

Woodland Park Downtown Development Authority Board of Directors

**City Hall – Council Chambers
220 W. South Avenue, Woodland Park CO**

REGULAR MEETING MINUTES

August 1, 2017 – 7:30AM

CALL TO ORDER AND ROLL CALL: Merry Jo Larsen, Chair, called the meeting to order at 7:30AM.

IN ATTENDANCE – Board of Directors: Merry Jo Larsen (Chair), Noel Sawyer (Vice Chair), Tanner Coy (Treasurer), Al Born (Secretary), Jon DeVaux, Ellen Carrick, Jan Wilson, Jerry Good, Elijah Murphy
Others Present: Lynn Jones, Arden Weatherford, Bob Volpe, Brooke Smith, Dan Taylor, David Buttery, David Perkins, Donnie Beson, Jane Mannon, Jim Ignatius, Laurie Glauth, Matt Miles, Monet Ragsdale, Pat Hill, Rick Langenberg, Sally Riley, Stephanie Yeager, Suzanne Leclercq, Tim Dienst, Tony Perry

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA

Jane Mannon’s request to present information on the proposal for the walk and parking audit.

APPROVAL OF MINUTES

- a. July 11, 2017 DDA Regular Meeting Minutes
- b. July 26, 2017 DDA Special Meeting Minutes

MOTION: To accept the Agenda and Minutes. Sawyer/Wilson. Passed 9-0

TIF AGREEMENTS

Microtel Project Update – Mark Rabaut

Chair Larsen provided an update from her conversation with Mark Rabaut: cement pouring by the first of September; building construction beginning mid-September; and by mid-November, the structure should be up.

Natural Grocers Proposal – Leadership Circle LLC

Larsen mentioned that Al Born was unable to attend last week’s Executive Session and that both Noel Sawyer and Jon DeVaux left early. She asked the Board if they had enough information to vote today. Coy suggested that today would be good for public discussion.

Motion: To table the final vote until the September regular meeting and have public discussion today. DeVaux/Murphy. Passed 9-0

Public Discussion: Elijah Murphy asked what the total dollar amount of public improvements being made to the area would be. Monet Ragsdale, from Leadership Circle LLC, explained that they can’t supply complete information without having bids. She did say she could get information on sidewalks, sewer, etc. Matt Miles, owner of Leadership Circle LLC, expressed the need to compress the timeline as

much as possible, but agreed to come back next month. Miles also indicated that the DDA's decision will determine whether Natural Grocers comes to Woodland Park. Murphy also expressed his concern for what the tax payers are getting for their money. Tanner Coy added that he is having a hard time finding the justification for the TIF request, that he doesn't see it in the numbers—Natural Grocers is a strong grocer, with a Colorado brand, and the Woodland Park market is very much in line with Natural Grocers' growth strategies: prime real estate, easy to develop, across from another grocer. If there is a need for a subsidy, Coy suggests a Private Improvement Fee (PIF) might be a better option. Miles feels a PIF would be a disincentive for customers; it has to be shown on the sales receipt and can be used against Natural Grocers by the competition. Noel Sawyer clarified that the PIF is Coy's opinion, not that of the Board. Tim Dienst, Chief Executive Officer of the Ute Pass Regional Ambulance District, expressed to the Board that consideration for Fire and EMS is vital in whatever decision the Board makes. Dienst clarified that Natural Grocers is not asking to be exempt from Fire and EMS services, but to be exempt from fully compensating Fire and EMS for the services they provide. Jon DeVaux responded to Dienst's comments and referred to a 2011 document that states that consideration has to be given for Fire and EMS on any additional property brought into the DDA district. David Perkins addressed the Board and referred to his letter to the Board expressing his opinion regarding Natural Grocers requesting an extraordinary tax break. The Board agreed on an August 9, 2017 Executive Session to continue discussions in preparation for a vote at the September 5, 2017 DDA Regular Meeting.

PROPOSAL FOR THE WALK AND PARKING AUDIT – JANE MANNON

Jane Mannon, Director of Special Projects for the City of Woodland Park, stated that the City staff and Main Street have been collaborating on next steps to address issues with downtown parking and safety for pedestrians. They met with Jim Charlier of Charlier Associates, Inc. and also affiliated with Community Builders, and discussed a parking and walk audit with the objective of a prioritized action plan, identifying strategic actions to address parking and pedestrian opportunities in downtown Woodland Park. The next grant application with the Community Builders, New Mobility West (NMW) community assistance program is in December. For the parking audit, it's important to collect data during one of our busy weekends, preferably before summer's end. The project needs volunteers, partners and money to get the job done. Mannon shared the scope of services and the budget estimate from Charlier Associates, Inc. DeVaux referenced a previous parking analysis conducted by the DDA and recommended starting with that in an effort to save money on the project. Mannon asked the DDA to consider funding the parking audit portion of the project, but stated that any financial contribution from the DDA would be helpful. Larsen explained that the DDA is on a tight budget until litigation is over and stated that the DDA will get back to Mannon at a later date.

PRESSURE WASHING

Coy stated that he continues to be in communication with the Colorado Department of Public Health and Environment as he studies the regulations the community is subject to in cleaning and maintaining the downtown. When it comes to cleaning our downtown, we're subject to Colorado regulations, not necessarily the EPA, and the intent is to keep water out of the storm drains that lead directly to Fountain Creek. Evaporation and water recovery have been identified as possible solutions but there are lots of stipulations about how/where water is disposed. Coy also stated that he is continuing to research trying to find a way to maintain the community in a manner that is not high risk. Larsen stated that the Board will continue to have conversations with the City and gather information.

MEETING LOCATION

Larsen referred to last week’s Executive Session at the Historic Ute Inn and the desire of the Board to meet there for future Executive Sessions. Coy suggested that the Board limit the number of Executive Sessions, that open meetings are best.

Motion: Move Executive Session location to the Historic Ute Inn. DeVaux/Coy. Passed 9-0

BOARD TRAINING

Larsen asked for discussion on training for the Board. Coy referred to Darlene Jensen’s memo about the best-practices training for boards that is available through the Center for Nonprofit Excellence in Colorado Springs in September. The DDA Board would likely receive the rate that Main Street Board members receive. Noel Sawyer asked Suzanne Leclercq, City Clerk, about training that might be available through the Colorado Municipal League (CML). Leclercq stated that she will research; Sawyer will follow up. Tim Dienst stated that the Special District Association (SDA) also offers board member training at its annual conference. Coy will follow up. Larsen stated that board training will be added to the September agenda.

GENERAL DISCUSSION

Larsen referenced the letter the Board received from Jim Ignatius, Chairman of NETCO, and requested that it be entered into the minutes.

AUDIENCE PARTICIPATION ON ITEMS NOT ON THE AGENDA

Jane Mannon stated that the Main Street mini mural photo cutout will be located west of the bathroom at Bergstrom Park. Darlene Jensen, Program Coordinator for Woodland Park Main Street, mentioned several events taking place this Saturday in Woodland Park: Centennial Paints’ grand opening; Vino and Notes; Mountain Arts Festival. Sawyer stated that National Night Out is tonight.

MOTION: To adjourn meeting. Wilson/Carrick. Passed 9-0.

Meeting adjourned 8:30AM.

Recorded by: Lynn Jones, Assistant to the Board.

APPROVED THIS 5TH DAY OF SEPT., 2017



Al Born, Secretary

Ms. Merry Jo Larson, Chair and Board of Directors
CWP Downtown Development Authority
220 W. South Avenue
PO Box 9007
Woodland Park, Co. 80866

July 28th, 2017

RE: Respectfully requesting that Northeast Teller County Fire Protection District (NETCO) at least be exempted from all future TIF agreements and all future expansions as well as when existing TIF agreements expire refund that future revenue back to NETCO

Dear Ms. Larson and Board of Directors,

On October 20th, 2015 at the DDA Board of Directors meeting and again on August 11, 2016 via letter to the Board and at numerous 2017 Board of Director's meetings, the Northeast Teller County Fire Protection District (NETCO) explained the challenges your Fire Department has when **buildings and exposures continue to be built within our district without the revenue that is needed in order to mitigate these exposures which include additional personal**, equipment and training. In fact as of December 31st, 2016 we were forced to reduce our staffing by one fulltime Fire-Fighter due to budget issues. In addition, with the re-calculation (lowering) of the residential assessment ratio required by the Gallagher Amendment, our District will be looking at an addition reduction of revenue estimated to be in the 10% range for 2018. This would be a potential reduction of \$200,000 per year.

The amount of annual revenue that is lost due to TIF agreements and the assessment ratio being reduced comes at a tremendous cost and risk to NETCO as well as all of you, your businesses, our tourists and the over 14,000 citizens within our district.

Due to the fact that NETCO by law receives 99% of it's operating revenue from property taxes and we are prohibited from collecting any other tax revenue unlike the City, County and School District who do have other sources of tax revenue we absolutely need the revenue to protect the businesses and residents of this District when growth occurs.

As we stated back in October of 2015 and August of 2016 and 2017 we are respectfully **requesting at least three points....**

- Any and all future TIF agreements are made without using NETCO's 13.182 mils

- If the DDA District decides to increase it's boundaries NETCO's current property tax revenue will not be compromised/reduced by the additional properties being brought into the DDA District by a IGA stating such.
- When **future DDA TIF agreements** expire, such as the Dinosaur Resource Center, all TIF revenue from that expired agreement will be forwarded back to NETCO.

As more improvements are built these tax dollars **must be used to increase staff**, purchase equipment and provide training for our Fire Fighters to serve this community.

As you consider the DDA District Natural Grocers request please keep in mind that building additional exposures/buildings will have a **direct impact on response times and ISO ratings**. This is your Fire Department and the safety of you, your families, our residents, our visitors, your businesses and your home rests on your decision.

Thanks for your time and we would be happy to explain further at a DDA Board meeting if needed.

Respectfully submitted,

Jim Ignatius
Board Chair, on behalf of The Northeast Teller County Fire Protection District Board
of Directors