

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

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

**REGULAR MEETING MINUTES**

**March 4, 2014 – 7:30 AM**

**CALL TO ORDER AND ROLL CALL:** Dale Schnitker called the meeting to order at 7:30 AM.

**IN ATTENDANCE - Board of Directors:** Dale Schnitker, Merry Jo Larsen, Al Born, Gary Brovetto, Jan Cummer (left meeting at 8:52 am), Vera Egbert (left meeting at 9:21 am), Michael Faber. **Absent:** Tom Carrick, Tanner Coy. **Staff:** Brian Fler, Executive Director; Carol Lindholm, Staff. **Others Present:** Paul Benedetti-DDA Attorney, David Buttery, Sally Riley, Mayor Dave Turley, Brooke Smith, Debbie Miller, Steve Randolph, Kip Unruh, Arden Weatherford, Bill Page, Renee Bunting, Noel Sawyer.

**APPROVAL OF AGENDA AND MINUTES:** Prior to the approval of the minutes of the February 4, 2014 meeting, Bill Page of Page Properties had a comment on the draft of the minutes. Page noted that according to the February 4, 2014 draft minutes, Fler reported that City Market only has a one year lease with Bill Page. Page noted that this is not correct. The lease was extended last year for a substantial time. Page was concerned that damaging inaccurate rumors sometimes circulate so he wanted to clear the air on this matter. This correction will be noted in the February 4, 2014 minutes.

**MOTION:** To approve the Minutes of the February 4, 2014 Regular Meeting with changes to the minutes as discussed. Larsen/Cummer. Passed 7-0.

**RETREAT 2014 RESULTS:** Fler presented a one-page summation of the results of the 2014 DDA Retreat to the Board. Also on Board desktops was a more comprehensive report of the retreat discussions. Fler would like the Board to have an opportunity to review the summation prior to a final discussion at the April DDA meeting. Following that discussion, Fler will present the DDA Retreat Results to City Council in April. Fler encouraged the Board to let him know if there were any questions or comments. Larsen had compliments for the retreat.

**WOODLAND STATION MASTER DEVELOPER AGREEMENT:** Fler reported that this agenda item would be discussed in Executive Session.

Fler then introduced Paul Benedetti, DDA Attorney, to the Board. The Board had asked if Benedetti could be present for the discussion in regard to the Master Developer Agreement. There will be no action today on the proposed agreement. Benedetti remarked that it was good to be at the Board meeting today and noted that he was happy to see progress within the Woodland Park DDA.

**GENERAL DISCUSSION AND AUDIENCE PARTICIPATION:** Mayor Turley commented on the meeting agenda content and on the need for executive sessions in general. Turley noted that he is pleased with the current direction of the DDA.

Riley reported that Tabeguache Steakhouse is going to be changing to an Arby's.

Miller announced that there will be a Candidates Forum on March 19. The Chamber Annual Dinner will be held on March 14. This week there will be a C.U.S.P. luncheon in regard to fire preparedness.

Noel Sawyer introduced himself to the Board. Sawyer is running for City Council and attended this meeting to see the DDA process.

Fleer announced that the Main Street Community Assessment would be held on March 31 & April 1. Fleer announced that Woodland Hardware is open for business. Fleer noted that Tractor Supply hopes to close on the property by mid to end of March.

**ADJOURN TO EXECUTIVE SESSION:** For the purpose of determining positions relative to matters involving development projects within the City of Woodland Park Downtown Development Authority District: C.R.S. 24-6-402 (4)(a) and C.R.S. 24-6-402 (4)(e). Chairman Schnitker read the purpose of the Executive Session into the record.

**MOTION TO ADJOURN TO EXECUTIVE SESSION:**

**MOTION:** To adjourn to Executive Session. Larsen/Cummer. Passed 7-0.

Meeting adjourned to Executive Session at 7:45 AM.

**RECONVENE REGULAR MEETING:** Following the Executive Session, Chairman Schnitker reconvened the regular meeting at 9:25 AM.

The following persons were in attendance at the Executive Session: Dale Schnitker, Merry Jo Larsen, Al Born, Gary Brovotto, Jan Cummer (left meeting at 8:52 am), Vera Egbert (left meeting at 9:21 am), Michael Faber. **Staff:** Brian Fleer, Carol Lindholm. **Others Present:** David Buttery, City Manager and Paul Benedetti, Arden Weatherford, Steve Randolph, Kip Unruh.

*[Handwritten initials]*

*SCHNITKER*

~~Vice-Chair Larsen~~ stated: "If any person who participated in the Executive Session believes that any substantial discussion of any matters not included in the motion to go into the Executive Session occurred during the Executive Session, or that any improper action occurred during the Executive Session in violation of the Open Meetings Law, I ask that you state your concerns now." Hearing none, the Board returned to the regular meeting.

**ADJOURNMENT:**

**MOTION:** To adjourn the meeting. Larsen/Born. Passed 5-0. (Cummer and Egbert not present for this vote)

Meeting adjourned at 9:26 AM.

Recorded by:

*[Handwritten signature]*

Carol J. Lindholm, DDA Staff  
Program Manager, Economic & Downtown Development

APPROVED THIS 1<sup>ST</sup> DAY OF APRIL, 2014

*[Handwritten signature]*

Al Born, Secretary/Treasurer