



City of Woodland Park Downtown Development Authority

July 2, 2024, at 7:30 AM

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA**
4. **CONSENT AGENDA**
 - a. Minutes June 4, 2024
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA**
6. **UNFINISHED BUSINESS** (Public Comment may be heard) **None**
7. **NEW BUSINESS**
 - a. Election of New Officers (**Perry**)
 - b. TAVA update (**Weaver**)
 - c. Bergstrom Park/Sign (**Weatherford**)
8. **PUBLIC COMMENT REGARDING NEW BUSINESS** **None**
9. **REPORTS**
 - a. Board Chair Report
 - b. Treasurer Report
 - c. Board Member Reports
 - d. City Attorney's Report
10. **ADJOURNMENT**

Woodland Park Downtown Development Authority Board of Directors

Tuesday, June 4th, 2024, 7:30 a.m.

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

Regular Meeting

1. CALL TO ORDER AND ROLL CALL
CALL TO ORDER AT 7:32 A.M. BY CHAIR PERRY

PRESENT: Tony Perry, Chair
Arden Weatherford
David Mijares
George Jones
Jon Gemelke, Vice-Chair
Jerry Good
Al Born

ABSENT: Eric Cabrera

STAFF: Aaron Vassolotti, City Manager

GUESTS: Mark Weaver

2. PLEDGE OF ALLEGIANCE

All attendees participated.

3. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA

None.

4. CONSENT AGENDA

Motion:

Mr. Born moved to approve the May 7, 2024, minutes as presented.

2nd:

Mr. Mijares seconds.

VOTE:

Voice roll call vote, motion approved unanimously by a vote of 7-0.

5. PUBLIC COMMENT OF ITEMS NOT ON AGENDA

Mrs. Bettermen *** commented that the Woodland Park Wind Symphony no longer has a facility suitable to practice or perform, she noted that there are not enough seats at the Ute Pass Cultural Center anymore and the Nazarene Church has more suitable seating but lacks proper parking arrangements. She would request that should the opportunity arise, that the board be open to a symphony hall or a performing arts center in Woodland Park.

6. UNFINISHED BUSINESS (Public Comment may be heard)

None.

7. NEW BUSINESS

a. TAVA update

Mr. Weaver presented a brief summary of the TAVA update. They are currently waiting on comments for their resubmittals to CDOT, the City of Woodland Park, Preliminary Platt and Pikes Peak Regional Building Department. They are currently working with the city on the SDA, he expects that it will not be voted on at the City until July. Mr. Weaver assured the board that plans are still moving forward.

Mr. Good questioned the status of the fountain creek head waters, Mr. Mijares responded that the first phases of development do not impact the creek.

8. PUBLIC COMMENT REGARDING NEW BUSINESS

None.

9. REPORTS

a. Board Chair Report

Chair Perry noted that the deadline for board applications is June 20th. He encouraged the current members whose terms are up and the public who meet the requirements and have a desire to serve the community to apply. The requirements are that you must own a building within the district boundaries, or you have to rent a space within the district boundaries, or you have to be an employee of a business that operates within the district boundaries.

Chair Perry commented that he did make contact with Mr. Nayugen *** in regard to the Vos Building/Martini Hut, he communicated that the family's desire is still to place a restaurant in that space, but they have had some recent family health issues. Chair Perry also expressed to Mr. Nayugen *** that there are parties interested in doing cosmetic renovation work and there are also parties interested in preserving the Vos Building. It continues to remain an issue.

The City Council reviews board applications on June 27th, in which they will vote on reappointments. Then in July, this board will vote for the positions of Chair, Vice-Chair, Secretary, and Treasurer. He noted that he has one year left and does not intend to run again. He recommends that the board vote on recommending to the city that the DDA be extended to 2032. Chair Perry also would like to turn the attention to what the DDA did back in 2009. The concept was a grant program for 5 or 10 thousand dollars, in which business owners would present their plans to revitalize their buildings in hopes of earning the grant. He noted that similarly to 2009 businesses are under stress right now and could benefit from a grant program like this.

Chair Perry explained that this will be a continued effort to move along the Vos Building/Martini Hut, and that there are other businesses like them that could use equal encouragement. He believes that there is a potential that other parties could come requesting TIF deals. Historically, TIF deals have been 10 years, so if the board did a TIF deal this next year it would be a compressed time frame assuming that the DDA be shut down in 2032.

b. Treasurer Report

Chair Perry is presenting the Treasurer Report in Mr. Cabrera's absence today. He directed the board to page 7, which is the legal reimbursement that were submitted. He then directed the board to page 11, which is the part of the worksheet for calculating each TIF reimbursement. Mr. Taylor submitted all the necessary forms to qualify for TIF reimbursements.

Motion:

Mr. Born moved to ratify the legal expenses and the TIF reimbursements as presented.

2nd:

Mr. Weatherford seconds.

Vote:

Voice roll call vote, motion approved unanimously by a vote of 7-0.

Chair Perry commented on the AJ's pizza TIF agreement and that the board had been waiting on one component, he directed the board to pages 17-19. They have finally received the certification of eligible costs which is a requirement of the TIF agreement. The board is taking no action at this time other than to put it on the record that AJs has completed the final requirement and that once they pay their tax payment, they will be eligible for reimbursement.

c. Board Member Reports

None.

d. City Attorney's Report

e. None.

Mr. Vassolotti is having the city engineer come to the next meeting and give an update on the median project that is scheduled for later this summer. He also noted that at the last council meeting they approved the supplemental for the NETCO transfer. He requested that Chair Perry submit the direct payment.

Ms. Kitty *** requested that the board reconsider the qualifications for becoming a board member, she felt the qualifications are limiting other qualified people who do not meet the requirements.

Chair Perry responded to the public comment that the qualifications for being a board member were decided in the foundational plan of the DDA. He believes the theory behind those qualifications was to allow the businesses within the district to have a voice.

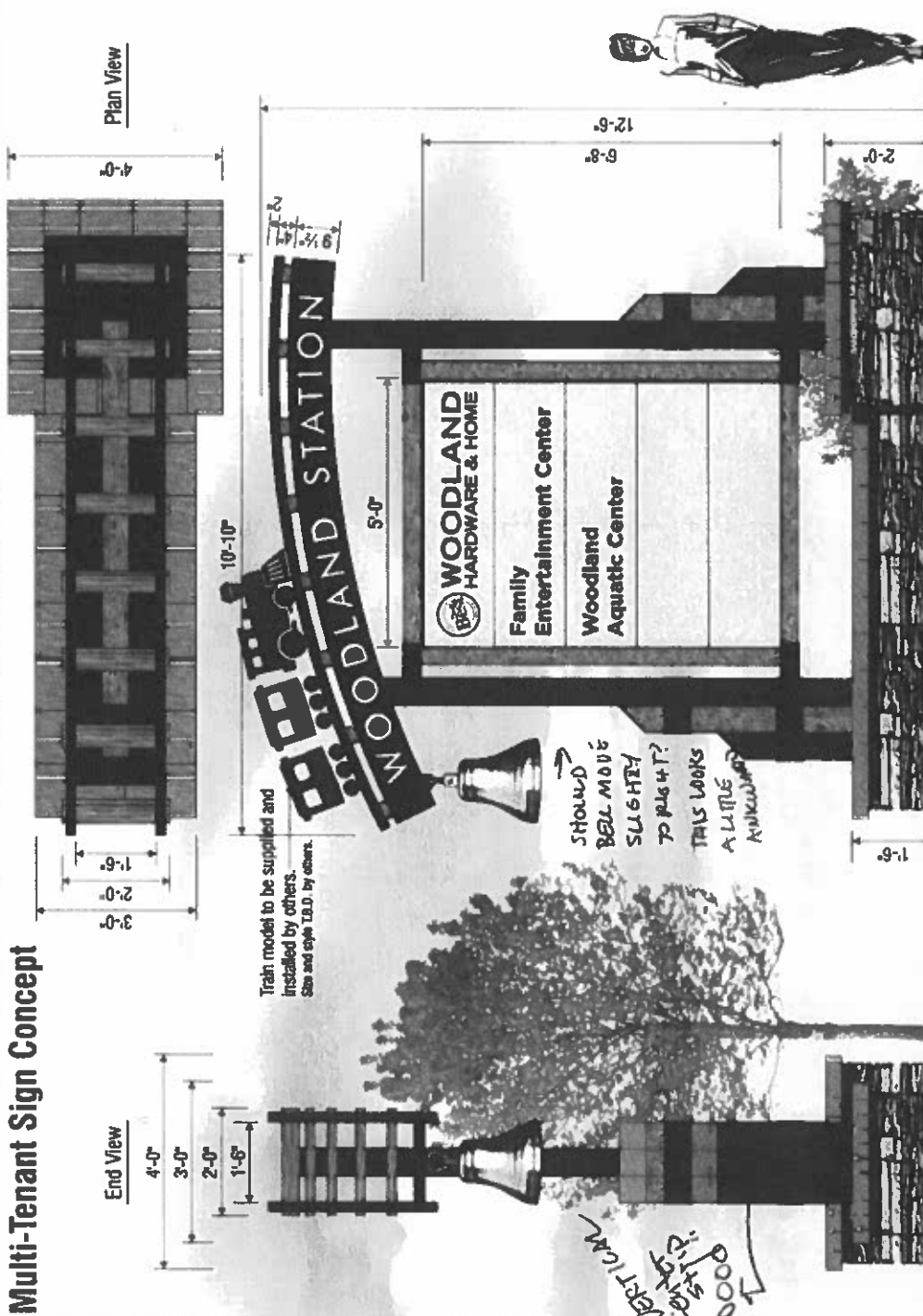
10. ADJOURNMENT

Motion:

Mr. Born moved adjournment.

Chair Perry adjourned the meeting at 8:01 a.m.

Multi-Tenant Sign Concept



2930 West 9th Avenue Denver, Colorado 80204 303.529.5121 www.gordonsign.com denverdesign@gordonsign.com		Client: Woodland Station Downtown Woodland Park Woodland Park, CO 80863	
Account Rep.: Wendy Bergman Date: 9/24/14 Drawn by: <i>Weg</i> Scale: Noted		Client Approval: _____	
File Name: Woodland Station 6714-05 Revisions: 01 - 10/8/14 Complete redesign -KL 02 - 10/14/14 Added more wood & steel elements -KL 03 - 10/27/14 Combined elements for new concept -KL 04 - 11/11/14 Redesign -KL 05 - 12/01/14 Redesign -KL		Sheet 1 of 1	
IMPORTANT ELECTRICAL NOTE: ALL ELECTRICAL CONNECTIONS MUST BE MADE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL LOCAL ELECTRICAL CODES.		©This design is the exclusive property of Gordon Sign and cannot be reproduced either in whole or in part without their consent. Gordon Sign will endeavor to identify much art, including PMS colors where specified. We cannot guarantee exact matching due to varying compatibility of surface materials and print.	
Gordon Sign Meets UL Safety Requirements			

CITY OF WOODLAND PARK
 220 W. South Avenue
 P.O. Box 9007
 Woodland Park, CO 80866
 719-687-9246
 719-686-1010/Fax
 Federal Tax ID # 84-6002740
 CO Tax Exempt # 98-00978



Please Select

MAIL	DEPT

Vendor Information

Name	Michow Cox & McAskin LLP
Address	5299 DTC Boulevard
Address	Suite 300
City/State/Zip Code	Greenwood Village, CO 80111
Federal Tax ID #	81-1299804

Vendor #	
Contact	Markus McAskin
Phone #	(303) 459-2725
Fax #	

Invoice #	Date	Description	Amount	G/L Acct. #
	04/02/24	WPDDA.Mar2024.001	513.00	
	06/13/24	WPDDAMay2024.001	297.00	
			810.00	TOTAL

Special Instructions:

30 Character Expenditure Description

Legal Expense

Tnd By chair 06/25/2024

6/25/2024

Department Manager
 City Manager

Date	Signature

*Department Manager approval required for all purchases.
 City Manager approval required for all purchases over \$1,000.00.*

**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. MICHOW GUCKENBERGER MCASKIN LLP	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☒ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
	5 Address (number, street, and apt. or suite no.) See instructions. 5299 DTC Boulevard, Suite 300	Requester's name and address (optional)
	6 City, state, and ZIP code Greenwood Village, CO 80111	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

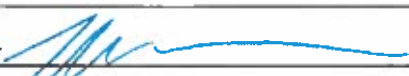
Social security number										
			-				-			
or										
Employer identification number										
8	1		-	1	2	9	9	8	0	4

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 9/6/2023
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What Is backup withholding, later.



Matter No: 17.GC
RE: General Counsel

**Confidential Attorney – Client
Privileged Communication**

Woodland Park Downtown Development
Authority
Attn: Treasurer
220 W. South Avenue
Woodland Park, CO 80866 US

Invoice Date: 04/02/2024
Invoice Number: WPDDA.Mar2024.001
Federal Tax ID No: 81-1299804

Date	Attorney	Description	Hours	Rate	Amount
03/28/2024	M. McAskin - WPDDA	Review T. Perry email (0.25); review and respond to T. Perry email including providing update on AJ Pizza (M&M) agreement - request guidance on sufficiency of cost data, draft resolution regarding DRC membership, review and revise same, follow up emails re same (1.15).	1:24	270.00	378.00
03/29/2024	M. McAskin - WPDDA	Review emails regarding move of Board meeting (special meeting Tues 4/9). Review and revise resolution regarding DRC composition, email working group regarding same.	0:30	270.00	135.00

Message:

Subtotal: _____

Discount: _____

Sales Tax: _____

Deposits: _____

Payments/Credits: _____

Balance Due: \$513.00



Matter No: 17.GC
RE: General Counsel

**Confidential Attorney – Client
Privileged Communication**

Woodland Park Downtown Development
Authority
Attn: Chair/Treasurer
220 W. South Avenue
Woodland Park, CO 80866 US

Invoice Date: 06/13/2024
Invoice Number: WPDDA.May2024.001
Federal Tax ID No: 81-1299804

Date	Attorney	Description	Hours	Rate	Amount
04/28/2024	M. McAskin - WPDDA	Review and revise meeting minutes, email T. Perry re same.	1:06	270.00	297.00

Message:

Subtotal: _____
Discount: _____
Sales Tax: _____
Deposits: _____
Payments/Credits: _____
Balance Due: \$297.00

DDA Grant Disbursement Check Request from City

To: Finance Director, City of Woodland Park

From: Downtown Development Authority

Subject: TIF Reimbursement

Meeting Approval Date:	06-25-2024
Payable To:	Purple Mountain Hospitality II
Reference:	TIF Reimbursement Agreement
Reimbursement Amount:	\$49,191.54
Reimbursement GL:	
V#:	
Invoice Received:	

Note: Payment reviewed by City and DDA Attorney:

Chair/Vice-Chair

Tony L. Perry



06/26/2024

Print Name

Signed

Date

Treasurer/Secretary

Eric Cabrera



06/26/2024

Print Name

Signed

Date

Purple Mountain Hospitality II, LLC R0056402

Microtel

	AV	base AV	AV increment	mill levy	tax increment	reimb rate	TIF reimb	paid	tax
2018		16,560.00	(16,560.00)		-		-		-
2019	25,740.00	16,560.00	9,180.00	0.0802180	736.40	75%	552.30		2,064.81
2020		16,560.00	(16,560.00)		-	75%	-		
2021		16,560.00	(16,560.00)		-	75%	-	29,710.15	
2022	445,850.00	16,560.00	429,290.00	0.0807350	34,658.73	75%	25,994.05		
2023	445,850.00	16,560.00	429,290.00	0.0814100	34,948.50	75%	26,211.37		
2024	1,246,400.00	16,500.00	1,229,900.00	0.0751143	92,383.08	50%	46,191.54		
2025						50%	-		
2026								29,710.15	
2027									
2028									
2029									
2030									
2031									
2032									

Subject **TIF Reimbursement**
From <mark@woodlandcountrylodge.com>
To Mark <mark@woodlandcountrylodge.com>
Date 2024-06-17 14:04



6-17-2024

City of Woodland Park, Colorado
Downtown Development Authority

Attn: Tony Perry

Dear Mr. Perry,

Please consider this letter as my request for our TIF reimbursement.
Total Real Property tax amount paid to the Teller County Treasurer was \$92,993.76.
A Payment amount of \$46,496.88 was paid on 2-14-2024
A Payment amount of \$46,496.88 was paid on 6-11-2024

Let me know if you have any questions.

Sincerely,

Mark Rabaut

Purple Mountain Hospitality II, LLC

Cell: 586-822-6006

ACCOUNT# R0056402
PARCEL # 6329.243510020
TAX DISTRICT # 63

REAL ESTATE PROPERTY TAX NOTICE
2023 TAXES DUE IN 2024

TELLER COUNTY TREASURER
P.O. BOX 367
CRIPPLE CREEK, CO 80813
(719) 689-2985

TAX AUTHORITY	TAX LEVY	TEMP TAX CREDIT	GENERAL TAX	VALUATION	ACTUAL	ASSESSED
TELLER COUNTY	12.80700	0.00000	15,855.45	LAND	\$0	\$0.00
RE-2 SCHOOL DIST	28.23600	0.00000	34,957.02	IMPROVEMENTS	\$0	\$0.00
CITY OF WOODLAND PARK	12.75000	0.00000	15,784.88	TOTAL	\$4,467,371	\$1,246,400.00
NE TELLER COUNTY FIRE	13.19230	0.00000	16,332.46	SR/VET EXEMPT	(\$0)	(\$0.00)
RAMPART LIBRARY	4.13900	0.00000	5,124.21	PERS PROPERTY	\$0	\$0.00
WOODLAND PARK DDA	0.00000	0.00000	0.00	NET TOTAL	\$4,467,371	\$1,246,400.00
UTE PASS REGIONAL HEALTH	3.99000	0.00000	4,939.74	MESSAGES		
TOTAL	NET LEVY -> 75.11430		92,993.76			

LATE FILING FEE 0.00
SPECIAL ASSESSMENT 0.00
SENIOR HOMESTEAD EXEMP (0.00)
PREPAYMENT APPLIED 0.00
GRAND TOTAL 92,993.76

Values for 2024 will not change unless you receive a new NOV in May. 2024 assessment rates will be made available on Assessor website when rates are set.

SB 25 - In absence of State Legislative Funding,
your School General Fund mill levy would have been 63.577

LEGAL DESCRIPTION OF PROPERTY

L2 TAMARAC CENTER 3

Unpaid prior year taxes:

No

Contact Treasurer's Office immediately if a number appears above.

PAYMENT	DUE DATE	AMOUNT
FIRST HALF	FEB 29, 2024	46,496.88
SECOND HALF	JUN 15, 2024	46,496.88
FULL PAYMENT	APR 30, 2024	92,993.76

PROPERTY LOCATION: 722 COUNTRY DRIVE WOODLAND PARK 80863

R0056402

PURPLE MOUNTAIN HOSPITALITY II LLC
723 W US HIGHWAY 24
WOODLAND PARK CO 80863-4003

Make Checks Payable To:

TELLER COUNTY TREASURER, OR VISIT
WWW.TELLERCOUNTY.GOV/TREASURER-OFFICE
FOR ONLINE PAYMENT OPTIONS.

POST DATED CHECKS ARE NOT ACCEPTED

All checks will be deposited upon receipt.

If you have sold this property, please forward this statement to the new owner or return to this office marked "property sold."

Please see reverse side of this form

RETAIN TOP PORTION FOR YOUR RECORDS

CROSSFIRST BUS BASIC

*01519

EBC HOSPITALITY MANAGEMENT, INC
DBA MICROTREL WOODLAND PARK
730 COUNTRY DRIVE
WOODLAND PARK, CO 80863

CROSSFIRST BANK
CROSSFIRSTBANK.COM
83-1528/1010

2120

02/23/2024

PAY TO THE ORDER OF Teller County Treasurer \$46,496.88

Forty-six thousand four hundred ninety-six and 88/100 DOLLARS

Teller County Treasurer
P.O. Box 367
Cripple Creek, CO 80813

MEMO

00021201 121010152821 77101519

111410143 2/5/2024 4:29 PM SEQ # 111410225 20240306>54540013<
VBC 424 6 1449 VBCWoodlandPark

ENDORSE HERE TO THE ORDER OF
VECTRA BANK
FOR DEPOSIT ONLY
TREASURER OF TELLER COUNTY
CHECK HERE FOR MOBILE DEPOSIT ONLY
45316874

AT NAME OF FINANCIAL INSTITUTION DATE
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE

Amount: \$-46,496.88

Category: Check

Statement Description: CHECK

Online Description: Check #2120

Check Number: 2120

Posted Date: 3/7/2024

Type: Debit

Status: Posted

CROSSFIRST BUS BASIC

*01519

2205

R56402

EBC HOSPITALITY MANAGEMENT, INC
DBA MICHOTEL WOODLAND PARK
730 COUNTRY DRIVE
WOODLAND PARK, CO 80863

CROSSFIRST BANK
CROSSFIRSTBANK.COM
83-1528/1010

06/11/2024

PAY TO THE ORDER OF Teller County Treasurer **\$46,496.88** ✓

Forty-six thousand four hundred ninety-six and 88/100 ***** DOLLARS

Teller County Treasurer
P.O. Box 367
Cripple Creek, CO 80813

MEMO

AUTHORIZED SIGNATURE *[Signature]*

⑈002205⑈ ⑆101015282⑆ 77101519⑈

ENDORSE HERE
PAY TO THE ORDER OF
VECTRA BANK
FOR DEPOSIT ONLY
TREASURER OF TELLER COUNTY DEPOSIT ONLY
448918874

AT _____ NAME OF FINANCIAL INSTITUTION _____ DATE _____
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
(RESERVED FOR FINANCIAL INSTITUTION USE)

1006900006112024 9:11 AM SEQ # 103690084 20240614>54540013<
EBC 424144 VBC Woodland Park

Amount: \$-46,496.88

Category: Check

Statement Description: CHECK

Online Description: Check #2205

Check Number: 2205

Posted Date: 6/17/2024

Type: Debit

Status: Posted