Woodland Park Downtown Development Authority Board of Directors

Tuesday, August 2, 2022, 7:30 a.m.

City Hall-Council Chambers

220 South Avenue, Woodland Park, CO

AGENDA

1. **Call to Order**

The Regular Meeting of the Woodland Park Downtown Development Authority Board of Directors was held on August 2, 2022, on Zoom Videoconference. Chairperson Perry declared a quorum present and called the meeting to order at 7:41 am. The following Board Members attended:

PRESENT: Chair Tony Perry
Vice-Chair Jon Gemelke
Secretary Rusty Neal, Council Liaison
Treasurer Rebecca Ruddell
Jerry Good
Al Born
Arden Weatherford
Matt McCracken
David Mijares

ABSENT: None

STAFF: Michael Lawson, City Manager
Karen Schminke, Planning Director
Aaron Vassalotti, Finance Director
Rebecca Allen, DDA Assistant

GUESTS:

2. **Pledge of Allegiance**

All attendees participated.

3. **Approval of Minutes**

   a. **June 7, 2022**

Chair Perry asked for a motion to approve the June 7, 2022, regular meeting minutes of the DDA Board of Directors with pending corrections.

MOTION:

Secretary Neal, Council Liaison, made the motion to approve the June 7, 2022, regular meeting minutes of the DDA Board of Directors with pending corrections.

2ND:

Al Born seconded the motion

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

7-0, (David Mijares abstained).

   b. **July 5, 2022**

Chair Perry asked for a motion to approve the July 5, 2022, regular meeting minutes of the DDA Board of Directors with pending corrections.

MOTION:

Treasurer Ruddell made a motion to approve the July 5, 2022, regular meeting minutes of the DDA Board of Directors with pending corrections.

2ND:

Al Born seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

7-0, (David Mijares abstained).

4. Treasurer's Report

Chair Perry invited Treasurer Ruddell to deliver the Treasurer's report.

Treasurer Ruddell stated that the DDA Board would be utilizing a submission form from the City of Woodland Park for invoices

a. Approve Invoices

Chair Perry asked for a motion to approve the stated invoices for payment.

MOTION:

Secretary Neal made a motion to approve the Rebecca Allen's invoice for payment.

2ND:

David Mijares seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

8-0, Unanimous.

Comment: Tony Perry stated that the invoices seemed reasonable and that he was okay with going forward.

Chair Perry asked for a motion to approve the DDA Attorney's invoices for payment.

MOTION:

Al Born made a motion to approve the DDA Attorney's invoices for payment.

2ND:

Secretary Neal seconded the motion.

DISCUSSION:

There was no discussion regarding the motion.

VOTE:

8-0, Unanimous.

b. TIF Reimbursements

Treasurer Ruddell stated that the DDA Board was working with Taylor Enterprises to develop a personal property agreement.

Chair Perry asked for a motion to approve the stated TIF reimbursements.

MOTION:

Al Born made a motion to approve the stated TIF reimbursements.

2ND:

Secretary Neal seconded the motion.

DISCUSSION:

Vice-Chairperson Gemelke inquired about the approved amount.

Chair Perry clarified the exact amounts for Vice-Chair Gemelke and explained the pending agreement for personal property.

Secretary Neal, Council Liaison, stated that Kellie Case, City Council Members, had stated that personal properties were not allowed for personal property.

Chair Perry stated that the DDA Board was currently working on clarification of that issue.

VOTE:

8-0, Unanimous.

Treasurer Ruddell stated that the DDA Board was working with the City of Woodland Park on creating a current system for invoices.

5. DDA Attorney meeting

Chair Perry stated that there was an hour-long meeting with the attorney and listed the main takeaways from the meeting. Chair Perry stated that the attorney was now committed to submitting invoices for payment monthly. Chair Perry stated that the role of Rusty Neal, Council Liaison, was discussed in the meeting. Chair Perry discussed potential recusals of Secretary Neal regarding conflicts of interest while serving on the DDA Board and the City Council.

Chair Perry stated that Conflict of Interest training for DDA Board Members was discussed with the DDA Attorney. Chair Perry also stated that the DDA Board was committing to holding public meetings.

Secretary Neal, Council Liaison, stated that he had previously spoken with former DDA liaisons regarding voting procedures and has discussed the matter with the DDA attorney and had received an answer regarding appropriate voting procedures.

Chair Perry stated that his position was that all communications that go through the DDA Board would be communicated through the DDA Assistant.

6. Chair Statement on DDA Commitment to Woodland Station

Chair Perry stated that the DDA Board was committed to working with whichever applicant was selected to develop the Woodland Station property.

Chair Perry read a statement on the DDA's commitment to Woodland Station. (Attached).

7. Vote regarding the selection applicant for Woodland Station

Chair Perry gave DDA Board Members a time allotment of ten minutes to reread the last statements from Tava House and Forgeworks.

(Matt McCracken joined the meeting at 8:29 am)

(Arden Weatherford and David Mijares recused themselves and left the room at 8:30 am)

Chair Perry asked for a vote regarding the selection of an applicant to develop the Woodland Station property.

Motion:

Al Born made a motion to approve Tava House as the developer of the Woodland Station property.

2nd:

Matt McCracken seconded the motion.

Discussion:

Al Born stated that his vote was in the affirmative because it was being developed as a multi-faceted project with green space and would motivate people to visit the area. Mr. Born further stated that the Tava House developers had an appropriate vision for the development of the property. Mr. Born further stated Tava House's history behind the potential development of Woodland Station.

Jerry Good stated that the Tava House offer had too much potential for costing the taxpayers too much money and that he felt that the open-ended deal was not in the best interest of the DDA Board financially.

Matt McCracken stated that his vote was in the affirmative for the Tava House developers because Tava House has communicated that they know of the infrastructure costs and that he liked the fact that they already had one build-ready project.

Vice-Chair Gemelke stated that he was in the affirmative for the Tava House development group because of their long-standing history in Woodland Park. Vice-Chair Gemelke further stated that Tava House was able to invest its own money.

Chair Perry referenced the Tava House's email regarding the question from Jerry Good and stated that he was in the affirmative for the Tava House group and listed the factors behind reaching his decision.

David Mijares (Recused)

Secretary Neal, Council Liaison, stated that he was in the affirmative for the Tava House project and that his vote was in line with the views of the citizens of Woodland Park. Secretary Neal gave a rebuttal to Mr. Good's statement.

Treasurer Ruddell stated that she was in the affirmative for the Tava House development group because of their attractive design and the growth potential for Woodland Park because of the Tava House development. Treasurer Ruddell also felt like Tava House had the capacity to finance the project.

Arden Weatherford (Recused)

Vote:

6-1, Jerry Good opposed, Arden Weatherford and David Mijares recused).

8. Board discussion of items not on the agenda

Chair Perry opened the floor open for Board Members to discuss items not on the agenda.

Board Members discussed the logistics of moving forward with the Tava House development group and getting a contract together.

Jerry Good read an email message from 2019 regarding Woodland Station.

Chair Perry stated that this parcel was owned by the City of Woodland Park and was not under the purview of the DDA Board of Directors.

9. Audience participation for items not on the agenda

a. Five minutes per participant (discretion of chair)

Chair Perry opened the floor up for audience participation for items not on the agenda.

Kitten Walker, resident of Woodland Park, opened her statement with a prayer. Ms. Walker stated that she was new to attending to the Woodland Park meetings. Ms. Walker asked for clarification on the reasoning behind the invoices paid in future meetings. Ms. Walker also asked for clarification on TIF agreements and an explanation of exactly what a TIF agreement entails. Ms. Walker thanked Mr. Good for his statement. Ms. Walker stated her disagreement with Secretary Neal being a City Council member and a DDA Board member. Ms. Walker also suggested that coffee be served at the DDA Board meetings.

Chair Perry volunteered to meet with Ms. Walker and explain the TIF agreements and to answer any other questions that Ms. Walker might have about the DDA Board of Directors. Chair Perry stated that the invoices were public knowledge, and that Ms. Walker should have access to them.

Al Born stated that Secretary Neal was appointed by statute to the DDA Board.

Chair Perry stated that he was planning on holding a future work session with the DDA attorney.

Robert Zuluaga, City Council Member, stated that the DDA procedures were different from the City Council processes. Mr. Zuluaga stated his concern for protecting the City of Woodland Park and the DDA Board of Directors. Mr. Zuluaga stated that the new DDA Board of Directors should not disregard the past and lessons learned from past dealings of the DDA Board of Directors. Mr. Zuluaga noted environmental concerns with the development of the Woodland Station property. Mr. Zuluaga stated his concerns with rushing into the development of the Woodland Station property.

Chair Perry stated that a lengthy study done regarding the environmental concerns of developing the Woodland Station property. Chair Perry stated that the risks would be transferred to the new owner of the Woodland Station property. Chair Perry further stated that protections for the City would be written into the agreement.

Kellie Case, Mayor Pro Tempore, stated that due diligence items would be done regarding the agreement and that the real estate purchase process was very thorough.

Chair Perry confirmed Ms. Case's statement and made a final statement before the DDA Board of Directors and thanked both applicants for their time and applications.

10. Adjourn

Hearing no further business before the Board, Chair Perry adjourned the meeting at 9:39 am.

Minutes prepared by Rebecca Allen