



City of Woodland Park Downtown Development Authority

January 6, 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 {7:30 a.m.}

Chair Gemelke called the meeting to order at 7:30 a.m.

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

Board Members Absent: Eric Cabrera

Staff Present: Joshua Myers (Assistant DDA Attorney) via Zoom, Aaron Vassalotti, City Manager, Kimberly Burleson, Economic Development and Budget Director

2. PLEDGE OF ALLEGIANCE {7:31 a.m.}

Completed.

3. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA {7:31 a.m.}

The Agenda was approved without amendment.

4. CONSENT AGENDA {7:31 a.m.}

Jon Gemelke asks to approve minutes from the December 2, 2025 meeting. Al Born as secretary has reviewed minutes and moves to approve the minutes. Mijares abstains since he was not at the meeting. Vote: 6 yes

5. PUBLIC COMMENT (Items on the Agenda) {7:32 a.m.}

Mark Weaver (TAVA representative) wanted to discuss the TAVA TIF submission. They have submitted their proposal and received a letter response from Joshua Myers last week and it had some terms in it. Their question is this a negotiated agreement or is the DDA saying here is the offer. Jon Gemelke stated any agreement would be made by the DDA board and right now we are just in negotiations. The only ones who know about the negotiations currently are myself, George Jones and the

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lawyers. Once we have something in place, then we would bring it to the board and take a vote. This is not the place to discuss. Mark clarified he just needed clarification on the procedure process.

6. NEW BUSINESS {7.34 a.m.}

a. TAVA Update

Chris Hansen, the owner's rep for the project, updated things are moving along quite expeditiously. As far as the CDOT work, we are substantially complete with the Eastbound slowdown lane. We are pouring the sidewalk this morning. Hopefully by the end of this week we will be starting on the left turn median work. We should have all of this wrapped up by the end of the month. The transformation with that intersection is incredible. We took the worst intersection in Woodland Park and made it quite useable. For TAVA restaurant, we have about 80% of the sidewalks poured, most of the bed ramps are in, and the case-ons for the street KAISONS lights are in. We have been hauling in topsoil to augment the areas disturbed by construction. The areas will be seeded, and we are getting the seed mix from the county. In the building, the tongue and groove ceilings are almost completed, the grid is up for the kitchen ceilings, and light fixtures are going in. We are fully energized by Core at this point. There are a lot of little things to go and offered if anyone wants to do a walk through his phone number is 719-233-6980. We have had city staff tour and had favorable responses. Jon Gemelke said it looks great, and he looks forward to using the new turn lane.

- b. **Resolution No. 2026-01**, Designating the Public Place for Posting Notices of Regular and Special Meetings of the Woodland Park DDA. This Resolution states public notices are posted on the City's website. Joshua stated if there is an outage a notice could be posted at City Hall but otherwise everything is online. George Jones moved to approve the Resolution and Al Born seconds. Vote: 7 yes

7. Public Comment {7:40 a.m.}

(Public comment on matters not on the Agenda)

8. Reports {7:40 a.m.}

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- a. **Board Chair Report:** Jon said at the next meeting we need to discuss the Micro Grants for 2026 as we have \$200,000 in funding. George Jones mentioned at the Main Street Board meeting it was discussed the board is willing to help get the word out to bring in new applicants. Jon said the laundry mat is getting painted. *NAME OF LAUNDRY MAT
MIDLAND COIN LAUNDRY*
- b. **Treasurer Report:** Since Eric Cabrera was not present, Jon Gemelke said there was one invoice.
Michow Guckenberger McAskin November 2025 invoice in the amount of \$7341.50. Al Born moves to approve the bill and George Jones seconds. Vote: 7 yes.
- c. **Board Member Reports** – Joshua said finding a way to administer the grant program outside of his office this would help reduce cost for the DDA. There are other ways for Grant programs can be run. Jon said streamlining will be better. George Jones asked from the city's perspective is there a different direction for the grant program that needs to be implemented. Kimberly Burleson stated we will review the grant process and look to streamline this better. Aaron said there may be another board that could review which would save time for the staff. Options can be looked at. Jon tasked the board with bringing their ideas to the next meeting.
Al Born said he wanted to acknowledge Jon Gemelke's receipt of the Keep Woodland Park Beautiful Award.

9. Adjournment {7:47 a.m.}

Recorded by Anita Riggle, Economic Development and Budget Analyst, and approved by the DDA.

This 3RD day of FEB 2025. 2026


Jon Gemelke, Chair