

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

April 7, 2015 – 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 (Chair), Merry Jo Larsen (Vice-Chair), Al Born (Secretary/Treasurer), Tanner Coy, Jon DeVaux, Vera Egbert (arrived at 7:32 AM), Michael Faber, Noel Sawyer, Jan Wilson. **Absent:** None. **Staff:** Brian Fleer, Executive Director; Carol Lindholm, Staff. **Others Present:** David Buttery, Sally Riley, Mayor Levy, Lor Pellegrino, Suzanne LeClercq, Brooke Smith, Debbie Miller, Tony Perry, Cindy Keating, Karen & Bob Foster, Arden Weatherford, Robin Pasley.

ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA: None.

APPROVAL OF AGENDA AND MINUTES:

MOTION: To approve the Agenda as presented and the Minutes of the March 3, 2015 Regular Meeting. Larsen/Born. Passed 8-0. (Egbert not present for this vote)

Schnitker welcomed and introduced Noel Sawyer, who is the new City Council representative to the DDA Board, replacing Gary Brovotto. Fleer noted that he had met with Sawyer regarding the background of the DDA. Sawyer remarked that this was a great Board to be on.

FAMILY ENTERTAINMENT CENTER (FEC) UPDATE: Fleer noted that the Korzekwas were currently working with three banks in regarding financing for the FEC. The Finance Subcommittee has met to discuss. There are several components to the debt structure, including construction lending, permanent lending, an SBA component and permanent debt. Fleer anticipates a CDBG grant for \$250,000-300,000.

AQUATIC CENTER: Fleer reported that the City went under contract with Martin & Martin engineering. Stormwater, access, traffic control and building placement will all be relevant to both the Aquatic Center and the FEC. Fleer reported that Wilson, Coy and Fleer have met with the GC on a conference call with Tim Seibert. Fleer suggested that we take advantage of the FEC and the Aquatic Center view and the access, the “front door” opportunity to bring people into Woodland Station down Center Street. Coy commented that he is pleased with the process and the results and looks forward to what lies ahead.

WOODLAND STATION LOT 2 UPDATE: Fleer referred to the Lot 2 design. Fleer noted that now that the rendering stage is done, we are on to the construction documents, then back to design for final approval. Unruh needs to obtain a Zoning Development Permit (ZDP) before the land can be conveyed to the Lot 2 team. Larsen asked how the building on Lot 2 will affect the view. Riley explained that 35' is the median grade height limit in the Central Business District, but in the Woodland Station Overlay District, the developer can propose their height. Fleer reported that he has taken pictures from The Cowhand and Fleer doesn't think the view would be affected. Larsen would like to see a visual such as a balloon. Wilson asked how the Lot 2 building heights would compare to Woodland Hardware. Fleer thinks they would be about the same, and does not think we want to go above 35'. Sawyer referenced the Memorial Park

rendering, which depicted the gradient – could we see something like this for Lot 2? Fler noted that Riley had just received the site plan from the developer on April 6. Fler then noted that Arden Weatherford was in attendance. Fler noted that we will now wait for construction documents before we get into more detail regarding materials, etc. Weatherford is also working on a site plan review, then ZDP. Larsen asked how many retail units were included. Fler responded that there would be nine residential units in the first stage and three retail spaces.

Fler reported that the retail/residential project and Weatherford's project would be considered along with the current traffic study that was done for Woodland Hardware. This probably will not generate so much traffic to spur any improvements to Saddle or West. We will need a letter from Riley to CDOT to approve the ZDP. Any new development beyond the first stage of the Unruh project, along with Weatherford's project, will require some improvements. The City will update the traffic study in regard to the Aquatic Center.

Larsen asked if the retail would open from the front and the back. Weatherford responded that they didn't know this yet. Larsen asked if there would be three retail units or six. Fler thinks there will be three retail units, each with a back door.

Sawyer asked why the Lot 2 building windows weren't facing the mountains. Fler responded that the buildings are aligned to Center Street. There is also a row of buildings proposed that will face south.

AQUATIC CENTER – CITY LAND PURCHASE DRAFT REAL ESTATE CONTRACT: Fler has employed Mark Weaver to develop the real estate contract in regard to the purchase of the land in Woodland Station from the DDA by the City of Woodland Park.

Fler read Section 30 of the agreement:

30. ADDITIONAL PROVISIONS.

- 1.) Actual Purchase Price shall be determined after Buyer has conducted a new Survey, at Buyer expense, for the exact parcel size and configuration Buyer requires and that land area shall be multiplied by \$3.75 per square foot of such area to equal the exact price of the Subject Property. This actual Purchase Price shall be determined on or before April 27, 2015.*
- 2.) The calculation for the cash and debt relief portions of the actual Sale of this Subject Property shall equal an amount that Seller shall receive \$100,000.00 in Cash at the Closing, PLUS, additional debt forgiveness from the City of Woodland Park to the Downtown Development Authority. Such debt forgiveness shall be the difference in the actual Purchase Price less the \$100,000.00 cash portion.*
- 3.) Until new Survey can be completed, the attached Exhibit A shall reference the approximate area and location of the Buyer's Subject Property to be purchased.*
- 4.) Seller agrees to pay a real estate commission to Ascent Commercial Group, LLC in the amount of \$1,500.00 payable in cash at Closing.*

The square footage is estimated to be right around three acres, then multiply by \$3.75 and that will be the sale price. After closing, the DDA will go into contract with Vectra regarding perpetual use of the Vectra Bank property. When working with the FEC, that sales price will also be approximately \$3.75/SF.

Fler noted that the agreement is just a draft at this point. The agreement will go to the City Attorney for review, then will come back to the DDA Board in May.

Coy questioned Section 15.2: **“15.2. Closing Services Fee.** The fee for real estate closing services must be paid at Closing by **Buyer.**” This should be changed to **Seller.** Fler noted

that this change would be made. The City is paying for all the other fees. Fler asked for consensus to move forward. Board gave consensus.

GENERAL TOPICS – MERRY JO LARSEN:

Memorial Park – remodel update: Larsen asked for an update on the Memorial Park remodel in terms of design and purpose. Cindy Keating, Director of Parks of Recreation, responded. The park is intended to be a community park which could include such things as birthdays and weddings, as well as events such as the car show and art fair. Keating reviewed the layout as the park is now and what is proposed. Keating noted that the park would be graded with a lot of cutting and filling. There will be a large gathering area and improvements to the pond. There will be pathways throughout the park. In 2013 there were several community meetings, in addition to meetings with the Senior Center, the Teen Center and the High School for community input. For example, the Senior Center wanted better accessibility. Larsen said that it looks like the park would be a destination. Keating agreed, and noted that the community currently uses the park as a destination. Keating reported that the remodel would start this spring and hopes to be finished by fall of this year. DeVaux asked about parking requirements. Keating responded that the requirements would be met – some parking spaces will be added. Sawyer asked about signage, such as pathways or historical signs. Keating said this has not gotten to that point yet.

Meadow Wood Sports Complex – Tournaments: Larsen asked for information on tournaments in Meadow Wood. There was a time when there were a lot of tournaments, and they really helped business. The topic of Memorial Park and Hockey also relate to business. Is there anything planned for softball or hockey at Meadow Wood? Keating responded that there is a contract with the Woodland Park Sports Foundation to bring tournaments to Meadow Wood. Last year was a challenge, but they're working on events for this year. We've lost to the youth World Series due to the travel between Woodland Park and Colorado Springs for the event. But, it is a goal to keep Meadow Wood busy. People who have used Meadow Wood really like it. Larsen asked how the DDA could help. Keating said some brainstorming could help. Larsen thought there could be ways for businesses to promote the events. Keating suggested sending ideas to her, especially for those businesses that can't make it to meetings. Fler suggested that Main Street might also be able to help. Larsen noted that people like to know where to go and what there is to do. Debbie Miller reported that Parks & Rec events appear on the Chamber calendar along with other events.

Hockey: Larsen said that she was interested in hockey from a business point of view. The hockey rink is a site that could be a draw in the off season. As a business, Larsen would like to support finishing the rink. Larsen asked Keating for an update. Keating said that the Hockey Association and the City had met the day prior in regard to the rink roof project. The process started in 2011. Now, they are exploring what they can do for fundraising and grants. There is a conceptual design and some engineering has been completed. The roof needs to be in place before refrigeration. With the roof, the space could be used for multiple types of events and activities. Keating mentioned in the meeting that Larsen had interest in this project. Larsen thought that Main Street might be able to help. Larsen noted that this project would be supported from a business point of view. Keating noted that a roof would cost \$750,000, so grant funding would be needed. Larsen thought that the business community could support this. Larsen asked Board members if they would support and received general support from the Board. Larsen said that she thinks this is one of the last places with open ice. Keating replied that there are teams who want to have open ice. Larsen asked Egbert if she thought Main Street would be interested in being involved. Egbert noted that this is not part of the Main Street District, but there would be opportunities for partnerships.

GENERAL DISCUSSION: Larsen noted that she's noticed more people in Woodland Park coming from outside the area this winter. DeVaux noted that Charis helps with this.

Lindholm reported that she would be working on a DDA newsletter and asked Board for any topics they would like to feature. Schnitker suggested info on Memorial Park that was discussed today and possibly an update on the Aquatic Center.

Peterson AFB/NORAD: Fler reported that Carrol Harvey of the City Council is organizing a trip to Peterson AFB this year for those who could not attend last year. This will probably occur the week of June 9.

AUDIENCE PARTICIPATION: Riley introduced Lor Pellegrino, who is the new City Planner. Riley announced that there would be a public meeting with the State Demographer on April 15. On April 23 there will be a stakeholders meeting for the traffic study. Big O received approval by City Council to add five new bays. Eagle Fire has received approval for their ZDP for five new rooms. The Wahl CUP will go to City Council next week in regard to the project on South Boundary.

Debbie Miller reported that the Chamber is updating the binders that they keep in the local lodging facilities. Miller noted that the upcoming Business Expo is sold out. There will be a business roundtable on April 22. Park State Bank ribbon cutting in regard to their 50 year anniversary will be held on April 23. Miller noted that there are still opportunities the second round of disaster dollars in relation to the Waldo Canyon fire. There will be a public hearing in this regard in Manitou Springs. Miller will send information out. There will be a Business After Hours at the Country Lodge on April 21.

Larsen reported that she and Fler and Gary Crane had met with Bob & Karen Foster to discuss Main Street. Fosters are former owners of Lost Valley Ranch and want to become involved in the community.

EXECUTIVE SESSION: None

ADJOURNMENT:

MOTION: To adjourn the meeting. Larsen/Coy. Passed 9-0.

Meeting was adjourned at 8:35 AM.

Recorded by:

Carol J. Lindholm, DDA Staff

APPROVED THIS _____ DAY OF _____, 2015

Al Born, Secretary/Treasurer