

Woodland Park Downtown Development Authority Board of Directors

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

SPECIAL MEETING MINUTES

November 22, 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), Noel Sawyer (Vice Chair), John DeVaux, Tanner Coy (Treasurer), Jan Wilson, Jerry Good, Elijah Murphy. **Others Present:** Dan Taylor, Debbie Miller, Neil Levy, John Schafer, Carol Lindholm, Suzanne Leclercq, Curt Grina, Steve Rupp, David Neville.

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA: Larsen adds Main Street.

MOTION: To approve agenda with Main Street added. Passed 7-0

FINANCE UPDATE: Coy says City Council accepted the DDA's payment plan proposal and approved a resolution to that effect. Coy says it is likely the DDA will overrun 2017 budgeted legal fees and asks the board if the 2017 budget should be changed. The board chooses to leave the 2017 budget as is.

WOODLAND STATION: Chair Larsen says the property looks good. There is enough dirt there to fill in the hole. Another permit might be needed to complete the work. Coy says work is progressing nicely. More fill dirt is being used than was projected because dirt from the borrow pit is compacting more than expected and the topography of the site is no longer what it was when the grading plan was drafted by JPS Engineering. Larsen has spoken with Steve Randolph about excavation of Site 1 soil which is now complete. Site 2 soil excavation is still being discussed.

MAIN STREET: Larsen says that the DDA's Executive Director has a voting position on the Main Street board of directors, but the DDA has no Executive Director at this time. Wilson says Main Street has discussed suspending the part of their bylaws that requires the DDA's Executive Director to be on their board.

GENERAL DISCUSSION: Coy informs the board that Eric Smith of Matrix Design Group contacted him regarding an invoice dated in 2012 in the amount of \$48,650.00 for engineering and design work related to infrastructure and public improvements for the Woodland Hardware project. DeVaux suggests the City is responsible for the expense.

EXECUTIVE SESSION: Adjourn to Executive Session: For the purpose of conference with an attorney for the purposes of receiving legal advice on specific legal questions. 24-6-402 (4)(b), and 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).

MOTION: To enter executive session following a 5 minute break. Coy/DeVaux. Passed 7-0.

Larsen, Chair, read the purpose of the Executive Session into the record. Meeting adjourned to Executive Session at 7:56 AM.

RECONVENE SPECIAL MEETING: Following the Executive Session, Larsen reconvened the special meeting at 8:33 AM.

The following persons were in attendance at the Executive Session: Merry Jo Larsen (Chair), Noel Sawyer (Vice Chair), John DeVaux, Tanner Coy (Treasurer), Jan Wilson, Jerry Good, Elijah Murphy. Also Attending: David Neville, Steve Rupp, Attorneys for the DDA.

MOTION: Authorize the Chair to sign the contract with KKRDN. DeVaux/Murphy. Passed 7-0

MOTION: Adjourn the meeting. Sawyer/DeVaux. Passed 7-0

Meeting adjourned 8:36 AM

Recorded by: _____

Tanner Coy

APPROVED THIS 27 DAY OF February ~~2018~~ 2017

Merry Jo Larsen

~~Al Born, Secretary~~

Merry Jo LARSEN. CHAIRMAN