



City of Woodland Park

February 2, 2023 at 7:00 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

Following a 5:30 PM Worksession of the City Council regarding Council's Rules and Procedures, Mayor LaBarre called the City Council Meeting to order.

The following Councilmembers were present: Mayor LaBarre, Councilmember Connors, Councilmember Nakai, Councilmember Neal, Councilmember Ott and Councilmember Zuluaga. Mayor Pro-tem Case was absent.

The following staff members were in attendance: City Manager Lawson, Deputy City Manager/City Clerk Leclercq, Parks and Recreation Director Keatin, Court Clerk Collins, Senior Planner CJ Gates, City Attorney Wilson and Deputy City Clerk Minton.

2. PLEDGE OF ALLEGIANCE

3. CEREMONIES, PRESENTATIONS AND APPOINTMENTS

- A. Presentation and swearing in of three new Woodland Park Police Department Police Officers; Ofc. Kristyn Arseneau, Ofc. Samuel Dunbar, Ofc. Spencer Van Camp. (A)
(Presenter, Chief of Police Chris Deisler)

Woodland Park Police Chief Chris Deisler introduced and administered the Oath of Office to two new police officers, Officers Samuel Dunbar and Officer Spencer Van Camp.

- B. Celebration of 10 years of Service to the City of Woodland Park by Court Clerk Karla Collins.
(Presenter, Deputy City Manager/City Clerk Suzanne Leclercq)

City Clerk Leclercq, Judge McClintock and City Prosecutor Rodgers congratulated Karla Collins, Court Clerk, on her 10 years of service to the City of Woodland Park.

- C. Consideration of appointment to the Parks and Recreation Advisory Board.
(Presenter, Deputy City Manager/City Clerk Suzanne Leclercq)

City Clerk Leclercq shared with the Council that there was currently an opening for the Parks and Recreation Advisory Board. Leclercq shared that Chris Gonzales had submitted an application for this position. Leclercq shared that Gonzales was in the audience and available for any questions the Council may have.

Following a brief interview with Gonzales, the following motion was made.

Motion: To appoint Chris Gonzales to the Parks and Recreation Advisory Board. Neal/Ott morion carried 6-0.

4. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

5. CONSENT CALENDAR

- A.** Approval of minutes from the January 5 and January 19, 2023 City Council Meetings. (A)
(Presenter Deputy City Manager/City Clerk Suzanne Leclercq)

City Clerk Leclercq shared the minutes from the January 5th and the January 19th City Council Meetings.

The following motion was made.

Motion: To approve the January 5 and the January 19 City Council Meeting Minutes. Ott/Neal. Motion carried 6-0.

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.** Consideration of Ordinance No. 1436, Series 2023, on initial posting, an Ordinance Amending Chapter 18.31 of the Woodland Park Municipal Code, Concerning an Expansion of the Woodland Station Overlay District Geographic Boundary Generally Located South of W. Midland Avenue and S. Pine Street Containing Approximately 2.70 Acres, and set the Public Hearing for February 16, 2023. (L) (Presenter, Planning Director Karen L. Schminke, AICP)

Planning Director Schminke introduced Ordinance No. 1436, Series on initial posting.

The following motion was made.

Motion: Consideration of Ordinance No. 1436, Series 2023, on initial posting, an Ordinance Amending Chapter 18.31 of the Woodland Park Municipal Code, Concerning an Expansion of the Woodland Station Overlay District Geographic Boundary Generally Located South of W. Midland Avenue and S. Pine Street Containing Approximately 2.70 Acres, and set the Public Hearing for February 16, 2023. Nakai/Ott. 5-1. Motion carried with Zuluaga voting no.

- B.** Consideration of Ordinance No. 1439, Series 2023, on initial posting, an Ordinance of the City Council for the City of Woodland Park, Colorado amending Title 5 of the Woodland Park Municipal Code, regarding Small Cell Facilities, to Establish a Procedure for the Application, Review, and Siting of Small Cell Facilities and set the Public Hearing for February 16, 2023. (L)
(Presenter, City Attorney Geoff Wilson)

City Attorney Wilson introduced Ordinance No. 1439, Series 2023 on initial posting.

The following motion was made.

Motion: Consideration of Ordinance No. 1439, Series 2023, on initial posting, an Ordinance of the City Council for the City of Woodland Park, Colorado amending Title 5 of the Woodland Park Municipal Code, regarding Small Cell Facilities, to Establish a Procedure for the Application, Review, and Siting of Small Cell Facilities and set the Public Hearing for February 16, 2023. Neal/Connors. Motion carried 5-1 with Zuluaga voting no.

- C.** Consider Ordinance No. 1438, Series 2023 on initial posting, an Ordinance Declaring the Instrument for Public Notification Process and Method for the City of Woodland Park for the Year 2023. (A)
(Presenter, Deputy City Manager/City Clerk Suzanne Leclercq)

City Clerk Leclercq introduced Ordinance No. 1438, Series 2023 on initial posting.

The following motion was made.

Motion: Consider Ordinance No. 1438, Series 2023 on initial posting, an Ordinance Declaring the Instrument for Public Notification Process and Method for the City of Woodland Park for the Year 2023. Ott/Zuluaga. Motion carried 6-0.

9. PUBLIC HEARINGS

(Public comment may be heard)

10. NEW BUSINESS

(Public comment may be heard)

- A.** Appointment of a Hearing Officer for the protest hearing of the Referendum Petition repealing Ordinance No. 1431, Series 2022.

(Presenter, Deputy City Manager/City Clerk Suzanne Leclercq)

City Clerk Leclercq shared the following information with the Council.

As the Council will recall, the City Clerk's Office received a Referendum Petition on December 27, 2022. The City Clerk's Office concluded the verification of the petition on January 23, 2023 and deemed the Referendum Petition as sufficient. As per CRS, section 31-11-110 (1) titled Protest - within forty days after an initiative or referendum petition is filed, a protest in writing under oath may be filed in the office of the clerk by any registered elector who resides in the municipality, setting forth specifically the grounds for such protest. As of the writing of this Staff Report, the City Clerk's Office has not received a protest but is expecting one anytime. The City Clerk has been contacted and made aware that one is forthcoming. As per CRS, section 31-11-110 (3) titled Protest - Every hearing shall be held before the clerk with whom such protest is filed. The clerk shall serve as hearing officer unless some other person is designated by the legislative body as the hearing officer. The Colorado Municipal League in their Clerk's Election handbook states "It is strongly suggested that someone outside the municipality be appointed to serve as the hearing officer." The City Clerk is requesting that an independent hearing officer be appointed for this hearing and is recommending Deputy Municipal Judge Ron Carlson. The City Clerk will assist Judge Carlson with the scheduling, hearing notices and subpoenas for this hearing.

Motion: To appoint Ron Carlson as the Hearing Officer for the Protest Hearing regarding the referendum petition for Ordinance NO. 1431, Series 2022. Zuluaga/Nakai. Motion carried 6-0.

11. REPORTS

(Public comment not necessary)

- A.** Mayor's Report

Mayor LaBarre asked Council for consensus to write a Letter of Support for NETCO for a regional fire tower. The council gave her a consensus.

Mayor LaBarre shared the upcoming events for the next two weeks.

B. Council Reports

Councilmember Connors encouraged the audience and viewers to participate in the "Name the Snow Plow" contest that the City is having.

Councilmember Zuluaga shared that KWPB was having a meeting next week.

C. City Attorney's Report

D. City Manager's Report

City Manager Lawson reminded the audience and viewers that Citizen's Academy still had some openings and that registration would be closing next week.

12. ADJOURNMENT

Mayor LaBarre adjourned the City Council Meeting at 7:58 PM.

Respectfully submitted:



Suzanne Leclercq MMC, City Clerk

APPROVED THIS 16th DAY OF February, 2023


Hilary LaBarre, Mayor