

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

October 3, 2017 – 7:30AM

CALL TO ORDER AND ROLL CALL: Merry Jo Larsen, Chair, called the meeting to order at 7:33AM.

IN ATTENDANCE – Board of Directors: Merry Jo Larsen (Chair), Tanner Coy (Treasurer), Al Born (Secretary), Jon DeVaux, Ellen Carrick, Jan Wilson, Jerry Good, Elijah Murphy

Absent: Noel Sawyer (Vice Chair)

Others Present: Arden Weatherford, Bob Volpe, Dan Taylor, Jane Mannon, Lynn Jones, Mike Farina, Pat Hill, Pete Kuyper, Sally Riley, Tim Dienst

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA

None.

APPROVAL OF MINUTES

- a. September 5, 2017 DDA Regular Meeting Minutes

MOTION: To accept the Agenda and Minutes. Born/Wilson. Passed 8 - 0

AMENDMENT OF RESOLUTION 1-2017

- a. Amending the Legal Description of Property being included in the TIF Area.

Tanner Coy clarified for the Board the reason for amending the legal description. The DDA passed Resolution 1-2017 which expanded the boundaries of the DDA. The County recently informed Coy that Lot 3 was two separate pieces, that 301 square feet of Lot 3 had been dedicated to the City in 2005 and includes a storm drain inlet on the corner of the property. The legal description used in Resolution 1-2017 does not exclude the City's 301 square feet. Sally Riley, Planning Director, confirmed that the 301 square feet had been deeded to the city by Will Brown and recorded. As of October 2, the County stated that they've included both Pete Kuyper's Lot 3 and the City's 301 square feet. Coy mentioned that Riley had expressed concern that because the City had not petitioned the DDA for the inclusion of its piece, the DDA should amend the resolution to correct the legal description. Coy consulted Attorney Paul Benedetti who stated that the description would not need to be amended if the City does not mind the 301 square feet being within the DDA Boundary. Coy read the justification from Benedetti. Pete Kuyper, President of PK Enterprises, responded to Chair Larsen that he was agreeable to leaving the description as is. Larsen confirmed with the Board that a motion and corrective action would not be necessary.

TIF AGREEMENTS

a. Woodland Park Associates, LLC (Trail Ridge)

Coy explained that the agreement with Woodland Park Associates, LLC contains an error—the number included in the contract is not the assessed value of the property at the time of the contract. Using that number to calculate the TIF reimbursement results in a lower reimbursement than what Woodland Park Associates is expecting. The difference between the two assessed valuations is approximately \$500,000. Woodland Park Associates has drafted an Amendment No 2 to the reimbursement agreement for review in an attempt to rectify the reimbursement amount. Because the change would result in a larger reimbursement than what the DDA was planning, Woodland Park Associates has offered the DDA an additional year to pay at 8% interest. Coy recommended that the Board not take any action until Attorney Paul Benedetti has reviewed the amendment. Coy will talk with Woodland Park Associates again; he does not think the numbers in Amendment No 2 are correct based on what he found in the assessor’s records.

NEWSLETTER IN THE MOUNTAIN JACKPOT

Larsen stated that she is excited about the upcoming newsletters that will appear in the Mountain Jackpot and that Ellen Carrick, Jan Wilson and Lynn Jones have been working on articles. John Jones, General Manager for the Mountain Jackpot, has created a logo idea for the DDA. Carrick explained that the articles will start with the purpose and history of the DDA, as well as a board member bio. Jones added that it will be a 700 word, half-page column with a photo. Larsen would like to include past and futures projects to keep the community informed. Jerry Good thinks it will be a good way for the community to understand the DDA. Jon DeVaux would like to highlight new businesses in town. Elijah Murphy suggested that articles include DDA contact information. Larsen acknowledged and thanked The Mountain Jackpot for being willing to run the articles.

SUPPORT GROUP FOR GRANT WRITERS

Larsen referenced the grant received for finishing Woodland Station, the positive impact of receiving that grant, and her desire to find volunteers willing to serve as a support group for future grant-writing projects. Jane Mannon, Director of Special Projects, would be willing to sit in on a brainstorming session to identify volunteers. DeVaux suggested putting this information in the Jackpot column. Al Born expressed concerns about seeking federal grants due to the complexity and stringent requirements. Larsen suggested Born also participate in the brainstorming group. Murphy agreed with Born’s suggestion of possibly combining efforts with others within the county in seeking grants. Larsen asked for comments from the Board; all were in agreement of pursuing grants. Wilson suggested David Perkins as a grant writer.

WORKSHOP ON WOODLAND STATION AND MOVING FORWARD IN 2018

Larsen requested that the Board schedule a workshop, with the goal of discussing what the DDA would like to accomplish in 2018. The Board agreed to meet Tuesday, October 17 at 7:30AM at the Historic Ute Inn.

GENERAL DISCUSSION

Jerry Good mentioned his discussion with a railroad CEO about getting a static locomotive for Woodland Station. He asked the Board if that would be something it would consider. Jon DeVaux suggested seeing if the DDA can get a grant application. He also suggested contacting Dave Martinek, who is involved with local railroad enthusiasts. Larsen suggested contacting Joe Moore, who lives in Woodland Park; he has a tremendous amount of local train memorabilia and he's looking for a home for it.

Larsen mentioned that parliamentary procedure training for the Board is being researched. She also mentioned last weekend's Cowboy Art Show. Saddle Club dances are starting at Shining Mountain beginning the end of October. Larsen encouraged everyone to come out and have a good time at the dances and support the Saddle Club.

AUDIENCE PARTICIPATION ON ITEMS NOT ON THE AGENDA

Dan Taylor said there has been no change to the car wash project. In addition, he added that the USDA Rural Development organization has grant programs available. DDAs should be able to apply.

Sally Riley, Planning Director for the City of Woodland Park, talked about the evolution of the train depots, referring to the illustration on the wall. The Historical Preservation Committee and the Ute Pass Historical Society are interested in putting a museum in what is the last of the depots, now located in Bergstrom Park. David A Langley Architects has been hired to assess the building and will create schematic designs for the museum and the renovation so that grants can be pursued. Riley also provided a status update on the Microtel project. Last week the construction drawings were approved, a ZDP issued and a building permit issued. Mark Rabaut, President of Purple Mountain Hospitality LLC, is planning a groundbreaking ceremony next Wednesday, October 11 at 11AM.

Jane Mannon, Director of Special Projects for the City of Woodland Park, stated that the parking and walking audits have been completed and final reports are being prepared. She thanked everyone who participated in the project. Presentations will be given to people who funded the study. A final presentation will be given to the DDA.

Make Farina, Finance Director for the City of Woodland Park, stated that the City Manager's recommended budget has been submitted to City Council; a draft copy is available on the City's website. The public is invited to a budget work session on Wednesday, October 11 at 6PM.

MOTION: To adjourn meeting. DeVaux/Carrick. Passed 8 - 0

Meeting adjourned 8:11AM.

Recorded by: Lynn Jones, Assistant to the Board.

APPROVED THIS 14th DAY OF NOV, 2017



Al Born, Secretary