

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT  
AUTHORITY

NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466

Multi-Purpose Room

March 18, 2015 @ 6:30

APPROVED MEETING MINUTES

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A. CALL TO ORDER

Meeting called to order at 6:34 pm

B. ROLL CALL

Present: Karina Luscher, Susan Schneider, Amanda Kneer, Katrina Harms, Peter Marshall

Absent: Kevin Mueller and Jeffrey Green

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

Ron Mitchell, 5 East First Street. Mitchell would like to know what the plan is for the flowers in the business district this summer.

Katrina Harms responded that there is no solid plan yet but they are going to be reconvening the Committee soon. Harms also stated that the DDA is going to find someone to look at planting perennials versus annuals.

D. CONSENT AGENDA

1. Approval of the Meeting Minutes from the January 21, 2015 Meeting-Cindy Downing-Secretary

Motion to approve the minutes made by Amanda Kneer seconded by Peter Marshall. Motion approved unanimously.

Susan Schneider abstained since she was not at the January 21 meeting.

2. Approval of the Meeting Minutes from the February 18, 2015 Meeting-Cindy Downing-Secretary

Motion to approve the February 18, 2015 meeting minutes made by Amanda Kneer seconded by Susan Schneider. Motion passed unanimously.

3. Approval of Warrants-Eva Forberger-Treasurer

Motion to approve the warrants made by Susan Schneider seconded by Amanda Kneer. Motion approved unanimously.

## E. INFORMATIONAL ITEMS

### 1. Treasurers Report – Eva Forberger-Treasurer

In the packet, Forberger provided a new format for the financial reports. Forberger said with the new format, it will be easy to see the trends from month to month.

### 2. Star Rating System - Alexander Armani-Munn

Armani-Munn reported he has been going to various task forces and groups as well as Town administration and talking to those groups about how they are going to be using NedZero, which is our localized sustainability action plan, and the STAR community rating systems. Armani-Munn said they discussed how they interface, what our priorities are, and how their actions correspond with each group.

Armani-Munn clarified that the STAR is an acronym for Sustainability Tools for Assessing and Rating Communities. They look at different measures of sustainability, including: economic, environment, and social

There are 7 objective areas:

- Built environment
- Climate and Energy
- Education, arts and culture
- Economy and Jobs
- Empowerment
- Health systems
- Natural systems

Armani-Munn said STAR was launched as a nationwide program and there are two main benefits:

1. The leverage it gives you in grant applications and the ability to attract funding.
2. The process and reporting. It's never less than a year long process, and for Nederland it will probably take two years. This provides a constant narrative so you know where you stand with projects.

There are 720 total points available. The highest rating you can get is 5 stars at 500. Nederland's goal is to get 3 stars at 300 points. Right now we have reported on about 120 points worth of DDA related items. Armani-Munn said they have identified about 20 more items that will get us to 150 points. The reporting system is currently closed for review so he has not been able to report for 2 weeks. Once it is open he can report on the items within a week.

Armani-Munn said he is working on four STAR items that specifically relate to the DDA:

1. Formerly engage with the business community on a regular basis to improve conditions and address specific needs
2. Appoint advisory body to provide recommendations and represent the business community in local decision making
3. Utilize tax incentives to retain or expand businesses including; property tax abatement, local sales tax rebates or tax increment financing,
4. Support business development activities in special investment zones such as business improvement districts, enterprise zones or other similar districts.

Armani-Munn said the DDA Board will not have to worry about reporting to the STAR system and he will be able to go into that data, see who reported it, and be able to contact that person directly to get the data. Otherwise, he meets with the task forces on a regular basis so he can keep up with what they are doing so he knows if they are working on a STAR specific item if it's not NedZero, he can still communicate with them to get that data. NedZero is the priority rating system. When you go into NedZero to report on something, if it corresponds with STAR, if it is a relevant star item, Alex will get a notification.

Amanda Kneer volunteered to look at the lists.

Susan Schneider and Alexander Armani-Munn are going to work on compiling a list of volunteers for Ned business retention development

## F. ACTION ITEMS

No action items

## G. DISCUSSION ITEMS

2. Technical Review – workshop follow-up and next steps-Katrina Harms

Katherine from DCI sent Katrina Harms a couple of documents following the workshop they had at the bank. She would like to know if there is anything in the documents that is inaccurate, especially in the document titled “overview”.

Susan Schneider wondered why the documents state that many business owners do not live in town. Alisha Ries said that this is a misconception because many business owners live close to Town, in the community but not in Town limits.

Amanda Kneer feels this misconception might be due to confusion with business owners and property owners.  
Katrina Harms said she will provide a correction with DCI in regards to this matter.

DCI said the DDA was too worried about the Plan of Development and that it is all workable.

Katrina Harms would like input on Stakeholder analysis: Is there anyone to add to this list that may not be on the list?

Susan Schneider suggested adding property owners and advisory boards.

Karina Luscher said there is so much going on at the middle school with a new principal that we should definitely focus on what they are doing. The middle school is just forming a committee for the resign of the school with the money they were granted. Luscher suggested that the DDA introduce themselves for them.

Katrina Harms would like to work on a brochure with the DDA vision statement.

Katrina would like a workshop before the next meeting to go over the Master Plan so they can go through this as a group. Harms also feels they should talk about the whole process. Perhaps start at 5:30 before the next meeting to discuss this in order to get Alexander Armani-Munn what he needs for the master plan update.

Armani-Munn suggests the workshop should concentrate on the next 6 months what the Board should focus on.

Katrina Harms said she would like the Board to decide what roles they would like rather than having DCI assign one to them.

Susan Schneider said is interested in walking around and talking to businesses personally and also suggested doing a public outreach before NedPeds construction starts.

It was decided by the Board that the workshop will be April 1<sup>st</sup> the community center

Harms Said the DCI will be doing Technical Review on May 4 and 5 or may 18 and 19.

## H. OTHER BUSINESS

Alisha Reis gave an update on NedPeds said they did get the requests for qualifications out again for the owners rep assistant. They will get this contract done before the actual construction contract so they can assist us with drumming up interest and helping finalizing the contract. They pulled that from the over match amount so they were able able to get the approval from CDOT ahead of the IGA

amendment so they can get started.. Then the put the per-ad out for owners rep and construction piece and they have had a lot of interest. They got approval from the BOT so that the Mayor can sign the IGA when it is ready and it does not have to go to the BOT again.

Pavers will be an option as well as the rock with the glazing will be 2 alternates to the concrete.

April 2 is the deadline for owners rep so it should run a good month ahead of the construction contract. Alisha is hopeful that someone might want to join the selection committee with her and Kevin Mueller

Karina Luscher volunteered to join the committee.

Armani Munn reviewed the NedPeds Owner Project Requirements-

Katrina Harms would like to know if they had any predetermined goals.

Armani-Munn responded that the following are some of the goals:

- Limiting the embodied energy of the project
- Recycled and pervious materials
- EPA life principles for water
- Bio mimicry
- Embodied energy
- Mitigating storm water issues and flooding
- Improving connectivity and non motorized travel

Katrina Harms suggests the Board review this and understand it. She advises to look at the NedPeds documents on the website.

Katrina Harms would like to know where the DDA should do the April After Hours?

It was suggested that it be at the Kathmandu. Cindy Downing will check with them to see if this is a possibility.

Katrina Harms said they will work on the budget at the May meeting.

Katrina Harms suggested they move the April 15 meeting to April 22 since it is tax day.

## I. ADJOURNMENT

Motion to adjourn made by Susan Schneider seconded by Amanda Kneer. Meeting adjourned at 8:38pm

## NEXT REGULAR MEETING:

April 22, 2015 6:30pm at the Nederland Community Center Conference 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.