

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

October 1, 2013 – 7:30 AM

CALL TO ORDER AND ROLL CALL: Chairman Dale Schnitker called the meeting to order at 7:30 AM.
IN ATTENDANCE - Board of Directors: Dale Schnitker, Al Born, Gary Brovetto, Tom Carrick, Tanner Coy (arrived 7:34 AM), Jan Cummer, Vera Egbert, Michael Faber. **Absent:** Merry Jo Larsen. **Staff:** Brian Fler, Executive Director; Carol Lindholm, Staff. **Others Present:** David Buttery-City Manager, Brooke Smith, Debbie Miller-Woodland Park Chamber, Beth Dodd-The Mountain Jackpot, Tim Shefchik-Brimark Builders/Cobblestone Hotels.

APPROVAL OF AGENDA:

MOTION: To approve the agenda. Born/Cummer. Passed 7-0 (Coy not present for this vote)

APPROVAL OF MINUTES:

MOTION: To approve the minutes of the September 3, 2013 Regular Meeting. Born/Cummer. Passed 7-0. (Coy not present for this vote)

FINANCE REPORT: Fler noted the line which tracks Woodland Station Improvements. There was no further discussion on the Finance Report.

MOTION: To accept the Finance Report as presented. Born/Cummer. Passed 7-0. (Coy not present for this vote)

DDA 2014 BUDGET: Fler noted that he would be looking for approval of the proposed 2014 Draft Budget. Fler reviewed and explained the 2014 DDA Fund 215 Draft Budget Summary and the proposed DDA 2014 Draft Budget, reviewing expenditures and revenues.

Brovetto asked if the budget included funding for a Main Street Coordinator. Fler explained that this potential expense would not come from the DDA Budget. Buttery explained that this would be an Economic Development function, not a DDA function. Fler added that the DDA is promoting/supporting the Main Street program, but not funding it.

Fler referenced the \$1MM loan to the City of Woodland Park, much of which repayment will be derived from the sale of land in Woodland Station. We are projecting revenue increases through Woodland Station property sales. Fler referenced Resolution 760 in which the DDA agreed to pay \$12,000 per year or a total of \$36,000 by the end of thirty-six months, to the City toward the million dollar loan agreement. Fler suggested that we start that payment cycle in 2014.

Coy asked if revenues from Woodland Station would be applied to the bond debt. Fler explained that this would not be related to the bond debt, and that Vectra Bank has the first cut from DDA revenue. Buttery added that it's not by coincidence that the payment to Vectra in 2014 is higher and the revenue stream is higher. With the additional development within the DDA the revenue stream is increased to support the debt. Fler noted that additional development within the DDA such as the Trail Ridge Apartments and Tractor Supply, etc. will represent an increase in the DDA revenue stream. Fler also anticipates sale of land.

MOTION: To accept the proposed draft DDA 2014 Budget and recommend approval by City Council. Born/Faber. Passed 8-0.

COMMITTEE REPORTS:

Main Street: Fler reported that he is working on a Community Assessment and is working on setting the dates, which will probably be in November. Fler is also planning on holding one committee meeting with the anticipated Chairperson of the committee and the four subcommittees.

Employer Based DDA Project Activity - Broadband: Fler reported on the September 9 meeting held to discuss Broadband and Telecommunications. The purpose of the meeting was to understand what we offer and do we have the relevant internet infrastructure. Peak Internet and Baja attended, as well as industry representatives Joanne Hovis and Ken Fellman. CenturyLink is a big player in this arena, but did not attend the meeting, although they were invited. Faber noted that the Re-2 School District did not attend the meeting. [Re-2 was invited to this meeting.] Faber suggested a follow-up meeting with the Re-2 District to determine if they are fully utilizing their internet service. Fler reported that Peak Internet has a goal to have fiber optic come up Ute Pass. Fler noted that the current internet service provides more than most computer equipment can handle in terms of speed and capacity.

Finance & Debt Subcommittee – Budget: The subcommittee met, including Schnitker, Carrick, Faber and Born, and discussed where the DDA is going to go in 2014. One of the topics is the payment of the \$1MM note from the City. The DDA is in good shape with the Vectra Bond debt. Faber suggested an exercise in which it's determined how many lots the DDA needs to sell to reach certain goals.

WOODLAND STATION:

Lot 2 (Weatherford): Fler reported on the Beer Garden event which took place on September 30. Fler reported that Kip Unruh is part of an investor group that owns the Amerigas site. The closing on the Amerigas site is complete. The big tank is scheduled to be moved on October 8. Unruh wants to be involved in the build-out of Woodland Station. Coy and Cummer have been involved in the design. We need to set a realistic course for the build-out of Woodland Station and the surrounding properties.

Lot 1 (Woodland Hardware) and CSI Infrastructure Project: Fler reported that Woodland Hardware is on schedule. Infrastructure is being finalized on Center St. Pavement is scheduled for mid-October. A fuel spill at Farmcrest caused some contaminated soil at Woodland Station, which will be mitigated. Fler anticipates that the infrastructure project will be completed by the end of October.

N.E.S. Proposal for Woodland Station Design: Fler reviewed the proposed agreement with N.E.S.: "Proposal for Professional Land Planning and Landscape Architectural Services for Woodland Station Mixed Use District in Woodland Park, Colorado." Fler reported that this proposal would look at what can be done within Woodland Station beyond what is already there, and what the infrastructure requirement will be. Fler hopes to have an initial draft to bring to the Board at the November meeting.

The proposal sets the tone for future development. The Korzekwas are still interested in a bowling alley in Woodland Station. Kip Unruh is interested in other areas of Woodland Station beyond Lot 2, and will pay one-half of the N.E.S. proposed fee of \$6,400. The goal is to have a tool to be able to finish the marketing concept.

Cummer asked about the trailer park south of Woodland Station. Fler reported that residents are currently on a month to month basis. The sale of this property is just a conversation at this point. If there is a change, Cummer wanted to know what the obligation would be to the current residents. Buttery responded that there is not a legal obligation, but a moral obligation to try to help them find other

alternatives. Fler noted that there is some possibility that this could transition to affordable housing, but that is not certain at this point.

Seibert met with Coy, Cummer, Unruh and Weatherford to discuss the N.E.S. proposal. Coy felt that Seibert was the right person for this process and that the process has been going well so far. This will pave the way to move forward. Cummer agreed, and confirmed that the meeting went well. Fler reviewed some of the design proposals, such as holding the Farmer's Market at Woodland Station and the idea of buildings with retail on the first floor with residential above.

Faber suggested that no images be released to the public prematurely. Schnitker concurred and noted that this should be standard operating procedure.

Fler noted that this will be a massing plan. Fler wants to see what that means as far as infrastructure requirements and what that means in terms of budget, how much parking will be required, circulation in and around Woodland Station, etc.

Schnitker asked about the number proposed – is this a maximum? Fler responded that what is proposed is all that's in the budget for 2013. If we have to do anything else, it will have to be in 2014 and will require Board approval. Schnitker asked about the time frame. Fler responded that the bulk of the work would be done in the next 30 days.

Carrick noted that the proposed rates add up to approximately \$800/hour and wondered if the proposed \$6,400 would be enough. Fler stated that Seibert understands that there is an expectation to not exceed the \$6,400. The Board will have to decide if we reach a point where we have to go to another funding level.

Carrick then asked about the previous designer, Catherine Everett. Fler responded that there was a coordinated effort in that regard.

Fler noted that there are other elements that will be addressed later, such as further engineering and a review of the design standards, for example. Eventually, Fler hopes to pass the design cost on to the developer.

Schnitker asked what the N.E.S. product would look like. Fler explained that there would be a series of boards that will show the overall concept in a block formation, possibly with some building examples and some text, but mainly a visual. Schnitker asked if there would be demographic information. Fler responded that that would be another level, and one of the considerations that Fler has had was to bring in a retail consultant. Some of the original designs were looking at approximately 30,000 SF of retail space; can we support that, what is the best retail mix, what is the residential market, etc? The goal, then, would be to link marketing efforts to this. Coy noted that this process will give current developers a comfort level in regard to the future development.

Coy moved and Born seconded a motion to accept the N.E.S. proposal as presented. Schnitker noted that \$3,200 would be the DDA portion of this proposal.

MOTION: To accept the N.E.S. proposal ["Proposal for Professional Land Planning and Landscape Architectural Services for Woodland Station Mixed Use District in Woodland Park, Colorado."] as presented. Coy/Born. Passed 8-0.

GENERAL DISCUSSION:

Conflict of Interest Forms Report: Lindholm reported that all Conflict of Interest Forms had been received from DDA Board members and that they would be filed accordingly and attached to these minutes.

AUDIENCE PARTICIPATION:

○ **Tim Shefchik – Brimark Builders, regarding Cobblestone Hotel concept:** Fler noted that Shefchik originally called the Chamber about a potential hotel concept and Debbie Miller alerted the Office of Economic & Downtown Development. Fler has discussed the possibility of the concept within Woodland Station with Shefchik. Shefchik will subsequently meet on 10/2/13 with Fler and two DDA Board members to discuss this possibility of a hotel within Woodland Station or an adjoining parcel.

Shefchik distributed a folder of information regarding Cobblestone Hotels. This national franchise specializes in developing quality small hotels in underserved small communities. Currently they have 29 properties open with others under construction. Cobblestone does ask for a feasibility study and a pro forma from the community. The number of rooms depends on the community needs, typically 50-60 rooms in smaller communities, but they can also do smaller hotels. There are currently two properties in process in Colorado, in Holyoke and in Rye. Carrick asked about a lodging survey in this area and recalled that the DDA did a study a few years ago. Shefchik noted that the community needs to be invested in the project. Faber asked if the company had any experience with conference centers. Shefchik responded that they had done a few, but are conservative in this area, preferring to be located near an existing conference center. Carrick asked where Shefchik the brand falls between "budget" and "deluxe". Shefchik responded that the brand is mid-scale, comparable to Hampton Inn, Holiday Inn Express, etc. Room cost per night would depend on the market. Fler noted that Shefchik will go into more detail in the meeting on 10/2/13. Fler remarked that Kip Unruh is also interested in the hotel concept.

Debbie Miller announced the Lunch and Learn on 10/3 in regard to Brain Training. There is information on Health Insurance on the Tools for Business Success website. Business Continuity and Disaster Preparedness Planning will take place on 10/30. Miller spoke to the Charis Bible College student body last week. Three issues stood out: housing, transportation and employment. The students are mostly middle-aged. Some will live here permanently, but the need for housing will mostly be cyclical. Regarding transportation, many are fearful of driving on Ute Pass. The students will also be looking for part-time job opportunities. The goal will be for the college to have 650 students.

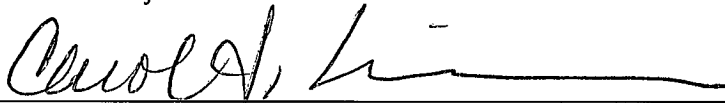
EXECUTIVE SESSION: None.

ADJOURNMENT:

MOTION: To adjourn the meeting. Faber/Cummer. Passed 8-0.

Meeting adjourned at 9:17 AM.

Recorded by:



Carol J. Lindholm, DDA Staff
Program Manager, Economic & Downtown Development

APPROVED THIS 5 DAY OF NOVEMBER, 2013

○ 
Al Born, Secretary/Treasurer

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest:	_____
Official Title or Relationship to Official:	_____
Description of Interest:	_____
_____	_____
_____	_____
_____	_____
_____	_____

SEE ATTACHED EMAIL

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

Dale A. Schwitker
Print Name

Dale A. Schwitker
Signature

Date: 8-15-13



WOODLAND PARK
CITY OF COLORADO

Carol Lindholm <clindholm@city-woodlandpark.org>

DDA==Conflict of Interest

Dale Schnitker <Dale.Schnitker@vectrabank.com>

Thu, Aug 15, 2013 at 2:17 PM

To: "Carol Lindholm (clindholm@city-woodlandpark.org)" <clindholm@city-woodlandpark.org>

Carol,

Vectra has the loan on the DDA but I do not benefit in this or have any say on the decision process. You might run this past Brian, don't want an issue.

Dale

—Original Message—

From: Woodland_ParkMX-4101N@vectrabank.com [mailto:Woodland_ParkMX-4101N@vectrabank.com]

Sent: Thursday, August 15, 2013 3:40 PM

To: Dale Schnitker

Subject: Scanned image from Woodland Park MX-4101N

Reply to: Woodland_ParkMX-4101N@vectrabank.com <Woodland_ParkMX-4101N@vectrabank.com>

Device Name: Not Set

Device Model: MX-4101N

Location: Not Set

File Format: PDF MMR(G4)

Resolution: 300dpi x 300dpi

Attached file is scanned image in PDF format.

Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.

Adobe(R)Reader(R) can be downloaded from the following URL:

Adobe, the Adobe logo, Acrobat, the Adobe PDF logo, and Reader are registered trademarks or trademarks of Adobe Systems Incorporated in the United States and other countries.

<http://www.adobe.com/>

=====
THIS ELECTRONIC MESSAGE, INCLUDING ANY ACCOMPANYING DOCUMENTS, IS CONFIDENTIAL and may contain information that is privileged and exempt from disclosure under applicable law. If you are neither the intended recipient nor responsible for delivering the message to the intended recipient, please note that any dissemination, distribution, copying or the taking of any action in reliance upon the message is strictly prohibited. If you have received this communication in error, please notify the sender immediately. Thank you.

Woodland_ParkMX-4101N@vectrabank.com_20130815_143941.pdf
48K

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

(Handwritten initials)

Name of Person(s) With Interest: MICHAEL FABER

Official Title or Relationship to Official: DDA BOARD MEMBER

Description of Interest: CO-OWNER - JOANIE'S DELI

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

MICHAEL FABER
Print Name

(Handwritten Signature)
Signature

Date: August 6, 2013

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: Merry Jo Larsen

Official Title or Relationship to Official: Vice Chair of DDA

Description of Interest: Board member

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

MERRY JO LARSEN
Print Name

Date: 8-7-13

Merry Jo Larsen
Signature

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: Tanner Coy

Official Title or Relationship to Official: Board Member

Description of Interest: Ownership of property located at 240 E
Hwy 24

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

Tanner Coy
Print Name

[Signature]
Signature

Date: 8/6/13

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: Jan Cummet

Official Title or Relationship to Official: DDA Board Member

Description of Interest: I am a DDA board member and I own the building at 108 W. Woodland Avenue, Curves of Woodland Park, Vintage Vines and the Staircase Gallery dog business at 108 W. Woodland Avenue.

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

Janis M. Cummet
Print Name

Date: 6 Aug 2013

Janis M. Cummet
Signature

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: GARY BIARETTO

Official Title or Relationship to Official: CITY Council Rep to PDA

Description of Interest: Do NOT Have Interest

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

GARY BIARETTO
Print Name
[Signature]
Signature

Date: 8/3/2013

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: Tom Carrick

Official Title or Relationship to Official: _____

Description of Interest: minority owner/investor
Woodland Park Brewing Co.

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

C. T. Carrick
Print Name

Date: 9/6/13

C. T. Carrick
Signature

DISCLOSURE OF FINANCIAL INTEREST FORM

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: ALVIN E. BORN

Official Title or Relationship to Official: _____

Description of Interest: DIRECTOR OF PARK STATE
BANK + TRUST

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

ALVIN E. BORN
Print Name

[Signature]
Signature

Date: AUGUST 6, 2013

DISCLOSURE OF FINANCIAL INTEREST

The Downtown Development Authority Law provides in Section 31-25-819, C.R.S.:

No board member nor any employee of the board shall vote or otherwise participate in any matter in which he has a specific financial interest, defined as a matter in which the member or employee would receive a benefit or incur a cost substantially greater than other property owners within the district. When such interest appears, it is the duty of the board member or employee to make such interest known, and he shall thenceforth refrain from voting on or otherwise participating in the particular transaction involving such interest. Willful violation of the provisions of this section constitutes malfeasance on the part of the member of the board and is grounds for instant dismissal of any employee. The governing may by ordinance provide for automatic forfeiture of office by a board member for violation of this section.

Disclosure of Specific Financial Interest

Any board member or employee of the Woodland Park Downtown Development Authority shall disclose any financial interest, direct or indirect, that he or she or any immediate member of the family of any such board member or employee has in any matter or transaction involving the Authority that would result in a benefit substantially greater than other property owners in the district. If there is any such interest or potential interest, the following form may be used by the board member or employee to disclose such interest. Please attach any additional information or explanation to this form if necessary to provide complete disclosure.

Name of Person(s) With Interest: Vera Egbert _____

Official Title or Relationship to Official: DDA Board Member _____

Description of Interest: Bank Branch Manager _____

651 Scott Avenue _____

Woodland Park, CO 80863 _____

I currently have no personal financial interest. _____

The person signing this form certifies that, to his or her best knowledge, the information contained herein is true and complete and may be entered upon the minutes of the Authority as the formal disclosure of interest required by Section 31-25-819, C.R.S.

Vera Egbert _____

Print Name

Date: 8/19/13 _____

Vera Egbert _____

Signature