



City of Woodland Park

City Council

January 15, 2026 at 6:00 PM

AGENDA

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS**
 - A.** Appointment of new City Clerk Monica Mendoza and Administration of the Oath of Office. (A) (Presenter Suzanne Leclercq)
 - B.** Historical Preservation Committee - 2025 Tempelton Cemetery Poster Presentation (A) (Presenter Councilmember Geer)
 - C.** Presentation of the History Park Master Plan. (A) (Presenter President of the Ute Pass Historical Society Charlie Chambers)
- 4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
- 5. CONSENT CALENDAR**
 - A.** Approval of the December 18, 2025 City Council Meeting Minutes (A) (Presenter City Clerk Mendoza)
 - B.** Sales Tax Update November 2025 (A) (Presenter City Manager Vassalotti)
 - C.** Approval of the December 2025 Statement of Expenditures (A) (Presenter City Manager Vassalotti)
- 6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA (1)**
- 7. UNFINISHED BUSINESS**

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

(Public comment may be heard)

 - A.** Approval of Ordinance No. 1519, Series 2026, on initial posting, An Ordinance Declaring the Instrument for Public Notification Process and Method for the City of Woodland Park for the Year of 2026. (A) (Presenter City Clerk Mendoza)
- 9. PUBLIC HEARINGS**

(Public comment may be heard)

 - A.** Approval of Ordinance No. 1516, Series 2025, An Ordinance Adjusting the Expenditure Appropriations to the various funds, in the Amounts and for the Purpose as set forth below, for the City of Woodland Park, Colorado, for the 2025 Budget Year, and amending Ordinance No. 1485, Series 2025 and Ordinance no. 1486, Series 2025. (A) (Presenter Budget Director Burleson)

- B.** Approval of Ordinance No. 1517, Series 2025, An Ordinance of the City Council for the City of Woodland Park, Colorado, Amending Ordinance No. 1467 and Approving a First Amendment to the Development Agreement between the City of Woodland Park and the Pathway to the Rockies Council, Boy Scouts of America, regarding the development of the Glen Aspen Reservoir Project. (A) (Presenter City Attorney Williams)
- C.** Approval of the application from Tacos El Amigo 4 for a Transfer for a Hotel & Restaurant Liquor License located at 1079 East US-24, Woodland Park, Colorado 80863. (QJ) (Presenter City Clerk Mendoza)

10. NEW BUSINESS

(Public comment may be heard)

- A.** Approval of the Planning Commission Bylaws and Rules of Procedure (A) (Presenter Planning Director Karen Schminke, AICP)
- B.** Approval of the Board of Adjustment Bylaws and Rules of Procedure (A) (Presenter Planning Director Karen Schminke, AICP)
- C.** Approval of Resolution No. 939, Series 2026, a Resolution of the City Council of the City of Woodland Park in support of the Master Plan for History Park and in support T-Mobile Hometown Grant. (A)

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.

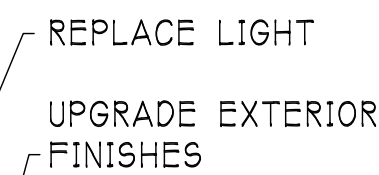
(QJ)Quasi-Judicial- apply general rules to a specific interest, such as zoning change affecting a single piece of property, or a special use permit. Quasi-Judicial actions generally involve adjudication, sometimes in writing, but not a resolution or ordinance. Decision for Quasi-Judicial proceedings 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

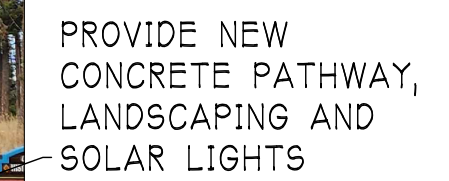


EXISTING MAINSTREET

EXISTING LIGHT POLE
W/ BANNER POLES



SAMPLE GATEWAY



IMMER CABIN

REUSE EXISTING
DONORS PAVERS ALONG
NEW LIGHTED
PATHWAYS



MASTER PLAN GOALS:

1. CREATE A PEDESTRIAN WALKWAY 'CONNECTION' FROM THE EAST END OF THE PARK TO THE WEST.
2. CREATE GATEWAYS @ EAST AND WEST ACCESS POINTS.
3. BRING MORE 'GREEN' TO THE PARK BY EMBELLISHING EXISTING LANDSCAPING WITH THE ADDITION OF DRIP IRRIGATION AND NEW VEGETATION TYPICAL OF THE HISTORIC ERA.
4. MAKE IMPROVEMENTS TO THE EXTERIOR OF THE EXISTING MUSEUM TO RESTORE IT TO ORIGINAL FINISHES AND COLORS. REDUCE THE SIZE OF THE EXISTING DECK TO ALLOW FOR THE WALKWAY CONNECTION FROM EAST TO WEST. REPLACE GUARDRAIL TO SOMETHING MORE 'HISTORIC'
5. HOUSE AND DISPLAY HISTORIC BELLS.
6. INCREASE LIGHTING [LARGELY SOLAR PATH LIGHTING] REPLACE NON-HISTORIC LOOKING EXTERIOR WALL SCONCES.
7. SCREEN UNSIGHTLY EXPOSED UTILITIES ON THE WEST SIDE OF THE MUSEUM USING ERA APPROPRIATE MATERIALS SUCH AS LOGS OR BARN SIDING.
8. PROVIDE EXTERIOR SEATING
9. PROVIDE A COVERED PAVILION FOR PICNICS AND TO ACCOMMODATE MUSEUMS PROGRAMMING ACTIVITIES.
10. PROMOTE & HONOR LOCAL STUDENTS WHO HAVE PARTICIPATED IN UPHS PROGRAMMING OPPORTUNITIES USING BANNERS ON THE 2 EXISTING LIGHTPOLES.



RESTORE EXTERIOR TO ORIGINAL
COLORS AND MATERIALS

SCREEN
EXPOSED
UTILITIES

REDUCE DECK. UPDATE GUARDRAIL.
PROVIDE NEW PATHWAY TO CONNECT
EAST AND WEST ENTRANCES



NEW GUARDRAIL TO RESEMBLE
WROUGHT IRON GUARDRAIL



1 HISTORY PARK SITE PLAN

1^{II} = 10^I-0^{II}

0 10' 20

Category	Value
0	10'
10'	20



NORTH



ATTRACTS ATTENTION AND
INTERACTION WITH VISITORS

PROPOSED SITE PLAN

**LANGLEY
ARCHITECTS**
David Langley Architects PC
P.O. Box 5858
350 W. Henrietta Ave.
Woodland Park, Colorado 80866
Tel: 719-686-0500
Fax: 719-687-9003
www.davidangle.com
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LINDA H. ALLRED
ARCHITECT

PO BOX 672
350 W HENRIETTA AVE
WOODLAND PARK, CO 80866
719.237.1618
allredarchitect@gmail.com

UTE PASS HISTORICAL SOCIETY
HISTORY PARK - MASTER PLAN
WOODLAND PARK, COLORADO TELLER COUNTY

PRELIM: 12.1.25

BID:

RELEASE:

REV'D:

SHEET

A1.1

PROJECT #: 25-XXXX



City of Woodland Park

December 18, 2025 at 6:00 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor Case called the meeting to order at 6:00 p.m.

The following members of Council were in attendance: Mayor Case, Mayor Pro Tem Nakai, Councilmember Bryant, Councilmember Geer and Councilmember Jones. Councilmember Smith was absent.

The following staff members were in attendance: City Manager Vassalotti, Deputy City Manager Leclercq, City Clerk Mendoza, Planning Director Schminke, Assistant City Manager Felts, Police Chief Deisler, Communications Manager Higginbotham, Budget Director Burleson and Deputy City Clerk Sauer.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A.** Presentation of the Keep Woodland Park Beautification Award. (A)
(Presenter Communications Manager Higginbotham)

Communications Manager Higginbotham and KWPB Member Kassidi Gilgenast presented the Keep Woodland Park Beautification award to Jon Gelmelke, owner of Java Haus and Miss Priss buildings.

- B.** Appointments to the Historical Preservation Committee, Board of Review, Planning Commission, Board of Adjustment and Downtown Development Authority. (A)
(Presenter Deputy City Manager/City Clerk)

Deputy City Manager/City Clerk Leclercq presented the applicants to the following boards: Historical Preservation Committee, Board of Review, Planning Commission and Board of Adjustment.

Motion: To appoint Laurie Glauth, David Langley and Eric Simonson to the Historical Preservation Committee, Nakai/Jones. Motion carried 5-0.

Motion: To appoint Don Hoying to the Planning Commission, Bryant/Geer. Motion carried 5-0.

Motion: To appoint Nick Abercrombie and Lou Ramon to the Board of Adjustment, Nakai/Geer. Motion carried 5-0.

Motion: To appoint Jeff Cahill and Mac McViker to the Board of Review with terms ending in 2029 and Jeff Smith to the Board of Review with a term ending in 2028, Nakai/Bryant. Motion

carried 5-0.

Deputy City Manager/City Clerk Leclercq administered the oath of office to all appointees.

C. Presentation of the Main Street Board Work Plan. (A)
(Presenters the Main Street Board)

Andrea Connolly presented the Woodland Park Main Street Program 2026-2029 Strategic Plan to Council.

She noted the three strategic priorities:

1. Connect businesses and entrepreneurs to resources that increase business development, retention and success.
2. Collaborate and partner with the DDA and area organizations for implementation of improvements that enhance the aesthetics, walkability and vibrancy of Woodland Park Main Street.
3. Lead and support marketing efforts to attract people to Woodland Park and promote the Main Street District.

Item 10a was moved to follow the Main Street Plan.

Approval of Resolution No. 938, Series 2025, A Resolution authorizing the City of Woodland Park to enter into an Agreement to Become an Official Main Street Community and Affirming the Support of City Council and City Management.

Budget Director Burleson presented the item to Council.

Mayor Case read the Resolution into the record.

Motion: To approve Resolution No. 938, Series 2025, A Resolution authorizing the City of Woodland Park to enter into an Agreement to Become an Official Main Street Community and Affirming the Support of City Council and City Management. Jones/Geer. Motion carried 5-0.

D. Promotions and Awards for the Woodland Park Police Department. (A)
(Presenter Chief Deisler)

Chief Deisler swore in a new officer and presented the following promotions and awards:

New officer sworn in: Ofc. Precious Solorio

Promotions: Sgt. Brennen Sullivan and Lt. Greg Lange

Employee retirement recognition: Dispatcher Tammy Santi

Awards: Rob Felts, Kristen Higginbotham, Merit Academy Civil Air Patrol and Steve Tomskey

Chief's Award of Excellence: Lt. Hank Crist

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

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

- B.** Approval of the November 2025 Statement of Expenditures. (A)
(Presenter City Manager Vassalotti)

Both items on the consent agenda were considered by the following motion.

Motion: To approve the December 4, 2025, City Council Meeting Minutes and the November 2025 Statement of Expenditures. Geer/Nakai. Motion carried 5-0.

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

Andrea Connolly, commented on the small businesses in the City and noted her rented space has mold in it that the landlord has not addressed. She encouraged the City to put on their project list to hold landlords accountable.

7. UNFINISHED BUSINESS

(Public Comment may be heard)

8. ORDINANCES ON INITIAL POSTING

(Public comment may be heard)

- A.** Approval of Ordinance No. 1517, Series 2025, on initial posting, an ordinance of the City Council for the City of Woodland Park, Colorado, Amending Ordinance No. 1467 and approving a First Amendment to development Agreement between the City of Woodland Park and the Pathway to the Rockies Council, Boy Scouts of America, regarding the development of the Glen Aspen Reservoir Project, and set the Public Hearing for January 15, 2026.. (A)
(Presenter City Attorney Williams)

City Manager Vassalotti introduced this ordinance on initial posting.

Motion: To approve Ordinance No. 1517, Series 2025, on initial posting, an Ordinance of the City Council of the City of Woodland Park, Colorado, Amending Ordinance No. 1467 and approving a First Amendment to the Development Agreement between the City of Woodland Park and the Pathway to the Rockies Council, Boy Scouts of America, regarding the development of the Glen Aspen Reservoir Project and set the Public Hearing for January 15, 2026. Jones/Nakai. Motion carried 5-0.

- B.** Approval of Ordinance No. 1516, Series 2025, on initial posting, an Ordinance Adjusting Expenditure Appropriations to the various funds, in the amounts and for the Purpose as set forth below, for the City of Woodland Park, Colorado, for the 2025 Budget Year, and amending Ordinance No. 1485, Series 2025 and Ordinance No. 1486, Series 2025, and set the Public Hearing for January 15, 2026. (A)
(Presenter Budget Director Burleson)

Budget Director Burleson introduced this ordinance on initial posting.

Motion: To approve Ordinance No. 1516, Series 2025, on initial posting, an Ordinance Adjusting Expenditure Appropriations to the various funds, in the amounts and for the Purpose as set forth below, for the City of Woodland Park, Colorado, for the 2025 Budget Year, and amending Ordinance No. 1485, Series 2025 and Ordinance No. 1486, Series 2025, and set the Public Hearing for January 15, 2026. Geer/Jones. Motion carried 5-0.

9. PUBLIC HEARINGS

(Public comment may be heard)

10. NEW BUSINESS

(Public comment may be heard)

- A.** Approval of Resolution No. 938, Series 2025, a Resolution authorizing the City of Woodland Park to enter into an Agreement to Become an Official Main Street Community and Affirming the Support of City Council and City Management. (A) (Presenter Budget Director Burleson)

This item was moved to go with the Main Street Board Work Plan. See item 3c.

- B.** Approval of the Planning Commission Bylaws and Rules of Procedure (Presenter Planning Director Karen Schminke, AICP)

Planning Director Schminke presented the item to Council.

Motion: To approve the Historical Preservation Committee Bylaws and Rules of Procedure. Geer/Nakai. Motion carried 5-0.

11. REPORTS

(Public comment not necessary)

- A.** Mayor's Report

Mayor Case shared the upcoming community events and holiday closures.

- B.** Council Reports

Mayor Pro Tem Nakai encouraged the public to apply for the various board vacancies in the City.

Councilmember Bryant thanked Kassidi for her work on KWPB and thanked the Police Department for the Santa Sleigh.

Councilmember Geer thanked all of those who reapplied to serve on the boards and commissions.

Councilmember Jones wished everyone Happy Holidays.

Deputy City Manager Leclercq reported that Councilmember Smith although absent this evening wanted to wish everyone Happy Holidays.

- C.** City Attorney's Report

- D.** City Manager's Report

City Manager Vassalotti echoed Councilmember Bryant's comments. He noted the floats were great this year and seem to improve every year. He thanked Kristen and Kimberly for their work.

12. ADJOURNMENT

There being no further City business Mayor Case adjourned the Council Meeting at 7:25 pm.

Respectfully submitted:

Monica Mendoza CMC, Incoming City Clerk

APPROVED THIS ____ DAY OF _____, 2025

Kellie Case, Mayor

SALES TAX UPDATE

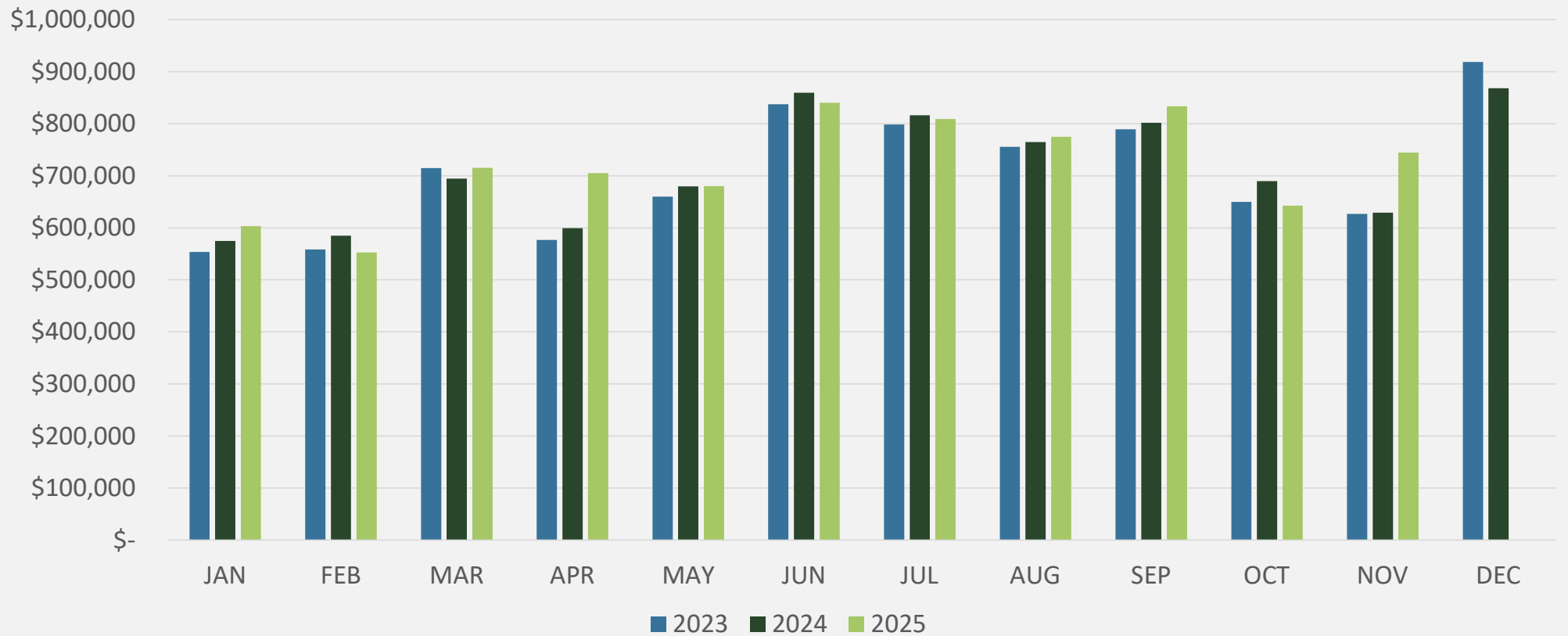


Woodland Park
Finance

NOVEMBER 2025

	2024	2025	\$ change	% change
Sales tax (3.0%)				
Year-to-date (Nov)	\$ 7,693,621	\$ 7,900,202	\$ 206,581	2.7%
Month vs. prior year (Nov)	628,882	744,261	115,379	18.4%
Lodging Tax				
Year-to-date (Nov)	\$ 364,291	\$ 236,343	\$ (127,947)	-35.1%
Month vs. prior year (Nov)	16,656	27,860	11,204	67.3%

3 YEAR SALES TAX REVENUE



ANNUAL 3% SALES TAX – 10 YEARS

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
JAN	\$377,888	\$356,613	\$414,283	\$409,798	\$468,475	\$ 517,293	\$ 517,769	\$ 553,372	\$ 574,638	\$ 603,333
FEB	\$360,223	\$382,348	\$394,349	\$335,333	\$429,745	\$ 501,107	\$ 519,447	\$ 558,445	\$ 584,815	\$ 552,812
MAR	\$428,017	\$473,419	\$510,278	\$584,507	\$550,768	\$ 624,863	\$ 657,192	\$ 714,451	\$ 694,453	\$ 715,374
APR	\$386,018	\$420,061	\$417,470	\$435,343	\$477,439	\$ 560,228	\$ 590,301	\$ 576,509	\$ 599,286	\$ 704,837
MAY	\$440,998	\$450,957	\$499,858	\$522,008	\$576,357	\$ 619,873	\$ 628,188	\$ 659,802	\$ 679,456	\$ 679,925
JUN	\$544,496	\$581,725	\$607,795	\$642,569	\$692,663	\$ 801,844	\$ 821,751	\$ 837,351	\$ 859,613	\$ 840,262
JUL	\$510,770	\$545,874	\$553,063	\$594,348	\$637,881	\$ 735,042	\$ 759,799	\$ 798,123	\$ 815,963	\$ 808,831
AUG	\$494,905	\$510,191	\$554,799	\$644,473	\$594,142	\$ 462,311	\$ 730,453	\$ 755,409	\$ 764,870	\$ 774,719
SEP	\$538,141	\$573,766	\$614,404	\$610,360	\$730,476	\$ 752,688	\$ 894,146	\$ 789,353	\$ 801,822	\$ 833,280
OCT	\$453,849	\$460,952	\$491,494	\$560,010	\$578,061	\$ 618,223	\$ 676,337	\$ 649,686	\$ 689,822	\$ 642,569
NOV	\$434,807	\$482,500	\$470,367	\$461,604	\$523,004	\$ 642,557	\$ 610,575	\$ 626,645	\$ 628,882	\$ 744,261
DEC	\$657,016	\$622,098	\$710,516	\$640,506	\$877,951	\$ 866,707	\$ 884,291	\$ 918,687	\$ 867,919	
TOTALS	\$5,627,128	\$5,860,504	\$6,238,675	\$6,440,861	\$7,136,962	\$ 7,702,736	\$ 8,290,247	\$ 8,437,833	\$ 8,561,540	\$ 5,680,092



Woodland Park

Finance



City of Woodland Park

Staff Report for City Council

Meeting Date: January 15th, 2026

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
	CMO/Finance	Jessica Scott Accounting Director

ITEM:

December 2025 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

Dec-25	
Accounts Payable Checks	1,094,429.86
Payroll Checks	730,775.40
CEBT	116,633.58
Visa Bill	45,441.56
Total	1,987,280.40

The Elected Officials expenditures for December 2025 are attached as a separate report.

STAFF RECOMMENDATION:

Approve the December 2025 Statement of Expenditures and authorize the Mayor to sign Warrants in payment thereof.

City of Woodland Park
Year End Payment Register

Bank Number: 1 / Name: VECTRA BANK COLORADO / Description: ACCOUNTS PAYABLE (719)687-9246

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
122239	CHK	A	AIS SPECIALTY PRODUCTS, INC GLOVES - F&G	3074 PSI640071	1	350.00 350.00	0.00 0.00	350.00 350.00	12/04/2025		48025
122240	CHK	A	BECKER ARENA PRODUCTS, INC. LUMIN ICE FOR THE RINK	1992 617972	1	1,751.38 1,751.38	0.00 0.00	1,751.38 1,751.38	12/04/2025		48025
122241	CHK	A	BERGKAMP INCORPORATED Unbudgeted purchase asphalt tr	5708 62146	1	290,242.70 290,242.70	0.00 0.00	290,242.70 290,242.70	12/04/2025		48025
122242	CHK	A	BEVERAGE DISTRIBUTORS LIQUOR ORDER	1132 124301336	1	437.50 437.50	0.00 0.00	437.50 437.50	12/04/2025		48025
122243	CHK	A	BIRCHAM'S 10/25-11/25	75 392476	1	832.21 832.21	0.00 0.00	832.21 832.21	12/04/2025		48025
122244	CHK	A	BLACK HILLS ENERGY 11/2025 CHARGES 11/2025 CHARGES 11/2025 CHARGES 11/2025 CHARGES	4035 12042025 12042025 12042025 12042025	4	7,980.39 7,980.39 7,980.39 7,980.39 7,980.39	0.00 0.00 0.00 0.00 0.00	7,980.39 4,811.23 353.22 404.35 2,411.59	12/04/2025		48025
122245	CHK	A	BRADY INDUSTRIES CUSTODIAL SUPPLIES - F&G	5772 10913471	1	194.76 194.76	0.00 0.00	194.76 194.76	12/04/2025		48025
122246	CHK	A	BURLAP BAG CLOTHING/BOOTS UNIFORM - KEES	1356 25-16239	1	174.80 174.80	0.00 0.00	174.80 174.80	12/04/2025		48025
122247	CHK	A	CAPITAL ONE, N.A. 10/2025 CHARGES 10/2025 CHARGES	5298 11192025 11192025	2	86.74 86.74 86.74	0.00 0.00 0.00	86.74 56.72 30.02	12/04/2025		48025
122248	CHK	A	CGL HOLDINGS, INC DDA MICRO GRANTS - GEAR LAB DDA MICRO GRANTS - ZEBZ	5774 12012025 12012025A	2	9,316.84 5,000.00 4,316.84	0.00 0.00 0.00	9,316.84 5,000.00 4,316.84	12/04/2025		48025
122249	CHK	A	CHANEY PEST ELIMINATION 11/2025 SVCS-SHINING MOUNTAIN	5484 36701	1	195.00 195.00	0.00 0.00	195.00 195.00	12/04/2025		48025
122250	CHK	A	CINTAS CORPORATION NO 2 UNIFORMS - FL	4977 4250364834	1	172.21 172.21	0.00 0.00	172.21 172.21	12/04/2025		48025
122251	CHK	A	CIVICPLUS 2026 MUNICODE SUPPORT FEE	5189 351378	1	303.19 303.19	0.00 0.00	303.19 303.19	12/04/2025		48025
122252	CHK	A	COLO DEPT OF PUBLIC HEALTH 2025-2026 ADDITIONAL FEE-WWTP	1057 WU261177450	1	92.00 92.00	0.00 0.00	92.00 92.00	12/04/2025		48025
122253	CHK	A	COLORADO BUILDING SUPPLY 11/2025 CHARGES 11/2025 CHARGES	5700 12012025 12012025	2	1,381.88 1,381.88 1,381.88	0.00 0.00 0.00	1,381.88 1,346.82 35.06	12/04/2025		48025
122254	CHK	A	CORE & MAIN LP RISER VALVE BOX RISER	4980 Y029709 Y031964	2	990.00 55.24 934.76	0.00 0.00 0.00	990.00 55.24 934.76	12/04/2025		48025
122255	CHK	A	DANA RICHARDSON	5501	1	5,000.00	0.00	5,000.00	12/04/2025		48025

Bank Number: 1 / Name: VECTRA BANK COLORADO / Description: ACCOUNTS PAYABLE (719)687-9246

Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			DDA MICRO GRANTS	11252025		5,000.00	0.00	5,000.00			
122256	CHK	A	DOCUMART COPIES & PRINTING	3252	2	474.36	0.00	474.36	12/04/2025		48025
			ENVELOPES - UTILITIES	382118		474.36	0.00	308.33			
			ENVELOPES - UTILITIES	382118		474.36	0.00	166.03			
122257	CHK	A	FIRST CITIZENS BANK AND TRUST	5683	1	1,017.44	0.00	1,017.44	12/04/2025		48025
			12/25 KYOCERA CONTRACT	48223850		1,017.44	0.00	1,017.44			
122258	CHK	A	GOAT PATCH BREWING COMPANY	5712	1	140.10	0.00	140.10	12/04/2025		48025
			BEER DELIVERY	E-21400		140.10	0.00	140.10			
122259	CHK	A	JOE JOHNSON EQUIPMENT LLC	5460	4	3,005.54	0.00	3,005.54	12/04/2025		48025
			PARTS	P04519		127.70	0.00	127.70			
			PARTS	P04560		368.19	0.00	368.19			
			PARTS	P04576		382.64	0.00	382.64			
			PARTS	P04614		2,127.01	0.00	2,127.01			
122260	CHK	A	KAIDEN KENYON	5657	1	171.00	0.00	171.00	12/04/2025		48025
			SET UP/CLEAN UP - UPCC	11182025		171.00	0.00	171.00			
122261	CHK	A	KROGER-KING SOOPERS CUST CHGS	145	1	196.92	0.00	196.92	12/04/2025		48025
			08/25 & 10/25 CHARGES	11242025		196.92	0.00	196.92			
122262	CHK	A	LAW FIRM OF SUZANNE M. ROGERS,	5054	1	3,000.00	0.00	3,000.00	12/04/2025		48025
			LEGAL SVCS.	11242025		3,000.00	0.00	3,000.00			
122263	CHK	A	LOGAN SIMPSON DESIGN INC	5282	1	3,330.00	0.00	3,330.00	12/04/2025		48025
			09/25-10/25 PROFESSIONAL SVCS.	38278		3,330.00	0.00	3,330.00			
122264	CHK	A	ROBERT FELTS	1	1	34.45	0.00	34.45	12/04/2025		48025
			FOOD STORAGE ITEMS	11202025		34.45	0.00	34.45			
122265	CHK	A	ANITA RIGGLE	1	1	31.03	0.00	31.03	12/04/2025		48025
			LUNCH REIMBURSEMENT	11242025		31.03	0.00	31.03			
122266	CHK	A	ERIC TRIMBLE	1	3	232.67	0.00	232.67	12/04/2025		48025
			UTILITY REFUND	6111.02		232.67	0.00	6.75			
			UTILITY REFUND	6111.02		232.67	0.00	96.55			
			UTILITY REFUND	6111.02		232.67	0.00	129.37			
122267	CHK	A	NORTHERN SAFETY &INDUSTRIAL CO	2417	2	510.95	0.00	510.95	12/04/2025		48025
			SAFETTY ITEMS	907245578		403.01	0.00	403.01			
			JACKETS - F&G	907258439		107.94	0.00	107.94			
122268	CHK	A	NORTHERN TOOL COMMERCIAL ACCOU	1267	1	1,107.48	0.00	1,107.48	12/04/2025		48025
			PARTS	9397B75E		1,107.48	0.00	1,107.48			
122269	CHK	A	PRIORITY RESEARCH	4392	1	141.70	0.00	141.70	12/04/2025		48025
			BACKGROUND CHECKS	1348368		141.70	0.00	141.70			
122270	CHK	A	PURCELL TIRE & RUBBER COMPANY	5638	2	748.10	0.00	748.10	12/04/2025		48025
			TIRES	30631879		554.00	0.00	554.00			
			TIRES	30631972		194.10	0.00	194.10			
122271	CHK	A	RE/SPEC INC.	4817	2	11,113.75	0.00	11,113.75	12/04/2025		48025

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			Respec Contract Glen Asp Dam	INV10251021		8,676.25	0.00	8,676.25			
			Respec Contract Glen Asp Dam	INV10251050		2,437.50	0.00	2,437.50			
122272	CHK	A	SPRUCE NETWORKS, LLC	5437	1	1,845.00	0.00	1,845.00	12/04/2025		48025
			PREPAID SVC. HOURS	1044		1,845.00	0.00	1,845.00			
122273	CHK	A	STANDARD INSURANCE COMPANY	1091	1	2,584.80	0.00	2,584.80	12/04/2025		48025
			12/25 STD & LTD	11172025		2,584.80	0.00	2,584.80			
122274	CHK	A	TELLER CNTY PUBLIC HEALTH	2293	1	131.00	0.00	131.00	12/04/2025		48025
			IMMUNIZATIONS	11172025		131.00	0.00	131.00			
122275	CHK	A	TELLER CNTY CLERK & RECORDER	609	1	4,682.37	0.00	4,682.37	12/04/2025		48025
			ELECTION COSTS	11192025		4,682.37	0.00	4,682.37			
122276	CHK	A	THE OLD LIBRARY	5773	1	5,000.00	0.00	5,000.00	12/04/2025		48025
			DDA MICRO GRANTS	11062025		5,000.00	0.00	5,000.00			
122277	CHK	A	TRANSWEST TRUCK TRAILER RV	5253	1	119.57	0.00	119.57	12/04/2025		48025
			SHOCKS	008P257079		119.57	0.00	119.57			
122278	CHK	A	TREVIPAY	5769	1	372.95	0.00	372.95	12/04/2025		48025
			11/2025 CHARGES	11302025		372.95	0.00	372.95			
122279	CHK	A	US POSTAL SERVICE	516	1	360.00	0.00	360.00	12/04/2025		48025
			PO BOX 904520262 RENEWAL	12012025		360.00	0.00	360.00			
122280	CHK	A	WATTERS H2O SERVICES	5747	1	1,377.50	0.00	1,377.50	12/04/2025		48025
			WTP CONTRACTING	CWP-02-2025		1,377.50	0.00	1,377.50			
122281	CHK	A	WILSON & COMPANY, INC.	5212	2	11,120.00	0.00	11,120.00	12/04/2025		48025
			PROF. SVCS	140862		5,688.00	0.00	5,688.00			
			PROFESSIONAL SVCS. 10/2025	143138		5,432.00	0.00	5,432.00			
122282	CHK	A	WILSON WILLIAMS LLP	5287	1	12,731.37	0.00	12,731.37	12/04/2025		48025
			11/2025 LEGAL EXPENSES	2188		12,731.37	0.00	12,731.37			
122283	CHK	A	WOODLAND HARDWARE & RENTAL	2739	3	1,536.40	0.00	1,536.40	12/04/2025		48025
			10/2025 CHARGES	10312025		1,536.40	0.00	1,364.69			
			10/2025 CHARGES	10312025		1,536.40	0.00	148.75			
			10/2025 CHARGES	10312025		1,536.40	0.00	22.96			
228	EFT	A	TRACTOR SUPPLY COMPANY	4753	3	1,428.75	0.00	1,428.75	12/04/2025	HP	48029
			NOVEMBER TRACTOR SUPPLY BILL	11282025		1,428.75	0.00	549.85			
			NOVEMBER TRACTOR SUPPLY BILL	11282025		1,428.75	0.00	571.29			
			NOVEMBER TRACTOR SUPPLY BILL	11282025		1,428.75	0.00	307.61			
229	EFT	A	WEX BANK	5187	1	8,491.38	0.00	8,491.38	12/10/2025	HP	48039
			November 2025 WEX Bill	109066086		8,491.38	0.00	8,491.38			
122284	CHK	A	APEX WASTE SYSTEMS	5664	2	915.00	0.00	915.00	12/11/2025		48044
			30 YD CONTAINER	754858		465.00	0.00	465.00			
			20 YD CONTAINER-GOLF COURSE	755010		450.00	0.00	450.00			
122285	CHK	A	BLUE BLOSSOM CLEANING	5617	1	8,286.27	0.00	8,286.27	12/11/2025		48044
			12/25 CLEANING	4185		8,286.27	0.00	8,286.27			

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122286	CHK	A	BOBCAT OF THE ROCKIES, LLC	3724	2	204.86	0.00	204.86	12/11/2025		48044
			FILTERS	66183457		147.85	0.00	147.85			
			BELT ACCESSORY	66183585		57.01	0.00	57.01			
122287	CHK	A	BRADY INDUSTRIES	5772	1	723.25	0.00	723.25	12/11/2025		48044
			CUSTODIAL SUPPLIES	10947506		723.25	0.00	723.25			
122288	CHK	A	BURLAP BAG CLOTHING/BOOTS	1356	1	447.45	0.00	447.45	12/11/2025		48044
			UNIFORM - KOZUREK	25-16295		447.45	0.00	447.45			
122289	CHK	A	CENTURYLINK	4342	2	516.62	0.00	516.62	12/11/2025		48044
			11/2025 CHARGES	11252025		516.62	0.00	173.76			
			11/2025 CHARGES	11252025		516.62	0.00	342.86			
122290	CHK	A	CHANEY PEST ELIMINATION	5484	1	90.00	0.00	90.00	12/11/2025		48044
			12/25 SERVICES - WPPD	36793		90.00	0.00	90.00			
122291	CHK	A	CINTAS CORPORATION NO 2	4977	1	204.10	0.00	204.10	12/11/2025		48044
			UNIFORMS - FLEET	4251055955		204.10	0.00	204.10			
122292	CHK	A	CINTAS FIRE PROTECTION	3604	1	348.81	0.00	348.81	12/11/2025		48044
			INSPECTIONS & DETECTORS	0F47587004		348.81	0.00	348.81			
122293	CHK	A	COLORADO ANALYTICAL LAB	4028	3	835.20	0.00	835.20	12/11/2025		48044
			LAB SERVICES - WWTP	251021061		291.60	0.00	291.60			
			LAB SERVICES - WTP	251104200		291.60	0.00	291.60			
			LAB SERVICES - WWTP	251112096		252.00	0.00	252.00			
122294	CHK	A	CORE ELECTRIC COOPERATIVE	5316	4	38,950.27	0.00	38,950.27	12/11/2025		48044
			12/2025 CHARGES	12012025		38,950.27	0.00	9,870.16			
			12/2025 CHARGES	12012025		38,950.27	0.00	10,373.27			
			12/2025 CHARGES	12012025		38,950.27	0.00	11,180.54			
			12/2025 CHARGES	12012025		38,950.27	0.00	7,526.30			
122295	CHK	A	CROSS POINT SOLUTIONS LLC	5294	1	600.00	0.00	600.00	12/11/2025		48044
			POLYGRAPHS	W-5559		600.00	0.00	600.00			
122296	CHK	A	DAIKIN APPLIED AMERICA INC	5563	1	3,452.00	0.00	3,452.00	12/11/2025		48044
			Maintenance agreement renewal	3563769		3,452.00	0.00	3,452.00			
122297	CHK	A	DAVID A. LANGLEY ARCHITECTS	3720	1	800.00	0.00	800.00	12/11/2025		48044
			RESTORATION POSTER	25-13-2532		800.00	0.00	800.00			
122298	CHK	A	DOCUMART COPIES & PRINTING	3252	1	110.00	0.00	110.00	12/11/2025		48044
			BUSINESS CARDS	382188		110.00	0.00	110.00			
122299	CHK	A	EL PASO CTY PUBLIC HEALTH LABO	241	1	207.00	0.00	207.00	12/11/2025		48044
			11/25 BACTERIOLOGICAL TESTS	EHS202128366		207.00	0.00	207.00			
122300	CHK	A	EMPLOYERS COUNCIL SERVICES, IN	5099	1	540.00	0.00	540.00	12/11/2025		48044
			2026 LAW POSTER UPDATE	1002589188		540.00	0.00	540.00			
122301	CHK	A	ENGER, JANE	3876	1	240.80	0.00	240.80	12/11/2025		48044
			INSTRUCTOR P&R	12052025		240.80	0.00	240.80			
122302	CHK	A	FIREWORKS EXTRAORDINAIRE	5666	1	3,000.00	0.00	3,000.00	12/11/2025		48044

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			FINAL PAYMENT PER CONTRACT	12082025		3,000.00	0.00	3,000.00			
122303	CHK	A	GOTO COMMUNICATIONS, INC. 12/25 CHARGES	5410 IN7104510473	1	1,470.13 1,470.13	0.00 0.00	1,470.13 1,470.13	12/11/2025		48044
122304	CHK	A	GRAINGER INC. ALARM - WTP PUMP - WTP	282 9717487350 9717487368	2	553.66 19.99 533.67	0.00 0.00 0.00	553.66 19.99 533.67	12/11/2025		48044
122305	CHK	A	HOME DEPOT CREDIT SERVICES 11/25 CHARGES	1758 11282025	1	179.00 179.00	0.00 0.00	179.00 179.00	12/11/2025		48044
122306	CHK	A	IRON MOUNTAIN REBOXING	1376 KWSD341	1	15.24 15.24	0.00 0.00	15.24 15.24	12/11/2025		48044
122307	CHK	A	JOANIES CAFE AND BAKERY DDA MICRO GRANTS	5775 12012025	1	5,000.00 5,000.00	0.00 0.00	5,000.00 5,000.00	12/11/2025		48044
122308	CHK	A	JVA, INC. Gold Hill Water Tank Design	5684 27311	1	4,494.40 4,494.40	0.00 0.00	4,494.40 4,494.40	12/11/2025		48044
122309	CHK	A	KEELY BROWN INSTRUCTOR - P&R	5746 12052025	1	50.40 50.40	0.00 0.00	50.40 50.40	12/11/2025		48044
122310	CHK	A	KENYON, P JORDAN PH.D. PSYCH TESTING - TK/PS	4333 2711-6	1	600.00 600.00	0.00 0.00	600.00 600.00	12/11/2025		48044
122311	CHK	A	KLOE ROTH WEDDING EXPO/OFFICE WORK DAY	5727 12092025	1	324.00 324.00	0.00 0.00	324.00 324.00	12/11/2025		48044
122312	CHK	A	MACDOUGALL & WOLDRIDGE, PC 11/25 PROFESSIONAL FEES	1228 163245	1	81.00 81.00	0.00 0.00	81.00 81.00	12/11/2025		48044
122313	CHK	A	MBI CONTRACTORS INC USE TAX REFUND	5032 12082025	1	10,948.19 10,948.19	0.00 0.00	10,948.19 10,948.19	12/11/2025		48044
122314	CHK	A	MICHOW GUCKENBERGER MCASKIN LL 10/2025 LEGAL FEES	5609 WPDDA.OCT2025.001	1	6,298.25 6,298.25	0.00 0.00	6,298.25 6,298.25	12/11/2025		48044
122315	CHK	A	MIDWEST CARD AND ID SOLUTIONS SERVICE PERFORMED	5112 32599	1	146.40 146.40	0.00 0.00	146.40 146.40	12/11/2025		48044
122316	CHK	A	NICHOLE SAUER MILEAGE REIMBURSEMENT	1 12022025	1	70.70 70.70	0.00 0.00	70.70 70.70	12/11/2025		48044
122317	CHK	A	BRADY WARNER SUPPLIES REIMBURSEMENT	1 12052025	1	406.11 406.11	0.00 0.00	406.11 406.11	12/11/2025		48044
122318	CHK	A	WESTLY KALVELAGE REIMBURSEMENT - EXAM	1 12092025	1	154.00 154.00	0.00 0.00	154.00 154.00	12/11/2025		48044
122319	CHK	A	JOSEPH SCHNELLMANN UTILITY REFUND	1 2925.18	1	44.61 44.61	0.00 0.00	44.61 44.61	12/11/2025		48044
122320	CHK	A	JOE & KIM MORIN UTILITY REFUND	1 3873.22	1	21.02 21.02	0.00 0.00	21.02 21.02	12/11/2025		48044

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122321	CHK	A	MUTCH GOVERNMENT RELATIONS, LLC 12/25 PROFESSIONAL SVCS.	5651 12012025	1	1,500.00 1,500.00	0.00 0.00	1,500.00 1,500.00	12/11/2025		48044
122322	CHK	A	NAPA AUTO PARTS 11/2025 CHARGES 11/2025 CHARGES 11/2025 CHARGES	2048 113020025 113020025 113020025	3	918.67 918.67 918.67 918.67	0.00 0.00 0.00 0.00	918.67 10.36 857.16 51.15	12/11/2025		48044
122323	CHK	A	OCCUPATIONAL HEALTH CENTERS OF TESTING -PS	5300 18702114	1	271.00 271.00	0.00 0.00	271.00 271.00	12/11/2025		48044
122324	CHK	A	PMC POWER MOTIVE CORPORATION PARTS	517 P14150	1	983.78 983.78	0.00 0.00	983.78 983.78	12/11/2025		48044
122325	CHK	A	PURCELL TIRE & RUBBER COMPANY TIRES	5638 30632306	1	710.48 710.48	0.00 0.00	710.48 710.48	12/11/2025		48044
122326	CHK	A	QUADIENT FINANCE USA, INC POSTAGE MACHINE REFILL	5204 11272025	1	1,000.00 1,000.00	0.00 0.00	1,000.00 1,000.00	12/11/2025		48044
122327	CHK	A	RAMPART SURVEYS, LLC LAND SURVEYING SVCS.	1501 7967	1	1,100.00 1,100.00	0.00 0.00	1,100.00 1,100.00	12/11/2025		48044
122328	CHK	A	RE/SPEC INC. Respec Contract Glen Asp Dam	4817 INV01250545-C	1	7,883.75 7,883.75	0.00 0.00	7,883.75 7,883.75	12/11/2025		48044
122329	CHK	A	SKAGGS COMPANIES, INC POLO - DUNBAR NAMEPLATE - DUNBAR POLO - SULLIVAN NAMEPLATES - SULLIVAN DRESS UNIFORM - GL NAMEPLATES - VARIOUS CREDIT	635 100_A_310956_1 100_A_310956_2 100_A_311393_1 100_A_311393_2 100_A_311400_1 100_A_313616_1 964264A	7	167.69 50.00 15.00 50.00 30.00 279.00 98.00 354.31-	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	167.69 50.00 15.00 50.00 30.00 279.00 98.00 354.31-	12/11/2025		48044
122330	CHK	A	SNO-WHITE LINEN & UNIFORM, INC EVENT EXPENSE - UPCC	581 S0278302	1	871.03 871.03	0.00 0.00	871.03 871.03	12/11/2025		48044
122331	CHK	A	SOUTHERN GLAZER'S WINE & SPIRI LIQUOR DELIVERY - UPCC	2805 3901843	1	352.64 352.64	0.00 0.00	352.64 352.64	12/11/2025		48044
122332	CHK	A	T-MOBILE 12/2025 CHARGES 12/2025 CHARGES 12/2025 CHARGES 12/2025 CHARGES	5494 12112025 12112025 12112025 12112025	4	5,370.86 5,370.86 5,370.86 5,370.86 5,370.86	0.00 0.00 0.00 0.00 0.00	5,370.86 242.98 156.28 311.76 4,659.84	12/11/2025		48044
122333	CHK	A	TDS BROADBAND LLC 12/25 CHARGES - UPCC 12/25 CHARGES 12/25 CHARGES - DIGITAL 12/25 CHARGES - BALDWIN 12/2025 CHARGES - WPPD 12/25 CHARGES - CITY HALL	5335 11252025 11282025 11282025A 11282025B 11282025C 12012025	6	3,727.98 103.51 750.00 133.51 638.26 2,102.50 0.20	0.00 0.00 0.00 0.00 0.00 0.00 0.00	3,727.98 103.51 750.00 133.51 638.26 2,102.50 0.20	12/11/2025		48044
122334	CHK	A	TERRAGENESIS	5627	2	2,038.48	0.00	2,038.48	12/11/2025		48044

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			BIOSOLIDS TRANSPORT	J000623		1,054.24	0.00	1,054.24			
			BIOSOLIDS TRANSPORT	J000635		984.24	0.00	984.24			
122335	CHK	A	UNCC UTILITY NOTIFICATION CNTR	2012	2	250.36	0.00	250.36	12/11/2025		48044
			UTILITY LOCATES	225111536		250.36	0.00	87.63			
			UTILITY LOCATES	225111536		250.36	0.00	162.73			
122336	CHK	A	UPS STORE #1374	416	1	91.99	0.00	91.99	12/11/2025		48044
			JULY-OCT. CHARGES	10312025		91.99	0.00	91.99			
122337	CHK	A	US POSTAL SERVICE	516	1	360.00	0.00	360.00	12/11/2025		48044
			P[O BOX RENEWAL	12042025		360.00	0.00	360.00			
122338	CHK	A	VIVID ENGINEERING GROUP	5171	1	6,077.50	0.00	6,077.50	12/11/2025		48044
			Geo Tech work Reservoir Eng	D242753-9		6,077.50	0.00	6,077.50			
122339	CHK	A	WHISLER INDUSTRIAL SUPPLY	682	2	149.55	0.00	149.55	12/11/2025		48044
			FLANGE	2531545-1		63.09	0.00	63.09			
			FLANGE	2531834-1		86.46	0.00	86.46			
122340	CHK	A	WOODLAND HARDWARE & RENTAL	2739	2	625.17	0.00	625.17	12/11/2025		48044
			11/2025 CHARGES	11302025		625.17	0.00	38.85			
			11/2025 CHARGES	11302025		625.17	0.00	586.32			
122341	CHK	A	WOODLAND PARK ASSOCIATES LLC	4739	1	61,989.48	0.00	61,989.48	12/11/2025		48044
			TIF REIMBURSEMENT	12022025		61,989.48	0.00	61,989.48			
122342	CHK	A	WOODLAND PARK HOCKEY ASSOCIATI	4677	1	3,000.00	0.00	3,000.00	12/11/2025		48044
			REIMBURSEMENT	#2025-103		3,000.00	0.00	3,000.00			
122343	CHK	A	WOODLAND PUMP & SUPPLY CO INC.	699	1	480.00	0.00	480.00	12/11/2025		48044
			LABOR/REPAIR	15377		480.00	0.00	480.00			
122345	CHK	A	APEX WASTE SYSTEMS	5664	1	12.00	0.00	12.00	12/18/2025		48072
			DEER DISPOSAL	758813		12.00	0.00	12.00			
122346	CHK	A	BASLINE ENGINEERING CORPORATI	5408	1	517.50	0.00	517.50	12/18/2025		48072
			PROF. SVCS. THROUGH 11/25	35470		517.50	0.00	517.50			
122347	CHK	A	BOARDS AND BARRELS, LLC	5704	1	700.00	0.00	700.00	12/18/2025		48072
			NYE CATERING DEPOSIT	12122025		700.00	0.00	700.00			
122348	CHK	A	BRADY INDUSTRIES	5772	1	571.85	0.00	571.85	12/18/2025		48072
			CUSTODIAL SUPPLIES - F&G	11000675		571.85	0.00	571.85			
122349	CHK	A	BRAVE BEAR CUSTOM BUILDERS	5713	2	60,550.00	0.00	60,550.00	12/18/2025		48072
			25FA002	1		59,625.00	0.00	59,625.00			
			OFFICE REMODELING	1A		925.00	0.00	925.00			
122350	CHK	A	CHARGEPOINT, INC	5218	1	3,700.00	0.00	3,700.00	12/18/2025		48072
			EV CHARGING STATION	#IN358438		3,700.00	0.00	3,700.00			
122351	CHK	A	CINTAS CORPORATION NO 2	4977	1	172.21	0.00	172.21	12/18/2025		48072
			UNIFORM - FLEET	4251844354		172.21	0.00	172.21			
122352	CHK	A	CLINT WRIGHT	5777	1	126.00	0.00	126.00	12/18/2025		48072

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			SET UP/CLEAN UP	12142025		126.00	0.00	126.00			
122353	CHK	A	COLORADO FINGERPRINTING	5561	1	113.00	0.00	113.00	12/18/2025		48072
			FINGERPRINTING	1125249		113.00	0.00	113.00			
122354	CHK	A	COMPLETE WEDDING AND EVENTS SO	5551	1	990.00	0.00	990.00	12/18/2025		48072
			NYE PHOTO BOOTH	3167330		990.00	0.00	990.00			
122355	CHK	A	COSCO FIRE PROTECTION	5682	1	29,354.08	0.00	29,354.08	12/18/2025		48072
			UPCC Fire Suppression 2025	RJC211176		29,354.08	0.00	29,354.08			
122356	CHK	A	CREATIVE CONCEPTS OF AMERICA	2676	1	7,848.40	0.00	7,848.40	12/18/2025		48072
			STAFF CLOTHING	3220		7,848.40	0.00	7,848.40			
122357	CHK	A	CROWN TROPHY	4177	1	43.50	0.00	43.50	12/18/2025		48072
			NAME BADGES	64360		43.50	0.00	43.50			
122358	CHK	A	DOCUMART COPIES & PRINTING	3252	3	580.00	0.00	580.00	12/18/2025		48072
			BUSINESS CARDS-SGTS	382120		260.00	0.00	260.00			
			BUSINESS CARDS-CR,AC,TK	382214		235.00	0.00	235.00			
			BUSINESS CARDS - SV	382249		85.00	0.00	85.00			
122359	CHK	A	EL PASO-TELLER COUNTY 911	2557	1	625.00	0.00	625.00	12/18/2025		48072
			REFUND BONUS - WILLIAMS	12102025		625.00	0.00	625.00			
122360	CHK	A	EMPLOYERS COUNCIL SERVICES, IN	5099	1	628.00	0.00	628.00	12/18/2025		48072
			BACKGROUND CHECKS	0000573739		628.00	0.00	628.00			
122361	CHK	A	GARLAND/DBS, INC.	5776	1	4,144.00	0.00	4,144.00	12/18/2025		48072
			ROOF MOISTURE SURVEY	427852417959		4,144.00	0.00	4,144.00			
122362	CHK	A	GAZETTE, THE	276	1	39.52	0.00	39.52	12/18/2025		48072
			LEGAL NOTICE -PLANNING	11302025		39.52	0.00	39.52			
122363	CHK	A	HOLMAN	4630	1	525.00	0.00	525.00	12/18/2025		48072
			CONTROL	2064826		525.00	0.00	525.00			
122364	CHK	A	INVESTIGATIONS LAW GROUP	5779	1	7,426.00	0.00	7,426.00	12/18/2025		48072
			10/25-12/25 LEGAL SVCS.	5459		7,426.00	0.00	7,426.00			
122365	CHK	A	JAMES COOK	5778	1	1,400.00	0.00	1,400.00	12/18/2025		48072
			LEGAL SVCS.	10151		1,400.00	0.00	1,400.00			
122366	CHK	A	KAIDEN KENYON	5657	1	216.00	0.00	216.00	12/18/2025		48072
			CLEANUP/SETUP	12142025		216.00	0.00	216.00			
122367	CHK	A	KRISTEN VICE	5599	1	42.42	0.00	42.42	12/18/2025		48072
			BARTENDING TIPS	12142025		42.42	0.00	42.42			
122368	CHK	A	MEDICINE FOR BUSINESS AND INDU	5476	1	167.00	0.00	167.00	12/18/2025		48072
			DRUG SCREEN	1034186		167.00	0.00	167.00			
122369	CHK	A	KRISTEN HIGGINBOTHAM	1	1	26.38	0.00	26.38	12/18/2025		48072
			CHRISTMAS PARADE SUPPLIES	12052025A		26.38	0.00	26.38			
122370	CHK	A	KAREN SHERRILL	1	1	136.69	0.00	136.69	12/18/2025		48072

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Payment Number	Type	ID	Name	SRC	Num INV	Gross Amount	Discounts	Net Pay	Payment Date	HP Void	Batch
			SUPPLIES REIMBURSEMENT	12102025		136.69	0.00	136.69			
122371	CHK	A	DENNIS WILBERDING	1	1	665.50	0.00	665.50	12/18/2025		48072
			AUTOBODY WORK REIMBURSEMENT	12102025A		665.50	0.00	665.50			
122372	CHK	A	KRISTEN HIGGINBOTHAM	1	1	171.92	0.00	171.92	12/18/2025		48072
			MILEAGE REIMBURSEMENT	12152025		171.92	0.00	171.92			
122373	CHK	A	AMY HART	1	1	100.00	0.00	100.00	12/18/2025		48072
			UTILITY REFUND	249.02		100.00	0.00	100.00			
122374	CHK	A	OUTLOUD COLORADO SPRINGS MEN'S	1	1	23.00	0.00	23.00	12/18/2025		48072
			DONATION BAR	25120725-1		23.00	0.00	23.00			
122375	CHK	A	TELLER CO REPUBLICANS CENTRAL	1	1	97.29	0.00	97.29	12/18/2025		48072
			DONATION BAR	25120925-1		97.29	0.00	97.29			
122376	CHK	A	NPG BROADCAST	4663	1	1,100.00	0.00	1,100.00	12/18/2025		48072
			Annual Subscrip KRDO camera	716326-11		1,100.00	0.00	1,100.00			
122377	CHK	A	O'REILLY AUTOMOTIVE STORES, IN	4531	1	45.88	0.00	45.88	12/18/2025		48072
			100-332-4430	11282025		45.88	0.00	45.88			
122378	CHK	A	POTESTIO BROTHERS EQUIP INC	2312	1	558.22	0.00	558.22	12/18/2025		48072
			PARTS	96594C		558.22	0.00	558.22			
122379	CHK	A	PURCELL TIRE & RUBBER COMPANY	5638	1	1,080.08	0.00	1,080.08	12/18/2025		48072
			TIRES	30632214		1,080.08	0.00	1,080.08			
122380	CHK	A	RANDY STEPHENS	5729	1	1,200.00	0.00	1,200.00	12/18/2025		48072
			NYE BAND	25123125		1,200.00	0.00	1,200.00			
122381	CHK	A	ROY'S CREW BBQ	5667	1	980.00	0.00	980.00	12/18/2025		48072
			CATERING DROP OFF - UPCC	4528		980.00	0.00	980.00			
122382	CHK	A	SAFETY-KLEEN SYSTEMS, INC.	555	1	267.02	0.00	267.02	12/18/2025		48072
			SOLVENT - FLEET	98628401		267.02	0.00	267.02			
122383	CHK	A	SHERWIN - WILLIAMS	1890	1	174.60	0.00	174.60	12/18/2025		48072
			PAINT FOR UNDERPASS	73097134041225		174.60	0.00	174.60			
122384	CHK	A	SIMPLIFILE LC	4767	1	45.00	0.00	45.00	12/18/2025		48072
			RECORDING FEES	471388818476SFL		45.00	0.00	45.00			
122385	CHK	A	SNO-WHITE LINEN & UNIFORM, INC	581	1	167.59	0.00	167.59	12/18/2025		48072
			EVENT EXPENSE - UPCC	S0283168		167.59	0.00	167.59			
122386	CHK	A	TDS BROADBAND LLC	5335	1	119.95	0.00	119.95	12/18/2025		48072
			12/25 CHARGES - CITY HALL	12042025		119.95	0.00	119.95			
122387	CHK	A	TELLER CNTY PUBLIC HEALTH	2293	1	338.00	0.00	338.00	12/18/2025		48072
			2026 LICENSE RENEWAL FEE	EHS202560802		338.00	0.00	338.00			
122388	CHK	A	TREVI PAY	5769	2	134.25	0.00	134.25	12/18/2025		48072
			SUPPLIES	3D6D9C80		99.55	0.00	99.55			
			EMPLOYEE SERVICES	DB00EB15		34.70	0.00	34.70			

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122390	CHK	A	APEX WASTE SYSTEMS	5664	2	60.28	0.00	60.28	12/31/2025		48111
			DEER DISPOSAL	755527		36.00	0.00	36.00			
			DEER DISPOSAL - ST	896633		24.28	0.00	24.28			
122391	CHK	A	BADGER METER INC	4278	2	6,270.81	0.00	6,270.81	12/31/2025		48111
			LTE SERVICE UNIT	80217922		3,114.93	0.00	3,114.93			
			LTE SERVICE UNIT	80221222		3,155.88	0.00	3,155.88			
122392	CHK	A	BEABOUT BROCK EASLEY LLC	5781	3	19,164.14	0.00	19,164.14	12/31/2025		48111
			METERS	705500-001		3,620.00	0.00	3,620.00			
			METERS	705500-002		15,223.61	0.00	15,223.61			
			METER END POINT	705517-001		320.53	0.00	320.53			
122393	CHK	A	BIRCHAM'S	75	1	610.57	0.00	610.57	12/31/2025		48111
			11/25-12/25 CHARGES	393570		610.57	0.00	610.57			
122394	CHK	A	BLACK HILLS ENERGY	4035	4	12,043.14	0.00	12,043.14	12/31/2025		48111
			12/2025 CHARGES	12312025		12,043.14	0.00	4,169.84			
			12/2025 CHARGES	12312025		12,043.14	0.00	494.25			
			12/2025 CHARGES	12312025		12,043.14	0.00	534.15			
			12/2025 CHARGES	12312025		12,043.14	0.00	6,844.90			
122395	CHK	A	BRADY INDUSTRIES	5772	2	738.82	0.00	738.82	12/31/2025		48111
			CUSTODIAL SUPPLIES - F&G	11035321		581.10	0.00	581.10			
			CUSTODIAL SUPPLIES - F&G	11035325		157.72	0.00	157.72			
122396	CHK	A	BURLAP BAG CLOTHING/BOOTS	1356	3	836.30	0.00	836.30	12/31/2025		48111
			UNIFORM - COONEY	25-16282		500.00	0.00	500.00			
			UNIFORM - SHELTON	25-16329		129.20	0.00	129.20			
			UNIFORM - BROWN	25-16355		207.10	0.00	207.10			
122397	CHK	A	CHANEY PEST ELIMINATION	5484	1	90.00	0.00	90.00	12/31/2025		48111
			12/25 SERVICES	37060		90.00	0.00	90.00			
122398	CHK	A	CINTAS CORPORATION NO 2	4977	4	720.73	0.00	720.73	12/31/2025		48111
			UNIFORMS - FLEET	4245255197A		204.10	0.00	204.10			
			UNIFORMS - FL	4246007370A		172.21	0.00	172.21			
			UNIFORMS - FL	4252708210		172.21	0.00	172.21			
			UINIFORM - FLEET	4253472338		172.21	0.00	172.21			
122399	CHK	A	CITY OF COLORADO SPRINGS	1916	1	11,296.21	0.00	11,296.21	12/31/2025		48111
			RADIO USER FEES	PPRCN1571		11,296.21	0.00	11,296.21			
122400	CHK	A	COLORADO ADVERTISING PRODUCTS	4602	1	440.34	0.00	440.34	12/31/2025		48111
			1099 FORMS	8262		440.34	0.00	440.34			
122401	CHK	A	COLORADO ANALYTICAL LAB	4028	1	80.00	0.00	80.00	12/31/2025		48111
			LAB SERVICES	251119114		80.00	0.00	80.00			
122402	CHK	A	CORE & MAIN LP	4980	2	1,221.20	0.00	1,221.20	12/31/2025		48111
			CURB BOX	Y089210		989.60	0.00	989.60			
			VALVES & POLY PIPE	Y189766		231.60	0.00	231.60			
122403	CHK	A	DAWSON INFRASTRUCTURE SOLUTION	5432	1	114,731.43	0.00	114,731.43	12/31/2025		48111
			Sewer Camera	#INV216349		114,731.43	0.00	114,731.43			

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122404	CHK	A	ECONO SIGNS AND BARRICADE SIGNAGE - ST	4831 10-1000366	1	353.65 353.65	0.00 0.00	353.65 353.65	12/31/2025		48111
122405	CHK	A	ENGER, JANE INSTRUCTOR - P&R	3876 12312025	1	140.00 140.00	0.00 0.00	140.00 140.00	12/31/2025		48111
122406	CHK	A	FARIS MACHINERY CO. 600 FT HOSE	1712 A18757	1	2,905.86 2,905.86	0.00 0.00	2,905.86 2,905.86	12/31/2025		48111
122407	CHK	A	FELSBURG HOLT & ULLEVIG INC 10/25 SS4A TRANSPORTATION	5705 46681	1	20,093.06 20,093.06	0.00 0.00	20,093.06 20,093.06	12/31/2025		48111
122408	CHK	A	GAZETTE, THE DISPLAY AD - UGCC	276 11302025A	1	129.00 129.00	0.00 0.00	129.00 129.00	12/31/2025		48111
122409	CHK	A	HAWKINS COMMERCIAL APPLIANCE S LABOR-DISHWASHER	5242 1095247-IN	1	266.00 266.00	0.00 0.00	266.00 266.00	12/31/2025		48111
122410	CHK	A	HOLMAN CURB GUARDFOR F-550 PLOW	4630 2065404	1	738.00 738.00	0.00 0.00	738.00 738.00	12/31/2025		48111
122411	CHK	A	JOHNSON CONTROLS SECURITY SOLU UPCC Card Readers & hardware ACCESS CONTROL INSTALL	5259 12152025 12152025A	2	15,650.70 13,374.74 2,275.96	0.00 0.00 0.00	15,650.70 13,374.74 2,275.96	12/31/2025		48111
122412	CHK	A	KEELY BROWN INSTRUCTOR - P&R	5746 12312025	1	100.80 100.80	0.00 0.00	100.80 100.80	12/31/2025		48111
122413	CHK	A	LAW FIRM OF SUZANNE M. ROGERS, 11/2025 LEGAL SVCS.	5054 5054	1	3,000.00 3,000.00	0.00 0.00	3,000.00 3,000.00	12/31/2025		48111
122414	CHK	A	MCCANDLESS TRUCK CENTER LLC WASHER FLUID	2792 P103146633:01	1	39.48 39.48	0.00 0.00	39.48 39.48	12/31/2025		48111
122415	CHK	A	MFCP INC. COUPLING FORD VACTOR	2402 9674894	1	253.18 253.18	0.00 0.00	253.18 253.18	12/31/2025		48111
122416	CHK	A	LUIS MADRIGAL CDL PERMIT REIMBURSEMENT	1 12172025	1	39.19 39.19	0.00 0.00	39.19 39.19	12/31/2025		48111
122417	CHK	A	ABC SUPPLY COMPANY OVERPAYMENT OF BUSINESS LIC.	1 12232025	1	70.00 70.00	0.00 0.00	70.00 70.00	12/31/2025		48111
122418	CHK	A	BAXTER LEE UTILITY REFUND UTILITY REFUND UTILITY REFUND	1 4714.14 4714.14 4714.14	3	45.00 45.00 45.00 45.00	0.00 0.00 0.00 0.00	45.00 0.68 28.41 15.91	12/31/2025		48111
122419	CHK	A	MIDLAND COIN LAUNDRY BANNERS	1 9273	1	193.00 193.00	0.00 0.00	193.00 193.00	12/31/2025		48111
122420	CHK	A	NORTHERN SAFETY &INDUSTRIAL CO GLOVES - ST	2417 907314079	1	144.66 144.66	0.00 0.00	144.66 144.66	12/31/2025		48111
122421	CHK	A	OCCUPATIONAL HEALTH CENTERS OF TESTING - CM	5300 18775471	1	271.00 271.00	0.00 0.00	271.00 271.00	12/31/2025		48111

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122422	CHK	A	OLGOONIK ENTERPRISES, LLC	5522	3	84,006.16	0.00	84,006.16	12/31/2025		48111
			Olgoonik concrete/asphalt	12172025		5,410.00	0.00	5,410.00			
			Olgoonik concrete/asphalt	12172025A		61,588.16	0.00	61,588.16			
			Olgoonik concrete/asphalt	12192025		17,008.00	0.00	17,008.00			
122423	CHK	A	PRIORITY RESEARCH	4392	1	130.80	0.00	130.80	12/31/2025		48111
			BACKGROUND CHECKS	1355277		130.80	0.00	130.80			
122424	CHK	A	RAMPART SURVEYS, LLC	1501	1	5,260.00	0.00	5,260.00	12/31/2025		48111
			WP CEMETERY LAND SURVEY	8109		5,260.00	0.00	5,260.00			
122425	CHK	A	RE/SPEC INC.	4817	4	15,336.95	0.00	15,336.95	12/31/2025		48111
			Respec Contract Glen Asp Dam	INV11250971		19,866.60	0.00	19,866.60			
			Respec Contract Glen Asp Dam	INV11250971A		9,536.25-	0.00	9,536.25-			
			Respec Contract Glen Asp Dam	INV11250972		690.00	0.00	690.00			
			Respec Contract Glen Asp Dam	INV11251028		4,316.60	0.00	4,316.60			
122426	CHK	A	SCHMIDT CONSTRUCTION	559	1	1,824.55	0.00	1,824.55	12/31/2025		48111
			1824.55	3067337		1,824.55	0.00	1,824.55			
122427	CHK	A	SHERWIN - WILLIAMS	1890	1	189.62	0.00	189.62	12/31/2025		48111
			PAINT SUPPLIES - WTP	15449162121225		189.62	0.00	189.62			
122428	CHK	A	SKAGGS COMPANIES, INC	635	2	947.96	0.00	947.96	12/31/2025		48111
			UNIFORMS - TK	100_A_319753_1		392.96	0.00	392.96			
			RADIO HOLDERS/TOURNIQUETS	100_A_319777_1		555.00	0.00	555.00			
122429	CHK	A	SNO-WHITE LINEN & UNIFORM, INC	581	1	290.91	0.00	290.91	12/31/2025		48111
			EVENT EXPENSE - UPCC	S0285242		290.91	0.00	290.91			
122430	CHK	A	SULLIVAN GREEN SEAVY JARVIS, L	5578	1	1,125.00	0.00	1,125.00	12/31/2025		48111
			12/2025 PROFESSIONAL FEES	1758		1,125.00	0.00	1,125.00			
122431	CHK	A	T-MOBILE	5494	4	5,405.65	0.00	5,405.65	12/31/2025		48111
			11/21/25-12/20/25	12202025		5,405.65	0.00	4,692.29			
			11/21/25-12/20/25	12202025		5,405.65	0.00	311.76			
			11/21/25-12/20/25	12202025		5,405.65	0.00	158.62			
			11/21/25-12/20/25	12202025		5,405.65	0.00	242.98			
122432	CHK	A	TIMBER LINE ELEC/CONTROL CORP	1145	1	2,522.00	0.00	2,522.00	12/31/2025		48111
			REMOTE SUPPORT/LABOR	30638		2,522.00	0.00	2,522.00			
122433	CHK	A	TREATMENT TECH, INC.	1494	1	5,810.00	0.00	5,810.00	12/31/2025		48111
			SODIUM HYPOCHLORITE	196382		5,810.00	0.00	5,810.00			
122434	CHK	A	ULINE	4606	1	396.64	0.00	396.64	12/31/2025		48111
			COFFEE SUPPLIES	201556409		396.64	0.00	396.64			
122435	CHK	A	USA BLUEBOOK	5471	4	6,159.31	0.00	6,159.31	12/31/2025		48111
			SUPPLIES - WWTP	INV00896277		407.67	0.00	407.67			
			LAB SUPPLIES	INV00897484		4,548.64	0.00	689.00			
			LAB SUPPLIES	INV00897484		4,548.64	0.00	3,859.64			
			LAB SUPPLIES - WTP	INV00899217		1,203.00	0.00	1,203.00			
122436	CHK	A	UTE PASS SAND & GRAVEL	655	7	1,067.49	0.00	1,067.49	12/31/2025		48111
			RAILROAD TIES	1215202504		154.75	0.00	154.75			

City of Woodland Park
Year End Payment Register

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			RAILROAD TIES	1216202501		238.95	0.00	238.95			
			TRAILHEAD	1216202504		96.00	0.00	96.00			
			PIKES PEAK/RAILROAD TIES	1216202505		261.81	0.00	261.81			
			PIKES PEAK ROCK	1217202501		129.28	0.00	129.28			
			PIKES PEAK ROCK	1217202504		124.80	0.00	124.80			
			RAILROAD TIES	1217202505		61.90	0.00	61.90			
122437	CHK	A	WATTERS H2O SERVICES	5747	1	1,425.00	0.00	1,425.00	12/31/2025		48111
			12/2025 WTP CONTRACTING	12312025		1,425.00	0.00	1,425.00			
122438	CHK	A	WEAR PARTS AND EQUIPMENT CO	4266	1	5,425.44	0.00	5,425.44	12/31/2025		48111
			#56 TIRE CHAINS	71188		5,425.44	0.00	5,425.44			
122439	CHK	A	WILSON & COMPANY, INC.	5212	3	2,376.00	0.00	2,376.00	12/31/2025		48111
			PROFESSIONAL SVCS.10/25	143409		1,728.00	0.00	1,728.00			
			11/25 PROFESSIONAL SVCS.	144155		540.00	0.00	540.00			
			11/1-11/28 PROFESSIONAL SVCS.	144340		108.00	0.00	108.00			
122440	CHK	A	WILSON WILLIAMS LLP	5287	1	10,178.61	0.00	10,178.61	12/31/2025		48111
			12/25 LEGAL EXPENSE	2214		10,178.61	0.00	10,178.61			
122441	CHK	A	WOODLAND PARK WIND SYMPHONY	2189	1	46.00	0.00	46.00	12/31/2025		48111
			DONATION BAR	25121425-1		46.00	0.00	46.00			
122442	CHK	A	XEROX BUSINESS SOLUTIONS SOUTH	5336	3	4,915.02	0.00	4,915.02	12/31/2025		48111
			11/25 CHARGES	IN5930373		1,638.34	0.00	1,638.34			
			12/25 CHARGES	IN5963331		1,638.34	0.00	1,638.34			
			10/25 CHARGES	IN5976069		1,638.34	0.00	1,638.34			
236	EFT	A	TRACTOR SUPPLY COMPANY	4753	1	1,100.14	0.00	1,100.14	12/31/2025	HP	48108
			DECEMBER 2025 TRACTOR SUPPLY	12302025		1,100.14	0.00	1,100.14			
237	EFT	A	WEX BANK	5187	1	10,043.88	0.00	10,043.88	12/31/2025	HP	48109
			DECEMBER 2025 WEX BILL	109706850		10,043.88	0.00	10,043.88			
REGISTER TOTALS			Checks: 206 Voids: 0		299	1,094,429.86	0.00	1,094,429.86			

Bank Number: 99 / Name: VECTRA BANK COLORADO/PAYROLL / Description: PAYROLL ACCOUNT

Payment Number	Position	Gross Amount	Discounts	Net Pay	Payment Date
19716	Dispatcher I	2,837.78	539.46	2,298.32	2025-12-09
19717	Lifeguard	692.40	86.52	605.88	2025-12-12
19718	Bartender	91.35	7.00	84.35	2025-12-12
19719	Lifeguard	33.60	2.58	31.02	2025-12-12
19720	Police Officer II	962.50	152.82	809.68	2025-12-12
19721	Sports Official	191.80	14.68	177.12	2025-12-12
19722	Maint. Worker I - PBG	3,750.49	1,051.77	2,698.72	2025-12-12
19723	Lifeguard	696.07	87.16	608.91	2025-12-26
19724	Lifeguard	67.20	5.13	62.07	2025-12-26
19725	Sports Official	174.42	13.34	161.08	2025-12-26
19726	Maint. Worker I - PBG	4,989.13	1,414.52	3,574.61	2025-12-26
19727	Police Officer I	1,523.58	286.78	1,236.80	2025-12-26
60502	WWTO	3,657.40	697.25	2,960.15	2025-12-12
60503	Fleet Mechanic I	3,731.33	1,153.62	2,577.71	2025-12-12
60504	MWI	3,989.53	1,539.69	2,449.84	2025-12-12
60505	Permit Technician	3,213.21	916.35	2,296.86	2025-12-12
60506	Fitness Instructor	64.38	4.92	59.46	2025-12-12
60507	Captain	5,903.00	1,684.97	4,218.03	2025-12-12
60508	Sports Coordinator	4,000.00	1,365.02	2,634.98	2025-12-12
60509	Lifeguard	833.13	117.35	715.78	2025-12-12
60510	Lifeguard	318.45	30.36	288.09	2025-12-12
60511	Lifeguard	1,307.11	227.45	1,079.66	2025-12-12
60512	Lifeguard	971.46	147.77	823.69	2025-12-12
60513	Evidence Technician	4,902.66	1,329.86	3,572.80	2025-12-12
60514	Water Fitness Instruct	486.40	41.21	445.19	2025-12-12
60515	WTO	3,818.14	1,103.21	2,714.93	2025-12-12
60516	MWI	3,200.20	813.14	2,387.06	2025-12-12
60517	Utility Billing Techni	3,758.55	942.05	2,816.50	2025-12-12
60518	Planner II	4,674.41	1,452.80	3,221.61	2025-12-12
60519	Budget Director	6,045.79	1,646.04	4,399.75	2025-12-12
60520	Crew Chief-Operators	6,370.96	1,641.97	4,728.99	2025-12-12
60521	Water Fitness Instruct	667.99	64.12	603.87	2025-12-12
60522	Lifeguard	662.81	80.29	582.52	2025-12-12
60523	Event Center Coordinat	1,200.00	-	1,200.00	2025-12-12
60524	Assistant Aquatics Manager	3,385.25	873.98	2,511.27	2025-12-12
60525	POI	3,862.63	885.23	2,977.40	2025-12-12
60526	Dispatcher	5,793.45	1,763.22	4,030.23	2025-12-12
60527	Maint. Worker I - F&G	3,219.60	572.84	2,646.76	2025-12-12
60528	MUNICIPAL COURT CLERK	1,963.93	425.21	1,538.72	2025-12-12
60529	WWTO	5,427.60	1,667.23	3,760.37	2025-12-12
60530	MWII	3,271.60	947.52	2,324.08	2025-12-12
60531	Police Officer II	4,609.68	954.39	3,655.29	2025-12-12
60532	Lieutenant	5,252.98	1,143.20	4,109.78	2025-12-12
60533	Operator I	3,802.50	1,233.95	2,568.55	2025-12-12
60534	MWI	3,584.52	978.67	2,605.85	2025-12-12
60535	Dispatcher II	6,446.04	1,967.50	4,478.54	2025-12-12
60536	Chief of Police	7,531.63	2,348.89	5,182.74	2025-12-12
60537	Code Enforcement Officer	3,715.25	954.41	2,760.84	2025-12-12
60538	WW Plant Operator	5,816.93	1,541.99	4,274.94	2025-12-12
60539	Police Officer I	4,763.01	1,363.74	3,399.27	2025-12-12

60540 Bartender	89.83	6.88	82.95	2025-12-12
60541 MWI	3,522.86	731.78	2,791.08	2025-12-12
60542 Lifeguard	125.89	9.63	116.26	2025-12-12
60543 Assistant City Manager	6,493.72	1,996.18	4,497.54	2025-12-12
60544 PT Snow Plow	2,042.80	368.17	1,674.63	2025-12-12
60545 Head Lifeguard	1,449.50	261.43	1,188.07	2025-12-12
60546 Senior Planner	4,926.47	1,548.21	3,378.26	2025-12-12
60547 Lifeguard	100.00	7.65	92.35	2025-12-12
60548 Sports Official	72.00	5.51	66.49	2025-12-12
60549 Program Coordinator	3,882.20	927.53	2,954.67	2025-12-12
60550 Dispatcher I	6,012.49	1,933.77	4,078.72	2025-12-12
60551 Water Fitness Instructor	21.00	1.60	19.40	2025-12-12
60552 MWI	2,080.00	326.91	1,753.09	2025-12-12
60553 Communications Manager	5,769.38	1,464.46	4,304.92	2025-12-12
60554 Lifeguard	429.56	42.87	386.69	2025-12-12
60555 Finance Admin. Asst./C	3,395.95	844.47	2,551.48	2025-12-12
60556 Dispatcher II	6,087.06	1,709.10	4,377.96	2025-12-12
60557 Bartender	334.00	31.55	302.45	2025-12-12
60558 HR Director	6,214.80	2,151.87	4,062.93	2025-12-12
60559 Sports Site Supervisor	360.00	34.54	325.46	2025-12-12
60560 Police Officer II	4,798.74	1,136.99	3,661.75	2025-12-12
60561 Utilities Assistant	3,004.80	902.32	2,102.48	2025-12-12
60562 Lifeguard	407.31	40.15	367.16	2025-12-12
60563 Chief WTO	393.76	30.13	363.63	2025-12-12
60564 Parks and Rec Director	6,473.79	2,062.78	4,411.01	2025-12-12
60565 WWTO	3,466.64	824.01	2,642.63	2025-12-12
60566 MWI	3,219.60	931.43	2,288.17	2025-12-12
60567 Associate Project Manager	4,919.34	1,728.60	3,190.74	2025-12-12
60568 Lifegaurd	350.75	33.82	316.93	2025-12-12
60569 Operator II	4,910.41	1,180.10	3,730.31	2025-12-12
60570 Dispatcher I	3,134.21	858.39	2,275.82	2025-12-12
60571 POIII	4,803.19	1,292.30	3,510.89	2025-12-12
60572 Deputy City Manager	7,792.88	3,686.86	4,106.02	2025-12-12
60573 Lifeguard/Swim Instructor	248.10	20.97	227.13	2025-12-12
60574 Dispatcher II	6,880.02	1,884.32	4,995.70	2025-12-12
60575 WWTO	3,922.40	1,305.02	2,617.38	2025-12-12
60576 PO I	3,480.09	761.63	2,718.46	2025-12-12
60577 Golf Shop Assistant	100.00	7.65	92.35	2025-12-12
60578 MWI	3,820.95	728.31	3,092.64	2025-12-12
60579 POIII	5,107.14	1,389.89	3,717.25	2025-12-12
60580 Lifeguard	681.33	84.56	596.77	2025-12-12
60581 Lifeguard	269.06	23.58	245.48	2025-12-12
60582 Presiding Municipal Co	382.96	29.29	353.67	2025-12-12
60583 City Clerk	5,605.77	1,446.82	4,158.95	2025-12-12
60584 Lifeguard	222.18	18.00	204.18	2025-12-12
60585 Dispatcher I	3,674.00	944.52	2,729.48	2025-12-12
60586 Lifeguard	1,224.00	138.64	1,085.36	2025-12-12
60587 Lifeguard	218.48	17.72	200.76	2025-12-12
60588 Lifeguard	333.26	31.50	301.76	2025-12-12
60589 Lifeguard	333.26	31.50	301.76	2025-12-12
60590 Golf Shop Assistant	268.00	20.51	247.49	2025-12-12
60591 Lifeguard	299.94	27.95	271.99	2025-12-12

60592 Fleet Mechanic I	3,646.15	1,098.26	2,547.89	2025-12-12
60593 MWII Streets	4,370.81	1,113.96	3,256.85	2025-12-12
60594 Superintendent	5,820.69	1,851.70	3,968.99	2025-12-12
60595 Operator	1,664.75	313.71	1,351.04	2025-12-12
60596 POIII	4,357.59	1,149.15	3,208.44	2025-12-12
60597 Police Officer I	3,862.63	864.39	2,998.24	2025-12-12
60598 Budget Analyst	3,664.00	1,052.40	2,611.60	2025-12-12
60599 Lifeguard	755.38	100.63	654.75	2025-12-12
60600 Sports Site Supervisor	187.68	14.37	173.31	2025-12-12
60601 Dispatcher	6,031.44	1,735.01	4,296.43	2025-12-12
60602 Deputy City Clerk	3,751.00	873.10	2,877.90	2025-12-12
60603 Planning Director	6,473.79	2,870.42	3,603.37	2025-12-12
60604 Accounting Director	5,711.54	1,691.55	4,019.99	2025-12-12
60605 POI	4,043.52	987.85	3,055.67	2025-12-12
60606 Head Lifeguard	909.36	134.81	774.55	2025-12-12
60607 Systems Admin	4,157.05	1,013.03	3,144.02	2025-12-12
60608 Operator	4,540.25	1,158.68	3,381.57	2025-12-12
60609 Utilities Technician	3,327.80	868.01	2,459.79	2025-12-12
60610 Permit Technician	213.76	41.35	172.41	2025-12-12
60611 GSI Tech	3,798.14	1,186.84	2,611.30	2025-12-12
60612 Sales Tax Accountant	3,380.00	926.09	2,453.91	2025-12-12
60613 Fleet Crew Chief	4,540.00	1,511.47	3,028.53	2025-12-12
60614 MWI Aquatics	1,851.46	303.21	1,548.25	2025-12-12
60615 PO II	4,636.46	1,345.82	3,290.64	2025-12-12
60616 General Ledger Accountant	3,982.56	1,051.85	2,930.71	2025-12-12
60617 Support Servcs Manager	7,393.30	2,361.41	5,031.89	2025-12-12
60618 MWI	378.00	36.92	341.08	2025-12-12
60619 Police Officer I	4,590.04	1,148.60	3,441.44	2025-12-12
60620 Sports Official	90.00	6.89	83.11	2025-12-12
60621 Lifeguard	878.05	127.28	750.77	2025-12-12
60622 Crew Chief - PBG	4,549.23	1,284.23	3,265.00	2025-12-12
60623 City Manager	20,061.34	6,154.43	13,906.91	2025-12-12
60624 Administrative Assistant	3,375.12	861.28	2,513.84	2025-12-12
60625 Sergeant	5,220.96	1,324.89	3,896.07	2025-12-12
60626 Aquatic Manager	4,716.83	1,469.79	3,247.04	2025-12-12
60627 Lead Trainer - Soccer	412.50	41.55	370.95	2025-12-12
60628 Lifeguard	492.47	50.67	441.80	2025-12-12
60629 Lifeguard	940.63	141.33	799.30	2025-12-12
60630 Swim Instructor	441.88	36.79	405.09	2025-12-12
60631 Utilities Director	7,531.79	3,217.55	4,314.24	2025-12-12
60632 Sport Site Supervisor	100.00	7.65	92.35	2025-12-12
60633 Soccer Official	22.50	1.71	20.79	2025-12-12
60634 Planning Technician	196.60	15.04	181.56	2025-12-12
60635 WWTO	2,309.79	370.82	1,938.97	2025-12-26
60636 Fleet Mechanic I	2,531.33	815.56	1,715.77	2025-12-26
60637 MWI	2,270.53	1,075.53	1,195.00	2025-12-26
60638 Permit Technician	2,013.21	577.75	1,435.46	2025-12-26
60639 Fitness Instructor	70.23	5.38	64.85	2025-12-26
60640 Captain	4,703.00	1,384.00	3,319.00	2025-12-26
60641 Sports Coordinator	2,800.00	1,026.42	1,773.58	2025-12-26
60642 Lifeguard	95.10	7.28	87.82	2025-12-26
60643 Lifeguard	70.35	5.38	64.97	2025-12-26

60644 Lifeguard	433.19	44.14	389.05	2025-12-26
60645 Lifeguard	1,205.13	203.40	1,001.73	2025-12-26
60646 Evidence Technician	2,752.12	710.46	2,041.66	2025-12-26
60647 Water Fitness Instruct	308.00	23.55	284.45	2025-12-26
60648 WTO	2,816.31	812.56	2,003.75	2025-12-26
60649 MWI	1,728.00	409.06	1,318.94	2025-12-26
60650 Utility Billing Techni	2,558.55	603.44	1,955.11	2025-12-26
60651 Planner II	3,474.41	1,113.20	2,361.21	2025-12-26
60652 Budget Director	4,670.79	1,178.10	3,492.69	2025-12-26
60653 Crew Chief-Operators	3,852.58	976.51	2,876.07	2025-12-26
60654 Water Fitness Instruct	481.56	40.85	440.71	2025-12-26
60655 Lifeguard	492.43	50.67	441.76	2025-12-26
60656 Water Fitness Instructor	435.75	35.34	400.41	2025-12-26
60657 Assistant Aquatics Manager	3,070.14	785.22	2,284.92	2025-12-26
60658 POI	2,579.67	574.14	2,005.53	2025-12-26
60659 Dispatcher	2,042.39	695.21	1,347.18	2025-12-26
60660 Maint. Worker I - F&G	1,728.00	278.22	1,449.78	2025-12-26
60661 MUNICIPAL COURT CLERK	1,837.28	394.31	1,442.97	2025-12-26
60662 WWTO	3,252.00	1,093.91	2,158.09	2025-12-26
60663 MWII	2,033.47	600.42	1,433.05	2025-12-26
60664 Police Officer II	4,726.94	900.11	3,826.83	2025-12-26
60665 Lieutenant	3,877.98	816.78	3,061.20	2025-12-26
60666 Operator I	2,467.50	861.84	1,605.66	2025-12-26
60667 MWI	2,152.22	584.44	1,567.78	2025-12-26
60668 Dispatcher II	2,961.57	975.01	1,986.56	2025-12-26
60669 Chief of Police	6,331.63	1,944.62	4,387.01	2025-12-26
60670 Code Enforcement Officer	2,340.25	573.42	1,766.83	2025-12-26
60671 WW Plant Operator	4,910.67	1,233.18	3,677.49	2025-12-26
60672 Police Officer I	3,270.96	1,044.36	2,226.60	2025-12-26
60673 Bartender	124.13	9.48	114.65	2025-12-26
60674 MWI	2,033.47	326.11	1,707.36	2025-12-26
60675 Lifeguard	22.22	1.70	20.52	2025-12-26
60676 Assistant City Manager	5,118.72	1,483.70	3,635.02	2025-12-26
60677 PT Snow Plow	1,542.80	257.92	1,284.88	2025-12-26
60678 Head Lifeguard	373.50	36.57	336.93	2025-12-26
60679 Senior Planner	3,726.47	1,178.93	2,547.54	2025-12-26
60680 Lifeguard	174.02	13.31	160.71	2025-12-26
60681 Sports Official	184.50	14.11	170.39	2025-12-26
60682 Bartender	82.10	6.28	75.82	2025-12-26
60683 Program Coordinator	2,507.20	546.56	1,960.64	2025-12-26
60684 Dispatcher I	2,217.26	837.10	1,380.16	2025-12-26
60685 Water Fitness Instructor	493.50	50.76	442.74	2025-12-26
60686 Communications Manager	3,484.28	889.07	2,595.21	2025-12-26
60687 Lifeguard	333.23	31.49	301.74	2025-12-26
60688 Finance Admin. Asst./C	2,195.95	505.86	1,690.09	2025-12-26
60689 Dispatcher II	2,387.06	563.47	1,823.59	2025-12-26
60690 Bartender	199.24	15.25	183.99	2025-12-26
60691 HR Director	5,014.80	1,713.21	3,301.59	2025-12-26
60692 Sports Site Supervisor	240.00	20.36	219.64	2025-12-26
60693 Police Officer II	3,116.44	813.31	2,303.13	2025-12-26
60694 Utilities Assistant	1,804.80	576.85	1,227.95	2025-12-26
60695 Lifeguard	214.75	17.44	197.31	2025-12-26

60696 Chief WTO	403.36	31.86	371.50	2025-12-26
60697 Parks and Rec Director	5,273.79	1,653.97	3,619.82	2025-12-26
60698 WWTO	3,812.89	921.27	2,891.62	2025-12-26
60699 MWI	1,728.00	536.61	1,191.39	2025-12-26
60700 Lifeguard	181.42	13.88	167.54	2025-12-26
60701 Associate Project Manager	3,552.80	1,349.31	2,203.49	2025-12-26
60702 Police Officer II	3,574.38	752.25	2,822.13	2025-12-26
60703 Lifeguard	671.00	81.75	589.25	2025-12-26
60704 Operator II	3,710.41	884.03	2,826.38	2025-12-26
60705 Dispatcher I	1,719.31	485.50	1,233.81	2025-12-26
60706 POIII	3,603.19	997.42	2,605.77	2025-12-26
60707 Deputy City Manager	6,592.88	3,244.70	3,348.18	2025-12-26
60708 Lifeguard/Swim Instructor	118.48	9.06	109.42	2025-12-26
60709 Lifeguard/Swim Instructor	167.16	12.78	154.38	2025-12-26
60710 Dispatcher II	2,400.02	665.39	1,734.63	2025-12-26
60711 WWTO	3,908.69	1,300.70	2,607.99	2025-12-26
60712 PO I	-	-	-	2025-12-26
60713 Golf Shop Assistant	224.00	17.14	206.86	2025-12-26
60714 MWI	2,173.31	344.06	1,829.25	2025-12-26
60715 POIII	3,383.50	1,064.81	2,318.69	2025-12-26
60716 Lifeguard	617.50	70.29	547.21	2025-12-26
60717 Presiding Municipal Co	1,509.12	233.05	1,276.07	2025-12-26
60718 City Clerk	4,230.77	1,020.70	3,210.07	2025-12-26
60719 Lifeguard	22.22	1.70	20.52	2025-12-26
60720 Dispatcher I	1,720.00	398.26	1,321.74	2025-12-26
60721 Lifeguard	1,268.00	143.99	1,124.01	2025-12-26
60722 Lifeguard	214.75	17.42	197.33	2025-12-26
60723 Lifeguard	111.08	8.50	102.58	2025-12-26
60724 Lifeguard	25.92	1.98	23.94	2025-12-26
60725 Lifeguard	225.85	18.28	207.57	2025-12-26
60726 Golf Shop Assistant	344.00	26.32	317.68	2025-12-26
60727 Lifeguard	14.81	1.13	13.68	2025-12-26
60728 Fleet Mechanic I	2,446.15	759.66	1,686.49	2025-12-26
60729 MWII Streets	2,571.96	552.84	2,019.12	2025-12-26
60730 Superintendent	4,027.65	1,326.80	2,700.85	2025-12-26
60731 Operator	986.51	151.44	835.07	2025-12-26
60732 POIII	3,005.52	744.10	2,261.42	2025-12-26
60733 Police Officer I	2,579.67	553.29	2,026.38	2025-12-26
60734 Budget Analyst	2,464.00	713.81	1,750.19	2025-12-26
60735 Lifeguard	292.50	26.39	266.11	2025-12-26
60736 Sports Official	144.00	11.01	132.99	2025-12-26
60737 Sports Site Supervisor	130.56	9.98	120.58	2025-12-26
60738 Head Lifeguard	219.69	17.81	201.88	2025-12-26
60739 Dispatcher	2,143.76	655.46	1,488.30	2025-12-26
60740 Deputy City Clerk	2,376.00	496.37	1,879.63	2025-12-26
60741 Planning Director	5,273.79	2,531.82	2,741.97	2025-12-26
60742 Accounting Director	4,737.12	1,391.93	3,345.19	2025-12-26
60743 POI	2,534.28	679.92	1,854.36	2025-12-26
60744 Head Lifeguard	586.16	62.77	523.39	2025-12-26
60745 Systems Admin	2,799.59	636.51	2,163.08	2025-12-26
60746 Operator	2,573.00	635.31	1,937.69	2025-12-26
60747 Utilities Technician	2,127.80	529.41	1,598.39	2025-12-26

60748 Permit Technician	227.52	42.41	185.11	2025-12-26
60749 GSI Tech	2,598.14	847.23	1,750.91	2025-12-26
60750 Sales Tax Accountant	2,180.00	587.49	1,592.51	2025-12-26
60751 Head Lifeguard	752.90	116.73	636.17	2025-12-26
60752 Fleet Crew Chief	3,340.00	1,152.76	2,187.24	2025-12-26
60753 MWI Aquatics	-	-	-	2025-12-26
60754 PO II	3,465.66	1,006.06	2,459.60	2025-12-26
60755 General Ledger Accountant	3,758.03	988.85	2,769.18	2025-12-26
60756 Golf Shop Assistant	220.00	17.83	202.17	2025-12-26
60757 Support Servcs Manager	3,693.30	1,114.26	2,579.04	2025-12-26
60758 MWI	1,026.00	160.40	865.60	2025-12-26
60759 Police Officer I	2,967.73	804.28	2,163.45	2025-12-26
60760 Sports Official	153.00	11.70	141.30	2025-12-26
60761 Lifeguard	355.44	34.19	321.25	2025-12-26
60762 Crew Chief - PBG	5,168.15	1,468.50	3,699.65	2025-12-26
60763 City Manager	8,878.84	2,222.36	6,656.48	2025-12-26
60764 Administrative Assistant	2,226.00	533.55	1,692.45	2025-12-26
60765 Sergeant	5,208.55	1,201.51	4,007.04	2025-12-26
60766 Aquatic Manager	3,433.50	1,108.17	2,325.33	2025-12-26
60767 Lead Trainer - Soccer	400.00	39.60	360.40	2025-12-26
60768 Lifeguard	418.38	42.00	376.38	2025-12-26
60769 Lifeguard	1,127.86	184.21	943.65	2025-12-26
60770 Swim Instructor	385.00	29.46	355.54	2025-12-26
60771 Utilities Director	6,331.79	2,783.21	3,548.58	2025-12-26
60772 Sport Site Supervisor	67.32	5.16	62.16	2025-12-26
60773 Soccer Official	45.00	3.45	41.55	2025-12-26
60774 Planning Technician	120.75	9.24	111.51	2025-12-26
	730,775.40	201,895.99	528,879.41	



City of Woodland Park Staff Report for City Council

Meeting Date: January 15th, 2026

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
	CMO/Finance	Jessica Scott Accounting Director

ITEM:

Monthly Report of Mayor and Council Expenses

The following is a summary of the Mayor and Council Expenses for December 2025.

December 2025

Description	Budget	Month Exp	YTD Exp	Balance	% Expended
Miscellaneous expenses	\$17,950.00	\$0.00	\$249.59	\$17,700.41	1%
Training/Travel	\$11,000.00	\$0.00	\$7,588.36	\$3,411.64	69%
Supplies	\$150.00	\$0.00	\$206.64	-\$56.64	138%
Meetings/Mileage/Meals	\$3,000.00	\$46.98	\$2,477.67	\$522.33	83%
Special Projects	\$500.00	\$0.00	\$0.00	\$500.00	0%
Total	\$32,600.00	\$46.98	\$10,522.26	\$22,077.74	32%

CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. 1519, SERIES 2026

AN ORDINANCE DECLARING THE INSTRUMENT FOR PUBLIC NOTIFICATION PROCESS AND METHOD FOR THE CITY OF WOODLAND PARK FOR THE YEAR 2026.

WHEREAS, Charter Section 15.12 requires the City Council to annually determine and declare the instrument of notification to the public, by Ordinance; and,

WHEREAS, Charter Section 15.12 authorizes the City Council to determine and declare the instrument currently capable of providing the most information to Woodland Park residents, consistent with City budgetary constraints.

NOW, THEREFORE, THIS ORDINANCE:

THE CITY OF WOODLAND PARK, COLORADO, ORDAINS:

That an Ordinance entitled “AN ORDINANCE DECLARING THE INSTRUMENT FOR PUBLIC NOTIFICATION PROCESS AND METHOD FOR THE CITY OF WOODLAND PARK FOR THE YEAR 2026” be and the same is hereby adopted as follows:

Section 1. The City Council hereby finds and determines that the instrument currently capable of providing the most information to Woodland Park residents, consistent with City budgetary constraints, shall be the City’s website www.woodlandpark.gov.

Section 2. That the City Council hereby declares that Public Notices will be published in full on the City’s website for the Public to view.

PASSED BY CITY COUNCIL ON SECOND AND FINAL READING FOLLOWING PUBLIC HEARING THIS ____ DAY OF _____, 2026.

Kellie Case
Mayor

ATTEST:

Monica Mendoza, CMC
City Clerk



City of Woodland Park Staff Report for City Council

Meeting Date	Agenda Item
December 18, 2025	
Department	Presenter
City Manager's Office/ Finance	Aaron Vassalotti, City Manager Kimberly Burleson, Budget Director

Item Title

Ordinance 1516, series 2025 to amend 2025 Budget expenditure appropriations (Budget Supplemental Ordinance)

Long title: Ordinance No. 1516, Series 2025, AN ORDINANCE ADJUSTING EXPENDITURES APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO, FOR THE 2025 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1485, SERIES 2025 AND ORDINANCE NO. 1486, SERIES 2025.

History

City Council adopted the City's 2025 Annual Budget on December 5, 2024. Pursuant to the City's Home Rule Charter, City Council can amend the budget when the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget.

Summary

The purpose of this supplemental appropriation is summarized below. This budget expenditure adjustment and revenue source is described in the attachment to this report.

- **Funds to amend the General Fund and All Funds ordinances to cover increased expenses in the Culture and Recreation funds with excess revenues from the General Fund.**
 - \$38,741 transfer from General Fund to Culture and Recreation Fund.

Staff Recommendation

Approve Ordinance No. 1516 Series 2025 to amend the 2025 Annual Budget.

Question for Council

Does the City Council approve Ordinance No. 1516, Series 2025?

CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. 1516, SERIES 2025

AN ORDINANCE ADJUSTING EXPENDITURE APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO FOR THE 2025 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1485, SERIES 2025 AND ORDINANCE NO. 1486, SERIES 2025.

WHEREAS, the Home Rule Charter of the City of Woodland Park specifies that City Council may, by ordinance, make supplemental appropriations when there are available for appropriation revenues in excess of those estimated in the budget.

NOW, THEREFORE, THIS ORDINANCE:

THE CITY OF WOODLAND PARK, COLORADO, ORDAINS

That an Ordinance entitled “AN ORDINANCE ADJUSTING EXPENDITURE APPROPRIATIONS TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CITY OF WOODLAND PARK, COLORADO FOR THE 2025 BUDGET YEAR, AND AMENDING ORDINANCE NO. 1485, SERIES 2025 AND ORDINANCE NO. 1486, SERIES 2025” be and the same is hereby adopted as follows:

Section 1. The 2025 Amended Budget for the City of Woodland Park, Colorado, which is attached hereto as Exhibit A and Exhibit B and incorporated by this reference, is hereby adopted and the monies are appropriated to the various funds as the same are budgeted.

Section 2. Effective Date. This Ordinance shall be in full force and effect from and after its publication as required by law.

PASSED BY CITY COUNCIL ON SECOND AND FINAL READING,
FOLLOWING PUBLIC HEARING, THIS 18th DAY OF DECEMBER 2025.

Kellie Case, Mayor

ATTEST:

Suzanne Leclercq, City Clerk

City of Woodland Park
2025 Supplemental Appropriation

Exhibit A

General Fund	
Decrease Budgeted	\$ (38,741)
Expenses Supplemental	
Appropriation	

City of Woodland Park
2025 Supplemental Appropriation

Exhibit B

Culture and Recreation	
Increase Budgeted	\$ 38,741
Revenues Supplemental	
Appropriation	

City of Woodland Park			
2025 Amended Budget			
Supplemental Appropriations			
	2025	2025	2025
	Current	Supplemental	Amended
	Budget	Appropriation	Budget
		(incr/decr)	
Culture and Recreation Fund 220			
Revenue	\$ 1,549,981	\$ 38,741	\$1,588,722
Expenditures	(1,549,981)	(38,741)	(1,588,722)
Revenue over/(under) Expenditures	\$ -	\$ -	\$ -
<u>Fund Balance Summary:</u>			
Beginning Fund Balance - 1/1/2025	\$ 173,563		\$ 173,563
Revenue over/(under) Expenditures	-	-	-
Ending Fund Balance - 12/31/2025	\$ 173,563	\$ -	\$ 173,563
<u>Supplemental Appropriation Detail:</u>		<u>Expenditures</u>	<u>Revenue</u>
1. Culture and Recreation Transfer		\$ 38,741	\$ 38,741
Total adjustment		\$ 38,741	\$ 38,741

	CULTURE AND RECREATION FUND (220)		
		2025	2025
		Adopted	Year-End
		Budget	Projections
	Golf Course		
	Salaries and Benefits		
220-453-1100	Salaries/Wages Full-time	\$ -	\$ -
220-453-1200	Salaries/Wages Part-time	\$ -	\$ 15,000
220-453-1300	Overtime	\$ -	\$ -
220-453-1700	Insurance	\$ -	\$ -
220-453-1710	Payroll Taxes	\$ -	\$ -
220-453-1720	Retirement	\$ -	\$ -
	Total Salaries and Benefits	-	15,000
	Operating Expenditures		
220-453-2010	Comm. Engage./Promotion/Marketing	-	-
220-453-2335	Safety	-	-
220-453-3400	Recreation Programs Services	-	-
220-453-3700	Information Technology Services	-	-
220-453-4000	Purchased Property Services	-	-
220-453-4210	Trash/Disposal Services	-	-
220-453-4310	Building Repair and Maintenance	-	7,639
220-453-4320	Equipment Repair and Maintenance	-	1,065
220-453-4340	Technology Repair and Maintenance	-	-
220-453-5000	Purchased Services	-	-
220-453-5200	Property/Casualty Insurance	-	-
220-452-5300	Telephone/Communications	-	-
220-453-5350	Postage/Shipping	-	-
220-453-5400	Advertising/Marketing	-	-
220-453-5500	Printing and Binding	-	-
220-453-5700	Natural Gas	-	-
220-453-5710	Electric	-	-
220-453-5800	Training/Travel (5)	-	400
220-453-5850	Membership Dues	-	-
220-453-6100	Supplies	-	-
220-453-6140	Custodial Supplies	-	-
220-453-6200	Operating Supplies	-	600
220-453-6210	Clothing/Uniforms	-	-
220-453-6220	Promotion Materials	-	-
220-453-6230	Program Materials	-	-
220-453-6500	Merchandise For Resale	-	-
220-453-6710	Small Tools/Equipment	-	9,379
220-453-7000	Concessions	-	1,000
220-453-7100	Permits and Licenses	-	-
	Total Operating Expenditures	-	20,083
	Total Golf Course Expenditures	-	35,083

CITY OF WOODLAND PARK, COLORADO
ORDINANCE NO. 1517
(Series 2025)

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WOODLAND PARK,
COLORADO, AMENDING ORDINANCE NO. 1467 AND APPROVING A FIRST
AMENDMENT TO DEVELOPMENT AGREEMENT BETWEEN THE CITY OF
WOODLAND PARK AND THE PATHWAY TO THE ROCKIES COUNCIL, BOY
SCOUTS OF AMERICA, REGARDING THE DEVELOPMENT OF THE GLEN ASPEN
RESERVOIR PROJECT**

WHEREAS, the City of Woodland Park, Colorado (the “City”) has been duly organized and is validly existing as a home rule city under Article XX, Section 6 of the Colorado Constitution and the City Charter;

WHEREAS, pursuant to Section 7.2 of the City Charter, the City Council (the “Council”) shall act by ordinance, resolution, or motion and all legislative enactments of a permanent nature shall be in the form of ordinances;

WHEREAS, further, pursuant to Section 15.2(a), the Council, by ordinance, may purchase, sell, exchange, or dispose of any interest in real property;

WHEREAS, on January 4, 2024, pursuant to such authority, the Council adopted Ordinance 1467, approving the Development Agreement with the Pathway to the Rockies Council, Boy Scouts of America, regarding the development of the Glen Aspen Reservoir project;

WHEREAS, the City, through this Development Agreement, obtained the opportunity to acquire land to build a reservoir on land owned by the Pathway to the Rockies Council, Boy Scouts of America, that will serve as a water storage for the City;

WHEREAS, since the execution of said Development Agreement, factual complexities have arisen which have delayed or interfered with the prompt susceptibility or viability of disposal by Quiet Title Action as it relates to one or more potential interest holders;

WHEREAS, as a result of the foregoing, and to avoid termination of the Development Agreement, counsel for both parties have drafted and agreed to the attached First Amendment to Development Agreement to provide more latitude and options in disposing potential clouds on title so that the agreed-upon real estate transactions and next steps for the Reservoir project can occur;

WHEREAS, the Council believes that it is in the best interest of the City to amend the Development Agreement to allow the City to continue to work towards successful development of a new water storage site;

WHEREAS, the City Council finds it desirable and appropriate, and in the best interest of the general welfare of its citizens to amend the Development Agreement with Pathway to the

Rockies Council, Boy Scouts of America and to memorialize the First Amendment to Development Agreement, attached as **Exhibit A**, through this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOODLAND PARK, COLORADO, AS FOLLOWS:

Section 1. The City Council incorporates the foregoing recitals as conclusions, facts, determinations, and findings by the City Council.

Section 2. The First Amendment to Development Agreement between the City of Woodland Park and the Pathway to the Rockies Council, Boy Scouts of America, attached hereto as **Exhibit A**, is hereby approved by the City Council, and the Mayor is hereby authorized to sign same on behalf of the City.

PASSED BY CITY COUNCIL ON SECOND AND FINAL READING FOLLOWING PUBLIC HEARING THIS ____ DAY OF _____, 2026.

City of Woodland Park

Kellie Case, Mayor

ATTEST:

City Clerk, Suzanne Leclercq

Exhibit A

**First Amendment to Development Agreement
between City of Woodland Park and Pathway to Rockies Council, Boy Scouts of America**

FIRST AMENDMENT
to
DEVELOPMENT AGREEMENT

Between

**City of Woodland Park,
a Colorado Municipality, as City**

and

**Pathway to the Rockies Council, Boy Scouts of America,
a Colorado Nonprofit Corporation, as Owner**

Original Agreement Dated: January 4, 2023.

Amendment Dated: _____, 202__.

FIRST AMENDMENT TO DEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT TO DEVELOPMENT AGREEMENT (this “Amendment”), is entered into as of the date set forth above by and between **Pathway to the Rockies Council, Boy Scouts of America**, a Colorado Nonprofit Corporation (together with its successors and assigns, “Owner”) and **City of Woodland Park**, a Colorado Municipality (“City”).

1. Recitals.

- 1.1. City desires to construct the Glen Aspen Reservoir for the purpose of storing a portion of the City’s municipal water supply.
- 1.2. Owner’s Property is located outside of the City’s territorial boundaries.
- 1.3. City is a home rule city and is vested with the power of eminent domain to condemn property both within and without its territorial limits pursuant to Article XX of the Colorado Constitution.
- 1.4. City’s home rule charter provides the City shall have the power of eminent domain as granted to municipalities in Colorado state statutes (Woodland Park Charter, Article XV Section 15.1).
- 1.5. Various Colorado statutes vest municipal governing bodies with power of eminent domain to take property outside of the municipality’s territorial boundaries (extraterrestrial condemnation) where such property is to be taken for construction or operation of public utilities, including, C.R.S. § 31-15-707 (water works) and C.R.S. § 31-15-708 (water systems and reservoirs).
- 1.6. City’s home rule charter further reserves the right to exercise the full scope of constitutionally vested power and authority as a home rule city when acting by ordinance (Woodland Park Charter, Article XV Section 15.5), which reservation would appear to extend to powers of extraterrestrial condemnation.
- 1.7. Pursuant to the good faith negotiation requirements of C.R.S. §§ 38-1-102(1), the City approached Owner prior to instituting any formal eminent domain proceedings.
- 1.8. As a result of those negotiations, City and Owner entered into the Agreement memorializing the City’s plan to construct the Glen Aspen Reservoir and setting forth the responsibilities, timelines, and compensatory terms upon which City might obtain ownership of various portions of Owner’s Property and complete the Project.

- 1.9. Owner adopted the Agreement by resolution at a regular meeting of the executive board held on November 15, 2023. The City adopted the Agreement in Ordinance 1467 at a regular City Council Regular Meeting held on January 4, 2024. The Agreement was entered into by mutual execution on January 4, 2024.
- 1.10. The purpose of the Agreement is and has always been to accomplish by agreement what otherwise would have had to be accomplished by threatened and reasonably imminent eminent domain proceedings.
- 1.11. Because Owner believes Owner's title to the Property is subject to a potential cloud on title in the nature of a perpetual restraint on alienation arising out of the matter captioned Estate of Leonard Johnson, Jr., Teller County Probate 07PR734, the Agreement was expressly conditioned upon successful prosecution of a Quiet Title Action.
- 1.12. The prospective interests of one or more potential interest holders may not be reasonably susceptible to disposal by Quiet Title Action within the narrow definition of such action as provided in the Agreement and due to other factual complexities that have arisen since execution of the Agreement.
- 1.13. To avoid termination of the Agreement, City and Owner mutually wish to amend the Agreement to provide more latitude and options in disposing of potential clouds on title and to otherwise amend the Agreement, as follows.
2. Definitions. Capitalized terms not defined or substituted herein shall have the meaning given to them in the Agreement. The Agreement is hereby amended to add the following definitions which do not appear in the Agreement and to substitute the following definitions for those definitions appearing in the Agreement:
 - 2.1. "Agreement" shall mean the Development Agreement between City and Owner dated January 4, 2023, as amended.
 - 2.2. "Decree" shall mean a final judgment of a court of competent jurisdiction. In the context of a Quiet Title Action, "Decree" may have the foregoing meaning or may indicate the existence of other alternative assurances or circumstances which when taken together, have an equivalent effect of quieting title in Owner or otherwise giving effect to this Agreement without triggering any divestiture of Owner's interests as a result of the Restraint on Alienation.
 - 2.3. "Restraint on Alienation" means potential contingent remainders, executory interests, covenants, or conditions arising in beneficiaries of the matter captioned Estate of Leonard Johnson, Jr., Teller County Probate 07PR734.
 - 2.4. "Quiet Title Action" means (i) an action brought pursuant to Rule 105 of the Colorado Rules of Civil Procedure or the like, seeking a decree quieting marketable title to the Property in the Owner as against the Restraint on Alienation, and/or (ii) other alternative assurances reasonably acceptable to Owner and City's respective counsel, including by any combination of one or more of the following:
 - 2.4.1. obtaining consents, disclaimers, memoranda of understanding, instruments of estoppel, agreements, waivers, or other instruments which, either generally or in the specific context of this Agreement, the Restraint on Alienation is void or unenforceable, the Property is free from the Restraint on Alienation;
 - 2.4.2. means of securing or quieting marketable title to the Property in the Owner free and clear of the Restraint on Alienation; and/or
 - 2.4.3. obtaining one or more title insurance policies insuring the respective interests of the Owner and City in the Property as against the Restraint on Alienation.
3. Effect on Condemnation. The Agreement is amended to add the following new provision. In the event the City or any other governing body commences proceedings to appropriate all or any portion of the Property by eminent domain or otherwise:

- 3.1. Reservation of Rights. Owner expressly reserves all rights to participate in the proceedings, to argue compensation, to be compensated for the entirety of property or rights condemned, as such property or rights existed in Owner prior to this Agreement, without regard to its effects, and without taking into effect any diminution of value resulting from this Agreement or rights or interests altered by this Agreement.
- 3.2. No Stipulation. The exchange of rights and obligations in the Agreement constitute the negotiated settlement value of a contested right of action and are fair and reasonable to the Parties in the context of the Agreement and subject to its specific terms. The consideration exchanged does not represent a stipulation as to the value or calculation of just compensation that would be due Owner for the loss of that portion of Property to be encumbered by, deeded to, or otherwise appropriated by the City (the "Condemned Property") in any eminent domain action; the Agreement further does not represent a stipulation between the Parties as to the value of the Condemned Property or remaining Property or as providing for a liquidated amount in any other circumstance.
4. Notice. The Agreement is amended to update the following addresses for notice:
- Notices to the City shall be addressed to:
City of Woodland Park
220 W. South Avenue
Woodland Park, CO 80863
Attention: City Attorney, Nina P. Williams
- with a copy to:
Wilson Williams LLP
1314 Main Street, Suite 101
Louisville, CO 80027
Attn: Nina P. Williams
- Notices to Owner shall be addressed to:
Pathway to the Rockies Council – Boy Scouts of America
4775 Centennial Blvd.
STE 107
Colorado Springs, CO 80919
- with a copy to:
Business Law Group
90 S. Cascade Ave. Ste. 400
Colorado Springs, CO 80903
Attention: Stacey C. Rogers
5. Survival of Terms. Except as explicitly amended hereby, all other terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

OWNER

**Pathway to the Rockies Council, Boy
Scouts of America,**
a Colorado Nonprofit Corporation

By: _____

Name: Jim Machamer

Title: CEO

CITY

City of Woodland Park,
a Colorado Municipality

By: _____
Name: Kellie Case
Title: Mayor

DEVELOPMENT AGREEMENT

Between

City of Woodland Park,
a Colorado Municipality, as City

and

Pathway to the Rockies Council, Boy Scouts of America,
a Colorado Nonprofit Corporation, as Owner

Dated: 1-4, 2024 SC

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (this “Agreement”), is entered into as of the date set forth above by and between **Pathway to the Rockies Council, Boy Scouts of America**, a Colorado Nonprofit Corporation (together with its successors and assigns, “Owner”) and **City of Woodland Park**, a Colorado Municipality (“City”).

Article 1. Recitals and Definitions

- 1.1. Recitals. Owner owns land comprising approximately 200 acres in Teller and El Paso Counties, located at 11050 Loy Creek Rd, Woodland Park, CO 80863, as more particularly described in Exhibit A attached hereto and incorporated herein by this reference (the “Property”), and City desires to acquire a portion of such Property (or sufficient rights therein) to develop a reservoir, a Water Treatment Facility constructed for the benefit of the portion of the Property retained by Owners, and other Improvements servicing the same (the “Project”) and be known as “Glen Aspen Reservoir.” Subject to and in accordance with the terms hereof, Owner and City wish to establish a mutually beneficial relationship between the Parties by defining the responsibilities, timelines, and financial terms of the transaction.
- 1.2. Definitions. The terms defined in this Section 1.2 shall, for the purposes of this Agreement, have the meanings herein specified unless the context expressly or by necessary implication otherwise requires:
 - 1.2.1. “Commencement of Construction” means the date that is the earlier of: i) the date Property undergoes any physical change or alteration in furtherance of the Project or Improvement; or ii) the date the legal or equitable rights in any portion of the Property are conveyed to City by recorded instrument.
 - 1.2.2. “Completion” or “Completed” means the full and final completion of the Improvements and the balance of the Project, in a good and workmanlike manner, lien free (which may include liens removed by the posting of bond acceptable to remove such lien from title) and material defect free, substantially in accordance with the Plans and Specifications, and in accordance with the terms of this Agreement. “Completion” shall further not be deemed to have occurred until Owner has determined that there have been no significant or material unapproved field changes during construction of the Project (other than Minor Field Changes and those changes otherwise approved by Owner pursuant to the terms of this Agreement). Completion of the Reservoir shall be measured as to its capacity to begin receiving and retaining water and not to the date it is filled to capacity. Completion of the Water Treatment Facility shall mean a functioning facility providing water.
 - 1.2.3. “Completion Date” for the Water Treatment Facility means twelve (12) months after the Completion of other Improvements. For all other Improvements, Completion Date means the earlier of: (i) twenty-four (24) months following Commencement of Construction, with such date extended one day for each day of delays caused by any Event of Force Majeure, or (ii) December 31, 2027.
 - 1.2.4. “Event of Force Majeure” means any of the following: strike, lockout, fire or other casualty, material or labor shortage, governmental regulation or control not in effect on the date of this Agreement, inclement weather, or acts of God; provided that City shall deliver to Owner written notice of the

occurrence of each such event within five (5) days after the date that City first becomes aware of the occurrence thereof. For the avoidance of doubt, "Event of Force Majeure" shall **not** include (a) inability to obtain financing or other lack of funds, (b) delays in obtaining any governmental approval unless such delay is the result of a general moratorium on issuing government approvals, (c) delays due to adverse soil conditions, if such delays due to adverse soil conditions continue for longer than thirty (30) days in aggregate, or (d) any government regulation or control enacted by or within the control of a party asserting such event as a force majeure.

- 1.2.5. "Improvements" means, collectively, the improvements to be constructed on the Property as shown in the final Plans and Specifications.
- 1.2.6. "Minor Field Changes" shall have the meaning set forth in Section 3.4.
- 1.2.7. "Plans and Specifications" refers to the Preliminary Plans and Specifications and Final Plans and Specifications, as identified in Section 3.1. In the event of any inconsistency, the Final Plans and Specifications shall control. Final Plans and Specifications shall include proof of satisfaction of all Requirements, a final site plan, engineering and architectural drawings, proposed deeds and easements with any plat of survey or easement survey exhibits, proof of City's noncontingent funding sufficient to reach Completion, and a detail schedule for Completion.
- 1.2.8. "Project" has the meaning set forth in Section 1.1 including Key Elements as set forth in Section 2.7.
- 1.2.9. "Property" has the meaning set forth in Section 1.1.
- 1.2.10. "Punchlist Items" means, collectively, unfinished items of on-site construction and correction of any such work that are necessary for the Owner to use or access the Project or Improvements or otherwise fulfill City's obligations in this Agreement but are not necessary for Completion of the Project in accordance with the terms of this Agreement, that will be completed by City within 60 days following Completion.
- 1.2.11. "Quiet Title Action" means an action brought pursuant to Rule 105 of the Colorado Rules of Civil Procedure or the like, seeking a decree quieting marketable title to the Property in the Owner as against potential contingent remainders, executory interests, covenants, or conditions arising in beneficiaries of the matter captioned Estate of Leonard Johnson, Jr., Teller County Probate 07PR734.
- 1.2.12. "Requirements" means, collectively, all laws, ordinances, rules, regulations, codes, requirements of governmental authorities, permits, licenses, approvals, the terms of all restrictions, easements and other arrangements of record affecting all or any portion of the Property, and all contractual obligations of City and Owner.

Article 2. Plan of Development

2.

- 2.1. Quiet Title Action. Within 30 days of the execution of this Agreement, Owner shall file the Quiet Title Action and shall subsequently pursue timely prosecution of such action in good faith. Should Owner be unsuccessful in obtaining a decree reasonably acceptable to Owner and City's respective counsel, this Agreement shall terminate. City shall pay Owner's costs, including reasonable attorney fees (but not sanctions) of prosecuting the Quiet Title Action, which obligation shall survive termination of this Agreement. Costs of this action are anticipated not to exceed \$10,000. However, in the event that they do, Owner shall consult with the City's attorney upon reaching the estimate and every \$5,000 thereafter for the purpose of facilitating City's decision to continue with this Agreement or to Terminate this Agreement in accordance with Section 5.2. The City shall also obtain a litigation guarantee policy from a title company of City's choosing at City's cost which shall name City and Owner as named insured and which shall cover the entirety of the Property.
- 2.2. Condition of Property. The Owners shall maintain the Property in its current condition, subject to ordinary wear and tear and changes specifically authorized by this Agreement.
- 2.3. Plans and Specifications; Owner and Municipal Approval. City shall, upon execution of this Agreement, and in consultation with the Owner, act in reasonable diligence to develop and approve Final Plans and Specifications for the Project and Improvements and governmental approvals and Requirements. Upon City's adoption, City shall present them to Owner for Owner's acceptance and adoption as Final Plans and Specifications for the Project.
- 2.4. Title Transfer. Upon adoption of Final Plans and Specifications, the Parties shall execute and record title documents including easements, deeds or dedication of the tracts identified to contain the Reservoir, Water Treatment Facility, and Access Road, in a form mutually acceptable to Parties' respective counsel.

- 2.5. Construction Phase. City shall not commence construction until the Final Plans and Specifications have been approved by Owner and the City. Once construction has commenced, City shall consistently and diligently prosecute construction of the Projects in conformity with the Final Plans and Specifications.
- 2.6. Post Construction. When construction is Completed, City shall survey the Project and all Improvements, and Parties shall execute any corrective title instruments to alleviate any Minor Field Changes as-built variations or encroachments or other mutually agreed upon deviations. Substantial deviations or encroachments shall be removed and rebuilt in conformity with the Final Plans and Specifications.
- 2.7. Key Elements of Project. The Project and its development shall include the following Key Elements:
- 2.7.1. Continuous Camp Operation. All development activities shall be conducted in a manner that does not interfere with the continuous operation of Owner's camp and Scouting activities.
- 2.7.2. Reservoir. The City shall design, construct, and maintain a water storage reservoir approximately 11 surface acres in size, capable of holding approximately 300-350 acre-feet when full, to be used to detain water primarily sourced from the Homestead Pipeline or other external water source (i.e. not surface or ground water) for the benefit of City's municipal water supply (the "Reservoir"). The Reservoir shall be filled and shall be used only for potable water purposes and not for general public recreation. No public access to the Reservoir or surrounding areas shall be allowed. The Reservoir and access points shall be surrounded by appropriate gates, fencing, and signage to prevent public access. The real estate encompassing the Reservoir shall be conveyed or dedicated to City, subject to the terms of this Agreement.
- 2.7.3. Water Treatment Facility and Hydrants. The City shall design and construct for Owner's benefit a dedicated water treatment facility and several fire hydrants ("Water Treatment Facility"), servicing the portion of the Property retained by Owner, including Owner's planned or future improvements, ensuring that it meets all applicable regulatory requirements and standards applicable at the time of build. The City shall own and maintain the water treatment facility and hydrant improvements at all times.
- 2.7.3.1. Location.
- 2.7.3.1.1. The treatment facility shall be located Southeast of the existing Glen Aspen Ranch Boy Scout Camp, and shall be adjacent to or located within the "50' UTILITY EASEMENT" shown on the Preliminary Plans and Specifications.
- 2.7.3.1.2. The hydrants shall be placed at an agreed upon location reasonably proximate to the existing buildings and planned or future improvements in such location as may be required to fulfill their intended purpose.
- 2.7.3.2. Access.
- 2.7.3.2.1. Owner shall grant the City a permanent improvement easement for the facility and hydrants which shall provide for necessary ingress and egress rights for access and maintenance to the facility and hydrants.
- 2.7.3.2.2. Access shall be from and over the existing southern access drive off Loy Creek Road. If, prior to Owner's approval of Final Plans and Specifications, the City determines the quality, condition, or footprint of the existing southern access drive is insufficient or undesirable, the City may propose improvements to the existing drive or solutions involving alternative or temporary access, to be presented to Owner for inclusion in the Final Plans and Specifications, subject to the following: (i) improvements shall, to the extent practicable, maintain the footprint of the existing drive; (ii) all alternative or new access shall be from Loy Creek Road and shall be adjacent to the existing southern access drive or elsewhere within the "50' UTILITY EASEMENT" shown on the Preliminary Plans and Specifications; (iii) the treatment facility shall be accessed without entering the camp, i.e. without traveling north of the southernmost building in existence at the time of this Agreement; (iv) the City shall be responsible for all such construction and improvements; and (v) no part of this paragraph shall be construed to disturb Owner's sole discretion in determining whether to approve the Final Plans and Specifications.
- 2.7.3.3. Service and Capacity.
- 2.7.3.3.1. The hydrants shall provide, at City's cost, an unmetered allocation of nonpotable and untreated water.

- 2.7.3.3.2. The treatment facility shall provide, at City's cost, an annual water allocation of 40,000 gallons of potable water.
- 2.7.3.3.3. The City shall ensure the treatment facility is operational and producing potable water not less than eight (8) consecutive months from March 1 through October 31, at City's cost. The City will provide the Scouts with an annual water allocation of 40,000 gallons of potable water from the water treatment facility for their use. Potable water use in excess of the annual allocation shall be permitted but shall be billed to the Scouts at the then-prevailing rate for water. Except for potable water use in excess of the annual allocation, the City will not seek to be reimbursed for costs associated with the Water Treatment Facility, hydrants, or provision of water.
- 2.7.3.3.4. Parties shall execute such other and further documents with the utility as necessary to effect these terms.
- 2.7.4. Access Road and Parking Lot. The City shall construct a new, permanent access road which shall extend from the dam site in a generally northeasterly direction, terminating at Loy Creek Road, in approximately the location shown on the Preliminary Plans and Specifications as "30' ACCESS EASEMENT." At the termination point of the Access Road, the City shall construct a gravel parking lot/staging area which shall be of sufficient size to allow for staging of construction vehicles, a temporary on-site construction trailer, and turnaround for school buses. The Access Road and Parking Lot shall be of a grade and quality suitable for large construction vehicles, school buses, and passenger vehicles. The real estate encompassing the Access Road and Parking Lot shall be conveyed or dedicated to City, subject to a permanent easement appurtenant to the Owner's Property which shall allow ingress/egress over the Access Road and use of the Parking Lot for staging, loading and unloading of passengers and cargo, vehicle turnarounds, parking, seasonal vehicle storage, and other ancillary activities. Repair and maintenance of the Access Road and Parking Lot shall be the sole responsibility of the City.
- 2.7.5. Deed Restriction. The deeds or other dedications of the Reservoir, Access Road, Parking Lot, or any other any portion of the Property to City shall be subject to a condition subsequent that the grantee never convert the property to public use or access. Upon failure of the condition subsequent, the property shall revert to Owner.
- 2.7.6. Private Recreational Easement. The City shall grant an easement in gross, personal to Owner for the benefit of Owner and Owner's invitees, granting rights to access and use the Reservoir for recreational fishing, boating/watercraft, and swimming, subject to the following: (i) watercraft and ancillary equipment having ever been used or placed in any other body of water shall under no circumstances be introduced to the Reservoir; (ii) only non-motorized watercraft (except electric powered trolling motors under 6 horsepower and producing no wake) shall be allowed; (iii) all recreational activity and access shall be limited to Scouting purposes and education. Additional recreational activities may be permitted with prior permission of the City. The easement shall be non-assignable except to other affiliates of the Boy Scouts of America organization. In the event of a lapse in commercial liability coverage provided by the national Boy Scouts organization, the Owner further agrees to either (i) procure a commercial liability policy or premises liability policy with a licensed company doing business in the State of Colorado to provide a minimum amount of \$1,000,000.00 per occurrence for bodily injury and property damage combined, naming the Owner and the City being listed as the Additional Insured on a primary and noncontributory basis; or (ii) cease use of the recreational easement for any time in which coverage is not in place. Owner shall provide a copy of the current Certificate of Insurance to the City upon the execution of this agreement. The Easement shall provide that the City shall have no responsibility for the safety and or security of any person participating in the use of the private recreational easement by the Owner and Owner's invitees. Owner expressly agrees to indemnify and hold harmless the City, its officers, employees, and agents, from all cost, loss and expense, including attorney's fees, arising out of any liability or claim of liability for injury or damage to Owner or Owner's invitees resulting directly or indirectly from their participation in Owner and Owner's invitee's use of the recreational easement, regardless of whether such use was authorized or not, and regardless of whether the liability or claim of liability arises out of the act or omission of the Owner or Owner's invitees, except that such indemnification shall not extend to any liability or claim of liability arising out of any act or omission of the City and shall not extend beyond the proceeds of any applicable insurance policy then in force.

- 2.7.7. Temporary and Ancillary Easements and Licenses. Each party shall grant the other such temporary or ancillary easements or licenses necessary to effect the purposes of this Agreement, including: ingress/egress over access roads, fence easements; a temporary off-site license for material procurement (i.e., harvesting of fill dirt) over the location shown on the Preliminary Plans and Specifications as “MAXIMUM BORROW AREA”, which temporary off-site license shall require the City to recompact the soil at a generally level grade, to reintroduce native surface vegetation, shrubs, and trees, and to conduct erosion control measures upon conclusion of its harvest.
- 2.7.8. Improvements and Utilities. To the maximum extent possible: utility improvements shall be placed underground and within existing utility easement areas or combined with other planned easement areas. No Improvements shall disturb the location or use of the existing camp.

Article 3. City's Obligations

3.

- 3.1. Certain Development Obligations. Owner hereby retains City as, and City hereby agrees to act as, the developer for the Project and to develop, organize, supervise, monitor and manage the Project, subject to and in accordance with the terms of this Agreement. Owner has approved the preliminary plans and specifications for the Project, which preliminary plans are attached as Exhibit B to this Agreement (the “Preliminary Plans and Specifications”), which shall be finalized by City and subject to Owner's review and consent, in Owner's sole discretion (upon approval, such plans shall become the “Final Plans and Specifications”). City shall develop and cause Completion of the Project to occur in accordance with the terms of this Agreement and at a cost (which shall be paid solely at City's cost).
- 3.2. Liens. If any direct or indirect contractor, subcontractor, supplier or any other party affiliated with or otherwise party to any contract with the City establishes a lien against the Project and/or the Property or the work done or materials supplied in connection with the Improvements, City shall, within ten (10) business days following the earlier of City's receipt of notice from the Owner regarding such lien and such time as City becomes aware of the lien, cause the lien to be discharged of record (either by obtaining and recording a lien discharge bond from a surety and in a form reasonably acceptable to Owner, or otherwise causing such lien to be discharged of record) at no cost to Owner. City agrees to indemnify, defend, and hold Owner harmless from and against any and all costs, expenses, liabilities, claims and obligations incurred in connection with any such lien for which City is responsible hereunder and to have such lien discharged of record. City's obligations under this Section, including the obligation to indemnify, defend and hold Owner harmless, shall survive the expiration or termination of this Agreement.
- 3.3. City's Services. Without limiting any other term of this Agreement, City shall, and shall have the right to:
- 3.3.1. Keep Owner and Construction Consultant advised generally as to developments affecting the Property and the Project and respond, coordinate and cooperate with all reasonable requests by Owner inquiring as to the status of the progress of the Project for the purpose of enabling Owner to monitor City's progress;
- 3.3.2. Obtain and maintain (or cause to be obtained and maintained) in full force and effect all necessary authorizations, agreements, permits, licenses (including, without limitation, surety bonds), Requirements, and similar documents with the appropriate governmental authorities and utility companies pertaining to the Project and necessary for Completion of the Project by the Completion Date and full use and occupancy of the Project;
- 3.3.3. Supervise the performance of all contracts with and coordinate the activities of all designated Project consultants;
- 3.3.4. Perform such other related business and development functions pertaining to the development of the Project as agreed between Owner and the City;
- 3.3.5. Supervise the design and construction of the Project, including all buildings constructed as a part of the Project and all off-site improvements and on-site common area improvements, such as site preparation and grading, above-ground and underground utility systems, temporary or permanent parking lots, surface improvements, lighting, roads, and landscaping, in each case strictly in accordance with the Plans and Specifications;
- 3.3.6. Within thirty (30) days following Completion, City shall deliver to Owner a complete set of as-built drawings or a complete set of annotated Plans and Specifications prepared by the Architect, General Contractor or any subcontractor, as applicable, and showing all of the Project and Improvements as

actually constructed. Such as-built drawings shall be in form reasonably satisfactory to Owner, and City shall cause any corrections requested by Owner or Construction Consultant to be made in such as-built drawings;

3.3.7. Perform the following services:

- 3.3.7.1. Complete all Punchlist Items within 60 days following Completion to the reasonable satisfaction of Owner and otherwise in accordance with the terms of this Agreement;
- 3.3.7.2. Deliver to Owner upon Completion an as-built survey of the Project prepared by a registered land surveyor in the state where the Property is located and in form and substance reasonably satisfactory to Owner, showing no encroachments on the portion of the Property retained by Owner;
- 3.3.7.3. Perform such other services as are usual and customary in the development, construction and operation of the Project; and
- 3.3.7.4. At all times during construction of the Project, City, and City's contractors and subcontractors, when insurable risk exists, shall procure or cause to be procured for the benefit of Owner and shall name Owner as an additional insured thereon:
 - 3.3.7.4.1. "special perils" or equivalent policy form of builder's risk insurance in the amount of not less than \$10,000,000.00 per occurrence and \$10,000,000 general aggregate and must provide (A) a permission to occupy endorsement (B) include coverage for the perils of collapse, flood and/or surface water, and earthquake/volcanic action, where applicable;
 - 3.3.7.4.2. a policy of commercial general liability insurance (occurrence form) having a limit of not less than \$1,000,000 per single occurrence, \$2,000,000 aggregate, including a "Per Project Aggregate" endorsement. Owner and its designees shall be named as additional insured on City's, General Contractor's and all subcontractor's policies. The additional insured coverage shall be provided on either (A) CG2010 covering ongoing operations and CG2037 covering additional insured completed operations; or (B) an equivalent form which includes both Ongoing and Completed Operations, if acceptable to Owner;
 - 3.3.7.4.3. commercial automobile liability including coverage for owned, hired and non-owned vehicles with a limit not less than \$1,000,000 combined single limit;
 - 3.3.7.4.4. worker's compensation insurance having limits not less than those required by state statute and federal statute, if applicable, and employers liability insurance in an amount not less than \$500,000, each accident; \$500,000 disease policy limit; \$500,000 each employee, covering all persons employed in the conduct of its operations at the Project (including the all states endorsement and, if applicable, the volunteers endorsement); and
 - 3.3.7.4.5. an umbrella policy of commercial general liability insurance having a limit of not less than \$10,000,000.00 per occurrence and \$10,000,000 general aggregate.
 - 3.3.7.4.6. Such insurance policies shall be issued by insurance companies with a rating of not less than A- Class VIII in the latest edition of Best's Insurance Guide. City shall deliver to Owner certified copies of such insurance policies, together with certificates evidencing the coverage of Owner under the liability policy, promptly upon issuance or renewal thereof. City shall not take or fail to take any action that would cause the cancellation of, diminish coverage under or result in an increased premium for any of the insurance described in this Section.

- 3.4. Amendments to Plans and Specifications. City shall not amend the Final Plans and Specifications or utilize a change order except upon the terms and conditions set forth in this Section. Except for Minor Field Changes (as defined below), if City desires to amend or modify the Final Plans and Specifications, City shall provide thirty (30) business days' prior written notice to Owner (each, a "Change Notice"). The Change Notice shall specify the proposed change to the Final Plans and Specifications, the amount of any increases or decreases in the burdens or obligations to Owner or the Property connection with such proposed change and other relevant information to permit Owner to evaluate the proposed amendment, modification or change order and the actual or potential effect upon the Project and Improvements. Owner, in its sole discretion, may approve of any proposed amendment, modification or change order set forth in the Change Notice, by providing City with written notice of such approval within thirty (30) business days after Owner's receipt of such Change Notice (the "Approval Notice"). Unless Owner, in its sole discretion, sends City notice within such period, that Owner will not send the Approval Notice, the proposed amendment or modification shall be deemed to have been approved by Owner. Notwithstanding anything

herein to the contrary, City may make Minor Field Changes in the Plans and Specifications without the consent of Owner. As used herein, the term “Minor Field Changes” means any changes to the Plans and Specifications which satisfy all of the following conditions and requirements:

- 3.4.1. the change shall not alter the benefits or burdens of the Owner or the Property retained by Owner;
- 3.4.2. the change shall not involve any substitution or elimination of materials; or if it does involve material substitution, the substituted materials are of equal or superior quality, durability and appearance to the materials which are being replaced, and the substitution shall not materially change the appearance or use of the Improvements;
- 3.4.3. the change shall not diminish the value or utility of the Project or the mechanical, structural or architectural integrity thereof;
- 3.4.4. the value of the work represented by such proposed change when combined with all previous Minor Field Changes, shall not have a cumulative value in excess of \$400,000; and
- 3.4.5. City shall give notice to Owner of the change within five (5) business days after the change is effected. Nothing in this subsection shall be deemed in any way to excuse, delay or otherwise affect City’s obligations to deliver to Owner as-built drawings as described in Section 3.3.6

Notwithstanding anything to the contrary contained in this Section 3.4, in no event may City amend the Plans and Specifications or utilize change orders in any manner which would modify, change or otherwise alter the foundations or location of the Project or Improvements.

Article 4. Covenants, Representations and Warranties of City.

4.

4.1. City hereby covenants, represents and warrants to Owner as follows:

- 4.1.1. City is a Municipality duly formed and in good standing under the laws of the State of Colorado and duly qualified to do business within the State of Colorado. City has full power and authority to enter into and perform this Agreement and all documents, instruments and agreements entered into by City pursuant to this Agreement and to carry out the transactions contemplated hereby. This Agreement and all documents, instruments and agreements entered into by City pursuant to this Agreement constitute the valid, legal and binding obligations of City enforceable in accordance with their respective terms upon proper execution and delivery thereof by City, subject as to enforcement, to bankruptcy, insolvency, reorganization and other laws of general applicability relating to or affecting creditors’ rights and to general equity principles. This Agreement has been executed and such other documents, instruments and agreements have been or will be executed by duly authorized representatives of City.
- 4.1.2. Neither the execution and the delivery of this Agreement nor the consummation of the transactions contemplated by this Agreement is subject to any requirement that City or, to City’s knowledge, General Contractor obtain any consent, approval or authorization of, or make any declaration or filing with, any governmental authority or third party which has not been obtained (other than building permits, and operating permits or agreements with Teller or El Paso County which City will obtain prior to commencing construction) or which, in any case or in the aggregate, if not obtained or made would have an adverse effect, financial or otherwise, on the Project or render such execution, delivery or consummation illegal or invalid.
- 4.1.3. To City’s knowledge, the factual matters set forth in the Recitals are true, complete and accurate in all respects.
- 4.1.4. As of the date hereof, there are no actions, suits, proceedings or investigations, at law or in equity, or before any governmental agency or other person, (i) pending against City, its partners or the City Principals or (ii) to City’s knowledge, threatened against City, its partners or the City Principals, which, in any case or in the aggregate, will have a materially adverse effect on their respective abilities to meet their obligations in connection with this transaction or have a material adverse effect on the value, use, operation or occupancy of the Project. City shall deliver or shall cause to be delivered to Owner promptly following receipt thereof any notice of any action, suit, proceeding or investigation, at law or in equity, against City or its partners which reasonably could have a material adverse effect on their respective abilities to meet their obligations in connection with this transaction or have a material adverse effect on the value, use, operation or occupancy of the Project.

- 4.1.5. City believes that the City of Woodland Park, County of Teller, and County of El Paso, Colorado, Colorado, as applicable, the United States Environmental Protection Agency, and all other applicable governmental authorities or utilities shall have approved the Plans and Specifications for issuance of a land disturbance permit, building permits for construction, discharge permits, and any other permit, service or utility agreements necessary for the construction and operation of the Improvements and Project (the "Building Permits")
- 4.1.6. The Property is taxed as one or more separate parcel(s) (*i.e.*, not as part of a larger tax parcel that includes the Property) for real estate tax purposes.
- 4.1.7. To City's knowledge, the Property is not in violation of any law applicable to the Property. City has neither received nor been threatened with a notice of violation of any law applicable to the Property.
- 4.1.8. There are no special assessments pending or, to City's knowledge, threatened against or with respect to the Property on account of or in connection with such public streets, roads or any other public improvements including, but not limited to, storm and sanitary sewer, water or other utility lines, curbs, gutters, drainage facilities, sidewalks, lighting and the like. City covenants not to levy any special assessments against the Property for the Project.
- 4.1.9. The Property is benefited by (or will be benefited by prior to Completion) easements of unlimited duration as are necessary for the Project. No additional easements are required for the provision of utilities, access, egress and drainage to or for the benefit of the Property or the Project in connection with the use and operation of the Project and Improvements as depicted on the Plans and Specifications.
- 4.1.10. Upon their issuance, the liability insurance policies required under this Agreement shall name Owner as additional insured. Promptly following issuance thereof, City shall deliver to Owner true, correct and complete copies of all of such insurance policies.
- 4.1.11. No broker, finder, agent or other intermediary has been employed by or on behalf of City in connection with the negotiation or consummation of this Agreement or any of the transactions contemplated hereby, and no such party has any right or claim to any commission, finder's fee or similar amount payable as a result of any act of, or engagement of, such party by City. City hereby indemnifies Owner against all liabilities and expenses (including, without limitation, attorneys' fees and costs), in connection with any claims for commission, fee, compensation, or otherwise, for the bringing about of this transaction, or the consummation hereof, which may be made against Owner, as a result of any acts of City. City's obligation to indemnify Owner in this Section 5(v) shall survive the expiration or termination of this Agreement.
- 4.1.12. City has not received any notice of condemnation or of eminent domain proceedings or negotiations for the purchase of any of the Property or the Project in lieu of condemnation, and no condemnation or eminent domain proceedings or negotiations have been commenced or, to the best of their knowledge, threatened in connection with the Property. City covenants not to initiate or threaten eminent domain proceedings on its own behalf with regard to any part of the Property or Project which would result in its obtaining rights or Owner's suffering burdens in excess of those set forth in this Agreement.
- 4.1.13. All utility services, including, but not limited to, water, electric power, gas, cable television and telephone service are, or will be prior to Completion, available to the Property in form and with capacity sufficient for the useful enjoyment and operation of the Project and Improvements and no unpaid assessments, impact fees, development fees, tap-on fees or recapture costs are payable in connection therewith.
- 4.1.14. City shall not at any time use, store or keep at the Property any Hazardous Materials, except those customarily and prudently used in construction or operation of projects similar to the Project and in compliance with all Environmental Laws.
- 4.1.15. City represents and warrants that (i) City is classified as a tax exempt Municipality for Federal income tax purposes and (ii) City's U.S. employer identification number is 84-6002740. City covenants that it will not take any action (or fail to take any action, as the case may be) that would cause the representation in this clause 4.1.15 to fail to be true throughout the term of this Agreement.

Article 5. Term and Enforcement

- 5.
- 5.1. Term. Unless earlier terminated by the express provisions hereof, this Agreement shall continue in full force and effect from the date hereof until Completion of the Project, together with any post Completion obligations.
 - 5.2. Early Termination. At any time prior to approval of the Final Plans and Specifications, or otherwise prior to the commencement of construction, whichever shall occur later, either Party shall have the right, in its sole discretion, to terminate this Agreement by written notice, whereupon this Agreement shall immediately terminate. Further, in the event of any such termination, each Party shall be relieved of any further obligation hereunder, except to the extent of any indemnity or reimbursement obligation set forth in this Agreement, all of which shall survive the expiration or termination of this Agreement.
 - 5.3. Enforcement. This Agreement shall be enforceable by writ of mandamus or otherwise by court order for specific performance.

Article 6. Notices

- 6.
- 6.1. Any and all notices and other communications required or permitted under this Agreement shall be deemed adequately given only if in writing delivered either in hand, by mail or by expedited commercial carrier which provides evidence of delivery or refusal, addressed to the recipient, postage prepaid and registered with return receipt requested, if by mail, or with all freight charges prepaid, if by commercial carrier. All notices and other communications shall be deemed to have been given for all purposes of this Agreement upon the date of receipt or refusal. All such notices and other communications shall be addressed to the parties at their respective addresses set forth below or at such other addresses as any of them may designate by notice to the other parties.

Notices to the City shall be addressed to:

City of Woodland Park
220 W. South Avenue
Woodland Park, CO 80863
Attention: City Attorney, Nina P. Williams

with a copy to:

Wilson Williams LLP
317 W South Boulder Road , Unit 6 ,
Louisville , CO 80027
Attn: Nina P. Williams

Notices to Owner shall be addressed to:

Pathway to the Rockies Council – Boy Scouts of America
4775 Centennial Blvd.
STE 107
Colorado Springs, CO 80919

with a copy to:

Business Law Group
90 S. Cascade Ave. Ste. 400
Colorado Springs, CO 80903
Attention: Stacey C. Blink

Article 7. Miscellaneous

7.

- 7.1. Successor and Assigns. The agreements contained herein shall be binding upon and inure to the benefit of the permitted successors and assigns of the respective parties hereto. The City shall not mortgage, pledge, sell, assign, hypothecate, or otherwise encumber, transfer or permit to be transferred in any manner or by any means whatsoever whether voluntarily or by operation of law, all or any part of its interest in this Agreement.
- 7.2. Applicable Law. This Agreement shall be construed and enforced in accordance with the laws of the state in which the Property is located.
- 7.3. Severability. If for any reason any provision of this Agreement is determined to be invalid, or unenforceable in any circumstance, such invalidity or unenforceability shall not impair the effectiveness of the other provisions in this Agreement or, to the extent permissible, the effectiveness of such provision in other circumstances.
- 7.4. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original of this Agreement binding on the parties hereto.
- 7.5. Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto with respect to the transactions contemplated herein and supersedes all prior understandings or agreements between the parties.
- 7.6. Titles. Titles of provisions of this Agreement are for descriptive purposes only and shall not control or alter the meanings of this Agreement as set forth in the text.
- 7.7. Further Assurances. The parties agree to execute and deliver such further instruments and do such further acts and things as may be required to carry out the intent and purposes of this Agreement.
- 7.8. Consent to Jurisdiction. The City consents to the personal jurisdiction of the federal and state courts of the state in which the Property is located and agrees that service of process may be made upon the City by certified mail, return-receipt requested, or in any other manner permitted by law. The City agrees not to assert in any action brought in any such court that such action is brought in an inconvenient forum, or otherwise make any objection to venue or jurisdiction.
- 7.9. Waiver of Jury Trial. Each of the parties hereto waives trial by jury in any litigation, suit or proceeding between them in any court with respect to, in connection with or arising out of this Agreement, or the validity, interpretation or enforcement thereof.
- 7.10. Amendments. No amendment or modification of this Agreement shall be effective unless reflected in a document executed and delivered by all parties hereto.
- 7.11. Remedies Cumulative. All rights, privileges and remedies afforded the parties by this Agreement shall be cumulative and not exclusive, and the exercise of any one of such remedies shall not be deemed to be a waiver of any other right, remedy or privilege provided for herein or available at law or equity.
- 7.12. Gender. The use herein of (i) the singular number shall be deemed to mean the plural, (ii) the masculine gender shall be deemed to mean the feminine or neuter and (iii) the neuter gender shall be deemed to mean the masculine or feminine whenever the sense of this Agreement so requires.
- 7.13. Exculpation. Owner's liability pursuant to this Agreement is limited to Owner's interest in the Property and Owner and Owner's representatives are exculpated from any personal liability hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

OWNER

**Pathway to the Rockies Council, Boy
Scouts of America,**
a Colorado Nonprofit Corporation

By: 

Name: Jim Machamer
Title: CEO

CITY

City of Woodland Park,
a Colorado Municipality

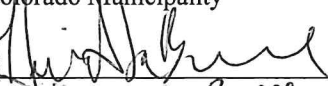
By: 
Name: Hilary LaBarre
Title: Mayor

EXHIBIT A

LEGAL DESCRIPTION

Attach Legal Description of Property

The Southwest quarter of the Southwest quarter (SW1/4 SW1/4) of Section Eight (8) and the West half of the Northwest quarter (W1/2 NW1/4) of Section Seventeen (17) in the Township Twelve (12) South, Range Sixty-Eight (68) West of the Sixth Principal Meridian, El Paso County, Colorado

Subject to covenants, easements, and restrictions of record.

AND

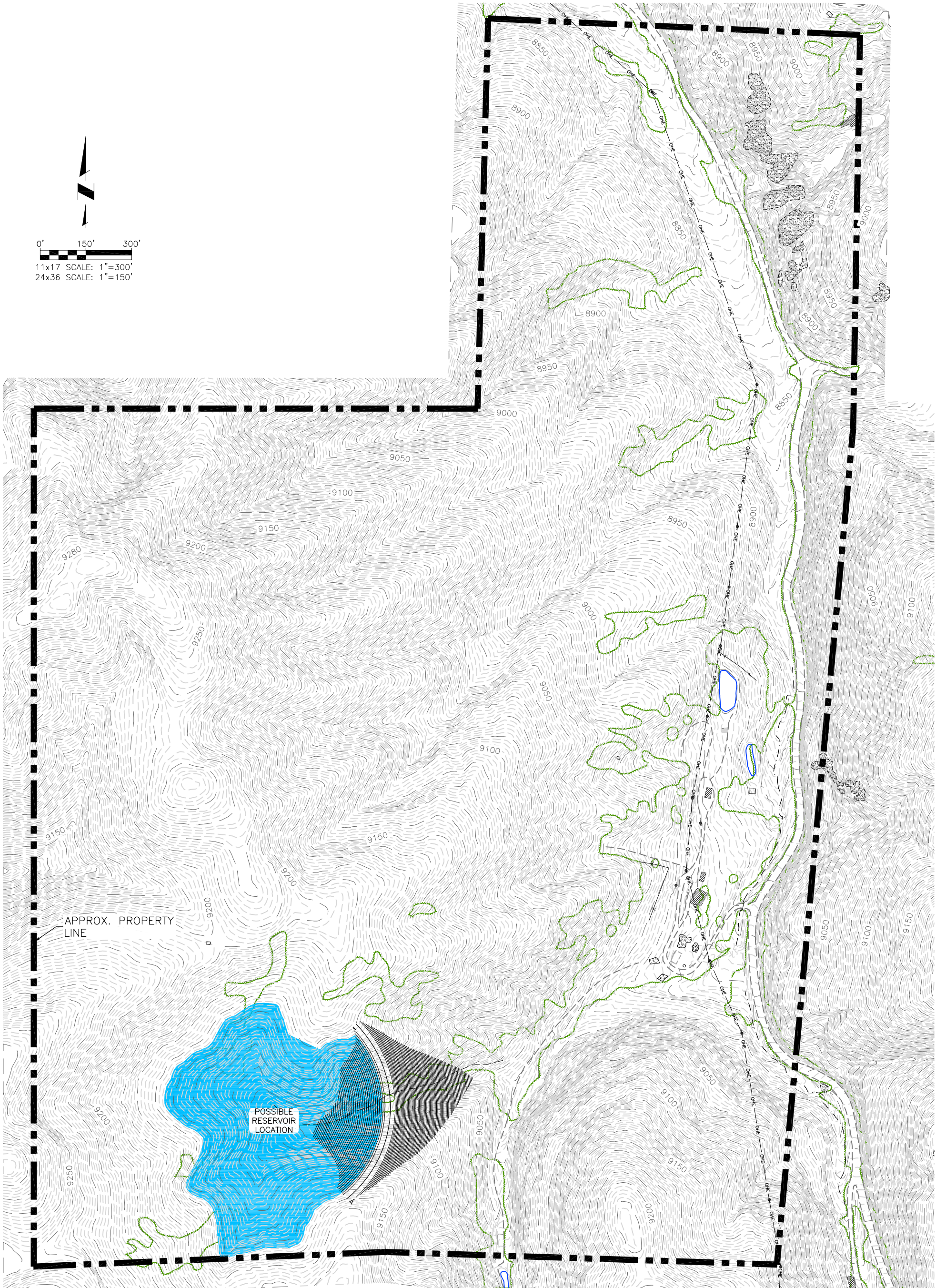
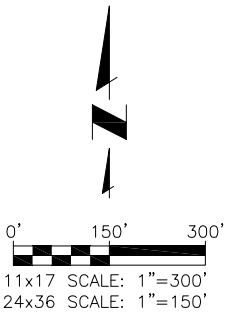
The East half of the Northeast quarter (E1/2 NE ¼) of Section Eighteen (18) in Township Twelve (12) South, Range Sixty-Eight (68) West of the Sixth Principal Meridian, Teller County, Colorado

Subject to covenants, easements, and restrictions of record.

EXHIBIT B

PLANS AND SPECIFICATIONS

Attach Preliminary Project Drawings and Site Plan



Project No.: 109.06
Scale: AS NOTED
Date: 10/15/09
Design: SFS
Drawn: RMM
Check: JPM
Revised:

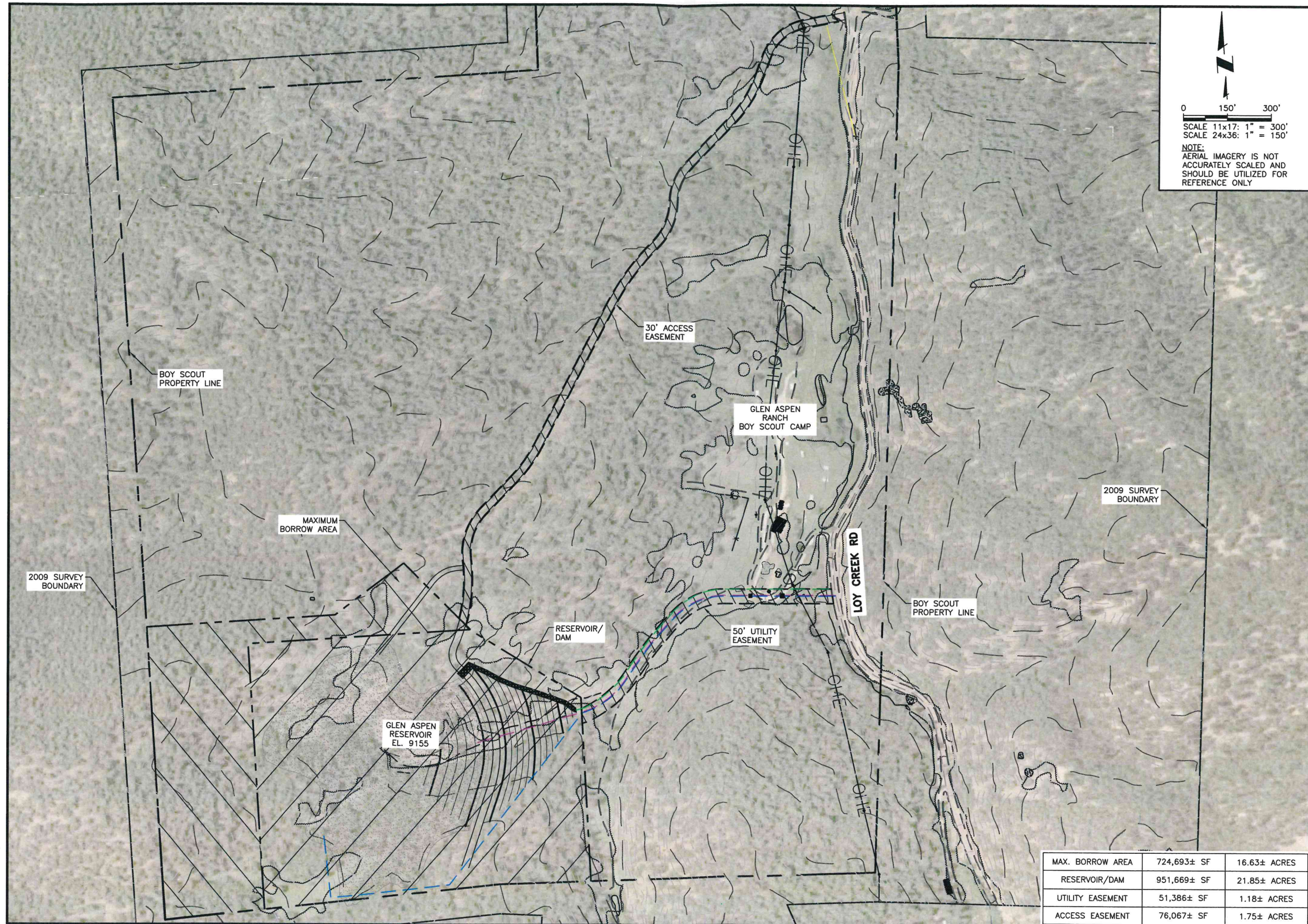
WOODLAND PARK RESERVOIR
OVERALL SITEPLAN

EXHIBIT

JDS-HYDRO CONSULTANTS, INC.

545 EAST PIKES PEAK AVENUE, SUITE 300
COLORADO SPRINGS, COLORADO 80903
(719) 227-0072

U:\JDS-Hydro\Projects\109 Woodland Park\109.06 Reservoir Analysis\Drawings\CAD\10906_Easements.dwg
2016/05/28 11:34 AM By: Precision 7510_1



MAX. BORROW AREA	724,693± SF	16.63± ACRES
RESERVOIR/DAM	951,669± SF	21.85± ACRES
UTILITY EASEMENT	51,386± SF	1.18± ACRES
ACCESS EASEMENT	76,067± SF	1.75± ACRES

JDS-HYDRO

CONSULTANTS, INC.

545 East Pikes Peak Avenue, Suite 300
Colorado Springs, Colorado 80903
(719) 227-0072

CITY OF WOODLAND PARK

GLEN ASPEN DAM

PROPOSED PROJECT AREA/EASEMENTS

Project No.:	109.06
Scale:	AS SHOWN
Date:	05/29/18
Design:	JPM
Drawn:	KMG/ACH
Check:	DES
Revised:	

U2

CITY OF WOODLAND PARK
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give Council and citizens the public content of the issue at hand.

=====

Type of Action Requested: Conduct Public Hearing for a TRANSFER OF HOTEL & RESTAURANT Liquor License.

Applicant: TACOS EL AMIGO 4 LLC, dba TACOS EL AMIGO 4 located at 1079 East US-24, Woodland Park, CO 80863

Application details:

- Applicant is TACOS EL AMIGO 4 LLC, dba TACOS EL AMIGO 4 has a current sales tax license and FEIN number.
- A petition of needs and desires IS NOT necessary for a TRANSFER OF A HOTEL & RESTAURANT liquor license at this location.
- The location is eligible to be licensed.
- Possession of the property is documented by a LEASE expiring December 8, 2030.

Factual Findings:

- The application was submitted on December 4, 2025.
- Wholesaler Affidavits have been submitted by the Applicant.
- Subject property was posted on January 5, 2026 as required by law.
- Public Notice was published on the City's Website January 5, 2026.
- Character of the applicants is not an issue for this hearing.
- All applicable fees have been paid.

Recommended Action:

Following Public Hearing, approve application from TACOS EL AMIGO 4 LLC dba TACOS EL AMIGO 4 for a TRANSFER FOR A HOTEL & RESTAURANT Liquor License located at 1079 East US-24, Woodland Park, Colorado 80863.



STAFF REPORT

TO: Mayor Case and City Council

FROM:

DATE: January 15, 2026

SUBJECT: Approval of the Planning Commission Bylaws and Rules of Procedure (A) (Presenter
Planning Director Karen Schminke, AICP)

BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

1. Memo to CC 2026 - PC Bylaws
2. PC Bylaws 2026 (3)



City of Woodland Park Memo for City Council

Meeting Date: January 15, 2025

Agenda Item

Department

Presenter

10 A

Planning

Karen Schminke, AICP
Planning Director

AGENDA ITEM 10 A

This past year City Council convened a committee to review the City's charter and identify provisions that should be considered for amendment. Charter Section 5.3(a) which limited the number of terms a volunteer may serve on a City Board or Commission was identified for amendment. The following question then appeared on the November 4, 2025 ballot and was approved by voters:

Shall Section 5.3 of the City of Woodland Park Charter be amended to make Boards and Commissions subject to term limits established in their by-laws?

As a result, City Council adopted the following amendment to Section 5.3(a) of the Charter regarding the Composition of Boards and Commissions:

Section 5.3 – Composition of Boards and Commissions.

- (a) Initial appointments by the Council to any Board, Commission, or Committee shall specify the term of office of each member in order to achieve overlapping terms, and thereafter all appointments shall be for the full term specified. ANY LIMITS ON TERMS SHALL BE AS PROVIDED IN THE BY-LAWS OF THE PARTICULAR BOARD OR COMMISSION, AS APPROVED BY THE CITY COUNCIL. ~~No non-City staff Board, Commission, or Committee member may serve more than the lesser of two (2) consecutive terms or eight (8) years on a specific Board, Commission, or Committee.~~ Members of such Boards, Commissions, and Committees shall serve without compensation, but shall be paid their authorized expenses actually incurred in the discharge of their official duties. Council shall also make appointment to fill vacancies for unexpired terms. Appointees shall be subject to removal upon two thirds (2/3) majority vote of the Mayor and City Council.

The Planning Commission (PC) met on December 11, 2025, and reviewed the following options for setting term limits for the members of this Board:

Option 1:

Section 2 – Appointment, Terms of Office, and Vacancies. Planning Commission members shall be appointed by the City Council and sworn in by the City Clerk. The regular term for a Planning Commission member shall be three (3) years. City Council shall appoint all members of the Planning Commission to overlapping terms. Should a Planning

Commission member be unable to complete his or her term, City Council may appoint a new member to fill the vacancy. Such appointments will be effective only for the remainder of the term in which the vacancy occurs. At the end of a Planning Commission member's term, City Council may, at its discretion, appoint that member to another term.

While each regular term of office for a Planning Commission member is three (3) years, there is no limit to the number of terms a Planning Commission member may serve, either consecutively or non-consecutively. Likewise, there is no limit to the number of partial terms a Planning Commission member may serve.

Option 2:

Section 2 – Appointment, Terms of Office, and Vacancies. Planning Commission members shall be appointed by the City Council and sworn in by the City Clerk. The regular term for a Planning Commission member shall be three (3) years. City Council shall appoint all members of the Planning Commission to overlapping terms. Should a Planning Commission member be unable to complete his or her term, City Council may appoint a new member to fill the vacancy. Such appointments will be effective only for the remainder of the term in which the vacancy occurs. At the end of a Planning Commission member's term, City Council may, at its discretion, appoint that member to another term.

A Planning Commission member shall not serve more than [insert number] terms total on the Planning Commission. Partial terms do not count towards the total number of terms an individual may serve on the Planning Commission. There is no limit to the number of partial terms a Planning Commission member may serve.

After consideration and discussion, the PC selected option 2 but did make changes to the verbiage. After multiple motions, the new verbiage reads as follows: **A Planning Commission member shall not serve more than three (3) full consecutive terms on the Planning Commission. Partial terms do not count towards the number of terms an individual may serve on the Planning Commission.**

Recommendation

The Planning Commission respectfully requests City Council approve the amended Bylaws and Rules of Procedure for the PC.

Attachment

Planning Commission – Bylaws and Rules of Procedure

**BYLAWS AND RULES OF PROCEDURE
OF THE
CITY OF WOODLAND PARK
PLANNING COMMISSION**

The Bylaws and Rules of Procedures shall be effective as of. January 15, 2026

**ARTICLE I
PURPOSE AND AUTHORITY**

The purpose of the Woodland Park Planning Commission (“Commission”) shall be defined pursuant to the Woodland Park City Charter (“Charter”) and the Woodland Park Municipal Code (“Code”).

**ARTICLE II
MEMBERSHIP**

Section 1. Eligibility

The Commission shall consist of no less than five (5) and no more than nine (9) members, to be determined by the City Council. Each member of the Commission shall be at least eighteen (18) years of age and a resident of the City of Woodland Park, for not less than one year at the time of appointment. Any member’s term of office shall be immediately terminated upon the member ceasing to reside in the City of Woodland Park. No Planning Commission member shall be a compensated employee of the City of Woodland Park.

Section 2. Appointment, Terms of Office, and Vacancies

Planning Commission members shall be appointed by the City Council and sworn in by the City Clerk. The Planning Commission will interview candidates and make recommendations to City Council. The regular term for a Planning Commission member shall be three (3) years. City Council shall appoint all members of the Planning Commission to overlapping terms. Should a Planning Commission member be unable to complete his or her term, City Council may appoint a new member to fill the vacancy. Such appointments will be effective only for the remainder of the term in which the vacancy occurs. At the end of a Planning Commission member’s term, City Council may, at its discretion, appoint that member to another term.

A Planning Commission member shall not serve more than three (3) full consecutive terms on the Planning Commission. Partial terms do not count towards the number of terms an individual may serve on the Planning Commission.

Section 3. Removal

The Council for non-performance of duty or misconduct may remove any member of the Commission. Unexcused absence for three or more consecutive regular meetings or six (6) regular meetings within a calendar year may be considered a form of non-performance of duty.

Section 4. Compensation

The members of the Commission shall receive no compensation. Members shall be paid for authorized actual expenses incurred in the performance of their official duties.

ARTICLE III

POWERS AND DUTIES

Section 1. Adoption of Master Plan

The Planning Commission shall have such duties concerning the Master Plan ("Plan") as are set out in the Charter and Code.

Subject to the Charter and Code, the Commission may amend, extend, or add to the Plan, or study any part of it in greater detail from time to time. Any recommendation on the Plan or any part, amendment, extension or addition shall be by resolution carried by the affirmative votes of not less than a majority of the entire regular membership of the Commission.

Section 2. Subdivision Regulations

In accordance with the provisions of Title 17 of the Code, it shall be the responsibility of the Commission to recommend regulations governing the subdivision of land within the City of Woodland Park. The Commission shall publicly review and recommended either approval, approval with conditions or disapproval of a Plat. The recommendation of the Planning Commission shall be forwarded to the Woodland Park City Council for its consideration.

Section 3. Zoning Regulations

In accordance with the provisions of Section 15.7 of the Charter and Title 18 of the Code it shall be the responsibility of the Commission to recommend regulations governing the uses of land and structures within the City of Woodland Park. The Commission shall publicly review and either recommend approval, approval with conditions or disapproval of an application for the determination of zoning of property, or the change or modification of zoning property previously zoned. The recommendation of the Planning Commission shall be forwarded to the Woodland Park City Council for its consideration.

Session 4. Additional Powers and DutiesThe Commission shall have additional powers and duties as are lawfully conferred upon it by the City of Woodland Park City Council, by the Charter and Code of the City of Woodland Park.

ARTICLE IV

ORGANIZATION

Section 1. Selection of Officers

The Commission shall elect annually a Chairperson and Vice Chairperson from among the appointed members at the first regular meeting after January 1 of each year.

Section 2. Eligibility of Officers

No member of the Commission shall be eligible for office of Chairman or Vice Chairman until he/she has served on the Commission for at least one (1) year, unless no member has served a minimum of one (1) year.

Section 3. Duties

The Chairperson shall preside at all meetings, maintain order, decide all points of procedure, and appoint any committees deemed to be necessary. The Vice Chairperson shall act as Chairperson in the Chairperson's absence. In the absence of the Chairperson and the Vice-Chairperson, the senior member present may preside at the meeting. The role of Chairperson outside of the chamber consists of, and is not limited to, liaison with Mayor and Council and performance of ceremonial functions as appropriate. In the event a member of the press requests an interview with the Planning Commission, the Chairperson is hereby designated as the member to be interviewed.

Section 4. City Planning Department Assistance

The City Planner or the City Planner's designated representative shall serve the Commission as executive secretary. The City Planning Department shall furnish professional and technical advice to the Commission.

Section 5. City Attorney Legal Assistance

In the event advice is needed on a question of law, the Commission shall request advice from the City Attorney or the City Attorney's designated representative.

ARTICLE V

MEETING AND MEETING PROCEDURES

Section 1. Regular Meetings

Regular meetings shall generally be held on the second and fourth Thursday of every month, at the advertised time. Public hearings may be conducted at any regular or special meeting. Meetings shall not extend past 10:55 P.M. without a majority vote approving an extension of time for a specified duration. The meeting shall be held in the City Council Chambers of City Hall, 220 W. South Avenue, Woodland Park, Colorado, unless advertised differently. Whenever a legal holiday is on the same day as the meeting, such meeting shall be rescheduled. The regularly scheduled meeting date may

be changed by the Planning Commission or by the Planning Director provided that legal advertising requirements are met.

Section 2. Special Meetings

Special meetings may be called by the Chairperson, or at the request of three (3) members of the Commission, or at the request of the Planning Director.

Section 3. Work Session

Work sessions for any purpose may be held at the request of the Chairperson, request of three (3) members, or at the request of the Planning Director.

Work sessions may be held at any regular meeting, or special meeting subject to providing notice as provided herein. When a matter is set for a work session, public testimony may be barred or limited to particular persons at the discretion of the Commission.

Section 4. Notice of Meetings and Hearings

Written notice of all meetings shall be given to Commission members by depositing in the mail or delivered in person, the agenda and all accompanying reports and applications, at least three (3) days, and preferably six (6) days before the date of meeting.

The agenda may be published as a courtesy to the public 6 days prior to the regular meeting in the City's official newspaper, City's website and other mediums as annually determined by City Council.

Further, notice of date, time, and place of any public hearing, to be held by the Commission, shall be given as required by the Charter and Code.

Section 5. Agenda

An agenda may be prepared for each meeting of the Commission, which agenda should include the various matters of business as scheduled for consideration by the Commission. Commission members may request items to be placed upon the agenda.

Section 6. Quorum

Five (5) or more of all the Commission members shall constitute a quorum for conducting business at any meeting. No action shall be taken in the absence of a quorum, except to adjourn the meeting to a subsequent date.

Section 7. Order of Business

The Chairperson shall conduct the meeting and maintain order. The Chairperson shall call the Commission to order and the executive secretary shall record the members present and absent.

The normal order of business should be as follows:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval of the Minutes of the Previous Meeting
4. Requests and/or Public Hearings
5. Work sessions
6. Reports
7. Discussion and Comment
8. Adjournment

Section 8. Withdrawal of Request

Any request may be withdrawn upon written notice to the executive secretary, or designee, but no request shall be withdrawn after posting of hearing notice or legal advertisement published for notification and prior to the public hearing thereon without formal approval of the Commission.

Section 9. Public Hearing Procedure

The following general procedures may be utilized in connection with public hearings but are not mandatory:

1. The Chairperson may call each matter of business upon the agenda and shall announce the name of the applicant, and if applicable, the location of the property involved and the nature of the request.
2. The Chairperson may first call for the presentation by the City Planning Department. The Department may offer its report and recommendation, review of applicable City regulations and policy, and report upon any communications received.
3. The Chairperson may then call upon the applicant to present his/her case and all evidence supporting the request.
4. The Chairperson may open public comment to all others who may wish to offer any comments pertaining to the request.
5. The Chairperson may offer the applicant an opportunity for rebuttal.
6. The Chairperson may close the public comment portion of the public hearing.
7. The Chairperson may entertain discussion from the Commission. The Commission may seek answers to questions from the applicant, any interested person who offered a comment, and City Staff.
8. The Chairperson may call for discussion by and from the voting Planning Commission members.
9. The Chairperson may request the Commission to render a decision.
10. The Chairperson may solicit the majority and minority rationales for discussion prior to any vote.

Section 10. Public Hearing Rules

A public hearing conducted by the Planning Commission may be held subject to the following general rules:

1. All arguments and pleadings shall be addressed to the Commission. No questioning or argument between individuals shall be allowed.
2. Any relevant evidence may be considered. The Chairperson may exclude irrelevant or redundant testimony and make such other rulings as may be necessary for the orderly conduct of the proceedings, while ensuring basic fairness and a full airing of the issues involved. Evidentiary objections shall be waived unless timely made.
3. Any written evidence or information supporting the granting or denial of an application shall be submitted to the City Planning Department prior to, or at the public meeting, or to the Commission during the public meeting for its permanent record.
4. In order to expedite the conduct of the hearing, the Chairperson may limit the amount of time, which a person may use in addressing the Commission. The Chairperson may also limit the speakers or testimony upon a particular issue in order to avoid repetition and cumulative evidence.
5. Any person may speak to the issue upon being recognized by the Chairperson and stating his or her name and address. If any person appearing is doing so on behalf of another, the name of the person for whom the appearance is made shall be stated on the record.
6. If an applicant or his/her representative does not appear, the request may or may not be considered at the meeting, but could be continued to the next regular meeting. If an applicant fails to appear at two consecutive meetings without excuse, the applicant may be dismissed and may not be heard unless a subsequent application is filed.
7. Should any disputes arise regarding procedural matters, such dispute shall be resolved by applicable law or ordinance. If no law or ordinance is applicable, the Commission shall be governed by procedures set forth in the current edition of "Robert's Rules of Order."

Section 11. Voting Procedure

Voting shall be by roll call and will be recorded as a yea, nay, abstention, or absence. All members of the Commission present, including the Chairperson, are required to cast a vote on each motion. The minutes of the proceedings shall indicate the vote of each member on every matter acted upon, and shall indicate either the member's yea, nay, abstention, absence or failure to vote. In accordance with Article VI, Section 1, a member shall abstain if said member has declared a conflict of interest. Voting by the Planning Commission shall be held subject to the following rules:

1. A quorum of the Commission members shall be available to vote on any specific motion.
2. The Commission shall decide or recommend approval, approval with conditions or denial of any application or other matter under

consideration. By majority vote, the Commission may also defer action on any matter whenever it concludes that additional time for further study is necessary. If continued, any public hearing or review shall be continued to a date certain, subject to the Charter and the Code, not to exceed sixty-five (65) days from the date of the deferred motion, except with the express consent of the applicant in which case the date certain may be more than sixty-five (65) days from the date of the deferred motion.

3. The concurring vote of a majority of the Commission members present shall be required to take official action including, but not limited to, the adopting of policy, the offering of recommendations, or the offering of decisions.
4. When a motion in favor of any request or other matter results in a tie vote, it shall be entered into the minutes as a vote to recommend denial of the application being considered. The Chairperson shall request an explanation of any declining vote from the declining member(s). When a motion for denial of any application or other matter results in a tie vote, it shall be entered in the minutes as a vote to deny the application being considered. Nothing herein shall prevent any member from making a subsequent motion on any matter where a prior motion is not approved by a majority vote of all members present. Staff will include detailed minority and majority rationales in Staff Reports submitted to City Council.
5. The Chairperson may make motions and/or second motions.
6. The Commission shall vote upon the merit of any application or other matter under consideration subject to the Charter and Code within one hundred-thirty (130) days from the beginning of the public hearing, unless the application is withdrawn by the applicant. A vote to continue or table the matter under consideration shall not constitute a vote on its merits.

ARTICLE VI

MISCELLANEOUS PROVISIONS

Section 1. Conflict of Interest

In the event that any member, or any member of his immediate family, has or could potentially be construed as having a conflict of interest, as defined by the laws of the State of Colorado and the City, the member shall declare such conflict of interest prior to the commencement of the public discussion of the agenda item, and shall then be excused from all further participation in the deliberation or voting on such item. If the member has any questions as to whether or not a conflict exists, such member may request an opinion from the City Attorney.

Section 2. Recording of Meeting

All public meetings of the Commission shall be recorded by electronic device. Any person desiring to have a meeting recorded by an electronic device or by a stenographic reporter, at his or her own expense, may do so, provided that he or she consults the Commission's executive secretary to arrange facilities for such recording prior to the commencement of the meeting, or does not otherwise disrupt the proceedings.

**ARTICLE VII
AMENDMENTS**

These Bylaws may be amended by majority vote of approval of the Planning Commission, followed by majority vote of approval of the City Council.

In Witness Whereof, the City of Woodland Park Planning Commission has Approved, Adopted and Signed these Bylaws and Rules of Procedure of the City of Woodland Park Planning Commission Upon the Day, Month and Year Specified Below.

To be Effective Upon the Day of January 15, 2026

Approved and Adopted this 11th day of December, 2025

City of Woodland Park
Planning Commission:



Chairman

Passed By City Council

This 15th day of January, 2026

Mayor

Attest:

City Clerk



City of Woodland Park Memo for City Council

Meeting Date: January 15, 2026

<u>Agenda Item</u>	<u>Department</u>	<u>Presenter</u>
10 B	Planning	Karen Schminke, AICP Planning Director

AGENDA ITEM 10 B

This past year City Council convened a committee to review the City's charter and identify provisions that should be considered for amendment. Charter Section 5.3(a) which limited the number of terms a volunteer may serve on a City Board or Commission was identified for amendment. The following question then appeared on the November 4, 2025 ballot and was approved by voters:

Shall Section 5.3 of the City of Woodland Park Charter be amended to make Boards and Commissions subject to term limits established in their by-laws?

As a result, City Council adopted the following amendment to Section 5.3(a) of the Charter regarding the Composition of Boards and Commissions:

- Section 5.3 – Composition of Boards and Commissions.**
- (a) Initial appointments by the Council to any Board, Commission, or Committee shall specify the term of office of each member in order to achieve overlapping terms, and thereafter all appointments shall be for the full term specified. ANY LIMITS ON TERMS SHALL BE AS PROVIDED IN THE BY-LAWS OF THE PARTICULAR BOARD OR COMMISSION. AS APPROVED BY THE CITY COUNCIL. ~~No non-City staff Board, Commission, or Committee member may serve more than the lesser of two (2) consecutive terms or eight (8) years on a specific Board, Commission, or Committee.~~ Members of such Boards, Commissions, and Committees shall serve without compensation, but shall be paid their authorized expenses actually incurred in the discharge of their official duties. Council shall also make appointment to fill vacancies for unexpired terms. Appointees shall be subject to removal upon two thirds ($\frac{2}{3}$) majority vote of the Mayor and City Council.

The Board of Adjustment (BoA) met on December 15, 2025, and reviewed the following options for setting term limits for the members of this Board:

Option 1:

1.2 Terms.

- A. Ref Municipal Code, Section 18.51.010.
- B. While each regular term of office for a Board of Adjustment member is three (3) years, there is **no limit** to the number of terms a Board of Adjustment member may serve, either consecutively or non-consecutively. Likewise, there is no limit to the number of partial terms a Board of Adjustment member may serve.

Option 2A:

1.2 Terms.

- A. Ref Municipal Code, Section 18.51.010.
- B. A Board of Adjustment member shall not serve more than **[insert number]** terms total on the Board of Adjustment. Partial terms do not count towards the total number of terms an individual may serve on the Board of Adjustment. There is no limit to the number of partial terms a Board of Adjustment member may serve.

Option 2B:

1.2 Terms.

- A. Ref Municipal Code, Section 18.51.010.
- B. A Board of Adjustment member shall not serve more than **[insert number]** full consecutive terms on the Board of Adjustment. Partial terms do not count towards the number of terms an individual may serve on the Board of Adjustment.

After consideration and discussion, the BoA selected option 2B. The new verbiage reads as follows: **A Board of Adjustment member shall not serve more than three (3) full consecutive terms on the Board of Adjustment. Partial terms do not count towards the number of terms an individual may serve on the Board of Adjustment.**

Recommendation

The Board of Adjustment respectfully requests City Council approve the amended Bylaws and Rules of Procedure.

Attachment

Board of Adjustment – Bylaws and Rules of Procedure

BYLAWS & RULES OF PROCEDURE BOARD OF ADJUSTMENT

In compliance with Section [18.51.090](#) of the City of Woodland Park Municipal Code, Zoning Ordinance, the Board of Adjustment may adopt rules of procedure consistent with applicable ordinances and Charter provisions; the following rules of procedure are hereby adopted by the City of Woodland Park Board of Adjustment and City Council.

SECTION 1.0 ESTABLISHMENT AND MEMBERSHIP

The Board of Adjustment was established by the adoption of the City of Woodland Park Municipal Code, Zoning Ordinance on December 15, 1969.

1.1 Membership. Ref Municipal Code, Section [18.51.010](#).

1.1.1 Members of the Board shall be residents of the City of Woodland Park and shall have resided within the City for at least one year prior to his or her appointment.

1.2 Terms.

a) Ref Municipal Code, Section [18.51.010](#).

b) A Board of Adjustment member shall not serve more than three (3) full consecutive terms on the Board of Adjustment. Partial terms do not count towards the number of terms an individual may serve on the Board of Adjustment.

1.3 Alternate Members. Ref Municipal Code, Section [18.51.020](#).

1.4 Compensation. Ref Municipal Code, Section [18.51.030](#).

1.5 Removal and Vacancy. Ref Municipal Code, Section [18.51.040](#).

SECTION 2.0 OFFICERS

The Board of Adjustment shall select from its membership two officers: a Chairman and a Vice Chairman.

2.1 Selection. At the first meeting of each calendar year, the Board will select its officers from its regular membership. All officers are eligible for reelection.

2.2 Tenure. The Chairman and Vice Chairman shall take office immediately following their election and shall hold office for a term of one year or until their successors are selected and assume office.

2.3 Duties. The Chairman shall preside at all meetings and hearings of the Board, shall decide all points of order or procedure, and shall appoint any committees that may be found necessary. The Vice Chairman shall assume the duties of the Chairman in the absence of the Chairman.

2.4 Secretary to the Board. Ref Municipal Code, Section [18.51.080](#).

A. For all Board actions except during the hearing of an Appeal

As the official designee of the City Clerk, the Secretary will be the City

Planner or the City Planner's representative. The Secretary shall conduct all official correspondence subject to these rules at the direction of the Board, shall send out all notices required, keep the minutes of the Board's proceedings, assist in keeping time limits on presentations and speakers, and keep a file on each case which comes before the Board. For applications, the Secretary may issue the proper forms; ensure that information, maps, and plats are compiled and ready for Board's review; cause vicinity property owners and other interested parties to be notified by mail of the time and place of hearings; and any other duties as determined by the Board.

B. During Appeal Hearings only

The official designee of the City Clerk during the appeal hearing itself will not be from the City Planner's Office in order to minimize perception of conflicts of interest. The duties of the Secretary will be limited to taking the minutes of the meeting, assisting in keeping time limits on presentations and speakers, and general conduct of the meeting in order to minimize perception of conflicts of interest.

SECTION 3.0 MEETINGS

The following rules shall apply to the scheduling and the conducting of Board of Adjustment meetings.

3.1 Regular Meetings. Regular meetings shall be held the third Monday of each month when requests are submitted which require Board action, or at the call of the Chairman.

3.2 Special Meetings. Special meetings may be called by the Chairman, or at the request of three members of the Board, or at the request of the City Planner.

3.3 Notice of Meetings. Notice of meetings shall be given by the Secretary to the members of the Board at least six days prior to meetings and shall state the purpose, time, and place of the meeting.

3.5 Quorum. Ref Municipal Code, Section [18.51.050](#).

3.5 Public. Ref Municipal Code, Sections [18.51.110](#) and [18.51.120](#).

3.5.1 All meetings, public hearings, records, and accounts shall be open to the public.

A. Public Persons addressing the Board will direct their remarks to the entire Board and shall exercise proper respect and decorum. Any person (or persons) disrupting a Board meeting will be given one verbal warning and then will be asked by the Chairman to cease the disruptive behavior. In the event of any disturbance or disorderly conduct the Chairman will have the power to order any individual or group of individuals to be cleared or removed from the meeting and will have authority to appoint a member of the Police Department as a temporary sergeant at arms for the purpose of preserving order in the physical meeting room.

- B. The Board will only allow public comment related to areas over which the Board has jurisdiction and will politely halt any public discussion related to subjects over which the Board has no authority.
- C. The Board will allow time and order to be yielded to other speakers. In order to maintain an efficient meeting flow, the Chairman may limit the total amount of time any individual speaker may speak to five minutes and limit the total time for public comment. If the Chairman chooses to establish these time limitations for public discussion, they will be included in the posted meeting agenda, and he/she must also inform all in attendance at the start of the meeting.

3.6 Presenter Discussion. The Chairman may limit the scheduled time allocated for Variance Applicants, Appellants, and/or City presentations to 20 minutes each. If the Chairman chooses to establish these time limitations for presenter discussion, they will be included in the posted meeting agenda and he/she must also inform all presenters at the start of the hearing.

3.7 Order of Business. The Secretary shall prepare an agenda for each meeting and send it to each Board member as part of the notification process. The order of business may be as follows:

- A. CALL TO ORDER AND ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF THE MINUTES OF PREVIOUS MEETING
- D. REQUESTS/PUBLIC HEARINGS
- E. REPORTS
- F. ADJOURNMENT

3.8 Voting. Voting will be by roll call and will be recorded by yeas, nays, abstention, or absence. All members of the Board present, including the Chairman, are required to cast a vote for each motion. The minutes of the proceeding shall indicate the vote of each member on every matter acted upon, and shall indicate either the member's yea, nay, abstention, or absence. In accordance with Section 3.9, a member shall abstain if said member has declared a conflict of interest. The concurring vote of four members shall be necessary on all matters upon which the Board is required to offer a decision under the provisions of the Title 18 - Zoning.

3.9 Conflict of Interest. Ref Municipal Code, Section [18.51.100](#).

3.9.1 Any member of the Board who has a direct or indirect interest, other than the common public interest, in any property or in the decision relating to such property, which shall be the subject matter of, or affected by, a decision of the Board, shall notify the Chairman in advance or any discussion of the agenda item. He/she shall be disqualified (recused) from participating in the discussion, decision, or proceedings of the Board in connection therewith. A recused member shall be removed from the physical (or virtual) dais. However, the member may participate as a member of the public. An alternate member shall be appointed by the Chairman of the Board of Adjustment to serve in place of that regular member having a conflict of interest, for only the purpose and time of resolving the question in which the conflict of interest for that regular member exists at which time, the recused member shall return to the physical (or virtual) dais.

3.10 Unfinished Business. Where all applications cannot be disposed of on the day set, due to length of meeting or extenuating circumstances, the Board may adjourn to a time and place certain

or until the next regular or special meeting, as the Board may decide.

3.11 Board Action. The Board may not vote on an application until all fees have been paid, all information requested of the applicant has been supplied, and a public hearing has been conducted.

3.12 Communications.

A. In Public Meetings. Board members shall not communicate using non-public media during a meeting. Board members shall not communicate in any electronic format with another Board member during a meeting.

B. Outside of Public Meetings. Board Members shall not engage in ex-parte communications.

3.13 Executive Session. With proper justification, any Board member may request an executive session and present a motion to recess the Board meeting for an executive session. Upon a second to that motion and approval by a two-thirds majority of the Board, the Chairman shall recess the meeting and relocate for the executive session. Board members shall keep confidential all written material and verbal information provided to them during executive session. The intentional dissemination of confidential information received in executive session, whether written or oral, shall constitute misconduct of the office. Board Members shall direct any person seeking disclosure of documents to City Staff for processing pursuant to the requirement of the Colorado Open Records Act and the Colorado Open Meetings Law.

3.14 Confidentiality. Board members shall keep confidential all information and written material provided to Board members when such information is exempt from disclosure under law.

SECTION 4.0 POWERS AND DUTIES

The Board of Adjustment shall have the following powers and duties.

4.1 Powers. Ref Municipal Code, Section [18.51.130](#).

4.2 Duties. Ref Municipal Code, Section [18.51.140](#).

4.2.1 The Board shall have the following duties in duly exercising their powers.

A. Appeals. Ref Municipal Code, Section [18.51.060](#) and Chapter [18.54](#).

1. **Review.** The board shall review the application for an appeal, all papers constituting the record of the appeal, the ruling or order from which the appeal is taken, and the oral and written evidence presented to the Board at the public hearing.
2. **Render Decisions.** The Board may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed. Only after reversing the order, requirement, decision or determination may the Board modify the whole or those parts which were reversed. They shall make such decisions, or determinations as ought to be made, and to that end, shall have all of the powers of the administrative officer from

whom the appeal is taken.

3. Determination of Findings. Upon rendering a decision for an appeal, the Board shall state what information was considered pertaining to the appeal and what information was applicable to justify the decision.
4. Effective Date of Decisions. Decisions rendered by the Board shall be effective immediately upon completion of the hearing associated with the appeal in question and shall be considered the Board's final decision. (see C.R.S. 31-23-307)

B. Variances. Ref Municipal Code, Section [18.51.060](#) and Chapter [18.60](#).

1. Review. The Board shall review the application for a variance, a site plan of the proposed development, planning department report, other applicable information, and the oral and written evidence presented to the Board at the public hearing.
2. Render Decision. The Board may vary or modify the application of the City Municipal Code, Title 18 - Zoning provisions, within limitations found in the Municipal Code, Title 18 - Zoning, where there are practical difficulties or unnecessary hardships which exist due to a strict application of the zoning provisions. In granting a variance, the Board may prescribe appropriate conditions.
3. Determination of Findings. Upon rendering a decision for a variance, the Board shall state what information was considered pertaining to the variance and what information was applicable to justify the decision.
4. Effective Date of Decisions. Decisions rendered by the Board shall be effective immediately upon completion of the hearing associated with the variance in question and shall be considered the Board's final decision. (see C.R.S. 31-23-307)

SECTION 5.0 PROCEDURES FOR HEARING CASES, RENDERING DECISIONS, DETERMINATION OF FINDINGS, AND THE APPEAL OF BOARD DECISIONS

The following procedural rules shall apply to all requests coming before the Board of Adjustment:

5.1 Application Form. The applicant shall cause to be filed an application with the City Planner upon application forms provided by the Planning Department. The applicant shall complete the required application forms, providing all information requested by the forms and any additional information deemed necessary by the applicant and/or City Planner.

5.2 Scheduling of Hearings. Ref Municipal Code, Section [18.72.060](#).

5.2.1 Applications will be assigned in the order in which they are received.

5.3 Public Hearing Requirements. The Board of Adjustment shall hold a public hearing on all applications subject to the notice provisions in City Charter and Code.

5.4 Public Hearing Rules and Order. The public hearing of the Board of Adjustment shall be held subject to the following general rules and order.

- A.** At the time of the public hearing the applicant may appear in his/her own behalf or be represented by agent or counsel. In the absence of any personal appearance on behalf of the applicant, the Board will proceed to act on or consider the matter on the forms and information provided.

B. Generally, the order of the hearing will be as follows:

1. The Chairman presents the order of the hearing, introduces the application and opens the Public Hearing.
2. The applicant states his/her reason and justification for the application.
3. The City Planner reviews the application, regulation provisions, City policy, impacts, correspondence, and may offer his/her concerns, opinions, and recommendations.
4. The City Manager and/or City Attorney may offer his/her concerns, opinions, and recommendation. (Ref Municipal Code, Section [18.51.070](#).)
5. Any interested person may offer their concerns and opinions.
6. The applicant offers rebuttal and may cross-examine any person making a comment or presentation.
7. The Board entertains discussion and may seek answers to questions raised by the presentation, at any time.
8. The Board reviews the appropriate criteria for the specific application.
9. The Chairman closes the public comments portion of the hearing.

5.5 Request Deliberated. The Board shall then deliberate the application. The Board may ask the applicant, City Planner, City Attorney, and any other person present for comments and recommendations. If the Board determines that additional information is needed, the case may be tabled to a scheduled date.

5.6 Applicant May Withdraw or Request Tabling of the Application. The applicant or appellant may withdraw his/her application or request the hearing of the application be tabled at any time prior to the decision by the Board of Adjustment.

5.7 Decision Rendered. The Board shall properly deliberate the application and render a decision. Final decision of any application shall be made in the form of a motion by anyone on the Board of Adjustment hearing the request.

5.8 Written Determination of Findings. Every decision of the Board of Adjustment for an application or an appeal shall result in the formulation of a written determination of findings, which would specify the reasons for granting or denying the application or appeal, summarize the exceptional conditions, the practical difficulties, unnecessary hardships associated with the application, and any approved conditions and safeguards including any modifications of the order, requirement, decision or determination appealed. The Secretary of the Board will notify the applicant of its decision by forwarding a copy of the written determination to the applicant within ten (10) calendar days after the hearing and rendering of the final decision. (Note: If the 10-day time limit falls on a Saturday, Sunday, or a State or City holiday, the notification will occur on the following City workday.)

SECTION 6.0 INFORMAL ADVICE

The Board or individual members will not consider a request, informal or not, for advice on theoretical or actual situations which potentially may later come before the Board as an application for an appeal or a variance.

SECTION 7.0 AMENDMENTS

A majority vote of all the members of the Board shall be necessary to amend these supplemental rules of procedure. Such proposed amendments will be presented in writing at any regular or special meeting of the Board of Adjustment.

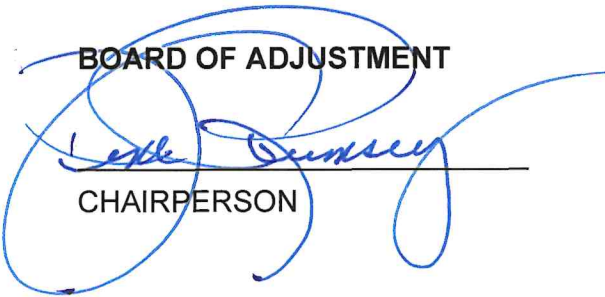
These Rules of Procedure may be amended by majority vote of approval of the Board of Adjustment, followed by majority vote of approval of the City Council.

In Witness Whereof, the City of Woodland Park Board of Adjustment has Approved, Adopted and Signed these Rules of Procedure of the City of Woodland Park Board of Adjustment Upon the Day, Month and Year Specified Below. (The original Rules of Procedure were adopted November 10, 1988.)

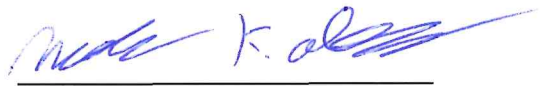
To be effective upon the 15th day of January 2026

Approved and Adopted by the Board on this 15th day of December 2025.

BOARD OF ADJUSTMENT



CHAIRPERSON



VICE-CHAIRPERSON

CITY OF WOODLAND PARK CITY COUNCIL

REVIEWED AND ADOPTED THIS _____ DAY OF _____, 2022.

CITY COUNCIL:

ATTEST:

MAYOR

CITY CLERK

CITY OF WOODLAND PARK, COLORADO
RESOLUTION NO. 939, SERIES 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND PARK IN SUPPORT OF THE MASTER PLAN
FOR HISTORY PARK AND IN SUPPORT OF THE T-MOBILE
HOMETOWN GRANT APPLICATION

WHEREAS, on behalf of the Ute Pass Historical Society (UPHS) the City is pleased to offer support for the UPHS and their application for the T-Mobile Hometown Grant; and,

WHEREAS, UPHS has operated on a shoestring budget for almost 50 years and 2026 will mark their 50-year anniversary. Their proposed project of improving History Park would truly enhance and attract residents and visitors alike to this little slice of heaven located in our mountain community; and,

WHEREAS, \$50,000 would be a starting point to build on multiple projects at this site and provide collaboration opportunities with other local nonprofits. The collection that this organization has acquired is immense and these monies would support the site to enhance displays and increase visits to the old historic buildings, cabins and artifacts; and,

WHEREAS, such a facelift would build roots to be proud of and would appeal to residents as well as visitors. We envision school children and adults alike seeking out a welcoming place to picnic and marvel at the view of Pikes Peak; and,

WHEREAS, economical outlook for UPHS and their contributions to the economic viability of our City would be advantageous to all of us.

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

The foregoing Resolution was adopted at a regular meeting of the City Council, held in Woodland Park, Colorado on the 15th day of January, 202

Kellie Case, Mayor

ATTEST:

Monica Mendoza, City Clerk