

**WOODLAND PARK CITY COUNCIL
REGULAR MEETING MINUTES
COUNCIL CHAMBERS, CITY HALL
MAY 17, 2007 – 6:00 P.M.**

1. CALL TO ORDER AND ROLL CALL: Crane called the meeting to order at 6:00 P.M. Morse called the roll, with the following Council members being present: Mayor Gary Crane, Jon DeVaux, Terry Harrison, Ken Matthews, George Parkhurst and Steve Randolph.

2. ADJOURN TO EXECUTIVE SESSION: C.R.S. 24-6-402(4)(a), (b) and (e) For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiations and to discuss the purchase, acquisition, lease, transfer or sale of real or personal property and for conference with the City Attorney all relative to the Woodland Park Downtown Development Authority and the Woodland Station Redevelopment Project.

Crane read the purpose of the Executive Session into the record.

MOTION: To adjourn to Executive Session pursuant to C.R.S. 24-6-402(4)(a), (b) and (e) For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiations and to discuss the purchase, acquisition, lease, transfer or sale of real or personal property and for conference with the City Attorney all relative to the Woodland Park Downtown Development Authority and the Woodland Station Redevelopment Project. DeVaux/Randolph. Motion carried 6-0.

3. 7:00P.M. – RECONVENE REGULAR MEETING AND PLEDGE OF ALLEGIANCE: Mayor Crane reconvened the meeting at 7:00 P.M. with the above stated members of Council present. He announced that City Council met in Executive Session from 6:02 P.M. to 6:58 P.M. and requested Executive Session participants announce themselves. Participants included Randolph, Parkhurst, Matthews, Harrison, DeVaux, Crane, City Clerk Cindy Morse, City Manager David BATTERY, City Attorney Erin Smith, Finance Director Kellie Case and Planning Director Joe Napoleon. Crane reported that Council discussed matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiations and discussed the purchase, acquisition, lease, transfer or sale of real or personal property all relative to the Woodland Park Downtown Development Authority and the Woodland Station Redevelopment Project with the City Attorney and stated that no formal action was taken during Executive Session.

Crane led the audience in the Pledge of Allegiance.

The following Staff Members were also in attendance:

City Manager David BATTERY
City Clerk Cindy Morse

City Attorney Erin Smith
Finance Director Kellie Case

Police Chief Robert Larson
Public Works Director Bill Alspach
City Planner Sally Riley

Utilities Director Jim Schultz
Planning Director Joe Napoleon
Deputy City Clerk Janell Sciacca

At this time, Crane asked Buttery to introduce Bill Alspach, the City's new Public Works Director and City Engineer. Buttery did so, and Alspach thanked Council for the opportunity to work with our community.

4. CEREMONIES, PRESENTATIONS & APPOINTMENTS:

A. Proclamation recognizing June 4-10, 2007 as Rocky Mountain Senior Games Week: Crane read the proclamation and congratulated the local residents who are participating.

B. Presentation of 2006 Comprehensive Annual Financial Report by City Finance Director Kellie Case and Wendy Swanhorst of Swanhorst & Company, LLC: Case reviewed the final report, and introduced Swanhorst. Swanhorst highlighted various parts of this document, and noted that the City is in good fiscal condition. She reported that they are recommending the City purchase some fixed asset software to assist with the complex reporting requirements of GASB 34. Council thanked Case and Swanhorst for their presentation.

C. Presentation by Presiding Municipal Judge John T. Bruce regarding the Woodland Park Municipal Court: Judge Bruce reviewed a PowerPoint presentation highlighting the functions and personnel of the Municipal Court; the various agencies used through the Court; some statistics concerning cases within the Court; and answered Council's questions. Council thanked Judge Bruce for his report.

5. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA: Morse asked that Resolution 680 accepting a contract with the Colorado Department of Transportation (CDOT) for the Rampart Range Road Sidewalk project be added as agenda item 10A.

MOTION: To add Resolution 680 to the agenda as item 10A. DeVaux/Harrison.
Motion carried 6-0.

6. CONSENT CALENDAR:

A. Approve minutes of May 3, 2007 Regular Meeting. **(A)**

B. Approve April 2007 Statement of Expenditures and authorize Mayor to sign Warrants in payment thereof. **(A)**

C. Approve application from Buck's Mountain Saloon & Grill, LLC for annual renewal of Hotel & Restaurant Liquor License for Buck's Mountain Saloon & Grill located at 116 W. Midland Avenue to be effective June 16, 2007. **(QJ)**

Crane read the Consent Calendar items into the record. Morse noted the new report for liquor license renewals that protects sensitive identification information of owners.

MOTION: To approve the Consent Calendar. Harrison/Matthews. Motion carried 6-0.

7. UNFINISHED BUSINESS: None.

8. ORDINANCES ON INITIAL POSTING: None.

9. PUBLIC HEARINGS:

A. Consider Ordinance 1078 granting a Conditional Use Permit and site Plan approval to Jet Construction, LLC for the purpose of constructing a Single Family Residential Unit within a Neighborhood Commercial Zoning district for property with a legal description of Lot 14, Block 10, Steffa's Addition #1 to the Town of Manitou Park, now Woodland Park (more specifically 319 East South Avenue) as requested by owner John Tottleben. **(QJ)**

Riley reviewed the Staff Report and a brief PowerPoint presentation concerning this request. She reviewed the site plan for the proposed residence, and reviewed photos of adjacent properties. Crane opened the public hearing. Applicant John Tottleben addressed council, and reported that the residence will be priced at under \$190,000. There being no further comment, the public hearing was closed

MOTION: To approve Ordinance 1078. Randolph/DeVaux. Motion carried 6-0.

B. Consider application from Woodland Music Series for Special Event Liquor Permits for concerts to be held at the Ute Pass Cultural Center on June 9, July 7, August 11, and September 8, 2007. **(QJ)**

Morse reviewed the staff report for Council and the viewing audience. She noted that these events are held on the green between the Cultural Center and the Library. Crane opened the public hearing. Music Series organizer Bob Powell discussed the program for this year, and noted that the attendance and the event has grown over the last several years. There being no further public comment. the public hearing was closed.

MOTION: To approve the application from the Woodland Music Series for four Special Events Liquor Permits for June 9, July 7, August 11, and September 8, 2007. Harrison/DeVaux. Motion carried 6-0.

10. NEW BUSINESS:

A. Consider Resolution 680 accepting and approving a contract with the Colorado Department of Transportation for the Rampart Range Road Sidewalk Improvement project. **(A)**

Alspach noted that this Resolution and the contract were delivered today, and thanked Council for considering approval on such short notice. He described the project, and noted that the local match of \$62,508 is included in the 2007 budget.

MOTION: To approve Resolution 680 as presented this evening. Parkhurst/Matthews. Motion carried 6-0.

B. Consider 2007 Community Investment Funding applications. (A)

Morse reviewed the staff report for the viewing audience. She reported that at their March 20, 2007 worksession, Council modified the application form for requests for this funding to include changes in the information requested from applicants and requesting information demonstrating the expected economic benefit for each request. She reported that modified applications were sent to each organization receiving funding in 2006 as well as those organizations requesting funding for 2007. Morse noted that on March 20, 2007, the Council selected a sub-committee of Phil Mella, Steve Randolph, David Buttery and Morse to review each application and forward a recommendation to City Council. Morse noted that a total of twenty-five applications were received requesting a total of \$170,605 in funding. She reported that the 2007 budget for this line item is \$45,000.

Morse next noted that the sub-committee met on May 10, 2007 to review each application. She reported that prior to beginning review, the sub-committee established the following criteria:

- To be reasonable concerning the applicant's presentation of each item of information requested on the application form.
- To consider the purpose and use of the requested funding in a general manner, not weighting one particular purpose or use more than another.
- To consider the following reasons for not recommending funding:
 - An obvious self-interest in a job or income.
 - An unproven or unconvincing statement of purpose.
 - A limited population benefiting from the funding requested.
 - A mission statement that is tied to a Church or religious organization.
 - A request that is not Woodland Park centric in interest or organization.

She then reviewed the sub-committee's list of recommendations. Randolph reviewed the process and discussed a variety of the economic benefits for the community. There followed a lengthy discussion concerning many of the applications and the criteria contained in the application. Randolph reported that the sub-committee did not compare funding recommendations to last year or any other year. Morse noted that the City supplies in-kind support to many of these organizations and their events on an annual basis. Following additional discussion, Crane suggested that funding recommendations for 2007 include each of the following organizations and levels:

Teller Senior Coalition	\$ 3,000
Prospect	\$ 2,000
Community Partnership	\$ 2,500
Community Cupboard	\$ 3,000
Cruise Above the Clouds	\$ 2,500
Ute Pass Symphony Guild	\$ 5,000

Ute Pass Historical Society	\$ 1,500	
Mountain Arts Council	\$25,000	to be used to fund only the following six MAC members: Community Singers Mountain Acoustic Music Assoc. Jr. Woodland Players Woodland Park Wind Symphony Dickson Performing Arts Center Woodland Music Series
WPHS After Prom Committee	\$ 500	

Council continued discussion of criteria and Crane’s recommendation. Harrison noted he does not support this method of funding. Matthews stated he feels that Crane’s suggested funding is acceptable. Crane suggested that the Mountain Arts Council be asked to submit a report to the City Council demonstrating leadership within the organization itself, and detailing the individual funding awarded to each of the six specified members, and reporting how the funds are to be used.

MOTION: To approve 2007 Community Investment funding in the amounts and to the organizations as follows:

Teller Senior Coalition	\$ 3,000	
Prospect	\$ 2,000	
Community Partnership	\$ 2,500	
Community Cupboard	\$ 3,000	
Cruise Above the Clouds	\$ 2,500	
Ute Pass Symphony Guild	\$ 5,000	
Ute Pass Historical Society	\$ 1,500	
Mountain Arts Council	\$25,000	to be used to fund only the following six MAC members: Community Singers Mountain Acoustic Music Assoc. Jr. Woodland Players Woodland Park Wind Symphony Dickson Performing Arts Center Woodland Music Series

WPHS After Prom Committee \$ 500,
and that the Mountain Arts Council submit a report to the City Council demonstrating leadership within the organization itself, and detailing the individual funding awarded to each of the six specified members by MAC and reporting how the funds are to be used. Matthews/DeVaux. Motion carried 6-0.

Howard Oliver, Bob Powell and Connie Joiner addressed Council with suggestions for future consideration of this source of funding.

11. PUBLIC COMMENT ON ITEMS NOT ON AGENDA: None.

12. REPORTS:

A. Mayor's Report: None.

B. Council Reports: None.

C. City Attorney's Report: None.

D. City Manager's and Department Managers' Reports: Buttery reported that the construction of the signalized intersection at Highway 24 and Morning Sun Drive would begin on Monday. Morse reported that she and Chief Larson submitted two grant requests on behalf of the City to the Local Limited Gaming Impact Committee in Cripple Creek on May 10th – Public Safety for \$54,170 and the Teen Center for \$28,993. She noted these grant requests are based on actual impacts of gaming within our community. Morse next distributed correspondence concerning the two terms on the Downtown Development Authority Board of Directors that expire on June 30, 2007 and reminded Council of their appointment policy adopted last year. Morse then reminded Council that their first meeting date in July is scheduled for July 5 and noted that is the evening the Concert Above the Clouds is held. She reported that Council could cancel this meeting or reschedule it to another date. Following brief discussion:

MOTION: To cancel the July 5, 2007 City Council meeting. Harrison/DeVaux.
Motion carried 6-0.

13. COMMENTS ON WRITTEN CORRESPONDENCE: None.

14. ADJOURNMENT: There being no further business, the meeting was adjourned at 09:30 P.M.

Recorded by:

Cindy Morse, MMC, City Clerk

APPROVED THIS _____ DAY OF _____, 2007.

Gary Crane, Mayor