

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT  
AUTHORITY

NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO  
80466

Multi-Purpose Room

February 17, 2016

Approved Meeting Minutes

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A. CALL TO ORDER

Meeting called to order at 6:35 pm

B. ROLL CALL

Present: Jeffrey Green, Katrina Harms, Amanda Kneer, Brent Tregaskis

Also Present: Town Administrator Alisha Reis

Absent: Susan Schneider and Kevin Mueller had an excused absence

C. PUBLIC COMMENT ON NON-AGENDA ITEMS (Speakers limited to 3 minutes)

No public comments

D. CONSENT AGENDA

1. Approval of the January 20th, 2016 meeting minutes-Cindy Downing-Secretary

Motion to approve the minutes from the January 20, 2016 meeting made by Amanda Kneer seconded by Jeffrey Green. Motion approved unanimously.

2. Approval of warrants-Amanda Kneer-NDDA Treasurer

Motion to approve the warrants made by Amanda Kneer seconded by Jeffrey Green. Roll call was taken and motion was approved unanimously

E. INFORMATIONAL ITEMS

1. Treasurer's Report – Amanda Kneer

Amanda Kneer reported that most of the revenue is in but she still has to meet with Town Administrator Alisha Reis to receive information and finalize numbers.

F. ACTION ITEMS

There were no action items

## G. DISCUSSION ITEMS

Alisha Reis did not have a report in the packet but provided a verbal update to the Board. Reis said the Board of Trustees unanimously approved the contract for building NedPeds. That contract amount of roughly \$936,00 is within the budget price including FD International to continue to assist with owners representative information. The next step for NedPeds is determining the kick off and build schedule. As soon as the schedule is determined, it will be distributed to the DDA Board and FD International will come to a DDA meeting to make sure everyone is on board with the schedule. Alisha said the schedule will be challenging because there are materials in the project that require certain temperature ranges for them to be put down, particularly the porous asphalt and the oil that accompanies it. There will still be a kick off parade in April and it has been decided there will also be an end of project parade.

Alisha also reported that there was an email sent out today from Town announcing that the Mayors Task Force on Economic Development has released their draft recommendations that they will be presenting to the Board of Trustees on March 15. The comment period is through March 2. Information about this is on the Town website and they will be collecting all of the information for a meeting that will be held at the Community Center multi purpose room March 7 at 6:00 pm to go over comments and finalize recommendations.

Alisha reported that March 8 is the BOT candidate forum and there will be information on the DDA Debt Authorization question passed out that night. Janette Taylor will be taking questions for the next couple of weeks, and if anyone should have any, they should be submitted to her.

Finally, Alisha reported that they are working on the supplementary budget for 2016 and are awaiting the DDA debt authorization question April 5 to determine whether they will be drafting a secondary budget for the year that includes the projects for debt authorization. Also, they will be including the loan proceeds for NedPeds officially in the next month or two that are hopefully coming from the water fund, otherwise they will have to look at bank financing. That will be included as well as the Town projects. Mary Erwin, Town Accountant, will be talking to the DDA to get all of this done before it is submitted to the BOT in May. They will have audit running concurrently and will be advising on how to supplement. They also have to account for the final cash flow from flood recovery funds that are coming back in after being expended.

### 1. Public Comment on 2016 Master Plan Update

Nancy Blackwood from Blackwood and Planning, 1065 9<sup>th</sup> Street Boulder. Nancy is working with Ron Mitchell, who is a DDA District property owner in Nederland and wanted to commend the DDA for drafting such an impressive document.

Nancy would like to know why the initial draft of the MPU mentioned “work force housing” under the “long term considerations” section but appears to have been deleted from the revised draft.

Katrina Harms confirmed that it was taken out of the current draft.

Amanda Kneer clarified that DDA doesn't necessarily have a plan for work force housing because the DDA is about commercial properties. Amanda said when the Board looked at the potential of the diagram in the previous draft, it was confusing for many Board members because it is not something the DDA had ever talked about, and it hadn't been brought up in discussions with businesses. Amanda said it is not disputed that work force housing is needed, but the Board did not want this to be misinterpreted as a DDA project when it is not a DDA project.

Jeffrey Green said when they did workshops on identifying what locals are concerned about, work force housing came up but it is not part of the DDA mandate. Jeffrey added that though this is not in the mandate, he feels work force housing is important and is vital to the economic functionality of Nederland.

Katrina Harms said that there is nothing in the MPU that would prevent the DDA to assist on work force housing, should a project come forward that the DDA would want to partner with.

Amanda Kneer said the DDA would like to attract combined commercial and residential development in the DDA District.

Mary Curcio of Nederland said she is concerned about distributors unloading in the business district. Mary said the distributors have expressed on many occasions that they have been harassed by the Nederland Police and the Town of Nederland for not knowing where they are supposed to park. Mary said she is collecting information from distributors about this issue and would like to present the information when it is complete.

Jeffrey Green said they are hoping to make Nederland pedestrian friendly so it opens flow for distributors to get in and out smoothly.

Katrina Harms said she would like to review information from distributors when it is available.

Sue Leto of Nederland said people have been distributing in Nederland for the 35 years she has lived here. She said the trucks only stay here temporarily while they are unloading so she doesn't understand what the problem is. Sue also informed the Board that Mary Curcio was unloading merchandise in front of the Rustic Moose and was pulled over and harassed by the Nederland Police Department.

Katrina Harms agreed that this issue should be addresses since many business owners use their own personal vehicles to deliver items. She said this is not a

DDA issue but a Town issue but that it would be great to somehow identify the people who are delivering to businesses.

Mary Curcio said the police were out of line and she wanted to bring this to the table because her distributors have been harassed, and store owners are upset. When she gets the facts and dates written down from the delivery drivers, she will provide this information to the Board.

Katrina Harms said the DDA does not have the authority or ability to make policy but the DDA would like to help facilitate these conversations with Town and the Police Department. She suggested Mary should bring these issues to the Town.

Alisha Reis said the Town would like to discuss this issue because they have had discussions with business and property owners but nothing district wide. First Street is not the only area they have issues with, and they are also starting to deal with this issue on Big Springs Drive and the Shopping center area. Alisha said the Town is looking at ideas on how to have a much more comprehensive discussion on this and the DDA could be a great conduit for this and pulling everyone together.

Jeffrey Green said they are trying to come up with long term solutions and he agrees with Mary that delivery drivers need to stop getting tickets for delivering items.

Alisha Reis said First Street is a challenging area and they have discussed alternative loading areas for people that own businesses. Alisha said this needs to be discussed but it has been hard to get feedback from all of the people affected. Alisha said it would be helpful to have everyone at the table and have a comprehensive discussion. She said individual officers are not out to get people and that needs to be understood. Alisha added that the police chief would like to hear from people in regards to this issue.

Sue Leto asked how many parking studies have been done since 2000 and how much money was spent in the process.

Alisha Reis responded that there have been two that are on record from the DDA but if Sue had any additional information on this, she would love to have access to it.

Sue Leto also added that when the areas where Indian Peaks Hardware and Caribou Shopping Center were developed, they were supposed to provide low income housing and never did.

Alisha said that this is still on deck for where the current Town shop site is. She said they are building the new Town shop on Ridge Road and once that is built, they will dismantle the current one behind the fire station and that area is planned for housing. She said they are still agreeing to this even if they are not required to agree to it.

Jeffrey Green said it would be good for Kevin Mueller to write down what he would like to see from the DDA for the vision so they can move forward and have his full support.

## 2. Q&A on the Debt Authorization Ballot Issue

Jeffrey Green said it will be good to reach out to the voters so they understand the DDA is not getting money to do whatever they want, but they have the ability to discuss projects because there is potential funding.

Katrina Harms clarified that the whole ballot is mail-in so people have to return their ballot. There are 3 ballots for the election and she will send out a letter to all of the eligible DDA voters (which includes the business lessees and corporations) that will explain the process. The process is that you have an affidavit to select someone to vote, and that person gets sent the ballot. The affidavit will go out on Monday. Because it is a mail in ballot, and because you can register to vote up until the day of the election, someone can come in with the affidavit on the day of election and get a ballot. The first mailing is the notice and there will be a fact sheet about the DDA and the ballot. The following week, the DDA can do a mailing to recommend that they vote yes on that ballot issue. Katrina is hoping each member will take some time to go out and talk to people and answer questions. This all needs to be done before March 14 when ballots get mailed.

Alisha said the drop off will be at Town Hall and people can register to vote there as well. The count will be done with three election judges and the Town Clerk. The unofficial results will be posted online that evening.

Katrina Harms pointed out that the DDA can pay to have the secretary do the first mailing but any advocacy they do on behalf of the DDA can not be paid out of DDA funds so they have to donate their time.

Katrina said she is going to send everyone a time line and a ballot FAQ. Katrina added that there are only 13 DDA's in the state of Colorado and these elections do not happen often so it's important to read the information.

## 3. Discussion on getting out information about the Debt Authorization Ballot Issue to the Voters in the DDA District.

This item was discussed along with Discussion Item #2 above.

## H. OTHER BUSINESS

Ron Mitchell said he would like to see work force housing since there are grants available from HUD, and local businesses are having a hard time keeping employees.

Katrina Harms reported that the Nederland Community Garden people are going to ask for a waiver of water rates at the March 1 Board of Trustees meeting and

asked if the DDA could support them. The Board agreed to support this.

Katrina Harms asked Amanda Kneer to represent DDA for the Candidates forum. Amanda agreed to represent the DDA.

Katrina Harms also gave a quick update on the DCI conference held on February 16. Katrina said some of the things that were discussed were to get employees in town to park other places besides in front of where they are employed. For instance, make the Presbyterian Church lot a Facebook page where people can check in and there can be a raffle once a week for incentive to park there. Katrina added that they were informed of a formula that tells how much a parking space is worth and how much money it generates so they can tell employees how much the business is potentially losing by an employee parking there.

Amanda Kneer said they suggested giving out maps to employees so they know what areas they can park. She also suggested that there should be more bike parking so people can bike into work in the warmer months

Katrina said they are thinking of hiring a person to do materials for public outreach with the leftover money from the MPU. Amanda suggested requesting a proposal so the DDA can approve the proposal and the spending of the funds. Katrina agreed and said she would write the RFP.

Katrina said they can communicate to property owners more. She said when they send out the advocacy information she will make sure she includes the website information about the DDA so they can access that.

## I. ADJOURNMENT

Motion to adjourn made Jeffrey Green seconded by Amanda Kneer. Meeting adjourned at 8:00pm

## NEXT REGULAR MEETING:

April 20, 2016 6:30pm at the Nederland Community Center Multi Purpose Room.

The NDDA Board encourages citizen participation. Public hearings and the "unscheduled citizens" agenda item allow an opportunity to address the Board. Discussion is limited to 3 minutes and please address your comments to the Board. Thank you for your cooperation. The NDDA Board may take action on any item included on this agenda, regardless of the heading under which such item appears. Discussion items may become action items if the Board determines that deferring final action on an item to a subsequent meeting is unnecessary or unwarranted and that taking immediate action does not compromise any third-party's rights. The NDDA Board of Trustees meeting packets and agendas are prepared on Friday before the Wednesday meetings and are available on the NDDA website, [www.nederlanddowntown.org](http://www.nederlanddowntown.org). Copies of the agendas and meeting packet are available at no cost via email from [cindydowning0@gmail.com](mailto:cindydowning0@gmail.com). The information is reviewed and studied by the Board members, eliminating lengthy discussions to gain basic understanding. Short discussion on agenda items does not reflect lack of thought or analysis.