



City of Woodland Park

City Council - revised 12/2/2025

December 4, 2025 at 6:00 PM

AGENDA

4:30 PM - joint work session between the DDA and the City Council to discuss the sunset of the DDA

1. **CALL TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CEREMONIES, PRESENTATIONS AND APPOINTMENTS**
 - A. Presentation by Woodland Park High School Madrigals (Presenter Jeff Hemingson, MM, Woodland Park High School Vocal Music Director)
 - B. Sales Tax Update for the Month of September 2025 (A) (Presenter City Manager Vassalotti)
4. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
5. **CONSENT CALENDAR**
 - A. Approval of November 20, 2025 City Council Minutes (A) (Presenter Deputy City Manager/City Clerk Leclercq)
6. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA (1)**
7. **UNFINISHED BUSINESS**

(Public Comment may be heard)
8. **ORDINANCES ON INITIAL POSTING**

(Public comment may be heard)
9. **PUBLIC HEARINGS**

(Public comment may be heard)

 - A. Pines at Tamarac Subdivision Final Plat (A25-0247): A request by Tom Martinez (Applicant) and Pines at Tamarac, LLC (Property Owner) to plat 20.61 acres into 39 lots; the subject property is described as Lot 2, Block 1, Dayspring Christian Fellowship (a.k.a. 205 Sourdough Road) in the Pines at Tamarac PUD zone district. (QJ) (Presenter Senior Planner CJ Gates)
 - B. Approve Ordinance No. 1511, Series 2025, An Ordinance Appropriating Sums of Money to Various Funds, In the Amounts and for the Purpose Set Forth Below, for the City of Woodland Park, Colorado for the 2026 Budget Year for General Fund (100) (A) (Presenter Aaron Vassalotti)
 - C. Approve Ordinance No. 1512, Series 2025, An Ordinance Appropriating Sums of Money to the Various Funds, In the Amounts and for the Purpose as Set Forth Below, for the City of Woodland Park, Colorado for the 2026 Budget Year for all Funds Except the General Fund (100) (A) (Presenter Aaron Vassalotti)

- D. Approve Ordinance No. 1513, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City Concerning a Stipend for the Mayor and City Council. (A) (Presenter Mayor Pro-tem Nakai)
- E. Approve Ordinance No. 1514, Series 2025, An Ordinance of the City Council of the City of Woodland Park Colorado, Submitting a Ballot Question to the Electors of the City to Amend the City Charter to make Non-Substantive Edits to and Remove Outdated Language from the City Charter. (A) (Presenter Mayor Pro-tem Nakai)
- F. Approve Ordinance No. 1515, Series 2025, An Ordinance of the City Council of the City of Woodland Park, Colorado, Submitting a Ballot Question to the Electors of the City to Amend the City Charter Concerning Recall, to Provide Additional Time for the Incumbent to Resign, Before the City is Required to Conduct a Recall Election. (A) (Presenter Mayor Pro-tem Nakai)

10. NEW BUSINESS

(Public comment may be heard)

- A. Council Initiated Zone District Change for 309 Willow Street, Woodland Park, CO
- B. Approval of the Board of Review's Bylaws and Rules of Procedure (A) (Presenter Planning Director Karen Schminke, AICP)
- C. Approval of Resolution No. 937, Series 2025, a Resolution Levying General Property Taxes for the Year of 2025, to Help Defray the Cost of Government for the City of Woodland Park, Colorado, for the 2026 Budget Year. (A) (Presenter City Manager Vassalotti)

11. REPORTS

(Public comment not necessary)

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

12. ADJOURNMENT

Key to agenda abbreviations:

(A) Administrative- matters involving day-to-day decisions such as approving contracts, hiring staff and the procurement of goods and services. Administrative actions generally do not require formal actions by the elected body.

(L)Legislative- typically in the policy arena; legislative matters affect large areas and large groups of people, such as enacting dog regulations or amending the City code. Legislative action generally involves motions, resolutions and ordinances.

(QJ)Quasi-Judicial- apply general rules to a specific interest, such as zoning change affecting a single piece of property, or a special use permit. Quasi-Judicial actions generally involve adjudication, sometimes in writing, but not a resolution or ordinance. Decision for Quasi-Judicial proceedings are made exclusively based upon the testimony presented on the record. Ex-parte communication (communication outside the official hearing) between elected officials and citizens is not permitted on Quasi-Judicial