



City of Woodland Park Downtown Development Authority

December 2, 2025, at 7:30 AM

City Hall, Council Chambers

220 W. South Ave., Woodland Park, CO 80863

MEETING MINUTES

NOTE: A video-audio recording of this meeting is available on the City's website by selecting Government/Boards, Commissions and Committees/ Downtown Development Authority. Select the "View Most Recent Agendas and Minutes & Video Links" under the headings Agendas & Minutes, and then navigate to the applicable meeting date.

1. CALL TO ORDER ROLL CALL {7:36 a.m.}

Chair Gemelke called the meeting to order at 7:36 a.m.

Board Members Present: Jon Gemelke (Chair), George Jones (City Council Liaison), John Hugh, Eric Cabrera, Jerry Good, Sarah Salazar, Al Born

Board Members Absent: David Mijares

Staff Present: Joshua Myers (Assistant DDA Attorney) via Zoom

2. PLEDGE OF ALLEGIANCE {7:36 a.m.}

Completed.

3. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA {7:36 a.m.}

The Agenda was approved without amendment.

4. CONSENT AGENDA {7:37 a.m.}

Jon Gemelke asks to approve minutes from the Special Meeting minutes from November 3, 2025. Eric Cabrera moves to approve the Special meeting minutes and Jerry Good seconds. Al Born abstains since he was not at the meeting. Vote: 6 yes
Regular minutes from November 4: Eric Cabrera moves to approve the minutes and Jerry Good seconds. Al Born abstains. Vote: 6 yes

5. PUBLIC COMMENT (Items on the Agenda) {7:38 a.m.}

No one signed up for comment.

6. NEW BUSINESS {7.39 a.m.}

a. TAVA Update

Chris Hansen with Tava House Properties updated that the drywall is being installed and hoods are in. They have concrete to pour so waiting for favorable weather. On schedule to have the final walkthrough the end of February and soft opening on St Patrick's Day in March. Invitation

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extended for a tour. Most of the City staff have toured the Tava House. J.Gemelke asked about work on Park Street. C Hanson said site curb and gutter is completed except for temporary asphalt curb on the SW side and S side as they wait to see what will happen with that land. CDOT portion is ready to go. CDOT allows the road to be close Sunday, Monday and Tuesday from 10 am – 2 pm so hope for good weather to finish curb and gutters. Park Street turn lane will be taken out once the east side is complete per CDOT.

b. Creation of Committee for Tava TIF Agreement Negotiations, and appointment of Committee Members

Tava group and the DDA's attorneys held a meeting to begin negotiations for a TIF agreement, as previously directed by the DDA Board. Tava has provided a first draft outline of the different negotiation points and Marcus McAskin (DDA Attorney) feels creating a 2 member committee of the DDA Board would helpful to have a touchstone with the DDA Board to bring any offers of Tava and get quick feedback from the DDA. The committee would not have any final approval on the TIF agreement. It only would be a committee to help move everything forward faster. Jerry Good feels the DDA is not qualified to come up with an agreement. So he wanted to make sure the DDA's attorney would be involved with the negotiation.

Joshua stated the DDA's attorneys would stay part of the negotiations. The committee would be able to direct as far as the feeling of the board as far as if negotiations were going the correct way.

George Jones said he would like to be on the committee as he has experience with negotiations and corporations.

J Gemelke said the committee would be gathering information on both sides and would be a more efficient way to make the decision to grant a TIF or not.

Joshua said the committee would not lead the negotiations and would just be a touchstone for feedback quickly from the DDA to get close to a draft TIF agreement that would come to the board and close to the final form vs having lots of revisions. This is a path to get to a final draft.

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J. Gemelke assured J Good that the entire board would be included on any decisions and the information would be brought before the board. Joshua said they are recommending 2 members vs 3+ because of the OML or Colorado Open Meetings Law which requires meeting notices and defeats the purpose of creating the committee.

Motion 1 - I move to create a 2-member committee of the DDA Board, to be called the Tava TIF Committee, to act as liaison of the DDA Board of Directors to the DDA's attorneys related to the negotiations of the TIF agreement between the DDA and Tava House Properties, LLC, but said Tava TIF Committee shall not be authorized to take final action on behalf of the DDA.

A. Born moves to accept Motion 1 and E. Cabrera seconds. Vote: 7 yes

Motion 2 – would be to appoint the members. George Jones has volunteered, Jon Gemelke and Eric Cabrera would like to be on the committee. A. Born moves to direct J. Gemelke to appoint two committee members to the special committee. John Hugh seconds the motion. Vote: 7 yes J. Gemelke appoints George Jones and J. Gemelke. Joshua will provide the term sheet that TAVA has provided.

c. Grant Program

Dana's Dance – Eric Cabrera moves to approve the final report and Al Born seconds. Vote: 7 yes

Zebz Outfooter – Eric Cabrera moves to approve the final report and Al Born seconds. Vote: 6 yes and George Jones abstains from the vote.

Colorado Gear Lab – Eric Cabrera moves to approve the final report and Al Born seconds. Vote: 6 yes and George Jones abstains from the vote.

The Old Library – Eric Cabrera moves to approve the final report and Al Born seconds. Vote: 7 yes

Joanies Café and Bakery – Eric Cabrera moves to approve the final report under the conditions of receiving the final receipt. Al Born seconds. Vote: 6 yes and John Hugh abstains from the vote.

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7. Public Comment {8:03 a.m.}

(Public comment on matters not on the Agenda)

Deb Miller said a big weekend with the parade in town.

8. Reports {8:04 a.m.}

a. Board Chair Report : Jon is happy with the TAVA progress and for everyone being willing to work with us and get things done.

b. Treasurer Report

TIF Reimbursement for Trail Ridge Apartments in the amount of \$61,989.48. Eric Cabrera moves to approve the TIF reimbursement. Al Born seconds. This is 50% of the property taxes that was paid. The plan was at 75% and is now at 50%. Vote: 7 yes

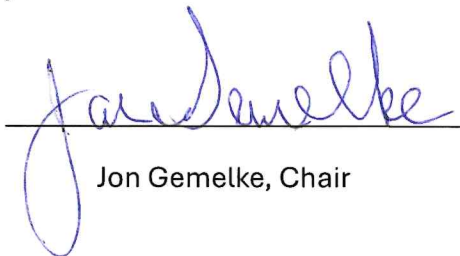
Michow Guckenberger McAskin October 2025 invoice in the amount of \$6298.24. Eric Cabrera moves to approve the invoice and Al Born seconds. Vote: 7 yes.

c. Board Member Reports - Jerry Good asked when the DDA workshop was scheduled. The Workshop for the DDA and City Council is on December 4 from 4:30 pm – 6 pm. Mayor Kellie Case strongly encouraged every board member to be at that workshop for the discussion of timeline and looking to sunsetting the DDA.

9. Adjournment {8:09 a.m.}

Recorded by Anita Riggle, Economic Development and Budget Analyst.

Approved by the DDA this 6th day of January 2026.



Jon Gemelke, Chair