

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

October 7, 2016 - 7:30 AM

CALL TO ORDER AND ROLL CALL: Merry Jo Larsen, Chair, called the meeting to order at 1:04 PM.

IN ATTENDANCE - Board of Directors: Merry Jo Larsen (Chair), Al Born (Secretary), Tanner Coy (Treasurer), Noel Sawyer (Vice Chair), Jon DeVaux, Ellen Carrick (on the phone), Jan Wilson, Jerry Good, Elijah Murphy (on the phone). **Others Present:** David Buttery, Sally Riley, Jane Manon, Suzanne Leclercq, Darlene Jensen, Debbie Miller, Marty McKenna, Michelle Perkins, Norma Engelberg, Rick Langberg,

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA: Coy Suggested adding conference with attorney. Born suggested that Randolph would not be attending and he would be speaking on his behalf.

MOTION: To approve minutes. Wilson/Coy. Passed 9-0

LOT 2, SITE 2: Larsen (Chair) clarified the site 1 completion. Good asked about the completed ZDP. Riley further clarified. Good asked if upon completion of the current ZDP would any additional ZDP require a new submittal. Riley went on to explain the replacement dirt being brought in. Larsen informed that Mallett Excavating would not be able to complete all the necessary work but would begin the process. Continued discussion regarding time sensitive nature of work. Born read proposal. Good expressed concern regarding 2017 completion. Born suggested the DDA have similar requirements for the excavators as well as parties that are storing the dirt. Marty McKenna asked for clarification on who was representing Randolph, Sawyer clarified that it was a one sided negotiation. Born asked for clarification on the use of grant funds regarding grading definition. Dave Perkins attempted to clarify the grant requirements for use of the funds. Coy commented on the grading and erosion plan. Born asked if the stored dirt might be purchased with the grant money. Coy expressed concern that the soil was unreasonably priced. DeVaux suggested to consult the budget regarding funds to buy soil. Born asked if it was appropriate to consult the attorney regarding conflict resolution. Coy expressed concern regarding compliance with the agreement and not requiring full board participation for action on contract violation. Born wished to include the wording but Coy and DeVaux concluded a quorum was sufficient per regulatory guidelines. Murphy requested language regarding noncompliance of the timeline. Larsen asked the attorney to note this when consulting with Born. Sawyer asked Born how recent he had been in contact with Randolph, Born replied within 24 hours. Murphy asked if Randolph was Bakers representative.

CASE CONSULTING: Larsen noted that she had contacted Case to assist with finance and TIF due to her experience. DeVaux had asked Case to add the City to the contract under confidentiality protection. Sawyer expressed concern regarding perception of conflict of interest of hiring a previous employee and post the job listing. Born agreed to the posting of the job. Coy remarked that it was not filling a position and does not preclude the DDA from working with another party therefore no commitment or binding agreement. Coy suggested that the people supposed to have the conflict be asked to comment on issue. Larsen remarked that her experience with the assessor's office would prove helpful. Coy replied to Sawyers question of why Case is needed by stating the complexity and impending time limit on TIF reimbursement as well as assessing the impact of new legislation regarding TIF revenues. Sawyer suggested working with the City finance director. Coy expressed the need for assistance. Coy suggested the board set a monetary limit for Case's assistance.

MOTION: To initiate a contract for service not to exceed \$1000. DeVaux/Wilson.
Passed 7-2

Larsen (Chair) asked for consensus to allow the City to use Woodland Station for fireworks during the Parade. Consensus given.

MOTION: To move to Executive Session. Wilson/Sawyer. Passed 9-0

At () the Board took a short break prior to Executive Session.

EXECUTIVE SESSION:

Adjourn to Executive Session: For the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. C.R.S. 24-6-402 (4)(e) conference with attorney.

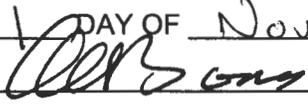
RECONVENE REGULAR MEETING: Following the Executive Session, Larsen, Chair.
Reconvened the regular meeting at () PM.

The following persons were in attendance at the Executive Session: **Board of Directors:**
Merry Jo Larsen (Chair), Al Born (Secretary), Tanner Coy (Treasurer), Jan Wilson, Jon DeVaux, Elijah Murphy (on the phone), Noel Sawyer, Jerry Good.

MOTION: To adjourn the meeting.

Recorded by:  MARTY MCKENNA

APPROVED THIS 1 DAY OF November, 2016



Al Born, Secretary