

**Woodland Park Downtown Development Authority Board of Directors**

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

**SPECIAL MEETING MINUTES**

**November 7, 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), Al Born (Secretary), Tanner Coy (Treasurer), Ellen Carrick, Jan Wilson, Jerry Good, Elijah Murphy. **Others Present:** Jane Manon, Beth Dodd, Neil Levy, Dan Taylor, Andrew Tyler

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

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

**OPENING RECORDS:**

**MOTION:** Pursuant to an open records request, release the executive session recordings of May 5<sup>th</sup>, 2015 and April 7<sup>th</sup>, 2016 for public inspection. Born/Coy. Passed 7-0

**EVENTS COMMITTEE SEPARATION:**

Chair Larsen reports on the Events Committee. This committee will continue to be hosted by the DDA. At some point the Events Committee will stand alone. Born is concerned that, per DDA bylaws, board members who miss these meetings may have to resign.

**MOTION:** Make an exception to excuse the absence of board members who do not wish to participate in Events Committee meetings. Murphy/Wilson. Passed 7-0

**CIRSA Update:** Larsen says that correspondence with CIRSA should go through DDA legal counsel, David Neville. Murphy asks if we have a written statement confirming DDA coverage by CIRSA. Coy says there is documentation but it does not include directors and officers insurance (D&O.) Murphy will review the documents and continue researching additional insurance options for the DDA.

**FINANCE REPORT:**

- a. **City Loan:** Coy presented the DDA's 2017 budget at the last City Council meeting. During that meeting, council member Harvey requested that the DDA consider a partial bond issue

of \$500,000.00 to repay part of the City's loan to the DDA. After discussion, the DDA will not pursue the bond issue.

- b. **2017 Budget Review:** Teller County Assessor, Betty Clark-Wine, has cautioned Coy several times about commercial properties converting to residential use and the impact on TIF calculations that result. Clark-Wine also indicated an abatement for tax year 2015 is pending and its effect on DDA revenues in 2016 might be \$13,500.00. Additionally, the assessed value of this property would be reduced, which would affect future year TIF revenues. This is not reflected in the 2017 budgeted revenues.

**WOODLAND STATION:** Larsen and Coy have spoken with Mallett Excavating. Carl Anderson offered dirt for use at Woodland Station but the Malletts recommended against using it because of the clays in it. Mallett's bid was revised to include \$669.95 as the cost of a performance bond, which is normally not required on a job of this scope, in Mallett's opinion.

**MOTION:** To approve estimate #420 that includes the material and/or performance bond of \$669.95 for a total of \$23,001.57. Coy/Born. Passed 7-0

**GENERAL DISCUSSION:** Murphy says the Veterans Rally might relocate from Cripple Creek. This might be an opportunity for Woodland Park to host a Veteran's Benefit. Andrew Tyler is commander of the VFW and was asked by members to comment on having the Veteran's Rally in Woodland Park in 2018. He says there are typically 3000 motorcycles for the event. Many local vendors participate in this event. Dan Taylor is pursuing a project that might cause Pikes Peak Avenue to be extended on the south side of Highway 24. His project would include expensive drainage improvements. He plans to ask the DDA for help paying for those improvements.

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

Meeting adjourned 8:26 AM

Recorded by: Tanner Coy

APPROVED THIS 27 DAY OF February, ~~2016~~ 2017

Merry Jo Larsen

Al Born, Secretary

Merry Jo LARSEN CHAIRMAN