

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

October 4, 2016 - 7:30 AM

CALL TO ORDER AND ROLL CALL: Merry Jo Larsen, Chair, called the meeting to order at 7:35 AM.

IN ATTENDANCE - Board of Directors: Merry Jo Larsen (Chair), Al Born (Secretary), Tanner Coy (Treasurer), Noel Sawyer (Vice Chair), Jon DeVaux, Ellen Carrick, Jan Wilson, Jerry Good, Elijah Murphy (by phone). **Others Present:** David Buttery, Sally Riley, Suzanne Leclercq, Debbie Miller, Dave Perkins, Michelle Perkins, Dan Taylor, Vicky Good, Paul Saunier, Carol Lindholm, Neil Levy (Mayor), Kelly Case, Tyler Lambert, Brook Smith, Michael Harper, Pat Hill,

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA: Coy suggested adding conference with the attorney to the Executive Session agenda. Born suggested on item 6 Lot 2 (a) he would be making the presentation not Randolph. Wilson suggested adding downtown improvement to the agenda.

MOTION: To approve amended agenda. DeVaux/Sawyer. Passed 8-0

APPROVAL OF MINUTES: August 24, 2016; September 13, 2016

MOTION: To approve minutes. Wilson/Carrick. Passed 8-0

FINANCE REPORT: Few changes, continue to pay Peak Internet charges. Charged for flash drives. \$219 beyond projected, otherwise finances on target as discussed previously. Budget review; noteworthy changes in the 2017 budget from the 2016 budget are increased revenue @ \$40,000, TIF reimbursement increase @ \$49,000, scheduled City loan payment @ \$65,000, beautification and Woodland Station Improvement budgets added, no payroll expense items are budgeted, positive \$17,600 bottom line results. Ready for final approval Sawyer requested any additional information of the effects regarding the school bond tax. Coy responded that it was a decrease of approximately \$48,000 in revenues for 2017. Continued discussion on the subject.

Coy reported that there was disappointment regarding the mill reduction possibly precluding DDA from refinancing the debt. Awaiting feedback on payment plan option from City Council.

MOTION: To approve the 2017 budget. Wilson/Good.

Continued discussion regarding internet and phone that is unavailable. Born asked if it was to continue the same phone number. Coy commented that the DDA no longer has access to that phone. Murphy asked why we are paying for services we have no access to, Chair responded that they will be addressing the issue.

Passed 8-0

DDA WEBSITE AND EMAILS: Sawyer reported not much to report, he and Coy would be adding content. Emails would be more efficient with links. Born was unable to navigate the issue.

LOT 2: Larsen (Chair) stated Born was here representing Randolph, Born responded he is representing the DDA. Larsen reported on the Lowe's grant and its implications of being used on Lot 2. Wilson introduced Dave Perkins, who addressed the issue. Community impact grant for \$20,000 to be used for grading at Woodland Station. Sawyer commented he thought we were getting \$20,000, Perkins responded Woodland Station would be getting \$10,000. Continued discussion.

Larsen stated that the only change made to Randolph document was to accommodate the dates regarding the grant. Read document and asked about the changes (refer to updated response to Randolph document). Born challenged the changes. Wilson expressed concern regarding Randolph's absence. Coy cautioned that the document was for discussion not appropriate for a motion. Good expressed concern that Born was not representing the interest of the DDA. Carrick expressed support for Born. Murphy commented that there needs to be consequences for not fulfilling the agreement. Larsen asked Born what changes he required, Born responded he was not able to speak for the other parties without consultation. Larsen commented on the time constraint that necessitated the changes. DeVaux urged that Born be given time to take the changes to Randolph. Continued discussion regarding the changes made to the document. Sawyer was hopeful that Randolph would concede to the changes. Coy stated for the record that the other parties refused to come to the table and help expedite the proceeding and the only comments the DDA has received were from a board member (Born). Larsen explained that the City had agreed to use materials from City projects to fill the hole and the DDA would like to use the grant money to make the site more suitable for the public. Vicky Good asked if the City would be donating the dirt and begin bringing dirt to the site presently. Larsen lauded the City's efforts in assisting the DDA. Buttery clarified the City's contribution. Riley commented on the additional grading permit and fill being brought by the City. Buttery assured compliance with the permit and limiting of red tape.

Dan Taylor asked who owns the dirt. Buttery clarified.

MOTION: To allow the city to return the site to the condition before the excavation and begin immediately. Wilson/Sawyer. Passed 8-0

Larsen read the document aloud. Born challenged the terms within the document. Coy commented that the DDA must approve the application. Continued discussion. Murphy commented that the negotiations should cease and the DDA create conditions and present them to the other parties. Larsen clarified the terms of the agreement. Good commented he would not agree to any agreement that extends into 2017. DeVaux commented that allowing work on weekends that there was no event planned. Born clarified the site 1 and 2. Coy stated that the first permit must be completed before the second permit and was uncomfortable with the July 2017 date as well. Continued discussion. Silt and erosion control agreed to. Performance guarantee accepted. Born challenged the enforcement condition. Murphy agreed with Born that heavy equipment could do damage. Buttery asked when the DDA would submit the permit. Larsen led discussion on special meeting. Coy asked if the other party representative could be present. DeVaux commented that the DDA should expedite the process. Murphy agreed that there was to be a representative at the meeting or they should live with the be content with the offer presented. Leclercq confirmed the meeting time. Meeting set for 1pm for October 7, 2016.

MOTION: That Larsen sign as property owner on the permit. Wilson/Good.

Coy asked if the permit should be approved by the board. Consensus was that it was not necessary.

Passed 8-0

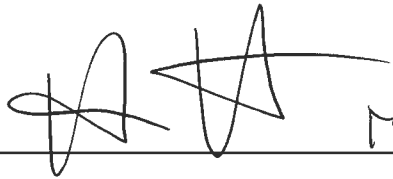
Wilson expressed concern that Born was not representing the DDA. Good reiterated that Born was not representing the DDA competently. Coy urged to wait until the special meeting. Sawyer agreed that they should wait. Good withdrew his motion.

Larsen thanked Lee Willoughby and Laurie Glauth. Willoughby presented the lights on antler alley. Laurie Glauth urged resolution in light of the time constraint on the grant.

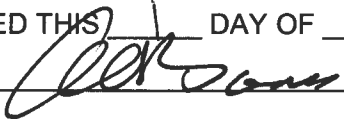
Larsen asked to move the remaining items to the meeting on October 7, 2016. Riley reminded the crowd of the grant meeting as well as CLG training. Miller updated on the Chamber events. Jensen gave and update on the kiosk.

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

Meeting was adjourned at 9:10 AM.

Recorded by:  MARTY McKENNA

APPROVED THIS 1 DAY OF November, 2016


Al Born, Secretary