

## Nederland Downtown Development Authority DRAFT Minutes for May 22, 2012

**Board members present:** Ron Mitchell, Mary Ann Rodak, Donna Kirkpatrick, Pat Everson (via Skype and cell phone), Will Guercio, Annette Croughwell-BOT Liason

Also present: Paul Turnburke - Executive Director, Eva Forberger - Treasurer.

Meeting called to order at 8:06 A.M.

1. No public comment.
2. During the Director's Report, Paul Turnburke requested that the board authorize him to moderate the meeting until a Chair could be selected. He asked if anyone wanted to act as Secretary for this meeting, but when no one expressed interest, offered to do that for this meeting. He then gave an overview of the current state of NDDA affairs, focusing on the budget decisions needed soon. He suggested a board retreat to allow for a more thorough discussion of board concerns.
3. Eva Forberger gave the Treasurer's Report, with more detail on the negative fund balance existing for the non-TIF funds, and explained how the deficit could be corrected via a loan.
4. Under New Business, there was discussion regarding the time and place for future meetings. No decision was made except to set a date and time for the next meeting, June 12, 5:30pm, at the Nederland Community Center.
5. Next was a discussion of who would be Chair. Pat Everson and Ron Mitchell both indicated an interest in serving as Chair, and were nominated, but both only received 3 votes each, resulting in a tie.
6. Warrants were approved, reflecting payment to Jennipher Murphy for work on the constituent survey, and reimbursement to the Director for postage in connection with survey postage.
7. There was discussion regarding a proposal from Chris Smith to plant flowers in the planters, on the pedestrian bridge, and at the town entrance sign. The board approved and expenditure of up to \$3625 with the following stipulations:

1. Chris needed to obtain personal liability insurance to cover his work connected with this project. The board agreed to reimburse Chris up to \$200 for this insurance.
2. Chris needed to breakout this proposal into cost for the planters vs. cost for the pedestrian bridge and entry sign. Chris was required to purchase the flowers locally.
8. Mayor Joe Gierlach made a presentation of his vision for the NED PED project. There was discussion about the implications for the NDDA and it was decided that a board retreat would be advisable and the Director was asked to help facilitate the scheduling of the retreat via email. Ron Mitchell was authorized to contact residents and business owners along the proposed route of the NED PED project to inform them of the formation of a DAT (Design Advisory Team) for the project and to encourage their participation in the project.

Meeting was adjourned at 10:45 A.M.

Out next NDDA meeting will be on Tuesday, June 12. The meeting will take place at 5:30 AM at the Nederland Community Center, unless otherwise notified.

Submitted by Paul Turnburke, Acting Secretary for this meeting of the NDDA.