

Woodland Park Downtown Development Authority Board of Directors

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

REGULAR MEETING MINUTES

April 11, 2017 - 7:30 AM

CALL TO ORDER AND ROLL CALL: Merry Jo Larsen, Chair, called the meeting to order at 7:30 AM.

IN ATTENDANCE - Board of Directors: Merry Jo Larsen (Chair), Noel Sawyer (Vice Chair), Ellen Carrick, Tanner Coy (Treasurer), Jon DeVaux, Elijah Murphy, Jan Wilson. **Absent:** Al Born (Secretary), Jerry Good. **DDA Staff:** NONE. **Others Present:** Lynn Jones, Jane Mannon, Sally Riley, Mike Farina, Neil Levy, Paul Saunier, Tyler Lambert, Tim Dienst, Jim Ignatius, Tony Perry (arrived at 7:50 AM), Brook Smith, Debbie Miller, Dale Schnitker, Jim Harris, Dan Taylor, Pat Hill, Arden Weatherford.

ADDITIONS, DELETIONS, OR CORRECTIONS TO THE AGENDA: NONE.

APPROVAL OF MINUTES:

- a. February 7, 2017 DDA Regular Meeting
- b. February 27, 2017 DDA Special Meeting
- c. March 7, 2017 DDA Regular Meeting
- d. March 14, 2017 DDA Special Meeting

MOTION: To approve today's agenda and the minutes of February 7, February 27, March 7, and March 14, 2017. Wilson/DeVaux. Passed 7-0.

TIF REIMBURSEMENT AGREEMENTS: Coy reports that Mark Rabaut called him on April 3 and gave Coy an update on his Microtel hotel project for the Board. The financing for Rabaut's hotel project is nearly complete. Rabaut also expressed some concern that exempting other taxing entity mills from the TIF reimbursement calculations in his contract could adversely affect his new mortgage. Chair Larsen says Rabaut gave her a packet of information so that the DDA can move forward with putting his project on the next DDA agenda.

AGREEMENT FOR DISPOSITION AND DEVELOPMENT DATED 03/19/2013: Larsen says there is no update at this time.

LETTERS FROM NETCO AND UPRAD: Larsen says the DDA is sensitive to the fire and ambulance district's budget problems and that the DDA is in a similar situation. Jim Ignatius addresses the Board on behalf of NETCO. He says the fire district's revenues have been floating between \$2.1 million and \$2.2 million over the past few years, and increasing costs caused the fire department to reduce staff by one person last year, leaving only 12 full time firefighters. Additionally, the number of volunteers has dropped from 40 to two over the past couple decades. He says there are only five firefighters on any given shift to respond to

emergencies. Ignatius is concerned that the Gallagher Amendment is going to cause the residential property tax assessment rate to be reduced which will cause taxing entities to lose revenue. He is requesting that the DDA take out the fire district's 13.182 mills from future TIF reimbursement agreements, that the DDA share any TIF revenue it receives from the fire district's mills levied on expiring reimbursement agreements, and that if the DDA expands its boundary it hold the fire district harmless. Ellen Carrick asks Ignatius to clarify his request for taking out the fire district's mills. Ignatius says he's asking that the DDA calculate future TIF reimbursement payments (in new agreements) without including the fire district's 13.182 mills in the total number of mills in the TIF revenue calculation. Ignatius says there was a meeting between himself, David Buttery, Brian Fleer, Tyler Lambert, and Dale Schnitker before Trail Ridge Apartments were built to discuss TIF revenue sharing between the DDA and fire district. He says there's a memorandum describing the revenue sharing agreement between the DDA and fire district discussed at that meeting. Jon DeVaux says the County Assessor, Betty Clark-Wine, told him all TIF revenue must be paid to the DDA, and the DDA can have a separate agreement with other taxing entities to share the revenue. Tyler Lambert says Fleer had given him a memo and spreadsheet about the Trail Ridge Apartments TIF revenue sharing agreement. Noel Sawyer asks Ignatius why the number of volunteer firefighters has declined so much. Ignatius says the requirements for training, classroom time, minimum work time per month, insurance coverage, and equipment needed for a volunteer have become onerous. Tanner Coy addresses the three requests made in the letters from NETCO and UPRAD. Regarding boundary expansions, he says Pam Killebrew from the County Assessor's office told him that the value of property at the time it is being included into the DDA goes into the base. Also, the Property Tax Administrator requires that if the municipality modifies a DD Plan to include additional property in a TIF area, the Assessor determines the value of the included property as of the date values were last certified and adds the value of the included property to the base value. The base value is the value used to calculate revenues paid to other taxing entities. This means one of NETCO's requests is already being satisfied. Sawyer mentions that DDA still has obligation to its creditors. DeVaux recalls a meeting in 2012 where the districts agreed that DDA would make fire and ambulance whole in future agreements. DeVaux lists some of the types of expenses that are consuming the DDA's revenues. Elijah Murphy says proposed legislation could pass that would change DDA law to allow representatives from other taxing entities to become voting members of the DDA board. Regarding the request to share new revenues from expiring TIF reimbursement agreements, Coy reports to the Board that any TIF sharing agreement would have to be administered by the DDA because the Assessor's regulations require that the Assessor's office does not have a role in this type of agreement. He also provided amounts of revenue that would be paid to fire and ambulance if the DDA agreed to this request. By the end of 2020 this process would yield very little revenue shared with other entities. Coy did not calculate revenue sharing beyond 2020 because he would be speculating about the property values too many years into the future. Regarding new agreements going forward, Coy suggests that, if there will be any revenue sharing between DDA and fire or ambulance, language should be included in the future TIF reimbursement agreements so that all parties to the agreements are aware of and can agree on how the reimbursement calculations will be handled. He is concerned about the earlier comments that there is a TIF revenue sharing agreement (between DDA, NETCO and UPRAD) for the Trail Ridge Apartment TIF but that the Trail Ridge reimbursement agreement doesn't include that language and can't be changed without agreement by the Trail Ridge party. He explains a process that could be used by the DDA to calculate reimbursement payments under new contracts if fire and ambulance mills were exempted from those calculations. Coy further explains that the DDA is receiving \$93,385.80 in TIF revenue (approximately 16.5% of DDA revenue, or 4.3% of NETCO revenue) generated using NETCO's 13.271 mills, and \$28,076.96 in TIF revenue (approximately 5% of DDA revenue, or 1.4% of UPRAD revenue) generated using UPRAD's

3.99 mills. If giving all of this revenue back to fire and ambulance, DDA would have to cut more than \$121,000.00 from its budget. Ignatius reiterates that he's not asking for this, he's asking for revenue sharing from reimbursement agreements that will expire and from new agreements when they are negotiated. Elijah Murphy is concerned that if the DDA agrees to share revenue with NETCO and UPRAD, other entities will want revenue sharing as well. Coy adds that, per TIF regulations, reassessment of property resulting in change in value is allocated to base and increment values proportionately, and currently the base is much larger than the increment, which means the other taxing entities receive additional revenues in future years from DDA incentivized projects if those projects are reassessed at higher values.

PROPOSAL FOR SERVICES – JIM REES: Larsen says Paul Benedetti recommended Jim Rees. She and Coy met with Jim Rees, and that Rees has much experience with TIF and with the Colorado Springs Urban Renewal Authority. He can work under contract if and when the DDA needs help. Coy agrees that there might be things in the future that the DDA could use Rees' help with. Larsen introduces Lynn Jones as someone Darlene Jensen referred to the DDA. Lynn Jones says she is new to the community and thinks she might be able to help the DDA with filing and other administrative duties. Larsen thinks Jones might be able to help with minutes, newsletter, and other things.

WOODLAND STATION: Larsen reports there is more dirt at Woodland Station and she hopes work can resume to finish and close out the current permit.

WOODLAND HARDWARE SIGNAGE: Larsen reports Kelly Rodarmel showed Jan Wilson pictures of proposed signage. Wilson says she hasn't seen pictures, only samples of material. Nothing new has been submitted by Woodland Hardware yet. Coy says he's called Rodarmel and stopped into Woodland Hardware several times and hopes to connect with Rodarmel soon.

STRATEGIC PLANNING RETREAT: Larsen asks the Board to consider dates for a retreat. At the retreat she would like the Board to discuss types of project proposals and other plans that are consistent with the Foundation Plan. She also wants the Board to discuss how best the DDA can work with the Main Street Program.

GENERAL DISCUSSION: Coy says Grey McGinnis, an advisor to a DDA coalition, is asking Colorado DDAs to submit one or two sentences along with any other material that describes benefits and successes of DDAs. Coy will send McGinnis a list of projects the DDA has participated in.

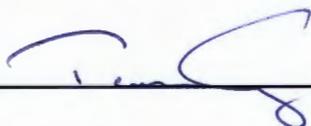
AUDIENCE PARTICIPATION: Dan Taylor thanks the Board for providing him with a proposal. He says CDOT and financing are still challenging him, but he is optimistic. Jane Mannon reports that the City is updating its website and the City's plan is for the City website to link to the DDA website. Sally Riley reports the Conditional Use Permit and Site Plan Review of Dan

Taylor's proposed car wash will continue on April 27th. She also says Microtel submitted a grading permit in anticipation of their site plan and PUD amendment. The grading permit has been under review and is not approved at this time. She says the public hearing for the inclusion of Lot 3 (Paradise) is scheduled for Thursday, April 20th. The City did approve the former Bucks building for use by Centennial Paints. Jim Harris, a property owner at the corner of Pikes Peak and Park St, adjacent to Woodland Station, expressed concern over traffic and parking on Park St. He's concerned that events at Woodland Station will make the parking problem on Park St. worse. He asks that the DDA give thought to planning events carefully to avoid parking and litter problems. Debbie Miller announces Chamber of Commerce events.

MOTION: To adjourn the meeting. DeVaux/Wilson. Passed 7/0

Meeting adjourned 8:56 AM.

Recorded by: _____

 Tanner Coy

APPROVED THIS 6 DAY OF June, 2017



~~Al Dom, Secretary~~

Merry Jo Larsen, chair