



City of Woodland Park Downtown Development Authority

May 5, 2026 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 7:31 a.m.

Board Members Present: Jon Gemelke (Chair), George Jones (Mayor), John Hugh, Eric Cabrera, Jerry Good, Al Born, David Mijares

Board Members Absent: none

Staff Present: Joshua Myers (Assistant DDA Attorney) via Zoom, Aaron Vassalotti, City Manager, Kimberly Burleson, Assistant City Manager

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

Completed.

3. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA {7:32 a.m.}

Agenda was approved as presented.

4. CONSENT AGENDA {7:32 a.m.}

Al Born moved to accept and approve minutes as presented. Motion passed 7 yes, 0 No.

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

Kelly Case asked about the DDA being a sponsor of the America Mountain Festival in July. A packet can be sent for consideration.

5. GENERAL BUSINESS {7.35 a.m.}

a. TAVA Update

Mary Sekowski is pleased to announce the TAVA tap room is open for business. Our Temporary Certificate of Occupancy was received last week and a few weeks away from being able to open the upstairs Chop

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House and elevator inspections are outstanding. Yesterday was our first day open to the public for lunch and we are open today from 11 am – 3 pm. Wednesday we are open 11 am to 8 pm and through the week – closed on Mother’s Day. Jon said he went for lunch and it was very nice. Congratulations.

b. Resolution No. 2026-04 {7.37 a.m.}

Joshua Myers stated the resolution approves the TAVA Tif agreement which the board voted to approved at the prior meeting in March. As it states, it approves the Tif agreement and gives authority to the law office to do any clerical changes if necessary and gives authority to the Secretary and Chair to sign. Motion to approve by Al Born, Second by George Jones ~~seconds~~. Motion passed 6 yes, David Mijares abstained.

RAM ONE

c. WPDDA 2026 Micro-Grant Program {7.40 a.m.}

Kimberly Burlison stated twenty applications have been received for a total of \$97,699.96. They are not all awarded yet as some are in the approval process. Jon is looking forward to seeing the results. Jerry Good asked about the process. Kimberly stated when the application comes in we make sure it is complete, once there is a complete application it is sent to the grant committee for review and approval. Once approved we send the applicant the grant agreement. Once the project is finished, the applicant submits a final report and request for funds. Then it will be brought back to the board for final approval. Jon said thank you to Eric and John for reviewing the applications. John Hugh mentions the Jimmy John’s grant and the paving project but there is a question as to who owns the road. Aaron stated it is a private road and must be an agreement amongst themselves. Eric said it would muddy the waters if all the businesses put in for this project.

6. Public Comment {7:46 a.m.} (Matters not on the agenda)

None.

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7. Reports {7:46 a.m.}

- a. Board Chair Report : Chair Gemelke stated he is excited about the Micro Grants. People have been asking about the flowers. We do have them coming and they are growing and aiming for around Memorial Day.
- b. Treasurer Report
Eric Cabrera said an invoice from Michow Guckenberger McAskin April 2026 was received in the amount of \$6397.88. Eric has also submitted his resignation from the DDA Board. Al Born motions to approve the payment and George Jones seconds. Vote: 7 yes, 0 no.

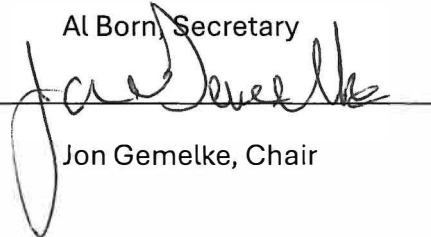
8. Adjournment {7:50 a.m.}

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

This 2nd day of June 2026



Al Born, Secretary



Jon Gemelke, Chair