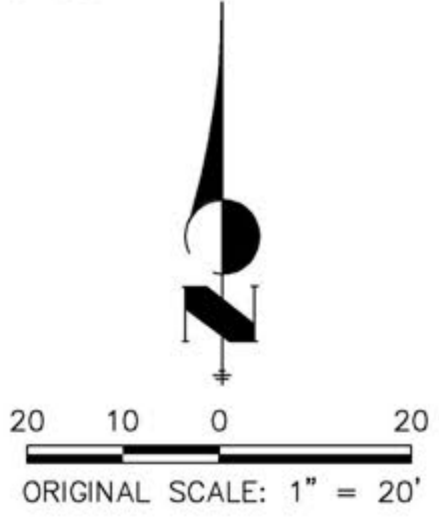
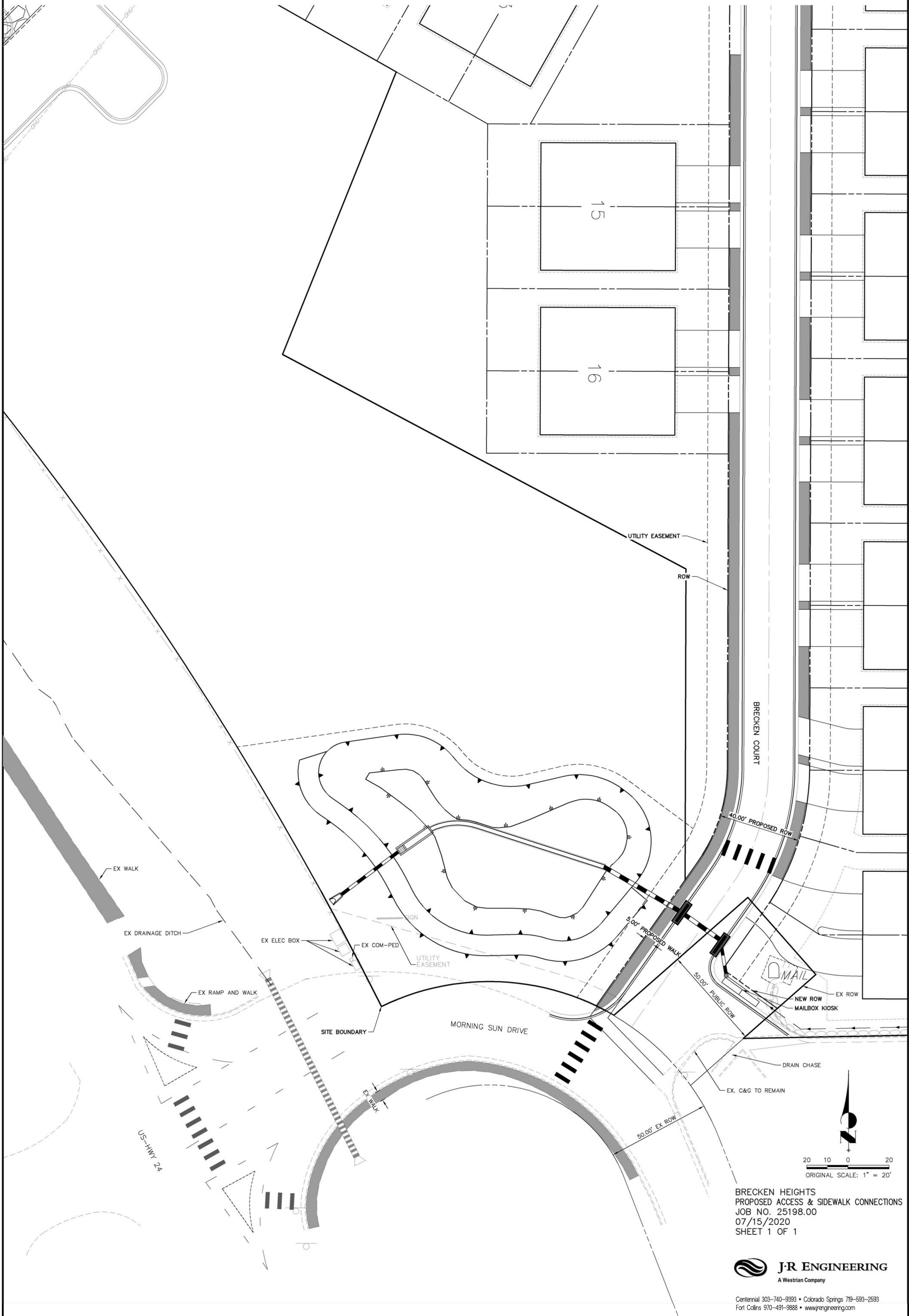


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POTENTIAL GRAVEL TRAIL CONNECTION
BRECKEN HEIGHTS
JOB NO. 25198.00
7/16/2020
SHEET 1 OF 1

BRECKEN HEIGHTS

PROPOSED ACCESS & SIDEWALK CONNECTIONS



BRECKEN HEIGHTS
PROPOSED ACCESS & SIDEWALK CONNECTIONS
JOB NO. 25198.00
07/15/2020
SHEET 1 OF 1

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TRANSPORTATION MEMORANDUM



To: Mark McNab, Brecken Heights, LLC

From: Eli Farney, PE, PTOE

Date: June 22, 2020

Subject: Transportation Memorandum for Proposed Multi-Family Suburban Site at Highway 24 & Morning Sun Drive, Woodland Park, CO

Introduction

JR Engineering (JR) has completed an evaluation of impacts to the existing transportation infrastructure resulting from the proposed Brecken Heights residential, 32-unit development just east of the Highway 24 & Morning Sun Drive intersection. The facility is in the planning stage and is expected to be in build-out operation by 2021. Since the proposed vehicular traffic generated to and from the site will be less than 300 vehicles per day, the evaluation required the preparation of a Transportation Memorandum. Since only 12 trips are estimated to be generated during the peak hour, it is not anticipated that the proposed development will substantially affect the capacity of the existing transportation infrastructure.

The transportation infrastructure evaluation included:

- Develop site-generated traffic for the multi-family suburban development with 32 units
- Review the proposed access point to new development
- Determine transportation capital fee

Proposed Site Location

The proposed Brecken Heights site is located in the City of Woodland Park, Colorado. As shown in Figure 1, the site is just east of Highway 24 and on the north side of Morning Sun Drive in an area containing other residential and commercial land uses.



Figure 1 – Project Location Map – Brecken Heights Development, Woodland Park, CO



Figure 2 – Street View – Proposed Site of Brecken Heights Development, Woodland Park, CO

Figure 2 shows a view from street level of the proposed site. The existing driveway that currently serves as an outlet for the business center on the north side of Morning Sun Drive is proposed to be a shared driveway to serve the proposed Brecken Heights development.

Proposed Site Characteristics

As shown in Figure 3, the proposed site includes 16 new duplexes. There is a proposed minor local road that will provide access through the site. There is a future commercial development planned for the community on the west side of the site. Additionally, there is a future trailhead planned on the east side of Highway 24, north of Morning Sun Drive.

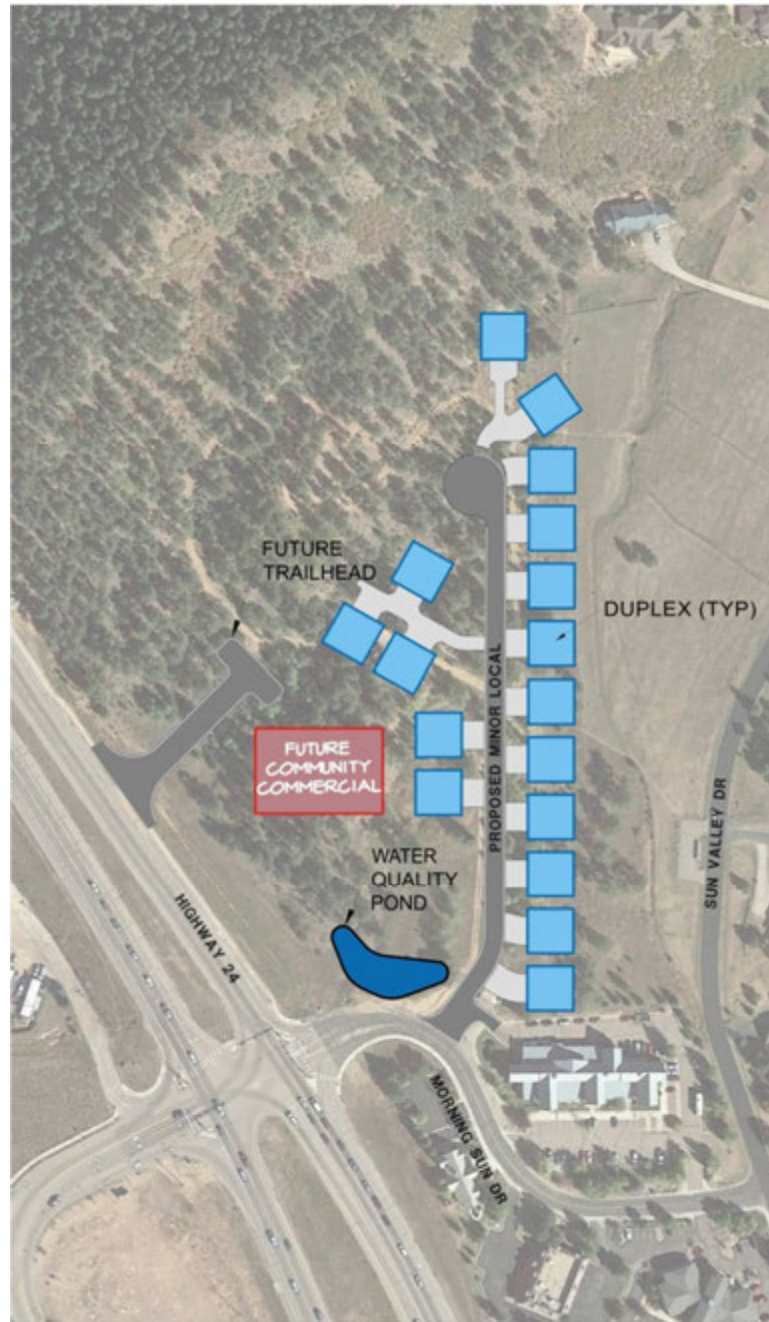


Figure 3 – Site Characteristics – Brecken Heights Development, Woodland Park, CO

Site-Generated Traffic

The Average Daily Traffic and Peak Hour volumes generated by the proposed site were estimated using the standard ITE Land Use Code 220 for Multi-family, Low-rise residential development contained in the Institute of Transportation Engineers (ITE) *Trip Generation Manual 10th Edition, Volume 1, 2017*.

For the proposed residential development with 32 units, the following volumes were estimated using ITE Trip Generation Manual, 10th Edition:

- Average Daily Trips = 295 trips
- AM Entering Site = 3 trips
- AM Exiting Site = 12 trips
- PM Entering Site = 12 trips
- PM Exiting Site = 6 trips

The Trip Generation reports are included in Attachment 1. A site plan is included in Attachment 2.

Site Access and Site-Generated Traffic Trip Distribution

Access to the proposed site will be provided via a driveway on the north side of Morning Sun Drive. There is an existing driveway in this location that serves the parking lot on the north side of Morning Sun Drive. As part of this project, the proposal is to slightly shift this driveway to the west and reconstruct the driveway so that it provides shared access to both the new Minor Local Road and the existing parking lot. Since there are only a maximum of 12 trips entering the site during peak hour, it is not anticipated that a left-turn lane will be needed on Morning Sun Drive. Morning Sun Drive does not have any existing left-turn lanes east of Highway 24.

An estimated distribution of site-generated trips out of and into the driveway is shown in Figure 4 below.



Figure 4 – Driveway Location and Site-Generated Traffic Trip Distribution – Brecken Heights Multi-Family Development Project Site, Woodland Hills, CO

Transportation Capital Fee

According to the City of Woodland Park's 2020 development fee schedule, the transportation fee for multi-family dwellings is \$529 per unit. With 32 units proposed, the fee is calculated to be \$16,928.

Existing Signing and Striping

It is not anticipated that significant changes to signage and striping will be required for the proposed project.

Conclusion

Based on the proposed site access location and the low peak-hour, site-generated traffic volumes, it is not anticipated that the existing roadways will require improvements with the opening of the Brecken Heights residential development.

Please feel free to contact me at efarney@jrengineering.com or 303-267-6183 if you have any questions or comments.

ATTACHMENT 1

Trip Generation Summary

☐ 7200 South Alton Way, Suite C400
Centennial, CO 80112
303-740-9393 • Fax 303-921-7320

☐ 5475 Tech Center Dr, Suite 235
Colorado Springs, CO 80919
719-593-2593 • Fax 303-921-7320

☐ 2900 South College Avenue, Suite 3D
Fort Collins, CO 80525
970-491-9888 • Fax 303-921-7320

Trip Generation Summary

Alternative: Alternative 1

Phase:

Open Date: 6/3/2020

Project: Brecken Heights

Analysis Date: 6/3/2020

ITE	Land Use	Weekday Average Daily Trips				Weekday AM Peak Hour of Adjacent Street Traffic				Weekday PM Peak Hour of Adjacent Street Traffic			
		*	Enter	Exit	Total	*	Enter	Exit	Total	*	Enter	Exit	Total
220	LOW-RISE 1		148	147	295		3	12	15		12	6	18
	32 Occupied Dwelling Units												
Unadjusted Volume			148	147	295		3	12	15		12	6	18
Internal Capture Trips			0	0	0		0	0	0		0	0	0
Pass-By Trips			0	0	0		0	0	0		0	0	0
Volume Added to Adjacent Streets			148	147	295		3	12	15		12	6	18

Total Weekday Average Daily Trips Internal Capture = 0 Percent

Total Weekday AM Peak Hour of Adjacent Street Traffic Internal Capture = 0 Percent

Total Weekday PM Peak Hour of Adjacent Street Traffic Internal Capture = 0 Percent

* - Custom rate used for selected time period.

Source: Institute of Transportation Engineers, Trip Generation Manual 10th Edition

TRIP GENERATION 10, TRAFFICWARE, LLC

P. 1

Detailed Land Use Data
For 32 Occupied Dwelling Units of LOW-RISE 1
(220) Multifamily Housing (Low-Rise)

Project: Brecken Heights

Open Date: 6/19/2020
Analysis Date: 6/19/2020

Day / Period	Total Trips	Pass-By Trips	Avg Rate	Min Rate	Max Rate	Std Dev	Avg Size	% Enter	% Exit	Use Eq.	Equation	R2
Weekday Average Daily Trips Source : Trip Generation Manual 10th Edition	295	0	6.31	4.36	8.86	1.17	228	50	50	True	$T = 5.84(X) + 107.84$	0.86
Weekday AM Peak Hour of Adjacent Street Traffic Source : Trip Generation Manual 10th Edition	15	0	0.39	0.25	0.86	0.15	270	20	80	True	$\ln(T) = 0.92 \ln(X) - 0.51$	0.92
Weekday PM Peak Hour of Adjacent Street Traffic Source : Trip Generation Manual 10th Edition	18	0	0.52	0.38	0.93	0.14	270	65	35	True	$\ln(T) = 0.98 \ln(X) - 0.52$	0.95

ATTACHMENT 2

Proposed Site Plan

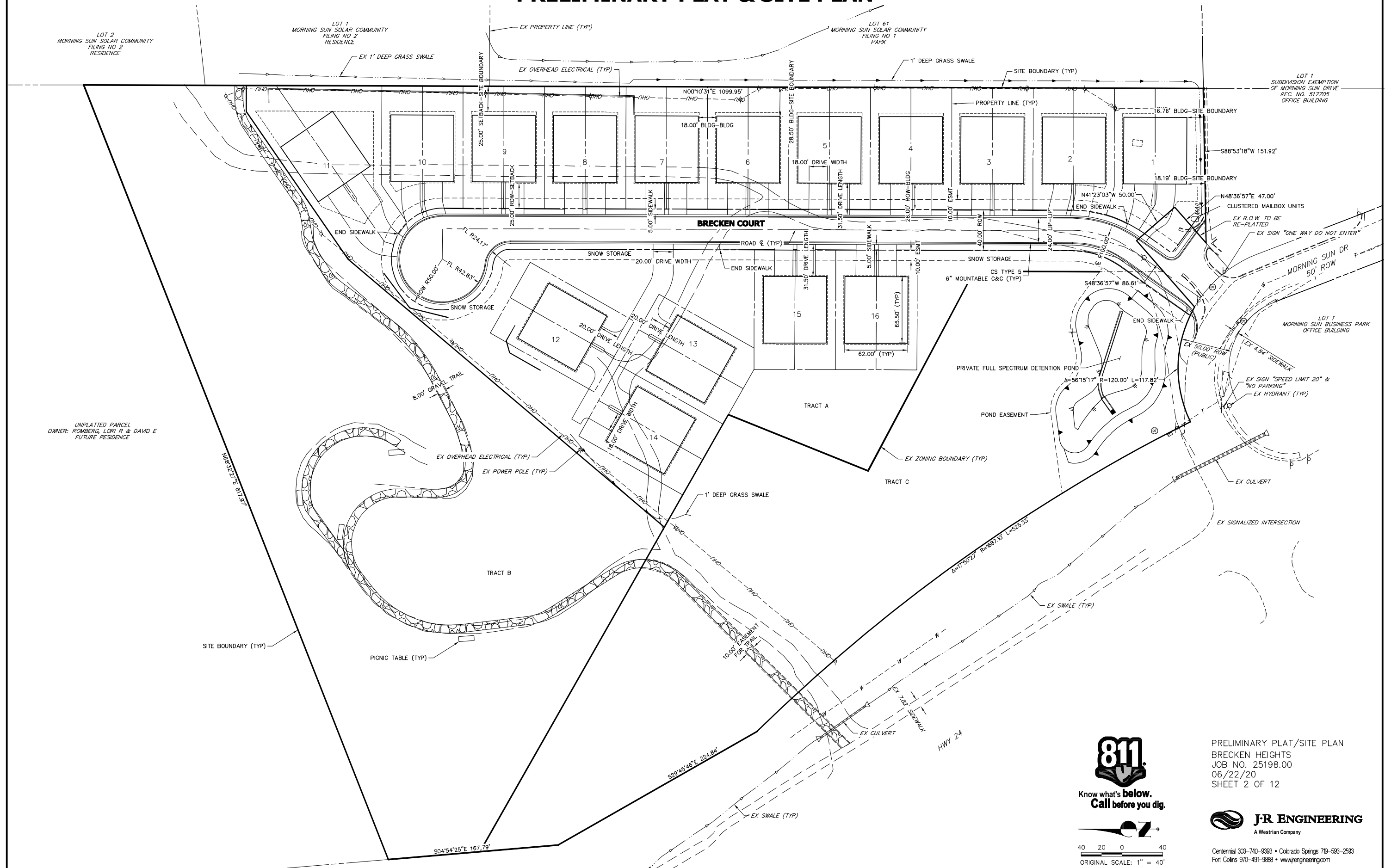
☐ 7200 South Alton Way, Suite C400
Centennial, CO 80112
303-740-9393 • Fax 303-921-7320

☐ 5475 Tech Center Dr, Suite 235
Colorado Springs, CO 80919
719-593-2593 • Fax 303-921-7320

☐ 2900 South College Avenue, Suite 3D
Fort Collins, CO 80525
970-491-9888 • Fax 303-921-7320

BRECKEN HEIGHTS

PRELIMINARY PLAT & SITE PLAN



Know what's **below**.
Call before you dig.

PRELIMINARY PLAT/SITE PLAN
BRECKEN HEIGHTS
JOB NO. 25198.00
06/22/20
SHEET 2 OF 12



Centennial 303-740-9393 • Colorado Springs 719-593-2593
Fort Collins 970-491-9888 • www.jengineering.com

X:\2510000\al2519800\Drawings\Sheet Dwg\5\Prelim Plat Site Plan\2519800S01.dwg, OS01, 6/22/2020 11:31:24 AM, CS

BRECKEN HEIGHTS
CITY OF WOODLAND PARK, COUNTY OF TELLER, STATE OF COLORADO
PRELIMINARY PLAT/SITE PLAN

LEGAL DESCRIPTION

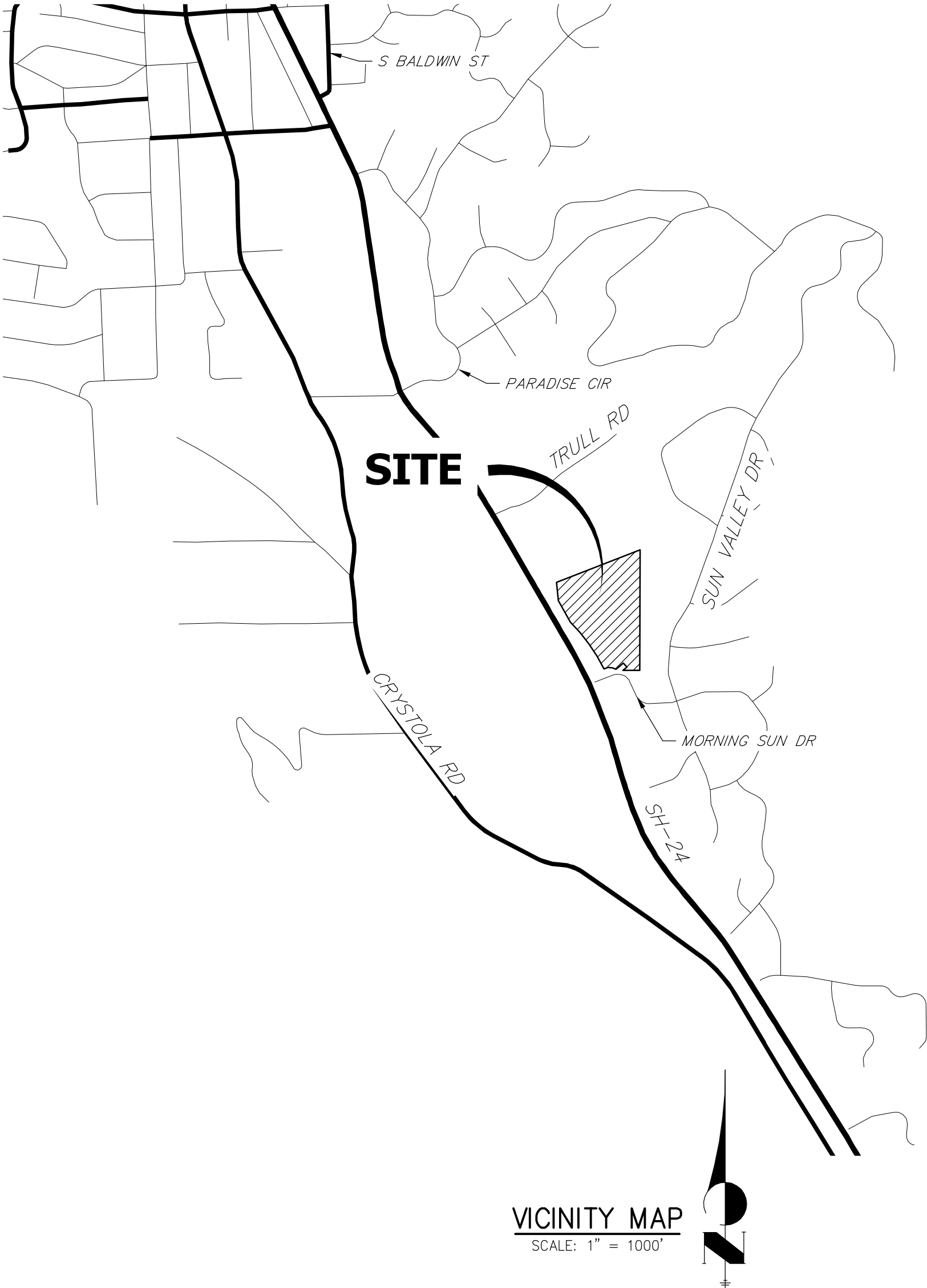
A TRACT OF LAND IN THE NORTHEAST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SECTION 30, TOWNSHIP 12 SOUTH, RANGE 68 WEST OF THE 6TH P.M., IN THE CITY OF WOODLAND PARK, TELLER COUNTY, COLORADO; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH CORNER OF SAID SECTION 30; THENCE N00°09'36"E ALONG THE SAID NORTH-SOUTH CENTERLINE OF SAID SECTION 30 1315.64 FEET TO THE POINT OF BEGINNING OF THE TRACT HEREIN DESCRIBED, SAID POINT OF BEGINNING BEING ON THE EAST LINE OF A TRACT OF LAND DESCRIBED IN DEED RECORDED MARCH 12, 1973 IN DRAWER 9 CARD 1008 OF SAID TELLER COUNTY RECORDS; THENCE N00°09'36"E ALONG THE SAID NORTH-SOUTH CENTERLINE OF SAID SECTION 30 AND ALONG THE EAST LINE OF THE AFOREMENTIONED TRACT RECORDED IN DRAWER 9 CARD 1008, 1100.00 FEET; THENCE S68°42'09"W 818.37 FEET TO A POINT ON THE NOW EXISTING COLORADO STATE HIGHWAY NO. 24, NORTHEASTERLY RIGHT OF WAY LINE; SOUTHEASTERLY ALONG SAID RIGHT OF WAY LINE THE FOLLOWING THREE (3) COURSES: (1) THENCE S04°57'04"E 167.95 FEET; (2) THENCE S29°37'30"E 225.10 FEET, (3) THENCE ALONG A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 181°13'39" A RADIUS OF 1687.10 FEET FOR AN ARC LENGTH OF 539.66 FEET (THE CHORD TO SAID CURVE BEARS S35°30'42"E 537.37 FEET); THENCE S89°34'58"E 321.51 FEET TO THE POINT OF BEGINNING.

EXCEPT ANY PORTIONS CONTAINED IN THE SUBDIVISION EXEMPTION OF MORNING SUN DRIVE RECORDED MAY 2, 2001 AT RECEPTION NO. 517705.

COUNTY OF TELLER, STATE OF COLORADO

SAID TRACT CONTAINS 13.089 ACRES, MORE OR LESS



SHEET INDEX

- 1 - COVER SHEET
- 2 - PRELIMINARY PLAT & SITE PLAN
- 3 - PRELIMINARY GRADING PLAN
- 4 - PRELIMINARY UTILITY PLAN
- 5 - SLOPE EXHIBIT
- 6-7 - LANDSCAPE PLAN
- 8-12 - ARCHITECTURAL ELEVATIONS

SITE DATA

OWNER (CONTIGENT)/DEVELOPER:	BRECKEN HEIGHTS, LLC 602 W MIDLAND AVE WOODLAND PARK, CO 80863 719-687-3357
LIMITS OF DISTURBANCE AREA:	6.0 ACRES
AREA WITHIN MFS ZONE:	9.83 ACRES
AREA WITHIN CC ZONE:	3.26 ACRES
SCHEDULE OF DEVELOPMENT:	FALL 2026
CURRENT ZONING:	MULTI-FAMILY SUBURBAN (MFS) / COMMUNITY COMMERCIAL (CC)
EXISTING USE:	VACANT
PROPOSED USE:	DUPLEX HOMES NUMBER OF UNITS: 16 NUMBER OF HOMES: 32 DENSITY: 32 DU / 9.83 AC = 3.26 DU/AC
IMPERVIOUS AREA:	EXISTING: 0 SF NEW: 117,112± SF
MAX BUILDING HEIGHT:	30- FEET FOR PRIMARY STRUCTURE
SETBACKS:	FRONT & REAR: 25' MIN FROM FRONT YARD SIDE YARD: 8' MIN EXCEPT WHERE 2 STRUCTURES SHARE 0' LOT LINE 0' LOT LINE: 20' BETWEEN DWELLING UNITS
ENGINEER:	JR ENGINEERING, LLC 5475 TECH CENTER DRIVE, SUITE 235 COLORADO SPRINGS, CO 80919 719-630-0559
SURVEYOR:	ROCKY MOUNTAIN LAND SERVICES 4465 NORTHPARK DRIVE, SUITE 303 COLORADO SPRINGS, CO 80907 719-630-0559

PARKING DATA

FORMULA:	MULTI-FAMILY SUBURBAN
REQUIRED:	2/UNIT = 64
PROVIDED:	DRIVEWAY & GARAGE = 128

APPROVAL CONDITIONS AND RESTRICTIONS

NOTES

- THE DEVELOPMENT WILL CONSIST OF 16 DUPLEX UNITS (32 HOMES) ON INDIVIDUAL 3,000 SQ.FT. (MINIMUM) LOTS. EACH LOT WILL HAVE 31 FT. BY 65.5 FT HOME, PRIVATE LANDSCAPING, DRIVEWAYS AND OTHER SITE IMPROVEMENTS.
- BRECKEN COURT IS A PROPOSED A 40 FT. WIDE PUBLIC ROW WITH CURB AND GUTTER / SIDEWALKS WHERE SHOWN AND HAS A 10 FT. PUBLIC UTILITY EASEMENT ON EACH SIDE.
- THREE (3) TRACTS ARE PROPOSED; TRACT A IS PRIVATE OPEN SPACE TRACT OWNED AND MAINTAINED BY THE FUTURE HOMEOWNERS ASSOCIATION; TRACT B WILL BE DEDICATED TO THE CITY PARKS DEPARTMENT; TRACT C (CC ZONED LAND) IS RESERVED FOR FUTURE DEVELOPMENT CONSISTENT WITH CC ZONING.
- THE APPLICANT WILL GRADE A 8 FT. WIDE TRAIL WITHIN THE PARK SITE THAT CONNECTS TO MORNING SUN PARKLAND AND THE EXISTING SIDEWALK ALONGSIDE HIGHWAY 24.
- PUBLIC SANITARY SEWER, WATER LINES AND FIRE HYDRANTS WILL INSTALLED IN THE ROW OR DEDICATED EASEMENTS.
- PRIVATE STORM SEWER LINES AND INLETS WILL BE INSTALLED TO DIRECT STORMWATER TO A PROPOSED PRIVATE FULL SPECTRUM DETENTION POND AS SHOWN.
- A PRIVATE FULL SPECTRUM DETENTION POND FOR BRECKEN HEIGHTS WILL BE CONSTRUCTED ON BOTH TRACT A AND C AND WILL OWNED AND MAINTAINED BY THE HOA.
- EASEMENTS WILL BE DEDICATED FOR: THE PROPOSED WATER LINE CONNECTION FROM BRECKEN HTS TO THE EXISTING WATER MAIN IN HWY. 24; PRIVATE POND; THE PARK TRAIL CONNECTION TO THE HWY. 24 SIDEWALK.
- DEVELOPER IS UNDECIDED IF A MONUMENT SIGN IDENTIFYING THE SUBDIVISION IS WARRANTED. IF A SIGN BECOMES NECESSARY, IT WILL BE THROUGH A SEPARATE APPLICATION.
- THE PROJECT WILL COORDINATE WITH THE POSTAL SERVICE TO INSTALL A CLUSTERED MAILBOX STRUCTURE.

OWNER'S SIGNATURE

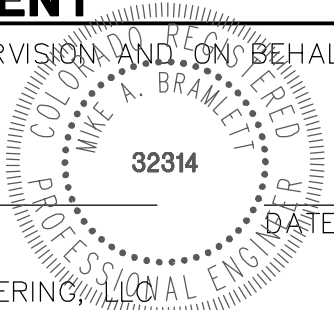
(I, WE) HEREBY CERTIFY THAT (I AM, WE ARE) THE OWNERS OF THIS PROPERTY AND THAT (I, WE) SHALL ABIDE BY THE PROVISION AS SPECIFIED UPON THIS PRELIMINARY PLAT/SITE PLAN, AS PRESENTED, AND ANY CONDITIONS AND REQUIREMENTS THAT ARE SPECIFIED BY THE CITY OF WOODLAND PARK IN RENDERING ITS APPROVAL.

DATE _____ OWNER(S) _____

ENGINEER'S STATEMENT

PREPARED UNDER MY DIRECT SUPERVISION AND ON BEHALF OF JR ENGINEERING

MIKE A. BRAMLETT, P.E.
COLORADO P.E. 32314
FOR AND ON BEHALF OF JR ENGINEERING



BRECKEN HEIGHTS

COVER SHEET

SHEET 1 OF 12

JOB NO. 25198.00

PREPARED FOR

BRECKEN HEIGHTS LLC
620 W MIDLAND AVE
WOODLAND PARK, CO 80863
ATTN: MARCK MCNAB
719-687-3357
MARKMCNAB@GMAIL.COM

J.R. ENGINEERING
A Western Company



Central 303-740-9888 • Colorado Springs 719-593-2593
Fort Collins 970-497-9888 • www.jrengineering.com

BY

DATE

No. REVISION

N/A

N/A

06/22/20

RPD

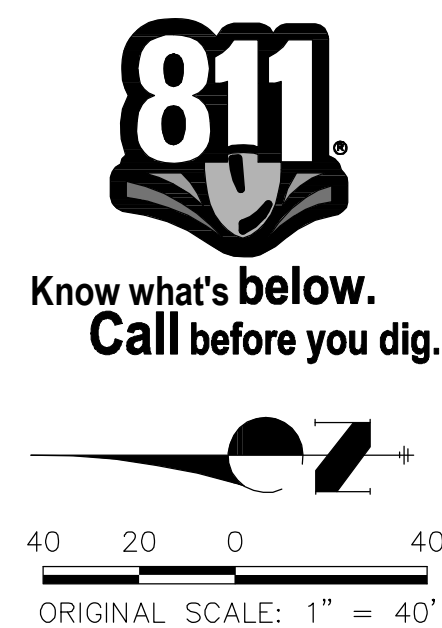
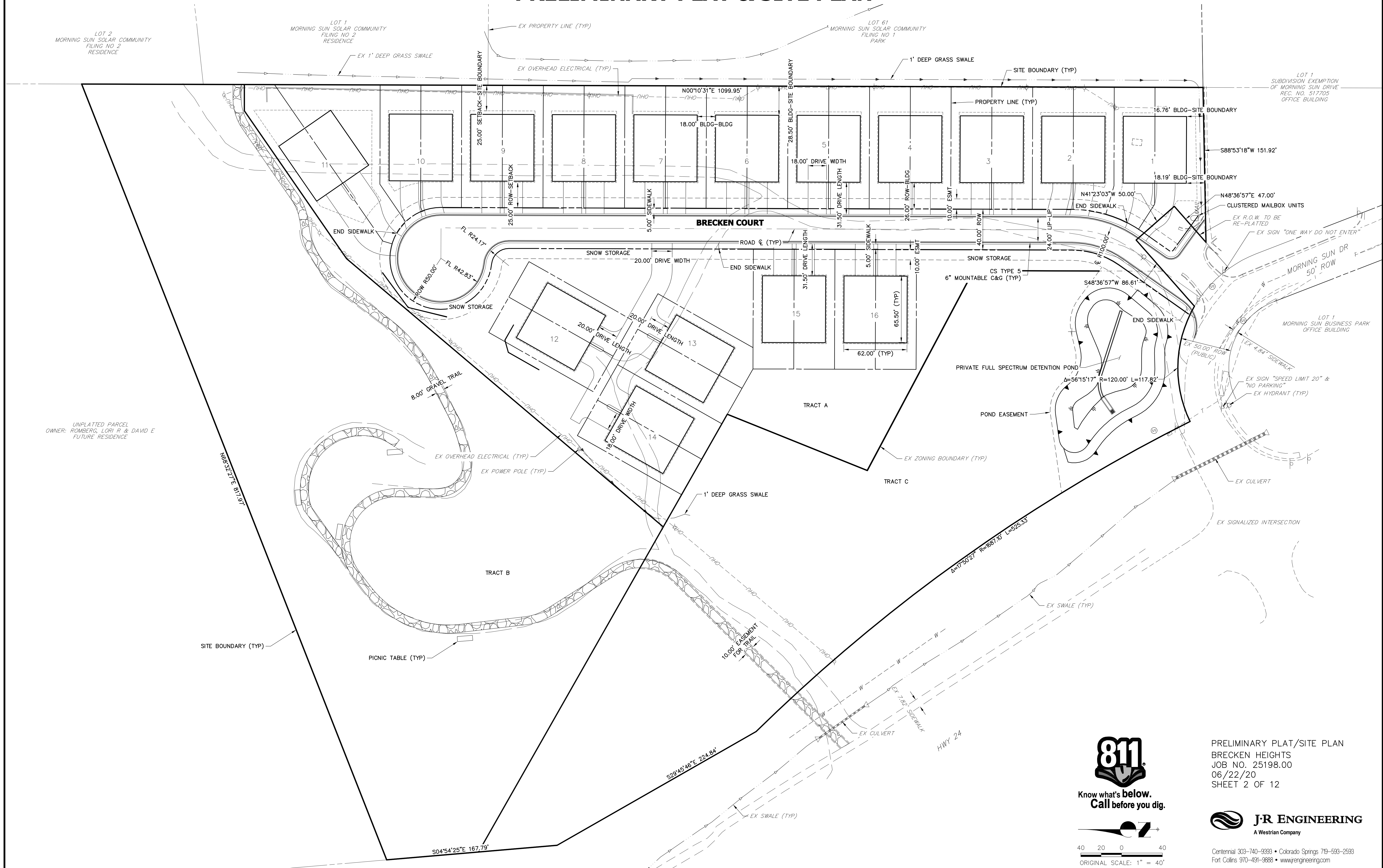
RPD

DESIGNED BY

DRAWN BY

CHECKED BY

PRELIMINARY PLAT & SITE PLAN

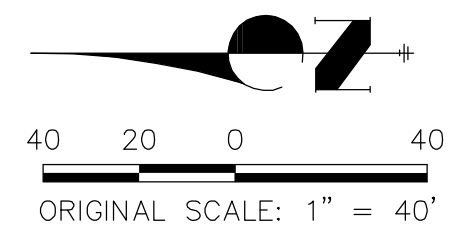
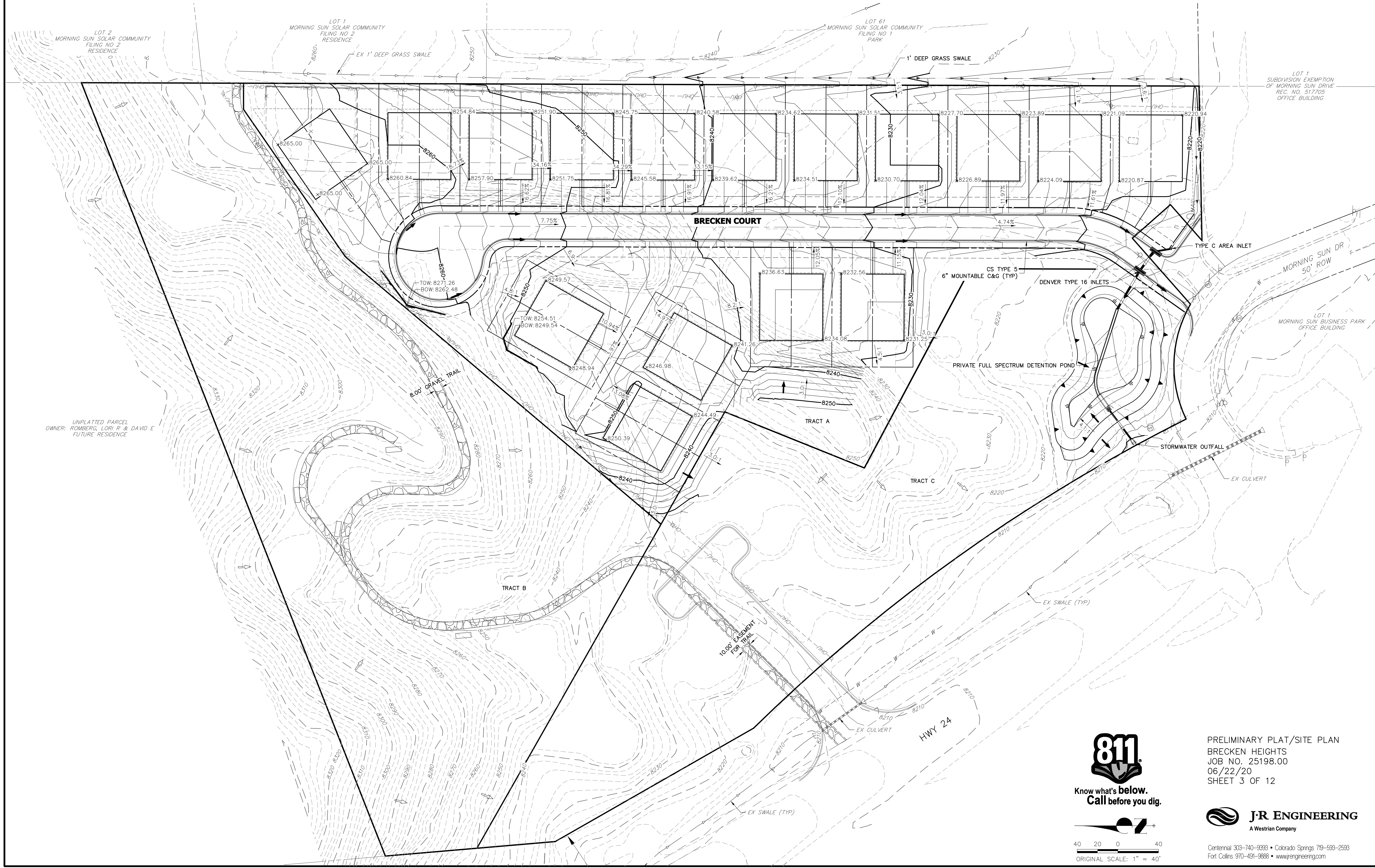


PRELIMINARY PLAT/SITE PLAN
BRECKEN HEIGHTS
JOB NO. 25198.00
06/22/20
SHEET 2 OF 12



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Fort Collins 970-491-9888 • www.jrengineering.com

BRECKEN HEIGHTS PRELIMINARY GRADING PLAN

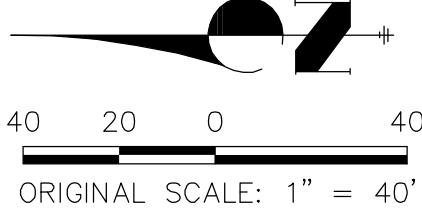
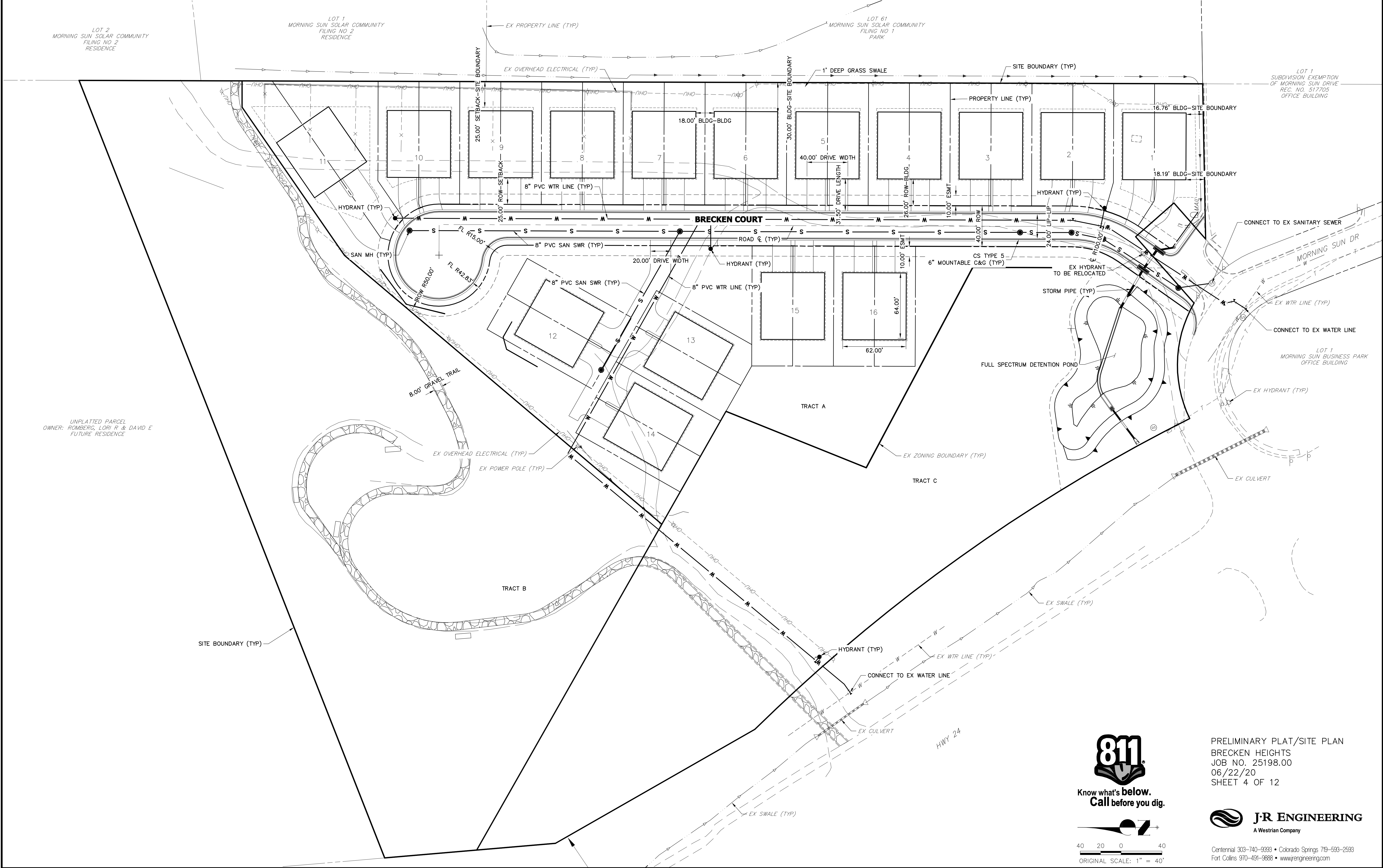


PRELIMINARY PLAT/SITE PLAN
BRECKEN HEIGHTS
JOB NO. 25198.00
06/22/20
SHEET 3 OF 12



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BRECKEN HEIGHTS
PRELIMINARY UTILITY PLAN

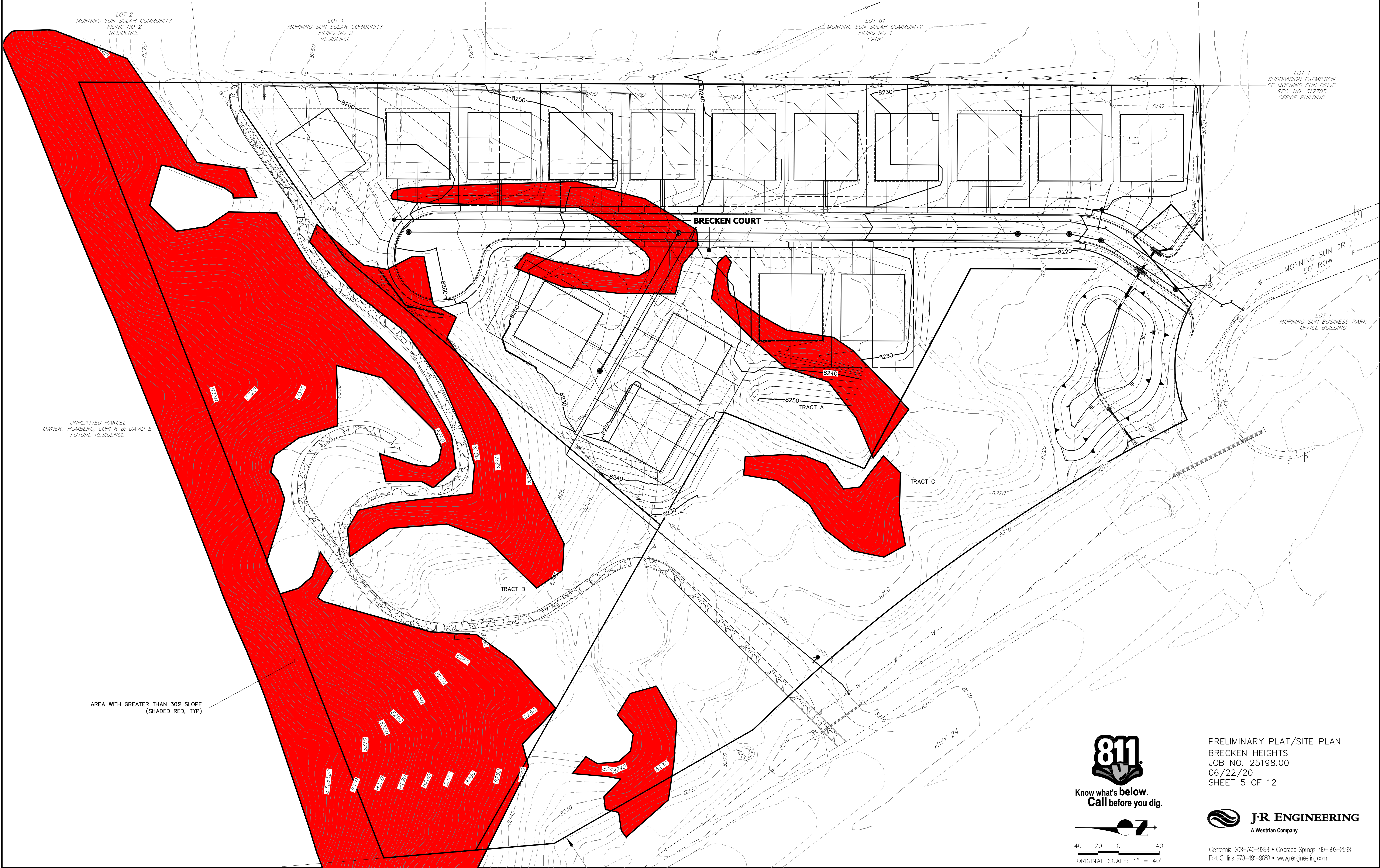


PRELIMINARY PLAT/SITE PLAN
BRECKEN HEIGHTS
JOB NO. 25198.00
06/22/20
SHEET 4 OF 12



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Fort Collins 970-491-9888 • www.jrengineering.com

BRECKEN HEIGHTS SLOPE EXHIBIT



UNPLATTED PARCEL
OWNER: ROMBERG, LORI R & DAVID E
FUTURE RESIDENCE

AREA WITH GREATER THAN 30% SLOPE
(SHADED RED, TYP)

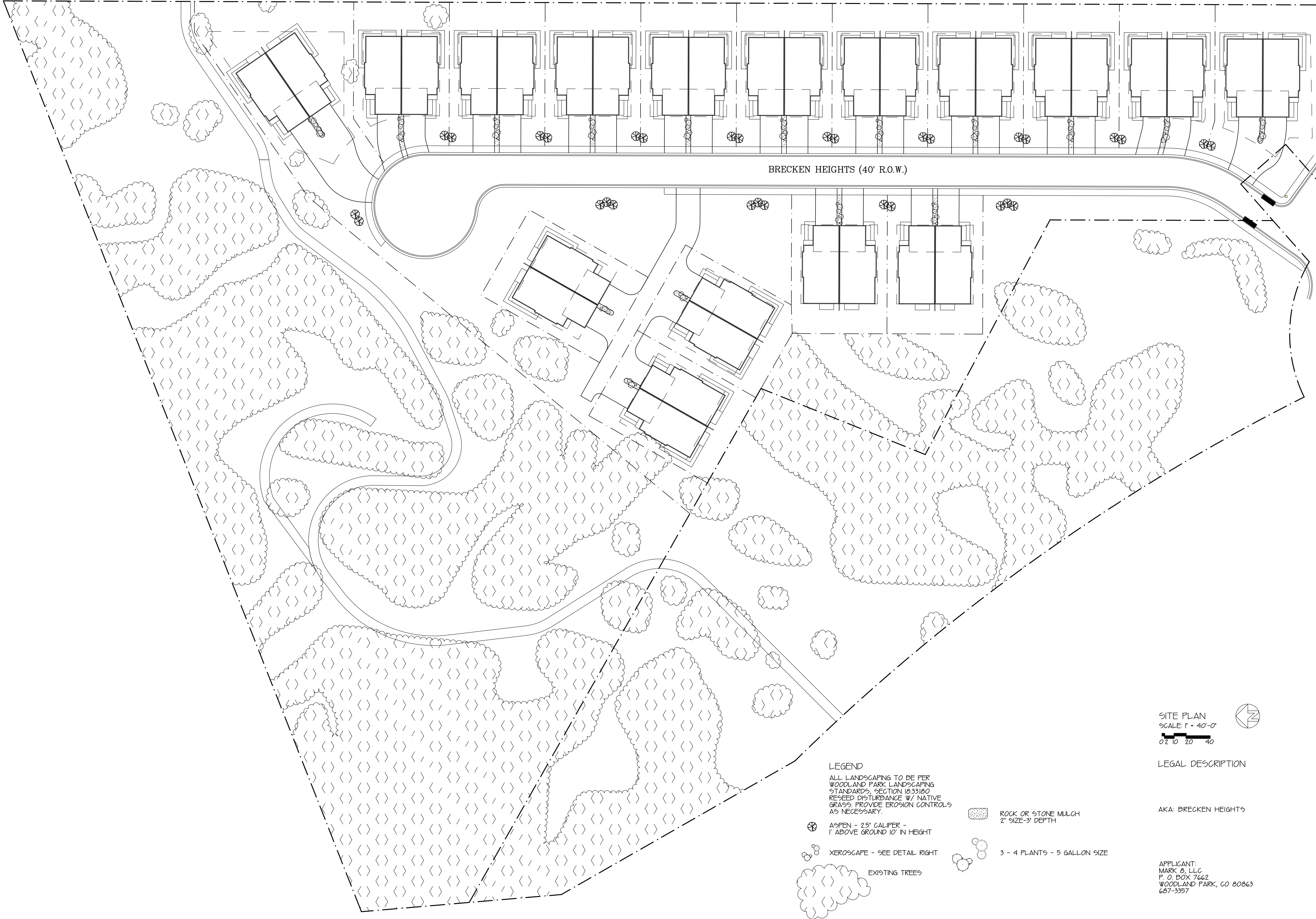
811
Know what's below.
Call before you dig.

40 20 0 40
ORIGINAL SCALE: 1" = 40'

PRELIMINARY PLAT/SITE PLAN
BRECKEN HEIGHTS
JOB NO. 25198.00
06/22/20
SHEET 5 OF 12

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A Westrian Company

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Fort Collins 970-491-9888 • www.jrengineering.com



BRECKEN HEIGHTS (40' R.O.W.)

LEGEND

ALL LANDSCAPING TO BE PER
WOODLAND PARK LANDSCAPING
STANDARDS, SECTION 18.33180
RESEED DISTURBANCE W/ NATIVE
GRASS. PROVIDE EROSION CONTROLS
AS NECESSARY.

ASPEN - 25' GALIPER -
1' ABOVE GROUND 10' IN HEIGHT

XEROSCAPE - SEE DETAIL RIGHT

EXISTING TREES

ROCK OR STONE MULCH
2' SIZE-3' DEPTH

3 - 4 PLANTS - 5 GALLON SIZE

SITE PLAN
SCALE 1" = 40'-0"



LEGAL DESCRIPTION

AKA: BRECKEN HEIGHTS

APPLICANT:
MARK B, LLC
P.O. BOX 7662
WOODLAND PARK, CO 80863
687-3357

BRECKEN HEIGHTS
PRELIMINARY LANDSCAPING PLAN

Woodland Park, Colorado 80863

Highmark, llc
HOMES & DESIGN

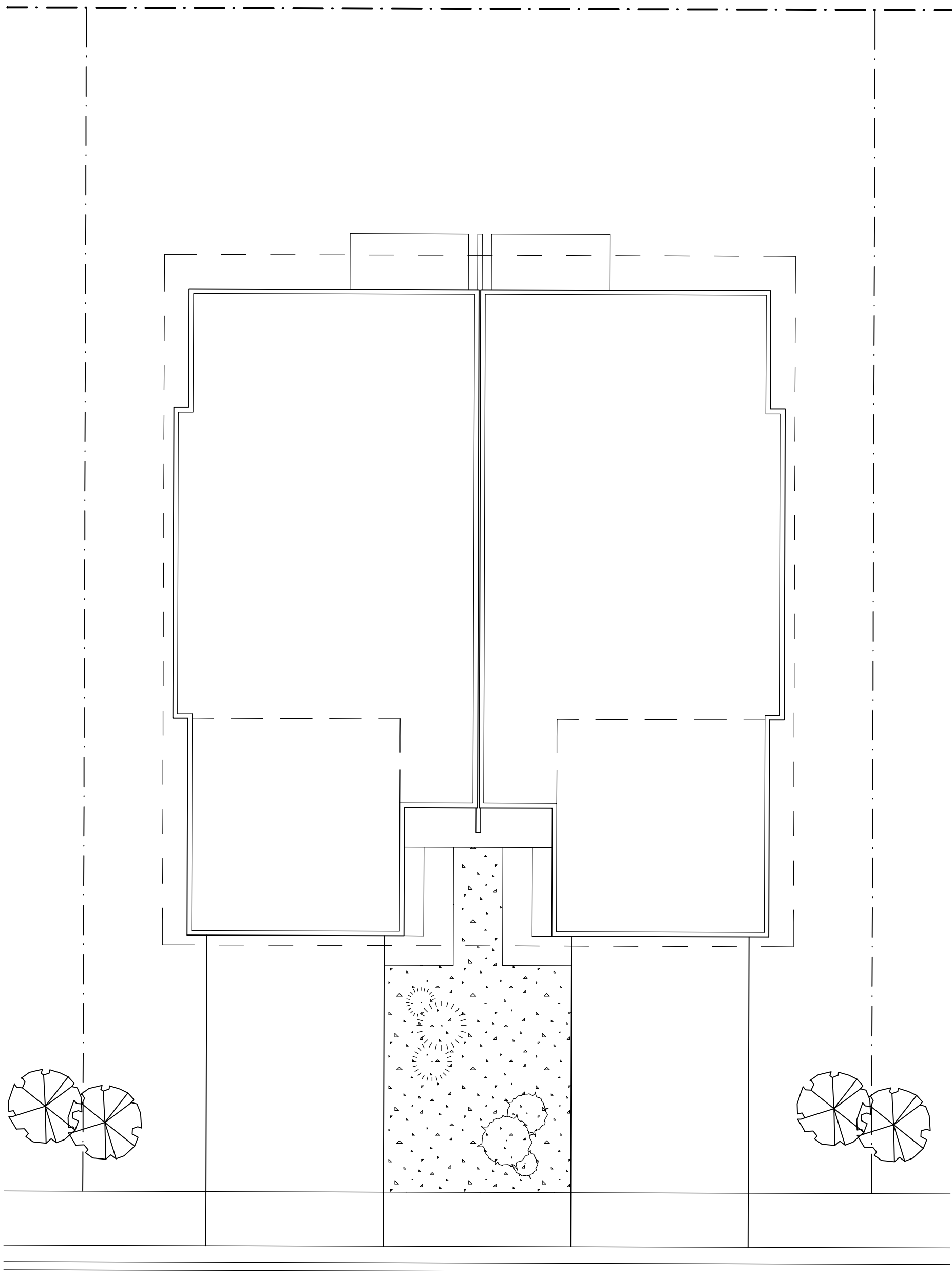
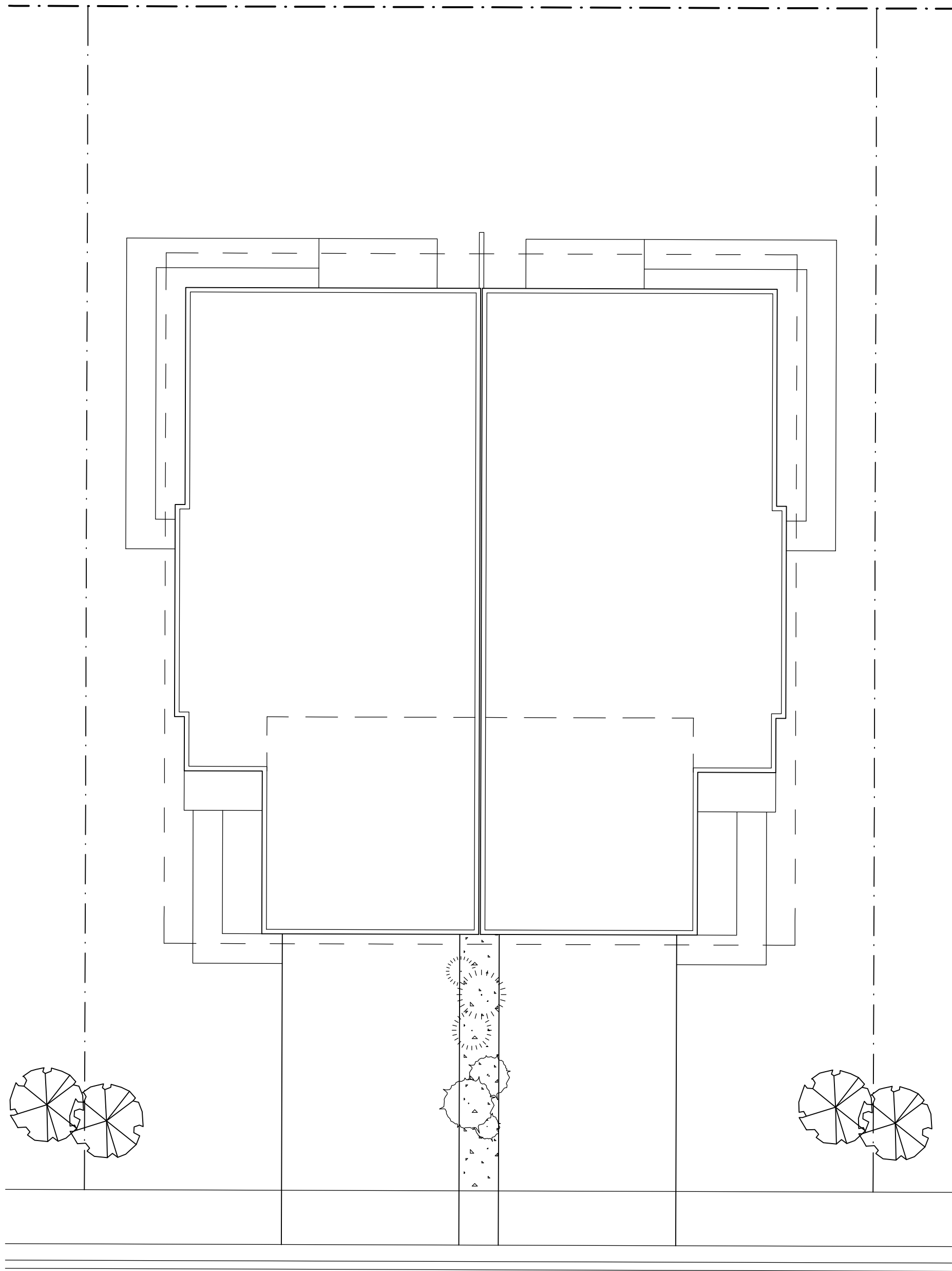
P. O. BOX 7662 WOODLAND PARK, CO 80863 OFF: 687-3357 FAX: 687-1901

LORING'S GADD HOUSE
11 N 15TH ST
WOODLAND SPRINGS, CO 80904
632-9449

REVISIONS:

DATE: 06/19/20
DRN BY: MBL
PROJECT NO: 20040
SHEET:

LP1



LEGEND

ALL LANDSCAPING TO BE PER
WOODLAND PARK LANDSCAPING
STANDARDS, SECTION 18.33.180
RESEED DISTURBANCE W/ NATIVE
GRASS, PROVIDE EROSION CONTROLS
AS NECESSARY.

ASPEN - 2.5' GALIPER -
1' ABOVE GROUND 10' IN HEIGHT

XEROSCAPE - 3 - 4 PLANTS - 5 GALLON SIZE

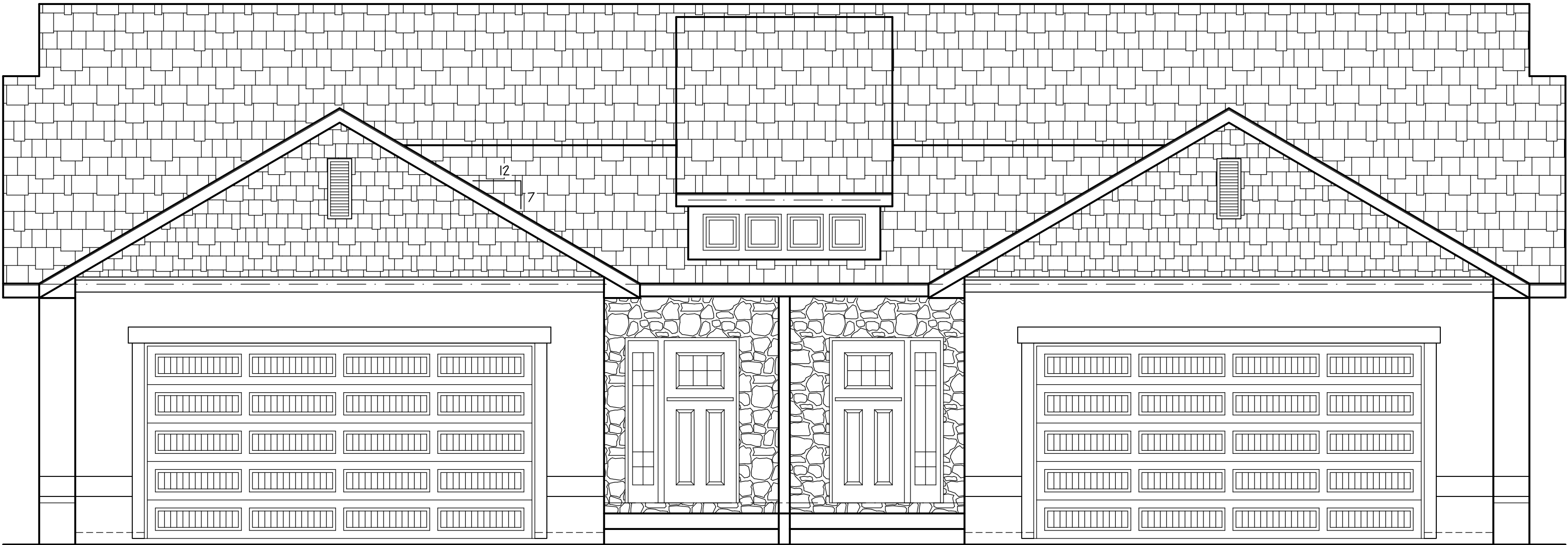
ROCK OR STONE MULCH
2' SIZE-3' DEPTH

SITE PLAN
SCALE: 1" = 10'-0"

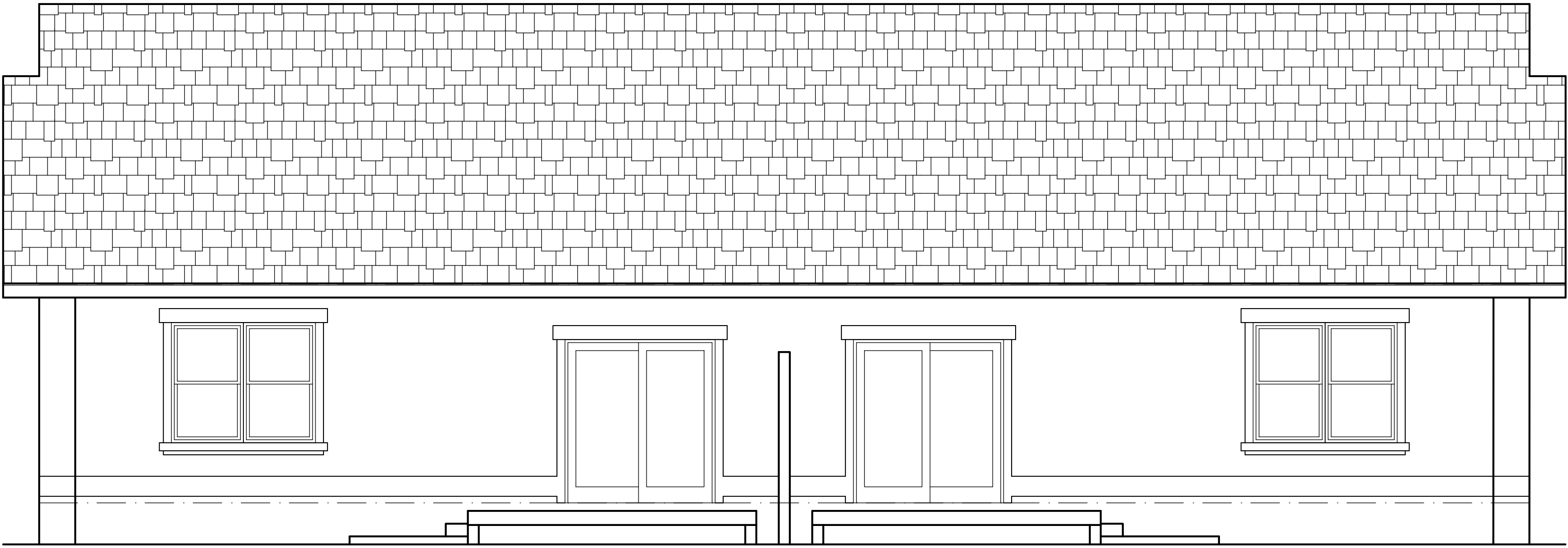
LEGAL DESCRIPTION

AKA: BRECKEN HEIGHTS

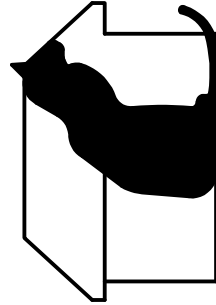
APPLICANT:
MARK B, LLC
P. O. BOX 7662
WOODLAND PARK, CO 80863
687-3357

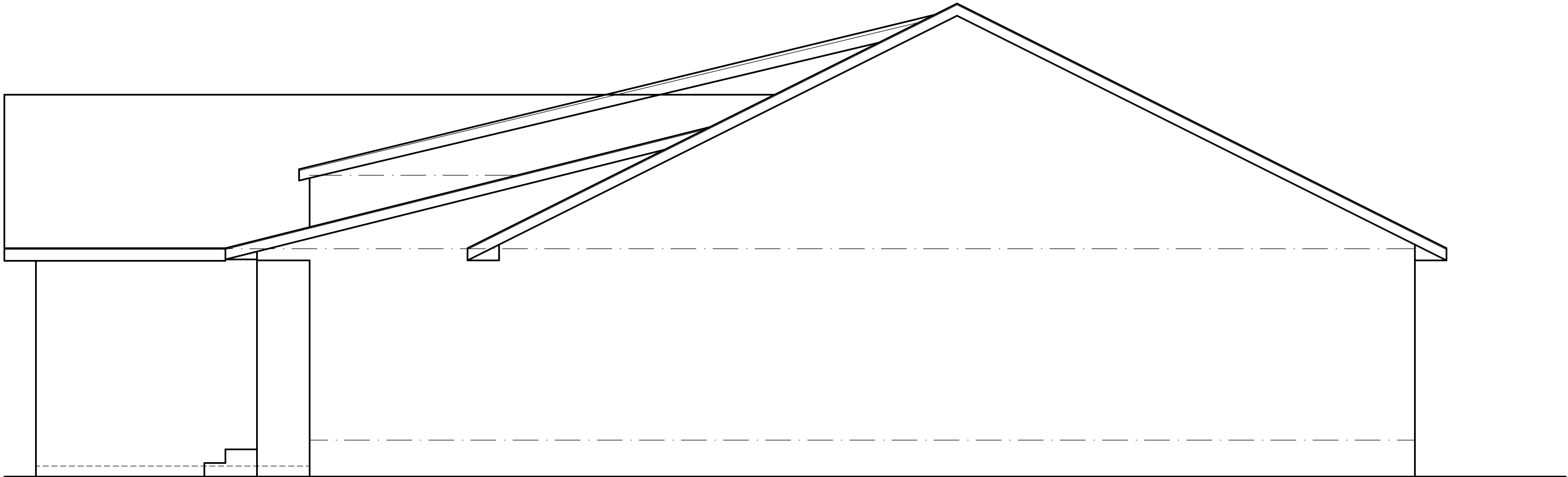


FRONT ELEVATION
SCALE: 1/4" = 1'-0"



SOUTH REAR ELEVATION
SCALE: 1/4" = 1'-0"





INTERIOR RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



WEST SIDE ELEVATION
SCALE: 1/4" = 1'-0"

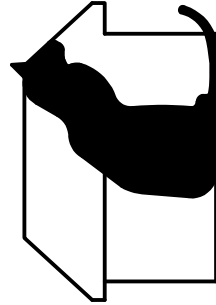
Highmark, llc
HOMES & DESIGN

P. O. BOX 7662 WOODLAND PARK, CO 80863 OFF: 687-3357 FAX: 687-1901

BRECKEN DUPLEX A

Woodland Park, Colorado 80863

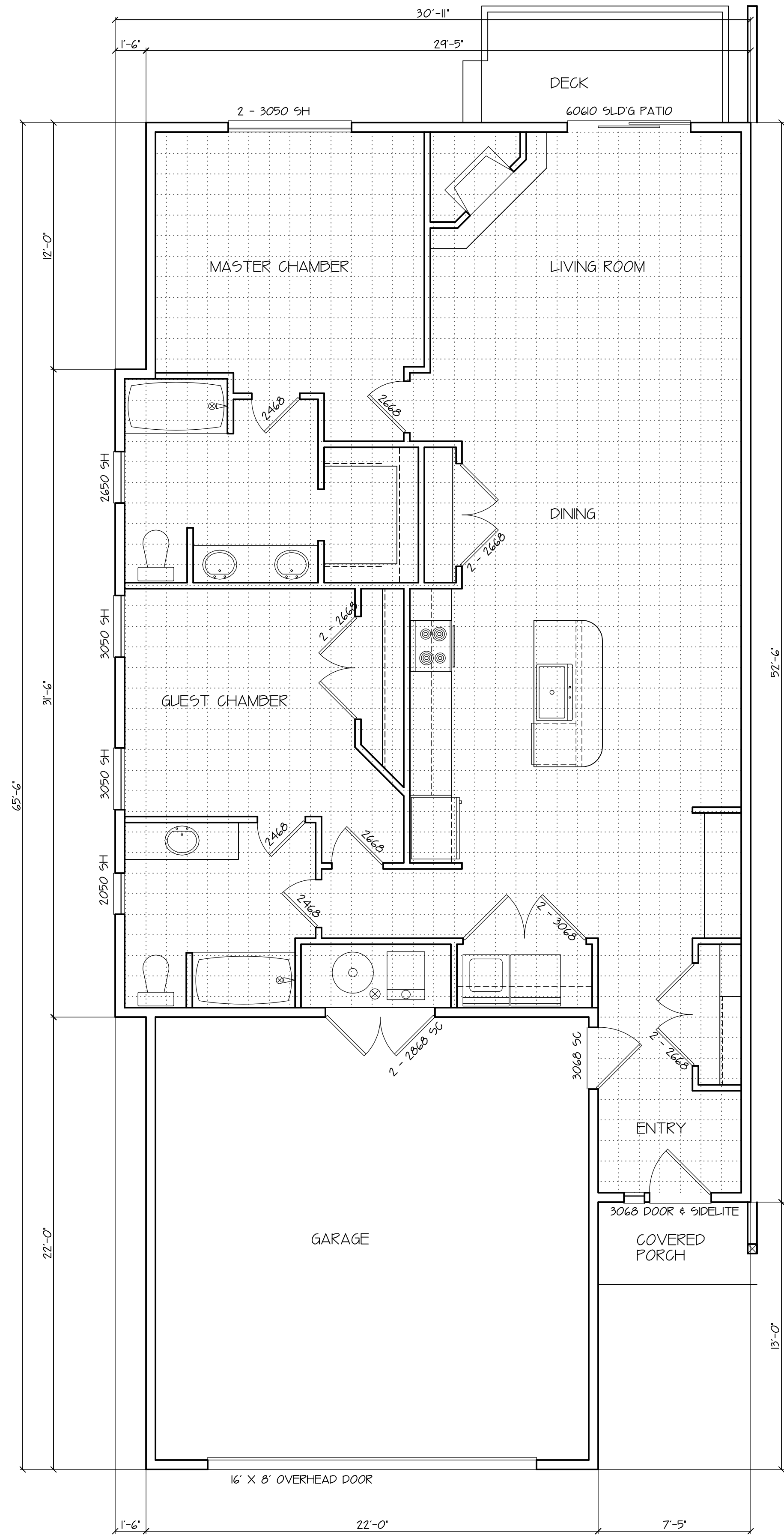
LORING'S CADD HOUSE
11 N 15TH ST
WOODLAND SPRINGS, CO 80904
687-2443



REVISIONS:

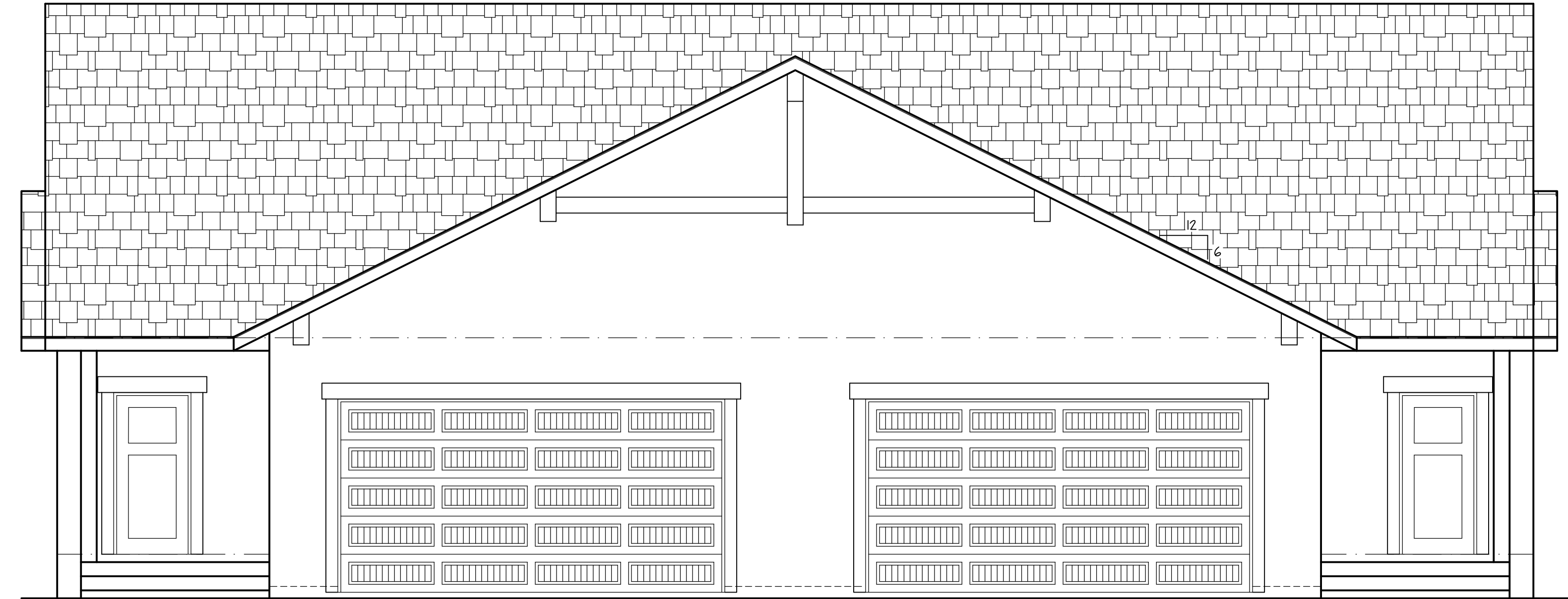
DATE: 05/19/20
DRN BY: MBL
PROJECT NO: 20040
SHEET:

A2 of ?



MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"
LIVING AREA: 1344 SF.
GARAGE: 484 SF.

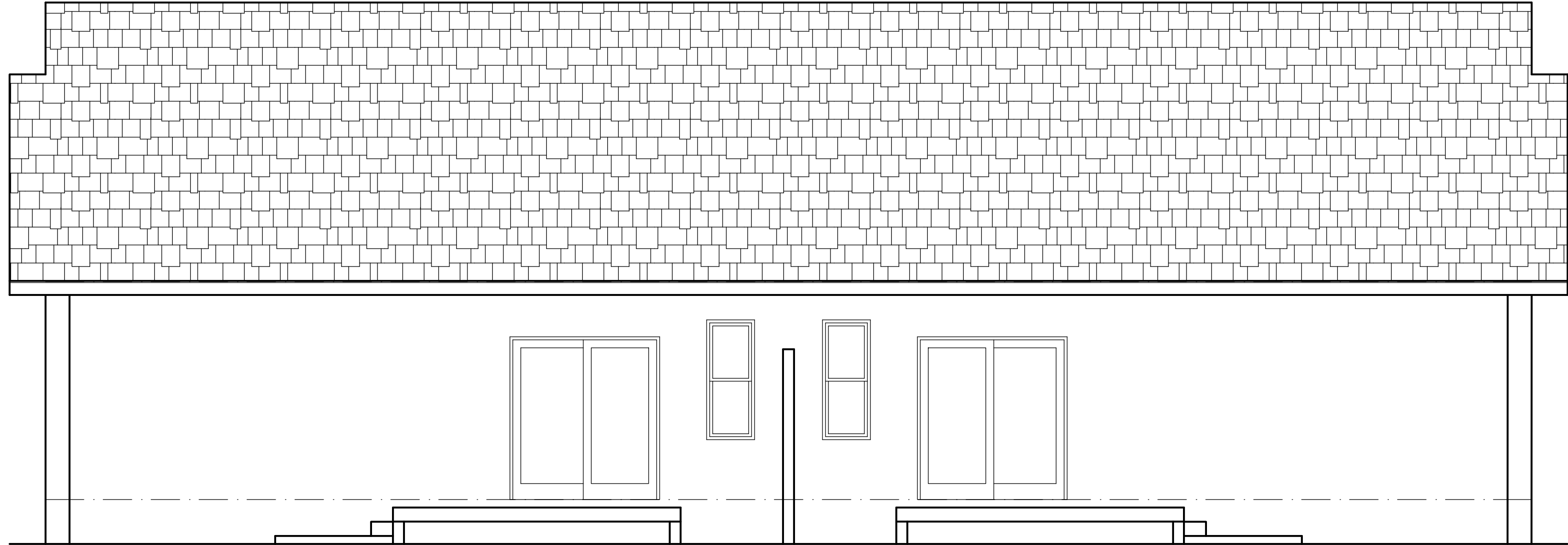
REVISIONS:



FRONT ELEVATION
SCALE 1/4" = 1'-0"



WEST SIDE ELEVATION
SCALE 1/4" = 1'-0"



SOUTH REAR ELEVATION
SCALE 1/4" = 1'-0"

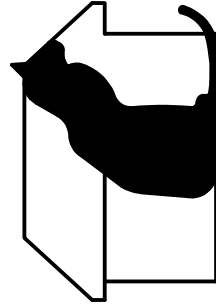
Highmark, llc
HOMES & DESIGN

P. O. BOX 7562 WOODLAND PARK, CO 80863 OFF: 687-3357 FAX: 687-1901

BRECKEN DUPLEX B

Woodland Park, Colorado 80863

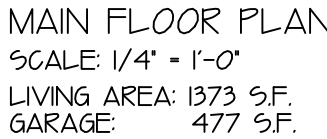
LORING'S CADD HOUSE
11 N 15TH ST
WOODLAND SPRINGS, CO 80004
687-2443



REVISIONS:

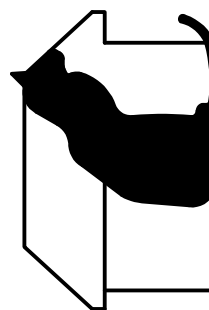
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DRN BY: MBL
PROJECT NO: 20044
SHEET:

A1 of ?



Woodland Park, Colorado 80863
???

LORING'S CADD HOUSE
11 N 15TH ST
COLORADO SPRINGS, CO 80904
632-9493



REVISIONS:

DATE: 06/11/20
DRN BY: MBL
PROJECT NO: 20044
SHEET:

A3 of ?

Highmark, llc
HOMES & DESIGN

P. O. BOX 7662 WOODLAND PARK, CO 80863 OFF: 687-3357 FAX: 687-1901

**WOODLAND PARK PLANNING COMMISSION
WOODLAND PARK CITY HALL COUNCIL CHAMBERS
VIRTUAL MEETING VIA ZOOM AND
IN-PERSON AT 220 W. SOUTH AVENUE, WOODLAND PARK, CO
MEETING MINUTES *for* JULY 23, 2020 – 7:00 PM**

Due to the COVID-19 pandemic, this meeting was a hybrid in-person and virtual electronic meeting. A Zoom link for participation was posted on the front-page of the City website. Public input in the form of written comment submitted in advance of the meeting was strongly encouraged and accommodation for public comment in real time at the meeting was made.

1. **ORDER AND ROLL CALL:** Chairman Jon DeVaux called the meeting to order at 7:00 p.m. Chairman DeVaux was physically present. Commissioners attending by zoom video were Vice-Chairman Geoff Watson, Lee Brown, Ellen Carrick, Vickie Good, Larry Larsen, Peter Scanlon, and Jerry Penland. Commissioner Ken Hartsfield was absent. Planning Director Sally Riley was present, with City Planner Lor Pellegrino attending via zoom.

2. **PLEDGE OF ALLEGIANCE:** Chairman DeVaux led the recitation of the Pledge of Allegiance.

3. **APPROVAL OF MINUTES:** The April 23, 2020 minutes were approved unanimously as presented.

4. **PUBLIC HEARINGS:**

A. SUB 2020-02 & SPR2020-03 BRECKEN HEIGHTS: Request for a Preliminary Plat and Site Plan Review from Brecken Hills, LLC (Mark McNab) and Quaking Aspens, LLC (Gary Edmonds) to develop a 32-unit multi-family project (16 duplexes) including public and private open space, and a public right of way located at 19569 E. US Highway 24 (13.09 acre tract in the Northeast Quarter of the Southwest Quarter of Section 30, T12S-R68-W6thPM) in the Multi-Family Residential Suburban (MFS) and Community Commercial (CC) zone district.

The City Planner verbally presented the case using a PowerPoint slide show. She indicated the site location, neighborhood characteristics, and details of the development including an analysis of applicable City standards and requirements contained in Municipal Code §17.20, §17.40, §18.34.053, and §18.34.070. All public notifications and external agency referrals were properly made, with no resulting concerns noted.

Based on findings of conformance to the Subdivision and Zoning regulations, the Comprehensive Plan and other applicable plans and regulations, she recommended that the Planning Commission recommend that City Council approve the preliminary plat with variances and conditions as detailed in the Staff Report.

The Applicant, Mark McNab, presented a history, scope, and details of the project, with the goal of bringing attainable housing options to Woodland Park.

Vice-Chair Watson asked about park boundary delineation and possible ground contamination mitigation. Mr. McNab answered they are considering a split rail fence along the boundary between Sun Valley Park to the east and the duplexes along the eastern boundary. Mr. McNab had no concerns about the ground conditions. Director Riley stated there was cleanup performed after the removal of the mobile home park at this location. Commissioner Carrick asked about driveway maintenance, which will be managed by the HOA. Commissioner Scanlon asked if there would be any subsidies used for the development, which Mr. McNab stated there would not be. Commissioner Larsen asked about the proposed trail possibly limiting future development. Mr. McNab explained why it would not. Commissioner Larsen asked the City Planner what the process would be to develop the CC Tract 'C'. Ms. Pellegrino explained this would be included with the final platting process, and would require a Site Plan Review, and public hearings if the

development required a Conditional Use Permit. Commissioner Good asked if there would be any improvements to the adjoining Highway 24 and Morning Sun Drive intersection, due to increased traffic. Mike Bramlett, the developer's engineer, explained why there are no improvements proposed, based on the low number of the expected increase in the average daily trips. He said that existing turn lanes and the intersection are adequately designed to handle the traffic increase, and meets CDOT requirements. Commissioner Larsen asked whether Tract 'B' would be designated for park or open space. Ms. Pellegrino stated it would be dedicated as public park space, with the minimally proposed amenities (trail and picnic tables). Commissioner Carrick asked if Brecken Court would be public, which Ms. Pellegrino confirmed. Chairman DeVaux asked if there was any consideration for not allowing accessory structures behind the east-side units, adjoining Sun Valley Park.

Chairman DeVaux then opened the meeting to public comment.

Kimberly Butcher stated her concerns regarding parking along Sun Valley Drive, increased crime, traffic congestion at the intersection, views of the duplexes, increased trash, vehicle lights, and the disruption from construction activity.

Erik Gilgenast said he was concerned about the increase in traffic congestion, the diminished view corridor, parking along Sun Valley Drive and the cutting of existing trees. He explained how some highway commuters will bypass congestion by diverting through his neighborhood, resulting in significant increased traffic. He concluded that because a property is developable, it does not mean that it has to be developed.

Susan Zumergrad spoke about the hazards of traffic speeding on Morning Sun Drive, especially around the "blind curve" on Morning Sun Drive, where the street joins to Highway 24. She is concerned about diminished views and issues of having duplexes and apartments nearby. She asked if there would be additional meetings if an apartment project were to be proposed in the CC zoned Tract 'C' shown on the plat. Director Riley stated this would be a Conditional Use that would require public hearings before the Planning Commission and the City Council. Ms. Zumergrad stated she agrees with the fencing concept and not allowing sheds along the eastern boundary. She would like to see no parking allowed on Sun Valley Drive, since there are no sidewalks. She asked what the setback is from the duplexes to the adjoining Sun Valley Park to the east. Director Riley replied the setback is 25 feet.

Mike Nakai asked if not allowing storage sheds along the eastern boundary could be added to the conditions. Chairman DeVaux stated that it can be added, and that the developer agrees. Mr. Nakai asked if the private drive serving units 12-14 would require a variance. Ms. Pellegrino replied it would. Mr. Nakai is concerned that units 14 and 13 on the west boundary with the CC zoned tract could be very close to any CC development. Chairman DeVaux pointed out that the topo shows an embankment grading down towards the units that will provide a barrier. Mr. Nakai agreed, but that the CC development could also be excavated along that boundary. He said that snow removal on the private road (serving units 12-14) being an HOA responsibility to plow could be an issue. He suggested that unit 14 could be eliminated and units 12 and 13 could be rotated for driveway service directly off of the proposed Brecken Court, which would provide a larger buffer with the CC tract. He feels the developer is trying to "shoehorn" in these three units, which currently requires a variance.

Ms. Pellegrino read concerns she received from Linda Martin. Ms. Martin is concerned about traffic turning from Highway 24 onto Morning Sun Drive. She states that cars turning left into the new development will back up traffic on Morning Sun Drive. She says that during summer months when traffic is slow or stopped, many travelers bypass the highway onto Morning Sun Drive. More additional traffic will create an increased hazard. She agrees that just because there is open space, it does not need to be developed.

Responding to an anonymous inquirer, Ms. Pellegrino clarified that the CC tract would be accessed off of Highway 24, which is approved by CDOT.

With no further public comment forthcoming, Chairman DeVaux closed the public comment session, and opened the rebuttal session. Mr. McNab confirmed that access to the CC tract would be from Highway 24. He stated that the highest traffic volume turning off of Highway 24 to Morning Sun Drive is shown to be six cars per hour, or one every ten minutes. Unit 14 will have a barrier with the CC tract with the proposed grading.

With no further discussion or deliberations, Chairman DeVaux called for a motion.

MOTION: Moved by Commissioner Scanlon and seconded by Commissioner Brown THAT the Planning Commission recommend to City Council to approve the Brecken Heights Preliminary Plat and Site Plan Review, based on finding conformance to the Subdivision and Zoning regulations, the Comprehensive Plan and other applicable plans and regulations, as described in the staff report and as presented at public hearing, subject to the following conditions:

1. Pursuant to MC §17.52.010, given the site topography and finding no detriment to the public good and in keeping with the intent of the comprehensive plan, approval of this preliminary plat authorizes the following variances:
 - a. A 10 foot variance from MC §17.40.140 (from 50 feet to 40 feet for the minimum width of a local road ROW complete with curb and gutter); and
 - b. a variance of MC §17.40.220 (from 40 feet of lot frontage to some number less than 40 feet (as depicted on the preliminary plat) for Lot 1B, 2A, 10B, 11A&B, 12-14A&B.
2. The first final plat to be considered shall include:
 - a. A dedication statement for the 10 foot wide public trail easement in Tract C;
 - b. A dedication statement for the Brecken Court;
 - c. A dedication statement for the public park (Tract B);
 - d. A draft of the covenants for the subdivision, including the establishment of a Homeowner's Association, and a prohibition on outbuildings in setbacks along the eastern boundary of the subdivision;
 - e. A note outlining the wildfire mitigation requirements.
3. Prior to installation of any infrastructure, the applicant shall submit and receive approval of a Zoning Development Permit for infrastructure showing compliance with all zoning and engineering standards and which shall include:
 - Final utility plan with profiles for all water, storm and sewer systems; sanitary sewer profile for the sewer main and service lines; a fire flow analysis for all water main line extensions; snow storage in the northern cul-de-sac that avoids driveways and utilities;
 - Final grading and erosion control plan for the disturbed area;
 - Final street plan with profiles, curb and gutter, sidewalk, etc.;
 - Final drainage plan and report;
 - State Water Management Plan;
 - Final Wildfire Mitigation Plan for the entire 13 acre tract indicating what trees are to be preserved and what trees are to be removed or limbed and any other mitigation strategies. The plan shall state that at least "Tract B and the residential subdivision shall be mitigated prior to acceptance of any road or park by the City."
 - All applicable development impact fees.

While finalizing the motion, there was discussion offered by Chairman DeVaux that the City should work internally regarding parking along Sun Valley Drive, and that the City should work with CDOT to help make the Highway 24 and Sun Valley Drive intersection safer. Commissioner Larsen stated the

importance of having formal comments provided by CDOT prior to the City Council hearing on August 20, 2020.

Motion passed unanimously. Case now moves to City Council for public hearing on August 20, 2020.

5. REPORTS:

A. Chairman's Report: None.

B. Commissioner's Reports: None.

C. Planning Director's Report: The Planning Director stated there are no cases to be heard for the August meetings, but there may be cases for the September 10, 2020 meeting. She polled the Commissioners if they would be interested in changing the Planning Commission meeting start time from 7:00 pm to 6:00 pm with the zoom meeting format. The Commissioners will consider this change and report back.

6. ADJOURNMENT: The regular meeting adjourned at approximately 9:20 pm.

7. WORK SESSION:

A. Continued discussion of single-family uses in multi-family zones. Director Riley stated there was a joint work session between the Planning Commission and City Council on June 11, 2020, that did not result in clear direction whether or not to adopt the proposed amendments. As a result, Director Riley, along with Mayor Carr and Councilman Neal, drafted a questionnaire with specific questions so that staff could get a consensus from the City Council members. The first question asked if they would support eliminating single-family uses in multi-family zones, and eliminating sections N.1 & N.2 (from the Permitted Uses table). Four council members answered "yes", and two answered "no". Since a majority of the members agreed that this use should not be allowed, staff now has clear direction to modify the draft ordinance, and eliminate those portions. Staff will submit the draft ordinance to the Planning Commission for their consideration one last time, and then schedule the hearings, so that the amendments can be formally adopted before the moratorium expires in January, 2021. The Council agreed on the definitions, and they did not want to have special standards for single-family homes in the multi-family zones. There was also a discussion on how open space is calculated for both multi-family and single-family projects. It was suggested that the side yard setbacks be eliminated from the open space calculations. After discussions during the July 9, 2020 City Council meeting, they decided to defer the discussions on the open space to the Comprehensive Plan process, in order to get input from the community. Director Riley will get clarification on changes regarding permitted uses and conditional uses. She will have a draft in early August for the Commissioners to review, so the public hearing can take place on September 10, 2020, and move onto City Council for a public hearing prior to the November elections. The work session concluded at approximately 9:00 pm.

Recorded by: _____
David J. Burgess, Planning and Building Technician

Approved this _____ day of _____, 2020 by _____
Jon DeVaux, Chairman



COLORADO

Department of Transportation

Region 2 - Permits
5615 Wills Blvd.
Pueblo CO 81008

ATTACHMENT C: CDOT COMMENTS

July 31, 2020

SH 24A
City of Woodland Park

Lor Pellegrino, City Planner
City of Woodland Park
220 W. South Ave.
Woodland Park, CO 80866

RE: Brecken Heights Subdivision
June 22, 2020 - Transportation Memorandum - CDOT Review
June 18, 2020 - Preliminary Drainage Report - CDOT Review

Dear Lor,

I am in receipt for a request for comments for the Brecken Heights Subdivision. The development is a 13-acre parcel that is currently vacant mountainous land. The project proposes to develop 16 duplex units a total of 32 homes served by a private road to be known as Brecken Court. Average daily trips is estimated at 295-trips from the ITE Manuel 10th edition. The development is located at the NE corner of SH24 and Morning Sun Dr. in Woodland Park, CO. with an address of 19569 E. US 24. CDOT staff comments are as follows;

- CDOT Access Dept. comments are as follows:
 - o The development proposed to gain vehicular access by modifying the existing access to a neighboring parcel via an existing access point to the Woodland Park Bldg../Allen Brown Office Bld. The existing access permit #AP200081, MM286.90 was granted access under the intention of the 34,000-sf office building and 36-unit single family dwellings and will need to be updated as part of this permit. This will require a new Access Permit Application to CDOT from the developer or the City of Woodland Park.
 - o State Highway Access Category along this parcel is considered E-X. An Access Control Line (A-line) exists along the CDOT ROW boundary with parcel boundary (parcel #6031.303000460) and no access will be allowed to be gained from SH24 unless a break in the A-line is granted. No current access permit exist for this parcel, any and all pioneered access will need to be closed upon the acceptance of the new access permit. Any and all Access will need to be gained from the internal roadway system (Brecken Ct.) or other roadway locations.
 - o An Access Control Line (A-Line) is a permanent restriction on real property rights, precluding ingress and egress and regress over, under and across a defined location. An Access Control Line is a deeded line of property that typically runs parallel with the ROW line. A-lines are a necessary tool in protecting the health, safety and welfare of the traveling public on Colorado State Highways. To learn more about A-lines please inquire with CDOT Access Manager in Pueblo (719)546-5732.
 - o It is recommended that the proposed/existing access permit (AP200081) of the Woodland Park Bldg../Allen Brown Office Bldg. be closed due to the proximity to the intersection of SH24/Morning Sun Dr.
 - o A design waiver will need to be submitted prior to making application. The design waiver will need to validate or demonstrate by a Professional Engineer the reasons for the close



- proximity of the vehicular access to the parcels being proposed and it's proximity to the intersection of SH24/Morning Sun Dr.
- o Other areas of access should be considered and explored. Preferred access locations would be through City of Woodland Park lot (6031.304050370) off of Sun Valley Dr. or further back away from the intersection through lot 6031.304100010 Brown Enterprises's secondary access point.
 - o Traffic estimate trips from the Transportation Memorandum does not appear to have taken into account for the existing traffic that is currently generated by the Allen Brown development and this existing access location. **An updated Traffic Study or Memo is being requested.**
 - o Proof of easement between the Brecken Heights Subdivision and Allen Brown Office Bldg. will be required to share the proposed access if granted and will be required with the new application for access from CDOT.
- CDOT Traffic Operations Engineer has reviewed the Transportation Memorandum dated June 22, 2020 by JR Engineering. CDOT Traffic Ops. comments are as follows:
 - o No comments required
 - CDOT Hydraulics has reviewed the Transportation Memorandum dated June 22, 2020 by JR Engineering. CDOT Hydraulics Dept. comments are as follows and **requires update and resubmittal**:
 - o Pg. 31 Use the newer UD-Detention spreadsheet.
 - o Pg 42 Show size and type of existing culverts.
 - o Pg 43 The driveway culvert is much higher than the culvert US24. Please clarify where the discharge from the site will go.
 - o Pg 43 Please provide riprap pipe outlet protection following CDOT M&S standards and CDOT DDM.
 - o Pg 43 Add design point at outfall. Show flows for all storm events are less than or equal to existing conditions.
 - o Pg 43 Existing culvert crossing US24 not shown, show size and type of existing culvert.

Additionally,

- On-premise and off-premise signing shall comply with the current Colorado Outdoor Advertising Act, sections 43-1-401 to 421, C.R.S., and all rules and regulations pertaining to outdoor advertising. Please contact Mr. Todd Ausbun at (719) 696-1403 for any questions regarding advertising devices.
- Any utility work within the state highway right of way will require a utility permit from the CDOT. Information for obtaining a utility permit can also be obtained by contacting Mr. Ausbun.

Please contact me in Pueblo at (719) 546-5732 or **(719) 248-0905** with any questions.

Sincerely,

Arthur Gonzales

Arthur Gonzales
R2 - Access Manager

Xc: Ferguson



July 31, 2020
Brecken Heights Subdivision

SH 24A
City of Woodland Park

Mike Davis
Stecklein/Lyons
Whittlef/Biren
Sword/Regalado/file



**INTERGOVERNMENTAL AGREEMENT
FOR
2020 GENERAL ELECTION**

THIS INTERGOVERNMENTAL AGREEMENT is entered into by and between Teller County, by the Teller County Clerk and Recorder, hereinafter referred to as Clerk, and the City of Woodland Park hereinafter referred to as Entity.

The Entity desires to conduct an election pursuant to its statutory authority and a coordinated election is required pursuant to C.R.S. 1-4-201, et seq, or 1-41-101 et seq; such election to occur on November 3, 2020 as a Mail Ballot Election.

The Clerk has agreed to perform certain coordinated election services set forth herein in consideration of the performance by the Entity of its obligations and payment of a fee as set forth herein.

This Agreement is authorized by C.R.S. 29-1-203, and 1-1-111, and 1-7-116.

NOW, THEREFORE, in consideration of their mutual promises contained herein, the parties agree as follows:

ARTICLE I

Division of Responsibility and Ballot Preparation

The Entity is responsible for all duties concerning the election prior to certification of the ballot for the election, with the exception that it is the Clerk's responsibility to prepare and print the ballot from information furnished by the Entity. The Entity is responsible for the accuracy and legality of the information which it furnishes to the Clerk, and the Entity shall defend and indemnify the Clerk for any claims for liability arising therefrom.

Prior to the submission of the prepared ballot to the printer, the Clerk shall provide a proof of the ballot to the Entity, and the Entity shall then proofread the ballot and advise the Clerk in writing of any changes or corrections within the time required by the Clerk.

Not later than 12:00 o'clock noon on September 4, 2020 as required pursuant to C.R.S. 1-5-203(3)(a), the Entity shall certify its portion of the consolidated ballot to the Clerk. The ballot content must be provided in Microsoft Word document format, attached in an email to the Clerk at elections@co.teller.co.us. The content must be set up exactly as the Entity wishes it to appear on the ballot.

The Clerk, in addition to preparing, printing, and mailing the ballot, is also responsible for publishing, and conducting the election, counting the ballots and announcing the results.

The Entity has designated Suzanne Leclercq whose phone number is 719-243-4542 cell or 719-687-5295 office, mailing address is PO Box 9007, Woodland Park, CO 80866 and e-mail address is sleclercq@city-woodlandpark.org as its Designated Election Official, pursuant to C.R.S.

1-1-104(8) as amended. The Entity's Designated Election Official shall act as the only liaison between the Entity and the Clerk. The Entity shall assist the Clerk in any manner and provide any information requested by the Clerk, consistent with applicable state law.

ARTICLE II

Ballot Issue Notices

Public comments pertaining to a ballot issue must be filed with the Entity no later than Friday, September 18, 2020 as required pursuant to Article X Section 20(3)(b)(v) of the Colorado Constitution and C.R.S. 1-7-901(4). The Entity shall provide such notice, including pro and con summaries and fiscal information, to the Clerk no later than 12:00 o'clock noon on Monday, September 21, 2020, pursuant to C.R.S. 1-7-904. The pro and con summaries must be provided in Microsoft Word document format, attached in an e-mail to the Clerk and Recorder at elections@co.teller.co.us. The Entity shall be solely responsible for the notice's preparation, accuracy, and the language contained therein.

The Clerk shall be responsible for combining the Entity's text of the notice for all participating Teller County Entities. At least 30 days before the election, the Clerk and Recorder, as Coordinated Election Official, shall mail the ballot issue notice to each address of active registered electors who reside in the County as required by law pursuant to C.R.S. 1-7-906(1), but in any case not later than Friday, October 2, 2020 as required pursuant to Article X Section 20(3)(b) of the Colorado Constitution.

If applicable, the Entity shall be responsible for contacting the Teller County Assessor's office to request and obtain a list of out of County voters, and to mail the required notice to each address of active registered electors who do not reside within the County where the Entity is located pursuant to C.R.S. 1-7-906(2).

ARTICLE III

Cancellation of Election

If all or any portion of the Entity's portion of the election is cancelled under the provisions of C.R.S. 1-5-208(1.5), the Entity shall notify the Clerk in writing by 4:30 o'clock PM Tuesday, September 1, 2020 .

If all or any portion of the Entity's portion of the election is cancelled under the provisions of C.R.S. 1-5-208(2), the Entity shall notify the Clerk in writing by 4:30 o'clock PM Friday October 9, 2020.

The Entity will still be liable for all costs accrued up to the point of cancellation of the election. The Entity shall provide notice by publication of the cancellation of the election and a copy of the notice shall be posted in the office of the Clerk and in the office of the Designated Election Official.

ARTICLE IV
Payment of Costs

The Entity shall pay the Clerk for the Entity's portion of the actual costs of services and supplies, whether or not a cancellation has occurred under Article III. The Entity shall pay the actual costs within twenty (20) days of receipt of the Clerk's invoice therefore.

ARTICLE V
General Provisions

This Agreement may be amended only in writing signed by the parties. If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, such holdings shall not affect the validity, legality, or enforceability of the remaining provisions.

In the event of any challenge or other legal action contesting the election or the conduct of the election concerning the Entity's ballot issues, the Entity shall bear all costs of the Entity and the Clerk, including but not limited to reasonable attorney's fees, of defending such challenge or other legal action, and of any liability resulting therefrom. If a new election or other procedure must be conducted as a result of such challenge or legal action, the Entity shall pay its proportional share of actual costs of the new election or other procedure. Notwithstanding the foregoing, if a court determines that an act or omission of only the Clerk or of only the Entity made necessary the new election or other procedure, the responsible party shall pay the entire cost, including but not limited to reasonable attorney's fees, of any liability resulting therefrom and of any new election or other procedure ordered by a Court.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement to be effective this _____ day of _____, 20_____.

TELLER COUNTY

CITY OF WOODLAND PARK

By: _____
Krystal Brown
Clerk & Recorder

By: _____
Suzanne Leclercq
DEO

Date: _____

Date: _____



(719) 689-2951 www.co.teller.co.us Fax (719) 686-8030

KRYSTAL BROWN, CLERK AND RECORDER

July 20, 2020

Suzanne Leclercq
City of Woodland Park
PO Box 9007
Woodland Park, CO 80866

ESTIMATE

2020 COORDINATED ELECTION

Cost per voter opportunity (6,669 eligible voters) = \$11,900.00

Flat Fee = \$2,000.00

*Total Estimate = \$13,900.00

Should you have any questions please feel free to call me directly at 719-686-8036.

Sincerely,

Stephanie L. Kees
Chief Deputy Clerk

*This estimate is to be used as a reference only. It is only an estimate and is subject to change as additional election costs may change. This estimate does not reflect any issue notice costs if applicable.

cc: file



(719) 689-2951 www.co.teller.co.us Fax (719) 686-8030

KRYSTAL BROWN, CLERK AND RECORDER

FLAT FEES

\$ 250.00
500.00
1,000.00
1,500.00
2,000.00
2,500.00

REGISTERED VOTERS

1-500
501-1,000
1,001-3,000
3,001-5,000
5,001-10,000
10,001 and over

All entities will share the cost of the election. Only those counties with TABOR questions will share the costs of any TABOR expenses.

All charges vary according to how many questions you have, how long your questions are, if you have a TABOR question on the ballot, how many entities have questions on the ballot, how many voters you have in your district, and numerous other reasons.

A flat rate as listed above will be assessed to your individual billing plus any expense fees.

Please direct any questions you may have to the Elections Department.



City of Woodland Park Staff Report for City Council

Meeting Date: August 20, 2020

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
10.B	Public Works/Utilities Office	Kip Wiley Public Works Director

ITEM:

Resolution 866 – Sunnywood Booster Station Grant of Easement

BACKGROUND:

In the 1980's a water pressures booster station was installed in Sunnywood Manor area to provide water service and adequate fire protection to the Sunnywood development. The plat from 1979 shows a utility easement in the location of the existing water station. During some preliminary engineering work (this year) on the water station we had discovered that the existing water station was in fact outside of the plated easement. The City has surveyed the existing water station and recommended a larger easement that will define the needs of the City to maintain its water station. Resolution 866 is a grant of easement from the property owner.

The property owner at 2579 Sunnywood Ave. Woodland Park, Colorado has agreed to grant the City and easement to be able to maintain our infrastructure. The cost of the survey was paid from the City's Water Enterprise.

The Sunnywood water station upgrade project is budgeted this year and is currently advertising for construction proposals.

STAFF RECOMMENDATION:

Approve Resolution 866 accepting a Public Utility Easement on Lot 4 Block 1 Sunnywood Manor Filling No. 4



City of Woodland Park Staff Report for City Council

Meeting Date: August 20, 2020

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
3D	Finance	Emily Katsimpalis Finance Director

ITEM:

Tax Revenue Update

BACKGROUND:

The attached report reflects the City's three percent sales tax revenue and lodging tax **received** July 2020 for **sales incurred** by taxpayers during the month of June 2020.

New/terminated business/sales tax licenses:

- 38 new business/sales tax licenses were issued or reactivated in July.
- 0 businesses terminated or inactivated their business license July.
- List of new business licenses are attached; new businesses within city limits are those that are highlighted.

CITY OF WOODLAND PARK
HISTORICAL TAX COLLECTIONS

June 2020

(unaudited)

Sales Tax Collection compared to prior years

MTD 2020 vs. MTD 2019 – 7.8% increase

YTD 2020 vs. YTD 2019 – 9.1% increase

YTD 2020 vs. YTD 2018 – 12.3% increase

YTD 2020 vs. YTD 2017 – 20% increase

Lodging Tax Collection compared to prior years

YTD 2020 vs. YTD 2019 – 40% decrease

(see charts and tables below)

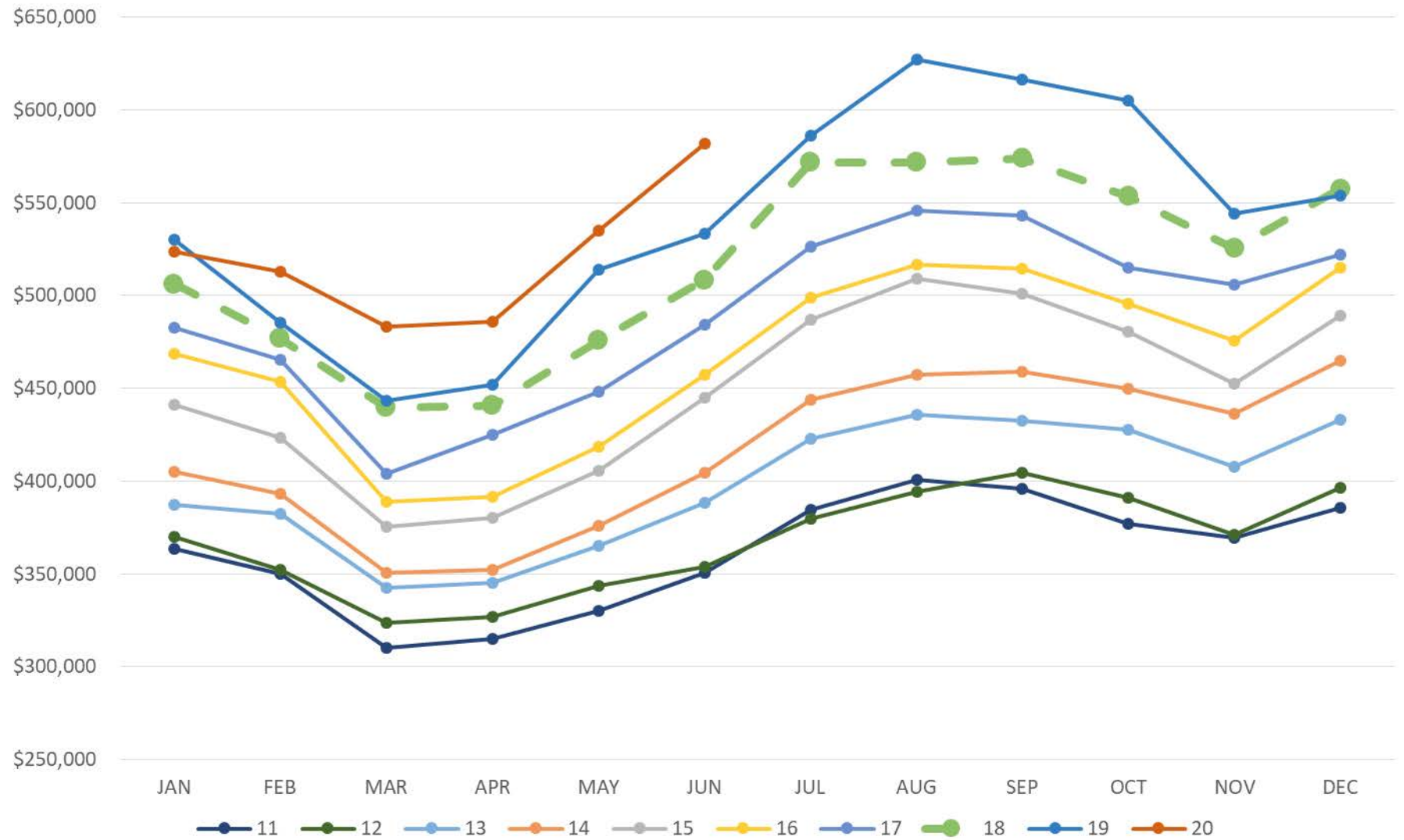
City of Woodland Park
Sales Tax Collections
2017-2020



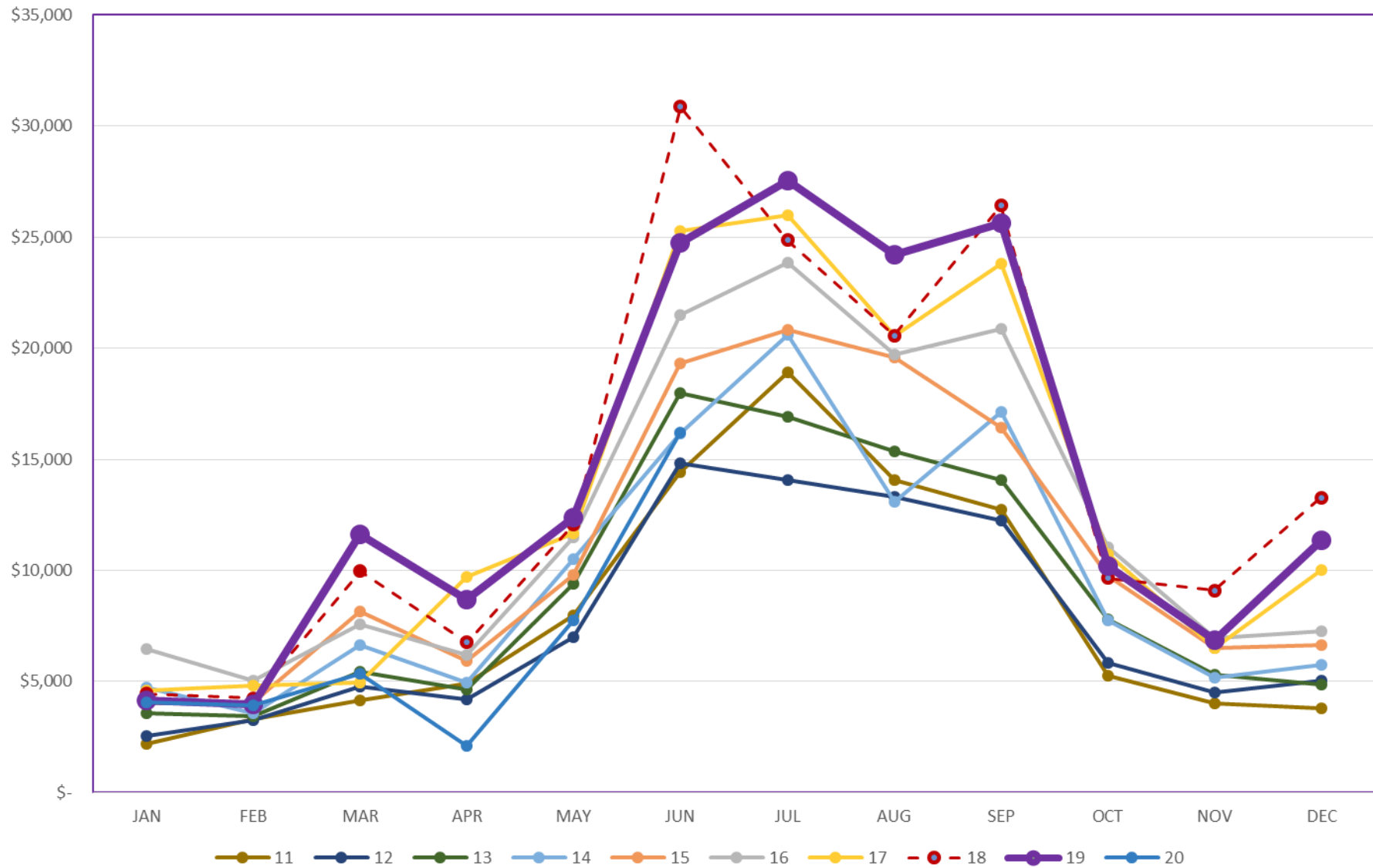
City of Woodland Park Sales Tax Collections 10-year history



City of Woodland Park
Sales Tax Collections
Rolling 3-Month Average
10-Year History



City of Woodland Park
Lodging Tax Collections
5-Year History



Annual 3% Sales Tax Collection 10-Year History by Month (does not include the City's 1.09% sales tax for RE-2)

	11	12	13	14	15	16	17	18	19	20
JAN	\$293,508	\$304,571	\$323,621	\$337,313	\$360,348	\$377,888	\$356,613	\$414,283	\$409,798	\$468,475
FEB	\$288,866	\$306,084	\$324,061	\$327,397	\$347,055	\$360,223	\$382,348	\$394,349	\$335,333	\$429,745
MAR	\$348,880	\$359,606	\$380,656	\$386,803	\$418,812	\$428,017	\$473,419	\$510,278	\$584,507	\$550,768
APR	\$306,649	\$315,526	\$330,983	\$341,810	\$375,666	\$386,018	\$420,061	\$417,470	\$435,343	\$477,439
MAY	\$334,062	\$355,773	\$384,380	\$399,190	\$422,517	\$440,998	\$450,957	\$499,858	\$522,008	\$576,357
JUN	\$411,527	\$390,974	\$449,547	\$473,013	\$536,339	\$544,496	\$581,725	\$607,795	\$642,569	\$692,663
JUL	\$408,501	\$393,039	\$434,105	\$459,243	\$501,712	\$510,770	\$545,874	\$553,063	\$594,348	
AUG	\$382,666	\$398,219	\$424,025	\$439,395	\$489,560	\$494,905	\$510,191	\$554,799	\$644,473	
SEP	\$397,063	\$422,565	\$438,862	\$477,853	\$512,221	\$538,141	\$573,766	\$614,404	\$610,360	
OCT	\$350,740	\$351,905	\$421,024	\$431,819	\$440,193	\$453,849	\$460,952	\$491,494	\$560,010	
NOV	\$360,495	\$338,598	\$363,458	\$399,206	\$405,197	\$434,807	\$482,500	\$470,367	\$461,604	
DEC	\$445,725	\$498,801	\$514,984	\$563,532	\$622,513	\$657,016	\$622,098	\$710,516	\$640,506	
TOTALS	\$ 4,328,682	\$ 4,435,661	\$ 4,789,706	\$ 5,036,574	\$ 5,432,133	\$ 5,627,128	\$ 5,860,504	\$ 6,238,675	\$ 6,440,861	\$ 3,195,446
1% amount	\$1,442,894	\$1,478,554	\$1,596,569	\$1,678,858	\$1,810,711	\$1,875,709	\$1,953,501	\$2,079,558	\$2,146,954	\$1,065,149
2% amount	\$ 2,885,788	\$ 2,957,107	\$ 3,193,137	\$ 3,357,716	\$ 3,621,422	\$ 3,751,419	\$ 3,907,003	\$ 4,159,117	\$ 4,293,907	\$ 2,130,298

Annual Lodging Tax Collections 10-Year History by Month

	11	12	13	14	15	16	17	18	19	20
JAN	\$ 2,201	\$2,539	\$3,571	\$4,734	\$4,003	\$6,484	\$4,604	\$4,417	\$4,136	\$4,076
FEB	\$ 3,325	\$3,258	\$3,458	\$3,578	\$4,067	\$5,031	\$4,836	\$4,253	\$3,990	\$3,912
MAR	\$ 4,169	\$4,786	\$5,438	\$6,630	\$8,166	\$7,595	\$4,936	\$9,938	\$11,623	\$5,361
APR	\$ 4,922	\$4,192	\$4,648	\$4,947	\$5,924	\$6,177	\$9,705	\$6,768	\$8,666	\$2,089
MAY	\$ 7,982	\$6,998	\$9,411	\$10,522	\$9,799	\$11,504	\$11,652	\$12,073	\$12,368	\$7,764
JUN	\$ 14,425	\$14,814	\$17,999	\$16,144	\$19,332	\$21,492	\$25,295	\$30,867	\$24,744	\$16,203
JUL	\$ 18,909	\$14,078	\$16,913	\$20,630	\$20,852	\$23,862	\$25,998	\$24,867	\$27,564	
AUG	\$ 14,056	\$13,330	\$15,350	\$13,101	\$19,589	\$19,739	\$20,545	\$20,572	\$24,198	
SEP	\$ 12,718	\$12,267	\$14,067	\$17,127	\$16,412	\$20,863	\$23,805	\$26,415	\$25,655	
OCT	\$ 5,270	\$5,825	\$7,796	\$7,764	\$9,761	\$11,038	\$10,748	\$9,656	\$10,207	
NOV	\$ 4,010	\$4,516	\$5,325	\$5,185	\$6,490	\$6,936	\$6,524	\$9,092	\$6,843	
DEC	\$ 3,780	\$5,055	\$4,851	\$5,749	\$6,658	\$7,276	\$10,016	\$13,281	\$11,361	
TOTAL	\$ 95,767	\$91,658	\$108,827	\$116,111	\$131,053	\$147,997	\$158,664	\$172,198	\$171,357	\$39,405

New Businesses Started Between 07.01.2020 And 07.31.2020 - Sorted by Business Name - Including Contact Information

Payid/ Location Code	Customer Name/ Business Name/ Contact Name	Business Phone/ Corr Phone/ Contact Phone	Business Address/ Location Address	Sector/SIC#-Description/ Contact Email	Start Date	Business Type/ Tax Description	IntCnt Files	Res	Exmt	PdLr
08781.1 02000	3RD GENERATION CONSTRUCTION 3G CONSTRUCTION & ROOFING MICHAEL TRICHAK	(719)422-2027 (719)422-2027 (719)422-2027	835 E Platte Ave, Colorado Springs, CO 80905 Colorado Springs	310-CONTRACTOR-ROOFING 3gconstruction@gmail.com	07.16.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08773.1 02000	ACE CONSTRUCTION AND EXTERI ACE CONSTRUCTION AND EXTERI ROBERT POND	(719)495-6291 (719)495-6291 (719)495-6291	13395 Voyager Pkwy #312, Colorado Springs, CO 80921 Colorado Springs	310-CONTRACTOR-ROOFING contactus@aceconstructionexter	07.08.2020	Corp BUSINESS LICENSE YEARLY	THEY	No	No	No
08739.1 03000	ADVANTAGE BUILDING SOLUTION ADVANTAGE BUILDING SOLUTION KEITH BLEEKER	(719)393-3405 (719)393-3405 (719)393-3405	1115 Short St, Canon City, CO 81212 State Of Colorado	230-CONTRACTOR-GENERAL keithadex@gmail.com	07.01.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08778.1 04000	APTIVE ENVIRONMENTAL, LLC APTIVE ENVIRONMENTAL, LLC PIERCE BALDWIN	(720)339-2847 (720)339-2847 (720)339-2847	5132 N 300 West Suite 150, Provo, UT 84604 Out Of State	590-SALES/DOOR-TO-DOOR & HOME s.frausto@goaptive.com	07.14.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08758.1 01000	ASPEN HEIDEKRUEGER ASPEN HEIDEKRUEGER HEIDE KRUEGER	(719)722-9584 (719)722-9584 (719)722-9584	146 Huntington Ln, Divide, CO 80814 Teller County	590-SALES/DOOR-TO-DOOR & HOME aspensheidekrueger99@gmail.com	07.01.2020	Indvl BUSINESS LICENSE YEARLY	THEY	No	No	No
08777.1 04000	BIG DOG RENEWABLE ENERGY BIG DOG RENEWABLE ENERGY TERISSA MORAIN	(208)242-3352 (208)242-3352 (208)242-3352	620 Pheasant Ridge Dr, Chubbuck, ID 83202 Out Of State	438-HOME CARE SERVICES terissa@bigdogsolar.com	07.14.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08807.1 6000	COOK RECTOR LAW COOK RECTOR LAW ETHAN RECTOR	(719)375-5619 (719)375-5619 (719)375-5619	6215 Corporate Dr Ste 200, Colorado Springs, CO 80919 Woodland Park	465-LEGAL SERVICES erector@cookrector.com	07.01.2020	Corp BUSINESS LICENSE YEARLY	THEY	No	No	No
08799.1 6000	CSWP ENTERPRISES, INC. ALLIANCE INSURANCE OF THE R CARL PASH	(719)687-6364 (719)687-6364 (719)687-6364	101 Sundial Dr Ste B-1, Woodland Park, CO 80863 Woodland Park	450-INSURANCE carl.p@allinsgrp.com	07.27.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08756.1 04000	DIALPAD, INC. DIALPAD, INC. CRAIG WALKER	(678)723-1324 (678)723-1324 (678)723-1324	1595 Peachtree Pkwy Ste 204-337, Cumming, GA 30041 Out Of State	625-TELEMARKETING registrationsupport@gsaudits.c	07.01.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08794.1 04000	DIRECT HOLDINGS AMERICAS LL DIRECT HOLDINGS AMERICAS LL THEODORE ALAN MACKINNEY	(703)663-4503 (703)663-4503 (703)663-4503	3600 Mansell Rd Ste. 125, Alpharetta, GA 30022 Out Of State	453-INTERNET SALES dhai@taxconnex.com	07.01.2020	LLC BUSINESS LICENSE YEARLY SALES TAX USE TAX	THEY	No	No	No
08780.1 03000	DISH WIRELESS FINANCING LLC DISH WIRELESS FINANCING LLC JASON ERDMANN	(720)514-5336 (720)514-5336 (720)514-5336	9601 S Meridian Blvd, Englewood, CO 80112 State Of Colorado	360-ELECTRONICS-SERVICE/SUPPLI businesslicense@dish.com	07.15.2020	LLC BUSINESS LICENSE YEARLY SALES TAX USE TAX	THEY	No	No	No

New Businesses Started Between 07.01.2020 And 07.31.2020 - Sorted by Business Name - Including Contact Information

Payid/ Location Code	Customer Name/ Business Name/ Contact Name	Business Phone/ Corr Phone/ Contact Phone	Business Address/ Location Address	Sector/SIC#-Description/ Contact Email	Start Date	Business Type/ Tax Description	IntCnt Files	Res	Exmt	Pd1r
08796.1 02000	FINSTERWALD IRRIGATION AND FINSTERWALD IRRIGATION AND JAMES FINSTERWALD	(719)502-0735 (719)502-0735 (719)502-0735	2232 W Uintah St, Colorado Springs, CO 80904 Colorado Springs	280-CONTRACTOR-LANDSCAPING finsterirr@gmail.com	07.21.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08772.1 6000	GREG RATLIFF GREG RATLIFF GREG RATLIFF	(719)687-0581 (719)687-0581 (719)687-0581	6 Aspen Rd, Woodland Park, CO 80863 Woodland Park	235-CONTRACTOR-CARPENTRY	07.08.2020	Indvl BUSINESS LICENSE YEARLY	THEY	No	No	No
08779.1 01000	HANDS ON AIR & HOME SERVICE HANDS ON AIR & HOME SERVICE BRIAN BRADY	(719)357-6683 (719)357-6683 (719)357-6683	466 Duesouth Rd, Florissant, CO 80816 Teller County	270-CONTRACTOR-HEATING handsonac@gmail.com	07.15.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08802.1 02000	HENNESSEY ROOFING, LLC HENNESSEY ROOFING, LLC TOM HENNESSEY	(719)464-5677 (719)464-5677 (719)464-5677	7827 Swiftrun Rd, Colorado Springs, CO 80920 Colorado Springs	310-CONTRACTOR-ROOFING tom@hennesseyroofing.com	07.28.2020	LLC BUSINESS LICENSE YEARLY USE TAX	THEY	No	No	No
08775.1 04000	HOFFMAN SUPPLY CO INC JOHNSTONE SUPPLY AMY OR JOHN BUNSELMEYER	(417)862-6771 (417)862-6771 (417)862-6771	501 N Belcrest Ave, Springfield, MO 65802 Out Of State	345-DISTRIBUTOR amy.bunselmeyer@hoffmansupply.	07.14.2020	LLC BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08797.1 03000	J&J LOGGING WATSON TRUCKING JASON WATSON	(970)596-2277 (970)596-2277 (970)596-2277	10861 Ingalls Cir, Westminster, CO 80020 State Of Colorado	150-BLDG MTRLS-LUMBER jason@watsontruckingllc.com	07.24.2020	LLC BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08793.1 6000	L&C SPORTSWEAR L&C SPORTSWEAR STEVEN RADKE	(651)800-6240 (651)800-6240 (651)800-6240	520 West Us 24, Woodland Park, CO 80863 Woodland Park	210-CLOTHING/SHOES scradke1205@gmail.com	07.22.2020	Indvl BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08813.1 03000	LKQ CENTRAL , INC. LKQ CENTRAL , INC. BRIAN RILEY	(615)781-5200 (615)781-5200 (615)781-5200	5846 Crossings Blvd, Antioch, TN 37013 State Of Colorado	345-DISTRIBUTOR salestax@lkqcorp.com	07.01.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08792.1 04000	LUXOTTICA OF AMERICA LUXOTTICA OF AMERICA LISA DAUGHERTY	(513)765-6242 (513)765-6242 (513)765-6242	PO BOX 8509 Mason, OH 45040 Out Of State	453-INTERNET SALES salestax@luxotticaretail.com	07.23.2020	LLC BUSINESS LICENSE YEARLY SALES TAX USE TAX	THEY	No	No	No
08810.1 02000	MECHANICAL CONCEPTS INC. MECHANICAL CONCEPTS INC. DAVID SHERMAN	(719)629-7120 (719)629-7120 (719)629-7120	9 S Limit St, Colorado Springs, CO 80905 Colorado Springs	270-CONTRACTOR-HEATING daves.mechanicalconcepts@gmail	07.31.2020	Corp BUSINESS LICENSE YEARLY SALES TAX USE TAX	THEY	No	No	No

New Businesses Started Between 07.01.2020 And 07.31.2020 - Sorted by Business Name - Including Contact Information

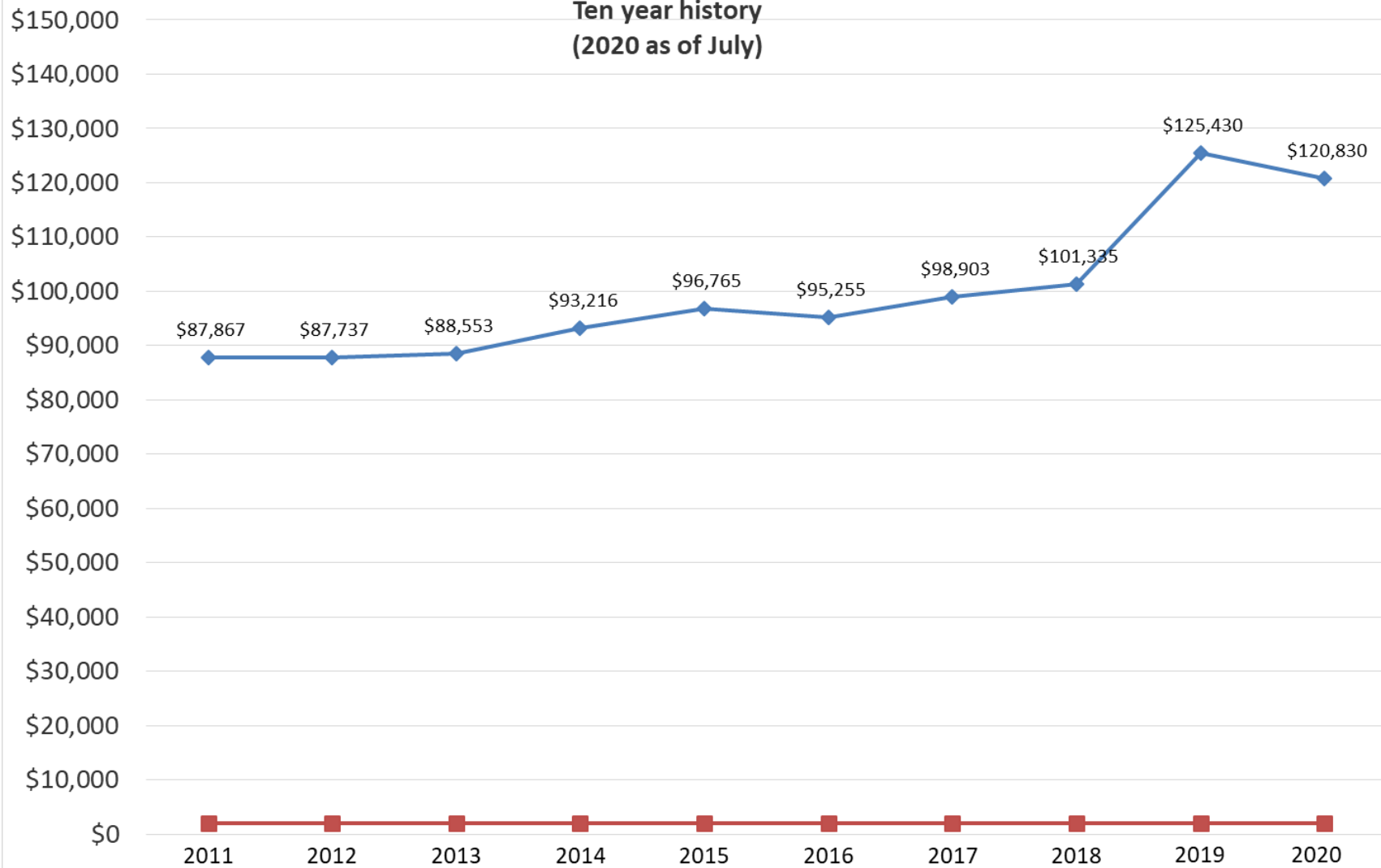
Payid/ Location Code	Customer Name/ Business Name/ Contact Name	Business Phone/ Corr Phone/ Contact Phone	Business Address/ Location Address	Sector/SIC#-Description/ Contact Email	Start Date	Business Type/ Tax Description	IntCnt Files	Res	Exmt	Pd1r
08795.1 6000	MEGA MOUNTAIN LLC MEGA MOUNTAIN LLC ROBERT COLE	(708)336-0333 (708)336-0333 (708)336-0333	149 Potlatch Trl, Woodland Park, CO 80863 Woodland Park	555-PHYSICAL FITNESS-SERVICE/S robbie@megamontain.org	07.24.2020	LLC BUSINESS LICENSE YEARLY	THEY	No	No	No
08788.1 04000	MICROSOFT CORPORATION MICROSOFT CORPORATION ROB HOLMAN	(425)538-8488 (425)538-8488 (425)538-8488	Microsoft Way, Redmond, WA 98052 Out Of State	453-INTERNET SALES msft-tax@microsoft.com	07.01.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08744.1 6000	O'SHEA GUITARS, LLC O'SHEA GUITARS, LLC DANIEL P O'SHEA	(719)400-8901 (719)400-8901 (719)400-8901	902 Blue Spruce St, Woodland Park, CO 80863 Woodland Park	605-SPECIALTY SHOPS/GIFTS osheaguitars@gmail.com	07.01.2020	LLC BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08776.1 03000	PAINTED OEM PARTS LLC PAINTED OEM PARTS LLC SEAN ARNOLD	(719)231-1957 (719)231-1957 (719)231-1957	546 8th St Se C 16, Loveland, CO 80537 State Of Colorado	453-INTERNET SALES sean.arnold@paintedoemparts.co	07.14.2020	LLC BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08770.1 04000	PROFESSIONAL OFFICE SERVICE PROFESSIONAL OFFICE SERVICE MARK WEAK	(319)235-6777 (319)235-6777 (319)235-6777	2757 Barton Ave, Waterloo, IN 50704 Out Of State	45-ART WORK/GRAPHIC ARTISTS rspain@poscorp.com	07.01.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08747.1 04000	ROYALTY COMPANIES OF INDIAN ROYALTY COMPANIES OF INDIAN DARREN A ROYALTY	(812)523-8392 (812)523-8392 (812)523-8392	2099 E Tipton St, Seymour, IN 47274 Out Of State	310-CONTRACTOR-ROOFING licensing@royaltytyroofing.com	07.06.2020	Corp BUSINESS LICENSE YEARLY	THEY	No	No	No
08789.1 04000	SAKARA LIFE, INC. SAKARA LIFE, INC. AMY AN	(917)261-3593 (917)261-3593 (917)261-3593	580 Broadway, New York, NY 10012 Out Of State	453-INTERNET SALES billing@sakaralife.com	07.23.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08659.1 03000	SPORT OBERMEYER, LTD. SPORT OBERMEYER, LTD. BRETT ANDERSON	(970)920-6679 (970)920-6679 (970)920-6679	115 Aspen Airport Business, Aspen, CO 81611 State Of Colorado	453-INTERNET SALES banderson@obermeyer.com	07.01.2020	Corp BUSINESS LICENSE YEARLY SALES TAX	THEY	No	No	No
08771.1 02000	SUMMIT HEATING AND COOLING SUMMIT HEATING AND COOLING KEVIN DALTON	(719)286-3500 (719)286-3500 (719)286-3500	6034 Mapleton Dr, Colorado Springs, CO 80918 Colorado Springs	270-CONTRACTOR-HEATING office@summit-heatingandcooling.com	07.07.2020	Corp BUSINESS LICENSE YEARLY	THEY	No	No	No
08805.1 02000	SUMMIT VIEW LAND & HOME INC SUMMIT VIEW ROOFING ROBERT CUPP	(719)499-0597 (719)499-0597 (719)499-0597	4164 Austin Bluffs Pkwy # 133, Colorado Springs, CO 80918 Colorado Springs	310-CONTRACTOR-ROOFING rcupp@summitviewroofing.com	07.28.2020	LLC BUSINESS LICENSE YEARLY USE TAX	THEY	No	No	No
08816.1 04000	TELECOM EVOLUTIONS LLC TELECOM EVOLUTIONS LLC	(405)755-8177 x 2004 (405)755-8177 x 2004	2004 BOX 720128 Oklahoma, OK 73172 Out Of State	625-TELEMARKETING	07.01.2020	LLC	THEY	No	No	No

New Businesses Started Between 07.01.2020 And 07.31.2020 - Sorted by Business Name - Including Contact Information

Payid/ Location Code	Customer Name/ Business Name/ Contact Name	Business Phone/ Corr Phone/ Contact Phone	Business Address/ Location Address	Sector/SIC#-Description/ Contact Email	Start Date	Business Type/ Tax Description	IntCnt Files	Res	Exmt	Pd1r
	JAMES MURPHY	(405)755-8177 x 2104		tevolutions@telecompliance.net		BUSINESS LICENSE SALES TAX USE TAX	YEARLY YEARLY YEARLY			
08790.1 02000	THORNTON PLUMBING AND REPAIR THORNTON PLUMBING AND REPAIR DARREL THORNTON	(719)491-3547 (719)491-3547 (719)491-3547	14646 Air Garden Ln, Colorado Springs, CO 80921 Colorado Springs	300-CONTRACTOR-PLUMBING thornpi@gmail.com	07.23.2020	LLC BUSINESS LICENSE USE TAX	THEY YEARLY SMIYRLY	No	No	No
08774.1 6000	THV CONSULTING THV CONSULTING MATT FREDELL	(719)491-4025 (719)491-4025 (719)491-4025	81 Arapahoe Trl, Woodland Park, CO 80863 Woodland Park	225-CONSULTANT mattfredell@yahoo.com	07.13.2020	Corp BUSINESS LICENSE	THEY YEARLY	No	No	No
08791.1 04000	TIGER HOSPITALITY LLC TIGER HOSPITALITY LLC TALIB FAKHRI	(310)709-0823 (310)709-0823 (310)709-0823	12386 Osborne Pl, Pacoima, CA 91331-2013 Out Of State	350-DRY CLEANING & LAUNDROMAT tiger@a1textiles.com	07.23.2020	LLC BUSINESS LICENSE SALES TAX	THEY YEARLY QUTRLY	No	No	No
08798.1 01000	TRINITY BUILDING CONTRACTOR TRINITY BUILDING CONTRACTOR TJ BELCHER	(719)246-5842 (719)246-5842 (719)246-5842	4569 Us Hwy 24 W, Florissant, CO 80816 Teller County	230-CONTRACTOR-GENERAL trinitybuildingcontractor@gmail	07.27.2020	Indvl BUSINESS LICENSE	THEY YEARLY	No	No	No
08806.1 04000	UNICITY USA, INC. UNICITY USA, INC. CLAYTON BARTON	(801)714-1319 (801)714-1319 (801)714-1319	1201 N 800 E, Orem, UT 84097 Out Of State	453-INTERNET SALES salestax@unicity.com	07.29.2020	Corp BUSINESS LICENSE SALES TAX	THEY YEARLY QUTRLY	No	No	No
08804.1 03000	WHITE KNIGHT PEST CONTROL WHITE KNIGHT PEST CONTROL JUSTIN HANSON	(720)500-2019 (720)500-2019 (720)500-2019	11480 Cherokee St Unit M, Northglenn, CO 80234 State Of Colorado	438-HOME CARE SERVICES team@whiteknightpest.com	07.29.2020	Indvl BUSINESS LICENSE	THEY YEARLY	No	No	No

Record Count: 38

CITY OF WOODLAND PARK
ANNUAL BUSINESS LICENSE REVENUE
Ten year history
(2020 as of July)



**CITY OF WOODLAND PARK
RESOLUTION NO. 866, SERIES 2020**

A RESOLUTION ACCEPTING A PERMANENT PUBLIC UTILITY EASEMENT LOCATED ON THE REAL PROPERTY DESIGNATED AS A PORTION OF LOT 4, BLOCK 1, SUNNYWOOD MANOR FILLING NO.4 WITHIN SECTION 12, T12S, R69W OF THE 6TH P.M., CITY OF WOODLAND PARK, TELLER COUNTY, COLORADO.

WHEREAS, The City of Woodland Park requires public utilities to be located within public easements dedicated for that purpose; and

WHEREAS, The City of Woodland Park operates and maintains the existing booster station that was installed in the 1980's; and

WHEREAS, The City has determined that the existing easement does not encompass the existing infrastructure that was installed and would like to obtain an easement to accurately reflect what is needed to operate and maintain the booster station; and

WHEREAS, Andrew and Katherine Shawhan is the owner ("Owner") of real property in Woodland Park with the address of 2579 Sunnywood Ave. also known as lot 4, Block 1, Sunnywood Manor Filling No. 4, City of Woodland Park, Colorado; and

WHEREAS, it is the desire of Owners to grant to the City of Woodland Park, a public utility easement in order to continue providing water service and adequate fire protection to Sunnywood Manor Filling No. 5; and

WHEREAS, the Woodland Park City Council finds, determines and declares that accepting the grant of public utility easement is in the best interest of the City of Woodland Park.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND PARK THAT:

Section 1. The City Council of the City of Woodland Park hereby accepts the permanent public utility easement granted to the City of Woodland Park by Owner substantially in the form of the Grant of Public Utility Easements attached hereto as Attachment A and Exhibit A and B at no cost to the City.

Section 2. The City of Woodland Park shall cause the fully executed Grant of Public Utility Easements and all the Exhibits thereto to be recorded in the Teller County real property records.

This resolution was adopted at a regular meeting of the City council of the City of Woodland Park, Colorado held on the _____ day of _____, 2020.

Val Carr, Mayor

ATTEST:

Suzanne Leclercq, City Clerk

APPROVED AS TO FORM;

Jason Meyers
City Attorney

Jason Meyers

Attachment A
GRANT OF PUBLIC UTILITY EASEMENT
(Accepted by Resolution No. 866, Series 2020)

This GRANT OF PUBLIC UTILITY EASEMENT ("Easement") is granted this _____ day of _____, 2020, by Andrew and Katherine Shawhan, 2579 Sunnywood Ave., Woodland Park, Colorado 80863 (GRANTOR), owner of real property in Woodland Park to the City of Woodland Park, P.O. Box 9007, 220 W. South Avenue, Woodland Park, CO 80863 (GRANTEE OR City).

GRANTEE, in order to provide water services and adequate fire protection to Sunnywood Manor Filling 5, and future fillings the City permitted the installation of utility facilities (the "Utility Facilities"), in the subject Premises in the late 1980s, hereafter defined. It is GRANTOR'S and GRANTEE'S intention that these utilities be owned by the City of Woodland Park as part of the City's publicly owned utility systems.

GRANTOR, for and in consideration of the City's ownership, operation and maintenance of the Utility Facilities and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, by this instrument does grant and convey to GRANTEE, its successors and assigns forever, a nonexclusive, permanent, Public Utility Easement, containing 0.02 acres (908 S.F.) more or less, over, through, in, under and across the property as described in the attached Exhibit A and associated illustration in Exhibit A (the "Premises").

GRANTEE shall have the right to use the Premises for the construction, reconstruction, use, operation repair, replacement and maintenance of the Utility Facilities. GRANTOR shall not construct or cause to be constructed any permanent structures, such as buildings, on the Premises. GRANTOR shall not construct or cause to be constructed any improvements that restrict access to, or visibility or operation of the Utility Facilities. GRANTOR may construct sidewalks, trails, fences, driveways, landscaping and other surface improvements at the GRANTOR'S expense and to the City's specifications. If GRANTEE determines in its sole discretion, that it is necessary for GRANTEE to disturb GRANTOR'S surface improvements in order to repair or maintain the Utility Facilities, GRANTEE'S responsibility shall be limited to the re-compaction of any excavation, replacement of surface gravel and general surface cleanup. GRANTOR shall be responsible for the repair and/or replacement of GRANTOR'S surface improvements within the Premises.

GRANTEE shall have and exercise the right of subjacent and lateral support to whatever extent is necessary for the operation and maintenance of the Utility Facilities. It is specifically agreed between and among the parties that, except as provided in this Grant of Public Utility Easement, GRANTOR shall not take any action which would impair the lateral or subjacent support for the Utility Facilities.

GRANTEE shall have the right, subject to the GRANTOR'S prior approval, and upon reasonable notice, to use so much of the adjoining premises of the GRANTOR during surveying, construction, reconstruction, use, maintenance, repair, replacement and/or removal of the Utility Facilities as may be reasonably required; provided, however, that such activities shall not interfere unreasonably with GRANTOR'S use and enjoyment of such adjoining premises.

GRANTOR hereby conveys to GRANTEE all rights of ingress and egress necessary for the specified use of the Premises hereby conveyed, and all rights and privileges incidental thereto, including the right to cut, trim and remove trees, brush, overhanging branches, shrubbery and other obstructions within the Premises that interfere with or threaten to endanger the operation, maintenance or repair of the Utility Facilities.

GRANTOR for itself, its successors, and assigns, while reserving the right to use the Premises for all purposes not inconsistent with the rights herein granted to said GRANTEE, hereby covenants that no structures shall be erected on the Premises and that the Premises shall not be used in any manner which will interfere with or damage the Utility Facilities or interfere with the maintenance, repair and replacement of the Utility Facilities.

GRANTOR warrants, covenants, grants, bargains and agrees to and with GRANTEE that GRANTOR is well seized of the Premises above conveyed and has good, sure, perfect, absolute and indefeasible estate of inheritance, in law, in fee simple and has good right, full power and lawful authority to grant, bargain, sell and convey the same in manner and form as aforesaid, and that the same are free and clear from all former and other grants, bargains, sales, liens, taxes, assessments, encumbrances and restrictions of whatever kind or nature except those of record. GRANTOR further promises and agrees to warrant and forever defend GRANTEE in the exercise of GRANTEE'S rights hereunder against any defect in GRANTOR'S title to the Premises and GRANTOR'S right to make the grant herein described. GRANTOR specifically agrees to indemnify and hold harmless from and against any and all loss, cost, damage, expense and liability, including attorneys' fees and expenses that may be incurred by or asserted, claimed or charged against GRANTEE in the event that any beneficiary of a deed of trust or holder of the indebtedness secured thereby obtains fee title to the Premises, whether by foreclosure, deed in lieu of foreclosure or other means.

This GRANT OF PUBLIC UTILITY EASEMENT shall run with the land (the Premises) and shall be binding upon the GRANTOR and all GRANTOR'S assigns and successors in interest.

By signing below the undersigned certifies he/she has legal authority to bind the GRANTOR according to the terms of this GRANT OF PUBLIC UTILITY EASEMENT.

IN WITNESS WHEREOF, the Parties hereto have executed this Grant of Public Utility Easement this ____ day of _____ 2020.

GRANTOR:

GRANTOR:

Andrew and Katherine Shawhan
2579 Sunnywood Ave., Woodland Park, CO, 80863

By: _____
Andrew Shawhan, Owner

By: _____
Katherine Shawhan, Owner

STATE OF COLORADO)
) ss
COUNTY OF TELLER)

The foregoing Easement was acknowledged before me this _____ day of _____, 2020, by _____ (Andrew Shawhan) and _____ (Katherine Shawhan)

Witness my hand and official seal.

My commission expires _____

Notary Public _____

EXHIBIT A

LEGAL DESCRIPTION – UTILITY EASEMENT:

AN EASEMENT FOR WATER BOOSTER STATION IMPROVEMENT PURPOSES LYING OVER, UNDER AND ACROSS A PORTION OF LOT 4, BLOCK 1, SUNNYWOOD MANOR FILING NO. 4, AS RECORDED UNDER RECEPTION NO. 277290 OF THE RECORDS OF THE TELLER COUNTY CLERK AND RECORDER, LOCATED IN THE EAST ONE-HALF (E1/2) OF SECTION 12, TOWNSHIP 12 SOUTH, RANGE 69 WEST OF THE 6th P.M., CITY OF WOODLAND PARK, TELLER COUNTY, COLORADO AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE EASTERLY POINT OF TANGENCY ON THE NORTHERLY LINE OF SAID LOT 4, SAID POINT ALSO BEING A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF SUNNYWOOD AVENUE, AS SHOWN ON SAID SUNNYWOOD MANOR FILING NO. 4, AS MONUMENTED BY A 5/8" REBAR (NO CAP), FROM WHICH THE SOUTHERLY CORNER COMMON TO LOT 6 AND LOT 7, BLOCK 3, OF SAID SUNNYWOOD MANOR FILING NO. 4, SAID POINT ALSO BEING A POINT OF TANGENCY ON THE NORTHERLY LINE OF SAID SUNNYWOOD AVENUE, AS MONUMENTED BY A 5/8" REBAR (NO CAP) BEARS N20°44'48"W, A DISTANCE OF 59.88 FEET (60.00 FEET OF RECORD) AND IS THE BASIS OF BEARINGS USED HEREIN;

THENCE N69°01'36"E ALONG THAT LINE COMMON TO SAID LOT 4 AND SAID SOUTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 15.90 FEET TO THE NORTHEAST CORNER OF SAID LOT 4, SAID POINT ALSO BEING THE POINT OF INTERSECTION OF SAID SOUTHERLY RIGHT-OF-WAY LINE AND THE WESTERLY RIGHT-OF-WAY LINE OF HIGH VIEW CIRCLE, AS SHOWN ON SAID SUNNYWOOD MANOR FILING NO. 4;

THENCE ALONG THAT LINE COMMON TO SAID LOT 4 AND SAID WESTERLY RIGHT-OF-WAY LINE, AND ALONG THE ARC OF A 99.83 FOOT RADIUS CURVE TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 18°12'45", AN ARC LENGTH OF 31.73 FEET (THE LONG CHORD OF WHICH BEARS S11°43'14"E, A LONG CHORD DISTANCE OF 31.60 FEET);

THENCE S69°51'00"W, A DISTANCE OF 26.05 FEET;

THENCE N20°12'02"W, A DISTANCE OF 30.93 FEET TO A POINT ON THE NORTHERLY LINE OF SAID LOT 4, SAID POINT ALSO BEING A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF SAID SUNNYWOOD AVENUE;

THENCE ALONG THAT LINE COMMON TO SAID LOT 4 AND SAID SOUTHERLY RIGHT-OF-WAY LINE, AND ALONG THE ARC OF A 1342.32 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 00°37'56", AN ARC LENGTH OF 14.81 FEET (THE LONG CHORD OF WHICH BEARS N69°27'01"E, A LONG CHORD DISTANCE OF 14.81 FEET) TO THE POINT OF BEGINNING;

SAID EASEMENT CONTAINS 908 SQUARE FEET (0.02 ACRES) OF LAND, MORE OR LESS.

PREPARED BY:
ERIC SIMONSON, COLORADO P.L.S. NO. 38560
FOR AND ON BEHALF OF RAMPART SURVEYS, LLC
P.O. BOX 5101
WOODLAND PARK, COLORADO 80866
719-687-0920



EXHIBIT B

LOT 6
BLOCK 3
SUNNYWOOD MANOR FILING NO. 4
RECEPTION NO. 277290

LOT 7
BLOCK 3
SUNNYWOOD MANOR FILING NO. 4
RECEPTION NO. 277290

SUNNYWOOD AVENUE
60' R.O.W.

ASSUMED
BASIS
OF
BEARINGS
N20°4'49"W
598.88'
P=6000'

$\Delta=0^{\circ}37'56''$
 $R=1342.32'$
 $L=14.81'$
 $ChB=N69^{\circ}27'01''E$
 $ChL=14.81'$

$N69^{\circ}01'36''E$
15.90'

P.O.B.

UTILITY
EASEMENT
0.02 ACRES±
(908 S.F.)

N20°12'02"W
30.93'

S69°51'00"W
26.05'

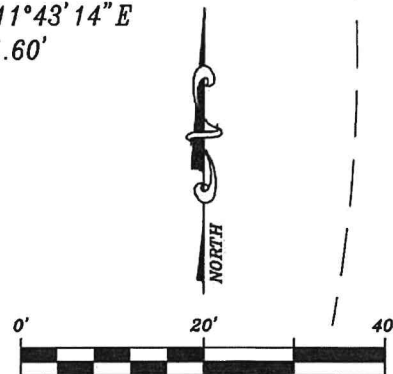
$\Delta=18^{\circ}12'45''$
 $R=99.83'$
 $L=31.73'$
 $ChB=S11^{\circ}43'14''E$
 $ChL=31.60'$

HIGH VIEW CIRCLE
60' R.O.W.

LOT 4
BLOCK 1
SUNNYWOOD MANOR FILING NO. 4
RECEPTION NO. 277290

LEGEND:

- FOUND 5/8" REBAR (NO CAP)
- ▲ FOUND REBAR AND RED CAP STAMPED "LS 7228"



SCALE: 1" = 20'

JOB NO.: 19171

JUNE 8, 2020

**RAMPART
SURVEYS**

P.O. Box 5101
Woodland Park, CO. 80866
(719) 687-0920



2020 Quarterly Financial Report

Second Quarter – June 30, 2020

(unaudited)

Welcome to the City of Woodland Park's quarterly financial report. This report presents an analysis of the City's revenue and expenditures by fund. The analysis consists of comparisons of revenue and expenditures to budget and the prior year. The second quarter numbers were dominated by the COVID-19 pandemic which has caused a great deal of disruption and changes to the 2020 budget.

General Fund (100)

Expenditures

EXPENDITURES	2020 Budget	2020 YTD	% expended	2019 YTD	\$ change	% change
Elected Officials	\$ 41,500	\$ 25,773	62%	\$ 37,804	\$ (12,031)	-32%
Administration	723,970	303,610	42%	258,481	45,129	17%
Municipal Court	112,898	36,880	33%	45,130	(8,250)	-18%
Planning	506,784	162,191	32%	153,469	8,722	6%
Inter/Non-departmental	490,435	292,546	60%	300,542	(7,996)	-3%
Finance	480,995	209,839	44%	202,614	7,225	4%
Parks, Buildings, Grounds	754,762	254,516	34%	311,444	(56,928)	-18%
Information Technology	453,447	275,449	61%	147,822	127,626	86%
Police	2,731,628	1,195,798	44%	1,296,076	(100,278)	-8%
Public Works Admin	314,973	115,986	37%	117,843	(1,857)	-2%
Fleet Maintenance	445,513	143,765	32%	199,026	(55,261)	-28%
Street Operations	545,941	239,149	44%	232,430	6,719	3%
Community Engagement	207,895	77,736	37%	73,442	4,294	6%
Debt Service	977,188	217,594	22%	224,819	(7,225)	-3%
SUB-TOTAL OPERATING	\$ 8,787,929	\$ 3,550,830	40%	\$ 3,600,941	\$ (50,111)	-1%
Transfers Out	585,911	280,175	48%	210,000	70,175	33%
School District sales tax	2,432,811	882,450	36%	1,064,406	(181,956)	-17%
TOTAL	\$ 11,806,651	\$ 4,713,455	40%	\$ 4,875,347	\$ (161,891)	-3%

- Overall: 40% of the total General Fund Budget is expended 50% of the way through the year. 2020 operating expenditures are 1% below 2019. This is mainly due to a hiring freeze and a freeze on all travel and training budgets due to the COVID-19 pandemic during the second quarter.
- Elected Officials
 - Budget variance: 62% of the budget is expended – Community Investment funds are fully expended (\$10,000) and Woodland Park Main Street contributions are also 100% expended (\$15,000).
 - Prior year variance: (\$12,031), (-32%) less than the prior year –Community Investment Fund is half what it was in 2019 (\$10,000 in 2020 vs \$20,000 in 2019). Additionally, travel and training for second quarter was frozen due to COVID-19 pandemic.

- Administration
 - Prior year variance: 17% higher than the prior year – HR is included in Administration and HR Generalist did not start until February 2019. Additionally, Administration includes City Clerk budget; 2020 was a municipal election year, whereas 2019 was not.
- Planning
 - 6% higher than 2019 at same time period due to the addition of a full-time (vs. part-time previously) Code Enforcement Officer in 2020.
- Information Technology
 - Compared to 2019 increase of \$127,626 or 86% higher—this is due to the server CIP project. Purchase of servers and equipment needed for this important project that will result in reduced cost in future.
- Police
 - Prior year variance (-\$100,278) or (-8%) below 2019 – 2019 Kelsey Berreth case increased the police budget. Additionally, travel and training and hiring freezes in 2020 have added to the decrease in 2020 spending.
- Fleet Maintenance
 - There is one less full-time employee in 2020, for a total of 2 full-time employees currently, which has resulted in a decrease of (-\$55,261) or (-28%) compared to 2019.

Revenues

- SEE TABLE BELOW
- Overall: 46% of the total General Fund Budget is received 50% of the way through the year. 2020 revenues are 12% above what they were at same time in 2019.
- Property tax
 - Budget variance: 26% or \$304,963 above 2019. This is due to the property tax assessments being adjusted every other year in odd years (2019 adjustment) by the County Assessor office. And, property taxes assessed in one year are due the following year (2019 due in 2020 and so on).
- Sales Tax
 - Sales tax has been trending up this year, and as of Q2 was \$86,343 or 6% above 2019 collections. Much of this has to do with COVID-19 and increased spending at grocery stores, due to restaurant and bar closes in the second quarter due to COVID-19.
- Highway User Tax
 - There is a (-\$17,986) or (-14%) decrease in this tax passed from the state to municipalities due to the decrease in driving--in particular during the second quarter—due to COVID-19 travel restrictions.
- Planning Fees
 - Large fees related to Park Capital Fees received are the reason for the \$105,987 or 463% increase in revenues for that revenue stream.
- Grants/Contributions/Donations
 - Part of the \$51,464 or 53% increase in revenues in this category is due to the DDA City Loan principal payment increasing from \$75,000 in 2019 to \$110,000 in 2020. This payment is due to the City in June.

At the end of the second quarter, the fund balance in the General Fund is \$3,613,573. Of this, \$2,484,558 is unrestricted/unassigned.

REVENUE	2020 Budget	2020 YTD	% received	2019 YTD	\$ change	% change
Taxes						
property tax	\$ 2,003,267	\$ 1,491,866	74%	\$ 1,186,902	\$ 304,963	26%
specific ownership tax	248,155	65,174	26%	88,060	(22,886)	-26%
sales tax - 2%	4,280,825	1,579,159	37%	1,492,816	86,343	6%
sales tax - school district - 1.09%	2,432,811	909,345	37%	820,595	88,749	11%
sales tax vendor fee + late fees	152,407	57,567	38%	63,028	(5,461)	-9%
vehicle use tax	225,145	80,104	36%	51,673	28,431	55%
construction use tax	70,000	40,696	58%	30,027	10,668	36%
franchise/occupation tax	293,660	90,932	31%	162,475	(71,543)	-44%
Total Taxes	9,706,270	4,314,841	44%	3,895,576	419,265	11%
Licenses and Permits						
business licenses	106,600	118,255	111%	99,518	18,738	19%
other licenses/permits	4,500	4,217	94%	3,886	331	9%
Total Licenses and Permits	111,100	122,472	110%	103,403	19,069	18%
Intergovernmental						
highway user tax	292,444	108,574	37%	126,560	(17,986)	-14%
E911 PSAP funding	200,000	100,000	50%	100,000	-	0%
road and bridge	19,000	13,860	73%	14,975	(1,115)	-7%
DOLA grants	55,000	8,500	15%	2,500	6,000	240%
motor vehicle registration	35,711	10,146	28%	14,005	(3,859)	-28%
cigarette tax	17,000	5,206	31%	4,660	546	12%
severance tax	45,756	-	0%	-	-	-
drug prevention SRO	24,000	13,200	55%	24,087	(10,887)	-45%
other intergovernmental	56,500	-	0%	-	-	-
Total Intergovernmental	745,411	259,486	35%	318,623	(59,137)	-19%
Charges for Services						
court fees	14,300	4,659	33%	4,504	155	3%
police fees	61,928	7,814	13%	11,382	(3,568)	-31%
planning fees	39,000	128,879	330%	22,892	105,987	463%
building permit fees	20,000	17,016	85%	15,626	1,390	9%
public works fees	2,500	1,213	49%	1,215	(1)	0%
build-a-generation/teen center	7,400	211	3%	1,560	(1,349)	-86%
cemetery fees	11,000	6,955	63%	3,875	3,080	79%
Total Charges for Services	156,128	166,747	107%	61,054	105,693	173%
Fines and Forfeitures	61,200	37,032	61%	22,725	14,307	63%
Other						
investment earnings	25,000	7,639	31%	17,809	(10,171)	-57%
grants/contributions/donations	136,500	147,896	108%	48,941	98,955	202%
miscellaneous	22,300	66,044	296%	56,788	9,256	16%
Total Other	245,000	221,579	90%	142,455	79,124	56%
Transfers In	920,666	399,079	43%	385,996	13,084	3%
Total	\$ 11,884,575	\$ 5,521,237	46%	\$ 4,929,832	\$ 591,405	12%

General Fund Summary	budget	2020 YTD	% received/ expended
beginning fund balance	\$ 2,805,792	\$ 2,805,792	
revenue	11,884,575	5,521,237	46%
expenditures	11,806,653	4,713,455	40%
ending fund balance	<u>\$ 2,883,714</u>	<u>\$ 3,613,573</u>	
<u>fund balance designations</u>			
nonspendable	\$ 775,000	\$ 775,000	
restricted for emergencies	354,015	354,015	
unrestricted, unassigned	1,589,314	2,484,558	
ending fund balance	<u>\$ 2,718,329</u>	<u>\$ 3,613,573</u>	

Culture and Recreation Fund (220)

CULTURE AND RECREATION FUND	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
Revenue						
Parks and Recreation	\$ 96,750	\$ 27,460	28%	\$ 53,218	\$ (25,758)	-48%
Woodland Aquatic Center	417,000	61,892	15%	176,924	(115,032)	-65%
Cultural Center	62,000	29,852	48%	30,216	(365)	-1%
Transfer In/Support	660,911	302,836	46%	252,251	50,586	20%
Total Revenue	\$ 1,236,661	\$ 422,040	34%	\$ 512,609	\$ (90,569)	-18%
Expenditures						
Parks and Recreation	\$ 347,676	\$ 114,350	33%	\$ 131,533	\$ (17,184)	-13%
Woodland Aquatic Center	749,190	236,560	32%	324,690	(88,130)	-27%
Cultural Center	139,795	51,320	37%	60,382	(9,063)	-15%
Total Expenditures	\$ 1,236,661	\$ 402,229	33%	\$ 516,606	\$ (114,377)	-22%

The fund most affected by the COVID-19 pandemic and mandatory closures, which affected all departments/divisions, has been the Culture and Recreation fund. Hopefully this fund will at least partially recover during the second half of 2020, as the Aquatic Center was allowed by the state to re-open in mid-June. The trajectory for the Culture and Recreation fund was headed in a positive direction through most of the first quarter 2020; it is disappointing to see the (-65%) drop in revenues for the Aquatic Center compared to 2019. Additionally, an increase of 20%, or \$50,586, in transfers from the General Fund and Conservation Trust Fund was needed to keep the fund solvent through the end of Q2.

- Revenues are 34% received 50% of the way through the year.
- Parks and Recreation is 33% expended with 28% of budgeted revenues received.
- Cultural Center budget is 37% expended with 48% of budgeted revenues received.
- Woodland Aquatic Center budget is 32% expended with only 15% of budgeted revenues received.
 - The following table provides further detail of the financial operations of the Woodland Aquatic Center.
 - Of note is the (-186%) or (-\$115,070) decrease in revenues compared to 2019.
 - Expenditures are down (-64,651) or (-27%) due to the closure of the Aquatic Center and employee furloughs in the second quarter.

WOODLAND AQUATIC CENTER	2020 Budget	2020 YTD	% rec/exp	2019 YTD	\$ change	% change
Revenue						
Learn to Swim Program	\$ 45,000	6,465	14%	\$ 16,677	(10,212)	-61%
Fitness Programs	22,000	4,140	19%	8,638	(4,497)	-52%
Sports Programs	-	8,157		-	8,157	
Silver Sneakers Program	8,500	1,080	13%	3,470	(2,390)	-69%
Daily Use Fees	120,000	14,754	12%	45,307	(30,553)	-67%
Pass and Punch Cards	169,000	19,558	12%	62,832	(43,275)	-69%
Merchandise Sales	6,000	475	8%	1,467	(992)	-68%
Facility Rentals	30,000	7,079	24%	11,112	(4,033)	-36%
Special Events	3,500	146	4%	849	(703)	-83%
Concecessions	12,000	-	0%	74	(74)	-100%
Contributions/Donations	1,000	-	0%	26,500	(26,500)	-100%
Total	\$ 417,000	\$ 61,854	15%	\$ 176,924	\$ (115,070)	-186%
Expenditures						
Salary and Benefits	\$ 513,987	\$ 146,126	28%	\$ 206,272	\$ (60,145)	-29%
Purchased Services	18,103	13,805	76%	4,928	\$ 8,876	180%
Operating Expenditures	199,400	74,664	37%	74,657	\$ 8	0%
Supplies	17,700	1,964	11%	15,353	\$ (13,389)	-87%
Total	\$ 749,190	\$ 236,560	32%	\$ 301,210	\$ (64,651)	-27%

The fund balance in the Culture and Recreation Fund on June 30 is \$144,496. Of this, \$85,003 is non-spendable inventory leaving \$59,493 unrestricted/unassigned.

Culture and Recreation Fund Summary	budget	2020 YTD	% received/ expended
beginning fund balance	\$ 124,685	\$ 124,685	
revenue	1,236,661	422,040	34%
expenditures	1,236,661	402,229	33%
ending fund balance	<u>\$ 124,685</u>	<u>\$ 144,496</u>	
<u>fund balance designations</u>			
nonspendable	\$ 85,003	\$ 85,003	
unrestricted, unassigned	39,682	59,493	
ending fund balance	<u>\$ 124,685</u>	<u>\$ 144,496</u>	

Street Capital Improvement Fund (410)

STREET CAPITAL IMPROVEMENT FUND	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
Revenue						
sales tax - 1%	\$ 2,140,400	\$ 806,730	38%	\$ 727,996	\$ 78,735	11%
transportation capital fees		76,827	n/a	11,685	65,142	558%
vendor fee & late fee - sales tax	76,000	28,783	38%	25,432	3,350	13%
grant		-	n/a	-	-	
interest	1,500	12,520	835%	21,286	(8,765)	-41%
Total Revenue	\$ 2,217,900	\$ 924,860	42%	\$ 786,398	\$ 138,462	18%
Expenditures						
street paving improvements	\$ 1,805,122	\$ 259,711	14%	8,745	\$ 250,966	2870%
street repairs/maintenance	24,140	1,751	7%	12,779	(11,028)	-86%
street restriping	10,000	3,233	32%	3,515	(282)	-8%
trail repairs/maintenance	30,000	-	0%	-	-	
parking lot repair/maintenance	164,533	(31,669)	-19%	-	(31,669)	
drainage improvements	-	-		-	-	
sidewalk improvements	303,511	38,374	13%	-	38,374	
machinery/equipment	596,748	403,774	68%	2,500	401,274	16051%
vehicles	94,161					
street concrete repairs	40,000					
transfers out	147,950	59,180	40%	62,840	(3,660)	-6%
Total Expenditures	\$ 3,216,165	\$ 734,354	22.8%	\$ 90,379	\$ 643,975	713%

The Street Capital Improvement Fund ending fund balance as of June 30 is \$2,399,650.

- The main increase compared to 2019 is the machinery and equipment category. There was a new Vac-on truck purchased in 2020, which is the reason behind the \$401,274 increase in that line item.

Street Capital Improvements Fund Summary	budget	2020 YTD	% received/ expended
beginning fund balance	\$ 2,209,144	\$ 2,209,144	
revenue	2,217,900	924,860	42%
expenditures	3,216,165	734,354	23%
ending fund balance	<u>\$ 1,210,879</u>	<u>\$ 2,399,650</u>	

STORMWATER MANAGEMENT FUND (FORMERLY DRAINAGE DEBT SERVICE FUND) (420)

STORMWATER MANAGEMENT FUND	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
Revenue						
drainage user charges	\$ 135,000	\$ 62,289	46%	\$ 69,207	\$ (6,917)	-10%
drainage capital impact fees	16,600	14,505	87%	16,130	(1,625)	-10%
interest	500	1,329	266%	2,140	(812)	-38%
transfer in		-	n/a	-	-	
Total Revenue	\$ 152,100	\$ 78,123	51%	\$ 87,477	\$ (9,354)	-11%
Expenditures						
debt service	\$ -	\$ -		\$ -	\$ -	
transfers out - to GF	\$ 147,950	\$ -		\$ -		
drainage improvements	149,072	-	0%	3,220	(3,220)	-100%
Total Expenditures	\$ 297,022	\$ -	0%	\$ 3,220	\$ (3,220)	-100%

The Stormwater Management Fund ending fund balance as of June 30 is \$227,974.

- There have been no stormwater related infrastructure projects thus far in 2020.

Stormwater Management Fund Summary	budget	2020 YTD	% received/ expended
beginning fund balance	\$ 149,851	\$ 149,851	
revenue	152,100	78,123	51%
expenditures	297,022	-	0%
ending fund balance	<u>\$ 4,929</u>	<u>\$ 227,974</u>	

Water Utility Fund (510)

WATER UTILITY FUND	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
Revenue						
water operations	\$ 1,773,100	\$ 784,202	44%	\$ 710,668	\$ 73,534	10%
investment income	\$ 65,000	\$ 24,063	37%	\$ 47,984	\$ (23,921)	-50%
charges for services - capital	398,900	250,548	63%	315,757	\$ (65,209)	-21%
investment income	1,530	-	0%	-	\$ -	
charges for services - water rights	10,400	9,930	95%	9,930	\$ -	0%
investment income	301	-	0%	-	\$ -	
Total Revenue	\$ 2,249,231	\$ 1,058,813	47%	\$ 1,204,166	\$ (145,353)	-12%
Expenditures						
administration	\$ 138,047	\$ 62,372	45%	\$ 57,948	\$ 4,424	8%
operating expenses	\$ 111,309	\$ 12,537	11%	\$ 8,630	\$ 3,907	
water treatment operations	293,400	111,450	38%	115,510	\$ (4,060)	-4%
operating expenses - treatment	511,000	164,259	32%	146,262	\$ 17,998	
field services	292,407	81,163	28%	93,232	\$ (12,069)	-13%
utility billing/customer service	98,878	34,950	35%	35,015	\$ (65)	0%
capital outlay	1,751,000	566,313	32%	732,314	\$ (166,002)	
transfers out to GF	193,717	96,959	50%	79,950	\$ 17,009	21%
debt service	143,099	141,672	99%	29,655	\$ 112,017	378%
water rights	18,000	127,500	708%	225,250	\$ (97,750)	-43%
Total Expenditures	\$ 3,550,857	\$ 1,399,174	39%	\$ 1,523,765	\$ (124,591)	-8%

The Water Utility Fund ending fund balance as of June 30 is \$4,488,577.

Water Utility Fund Summary	budget	2020 YTD	% received/ expended
beginning funds available	\$ 4,828,938	\$ 4,828,938	
revenue	2,249,231	1,058,813	47%
expenditures	3,550,855	1,399,174	39%
ending funds available	\$ 3,527,314	\$ 4,488,577	

Wastewater Utility Fund (520)

WASTEWATER UTILITY FUND	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
Revenue						
wastewater operations + interest	\$ 1,139,014	\$ 583,062	51%	\$ 578,027	\$ 5,035	1%
wastewater capital + interest	785,082	409,372	52%	388,787	20,585	5%
Total Revenue	\$ 1,924,096	\$ 992,434	52%	\$ 1,096,326	\$ (103,892)	-9%
Expenditures						
administration + operating	\$ 156,074	\$ 42,276	27%	\$ 44,713	\$ (2,437)	-5%
wastewater treatment operations	691,787	288,597	42%	275,167	13,430	5%
field services	145,090	58,417	40%	45,952	12,465	27%
utility billing/customer service	40,554	17,725	44%	17,604	121	1%
capital outlay						
treatment plant improvements	81,000	6,629	8%	4,366	2,263	52%
machinery/equipment	52,000	4,203	8%	311	3,892	1251%
debt service	859,163	665,368	77%	241,347	424,021	176%
transfers out to GF	163,249	81,624	50%	68,200		
Total Expenditures	\$ 2,188,917	\$ 1,164,839	53%	\$ 697,660	\$ 467,179	67%

The Wastewater Utility Fund ending fund balance as of June 30 is \$3,876,949

Wastewater Utility Fund Summary	budget	2020 YTD	% received/ expended
beginning funds available	\$ 4,049,354	\$ 4,049,354	
revenue	1,924,096	992,434	52%
expenditures	2,186,917	1,164,839	53%
ending fund available	<u>\$ 3,786,533</u>	<u>\$ 3,876,949</u>	

Grants Fund (210)

GRANTS FUND	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
VALE/VOCA						
grant revenue	\$ 112,900	\$ 47,783	42%	\$ 59,252	\$ (11,469)	-19%
transfer in		-	n/a	-	-	
revenue	\$ 112,900	\$ 47,783	42%	\$ 59,252	\$ (11,469)	-19%
expenditures	\$ 112,900	\$ 45,656	40%	\$ 40,150	\$ 5,506	14%

Downtown Development Authority (215)

DOWNTOWN DEVELOPMENT AUTHORITY	2020 Budget	2020 YTD	% received/ expended	2019 YTD	\$ change	% change
Revenue						
property tax	\$ 715,223	\$ 306,690	43%	\$ 442,271	\$ (135,582)	-31%
county tax abatements	(8,000)	-	0%	-	-	
interest	415	841	203%	1,838	(997)	-54%
Total Revenue	\$ 707,638	\$ 307,531	43%	\$ 549,127	\$ (241,596)	-44%
Expenditures						
TIF reimbursement agreements	\$ 121,949	\$ 61,526	50%	\$ 73,715	\$ (12,189)	-17%
beautification	10,000	-	0%	-	-	
Woodland Station improvements	10,000	5,003	50%	10,450	(5,447)	-52%
debt service	471,073	470,932	100%	425,051	45,881	11%
other operating expenditures	57,307	9,627	17%	22,388	(12,761)	-57%
Total Expenditures	\$ 670,329	\$ 547,088	82%	\$ 531,604	\$ 15,485	3%

The Downtown Development Authority's ending fund balance as of June 30 is \$922,586. The unrestricted, unassigned fund balance is (-\$137,608). Non-spendable fund balance is land that is held for resale.

Downtown Development Authority Summary	budget	2020 YTD	% received/ expended
beginning fund balance	\$ 1,162,144	\$ 1,162,144	
revenue	707,638	307,531	43%
expenditures	670,329	547,088	82%
ending fund balance	<u>\$ 1,199,453</u>	<u>\$ 922,586</u>	
<u>fund balance designations</u>			
nonspendable	\$ 1,060,194	\$ 1,060,194	
unrestricted, unassigned	139,259	(137,608)	
ending fund balance	<u>\$ 1,199,453</u>	<u>\$ 922,586</u>	