

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT  
AUTHORITY

NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466  
Multi-Purpose Room

April 20 2016

APPROVED MEETING MINUTES

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A. CALL TO ORDER

Meeting called to order at 6:49 pm

B. ROLL CALL

Present: Kevin Mueller, Katrina Harms, Brent Tregaskis, Susan Schneider

Absent: Amanda Kneer, Peter Marshall, Jeffrey Green

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

There were no public comments

D. CONSENT AGENDA

1. Approval of the March 16, 2016 Meeting Minutes-Cindy Downing-Secretary Motion to approve the meeting minutes from the March 16, 2016 meeting made by Brent Tregaskis seconded by Susan Schneider. Motion passed unanimously.
2. Approval of warrants-Motion to approve warrants made by Susan Schneider seconded by Brent Tregaskis. Roll call was taken and motion passed unanimously

E. INFORMATIONAL ITEMS

1. Treasurers Report-Amanda Kneer

Amanda was not present to give the report. Katrina Harms reported that there was a budget spreadsheet included in the packet.

Kevin Mueller said he would like to recommend that the DDA request that the Town Board Liaison request from the Town that the Town pay for the DDA election in November

Katrina Harms responded that once they have the numbers finalized then they will know how much they need to ask for.

Kevin Mueller said they have an Introductory Board of Trustees Retreat coming up in May and he can informally mention this support. He believes their support would constitute demonstration that the municipality is assisting the DDA and supports the DDA.

It was decided by the Board to make this an action item.

Kevin Mueller made a motion that DDA formally requests the BOT Liaison request from the municipality to pay for the election in November. Motion seconded by Susan Schneider. Motion approved unanimously.

## 2. Administrators Report-Alisha Reis

Alisha was not present but Katrina Harms said she received an email from Alisha that informed her that crews have started staking for the NedPeds project. Alisha also requested a couple of DDA Board members to be on a committee to acquire a loan for NedPeds. Since the NedPeds project took longer than expected, they now have to get a loan for the \$340,000 to pay for NedPeds. A committee will help with this process.

Kevin Mueller said he was confused as to why a loan would need to be taken out because it was his understanding that the Municipality was going to borrow money from the sewer fund at a reduced rate. He added that this was formally voted on at a BOT meeting.

Katrina said she will ask Alisha Reis about the information Kevin Mueller provided in regards to borrowing from the sewer fund.

## F. ACTION ITEMS

### 1. Approve the 2016 MPU outreach plan

Katrina Harms said she included an outreach plan for the Master Plan in the packet.

Katrina said she wanted to use the money left in the MPU budget to distribute the Master Plan out to the public and get input. Katrina added that they would have a two months to update the Master Plan and present it to the BOT in July. She is hoping the BOT will approve the MPU in July, and approve the debt authorization in August. Katrina said the MPU final draft will be mailed to everyone in the DDA.. She would like the DDA to personally visit any group that would want to talk to them about the MPU, and they would have 2 or 3 events. She would like to have a nonprofit/advisory board summit early next month so the advisory boards can attend and then make comments at their own meetings. She would also like to do one evening public event and one weekend public event where they make a presentation on the Master Plan to the public and businesses owners.

Kevin Mueller said there should be revisions to the Master Plan and they should make decisions in segments of years. For example, start with year 1 and decide what projects will be achieved. Kevin said perhaps start with small projects like putting a turn lane in on Lakeview Drive in the first year to show initiative. Also, they could rearrange the area between the Black Forest and the Caribou Shopping Center to have parallel parking. Kevin said if there is a one or two year plan then that is a segue into why they would be asking for the \$2.9 million for the debt authorization. Kevin added that he would like to prove that the DDA can get projects done and that every project should have a needs statement. He would like the Board to suggest a list of the first five projects they would like to see completed so the DDA has talking points.

Katrina said she will send out the list of projects to the board so they can decide what the first five projects should be.

It was decided by the Board to make the May meeting the public comment meeting and to not have the two social events for the outreach project.

Motion to approve approve the outreach plan without two social meetings made by Brent Tregaskis seconded by Susan Schneider. Motion approved unanimously.

## G. DISCUSSION ITEMS

No discussion items

## H. OTHER BUSINESS

Katrina Harms asked if the Board still wanted sponsor the High Peaks Art Festival. It was decided by the Board that it fits within the vision of the DDA and they will vote on this at the May meeting.

## I. ADJOURNMENT

Motion to adjourn made by Susan Schneider seconded by Brent Tregaskis. Motion passed unanimously and meeting was adjourned at 8:28pm

## NEXT REGULAR MEETING:

May 18, 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.