

Woodland Park Downtown Development Authority  
**Minutes of the February 10, 2009 Meeting**  
Woodland Park Office of Economic and Downtown Development  
Vectra Bank Building, Lower Level  
361 West Highway 24, Woodland Park, CO

**In attendance: Board of Directors-** Al Born, Tom Carrick, Jon DeVaux, Jim Ignatius, Merry Jo Larsen, Dale Schnitker, Steve Randolph; **Staff** - Bob Harvey, Beth Kosley; **Community Members** - David Buttery, Norma Engelberg, Debbie Miller, Brooke Smith; **Presenters**

Chair Carrick called the meeting to order at 7:32 AM

On a motion by Merry Jo Larsen, Second by Al Born, the proposed **agenda** and the **minutes** of the January 20 and January 28, 2009 meetings were approved unanimously.

**DDA Support Services:**

- Property, land and space inventory – Bob Harvey will re-create the inventory using the CoStar information and template for portions.
- Focus Groups – A number of meetings have occurred and follow-up sessions are upcoming. A report will be issued on the findings.
- Consumer Survey – Approximately 260 surveys were completed. While not a scientific sampling, the intent was to get a picture of what consumers are saying about needs, preferences, etc. A summary is in the works.

**Committee Reports:**

Steve Randolph reported on the Nominating Committee's recent discussions on job descriptions for DDA and for the new Economic Development Council. Housekeeping items will be completed before the report is made to City Council. There was consensus to continue refinement of job descriptions, need and for the short-term, consider adding two people to DDA Board with Council's agreement.

Jim Ignatius reported on the recent meeting with the Assessor. A worksession will be held in late April, before the new assessments are sent out. One would be for residential property and a different session for commercial property.

**Big O Tire and Hardware Project Reports** – As authorized by the Board at the previous meeting, the final contract with exhibits was prepared and presented to the Koldenhovens. A final Letter of Intent was prepared was also prepared for the Hardware Project.

**Pavilion Project** – Bob Harvey reported on the design refinements underway with Dave Langley's help, and other progress on the project.

B. Kosley reported on progress and ongoing discussions with several commercial business expansion prospects, and one non-profit (Pikes Peak Community College).

**Woodland Station** was delayed for Executive Session.

**General Discussion** None

### **Audience Participation, Questions & Answers**

**Brooke Smith** raised a number of questions relating to the Pavilion Project. Bob Harvey addressed these and it was suggested that a meeting with Brooke be held so the project could be better understood.

**Debbie Miller** offered to help with the Assessor's workshop. She noted that Park State Bank is hosting a Webinar by Jon Schallert February 11. She also noted that she, Beth Kosley and Bob Harvey will participate in a state-sponsored education conference on February 11. The Chamber Annual Dinner is March 13 and Jim Ignatius has been selected for the Wagon Master Award. And finally, the DDA/Economic Development office will be officially recognized by the Chamber at a ribbon cutting on February 26, 5:00. An open house reception will follow.

Carrick called an **Executive Session** - for the purpose of determining positions relative to matters involving development projects within the City of Woodland Park Downtown Development Authority District. C.R. S. 24-6-402(4)(a), C.R.S. 24-6-402 (4)(b) and C.R.S. 24-6-402 (4)(e).

Carrick reconvened the regular meeting at 9:42 AM, and on a motion by Merry Jo Larsen, and Al Born second, there was Adjournment.