

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

December 6, 2016 - 7:30 AM

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), Ellen Carrick, Jan Wilson, Jerry Good, Elijah Murphy, **Absent:** Jon DeVaux absent due to medical appointment, Al Born. **Others Present:** Sally Riley, Tim Dienst, Darlene Jensen, Laurie Glauth, Vera Egbert, David Buttery, Neil Levy, Debbie Miller, Brook Smith

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA: None.

MOTION: To approve agenda. Coy/Sawyer. Passed 7-0

FINANCE UPDATE: Paul Benedetti is reviewing a document provided by the City regarding the City loan to the DDA. He has not provided the DDA with comments yet. Approval of this agreement is tabled until Benedetti's comments are provided.

WOODLAND HARDWARE: Kelly Rodarmel discusses direction for new signage at Woodland Hardware. The DDA, City and Rodarmel will continue discussing signs.

WOODLAND STATION:

- a. **Grading Work:** Chair Larsen reports on grading work at Woodland Station. More fill dirt than planned will be needed to complete the work. Coy reports that the DDA is still under budget for work at Woodland Station.
- b. **Abandoned Soil:** Larsen says she reached agreement with Steve Randolph that there are no further claims to topsoil being stored at "site 1." She also discussed "site 2" topsoil with Randolph. No agreement was reached regarding site 2 soil. The site 2 soil is abandoned.
- c. **Lawsuit:** Larsen says the DDA is responding to the complaint filed by Arden Weatherford. The DDA response to this complaint is due to the court by December 23rd.
- d. **Event Dates:** Larsen reports on a variety of events and event dates being planned in Woodland Park. A veteran's tribute or benefit is discussed extensively. Tim Dienst comments on the increased risk associated with bringing people into town for events.

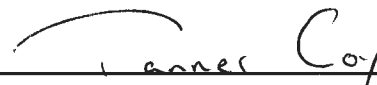
MAIN STREET:

- a. Darlene Jensen reports on the Small Business Revolution's visit to Woodland Park. Laurie Glauth reports on a walkability study and concept plan that the Main Street program provided. Glauth shows slides and presents the concept plan to the DDA. DDA and Main Street will work together to discuss the plan and moving forward. A workshop meeting is scheduled for January 17th, 2017. Larsen and Jensen further discuss the Deluxe Corporation's Small Business Revolution visit to Woodland Park.
- b. DDA Exec. Director on Main Street Board: Coy reads from the Main Street bylaws. Jensen says the Main Street board recently discussed this issue. The Main Street bylaws allow for the DDA Executive Director to assign a designee to the Main Street board. Coy asks if the DDA board appointing a designee would satisfy the requirement. Jensen will bring this question to the Main Street board.


GENERAL DISCUSSION: Coy asks if Kelly Rodarmel has received the DDA's correspondence regarding the PILOT provision in the agreement between DDA and Woodland Hardware. Rodarmel confirms he has received the correspondence but has not done anything with it. The Lighter Side of Christmas Parade is discussed. It was a very successful community event. The City and the Parade Committee were thanked for their work to produce the parade and fireworks. Sally Riley says the Planning Department has received a request from Steve Randolph and Beer Garden Lane Development, LLC, to be removed from the Woodland Station Overlay. Coy asks if the DDA board must vote to change the overlay boundary. Riley says it is the City Council's prerogative to amend the zoning regulations, though the DDA will have input.

MOTION: Adjourn the meeting. Wilson/Sawyer. Passed 7-0

Meeting adjourned 8:50 AM

Recorded by: 

APPROVED THIS 7 DAY OF March, 2017



Al Born, Secretary