



**TOWN OF NEDERLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS  
REGULAR MEETING AGENDA**

**NEDERLAND COMMUNITY CENTER  
750 Hwy 72 Nederland, CO 80466  
January 9, 2019, 6:00 p.m.**

---

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. CONSENT AGENDA

- Approval of Warrants - Amanda Kneer/Treasurer
- Approval of the December 12, 2018 Meeting Minutes – Cindy Downing/Secretary
- Approval of the January 2, 2019 PPT RFP Presentation Meeting Minutes – Josiah Masingale/Executive Director

E. INFORMATIONAL ITEMS

- Treasurers Report - Amanda Kneer/Treasurer
- Town of Nederland Administrator Report - Karen Gerrity/Town Administrator
- Chair Report – Susan Schneider/Chair
- Executive Director Report - Josiah Masingale/Executive Director

F. ACTION ITEMS

- Parking, Pedestrian, and Traffic Study and Plan RFP

G. DISCUSSION ITEMS

- Pavilion at Barker Meadows Park
- DDA Mill Levy Extension

H. OTHER BUSINESS – N/A

I. ADJOURNMENT

**NEXT REGULAR MEETING: February 13, 2019 6:00 pm at the Nederland Community Center Multi Purpose**

The NDDA Board encourages citizen participation. Public Comment period allows 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.

Copies of the agendas and meeting packet are available at no cost via email from [josiah@nederlanddowntown.org](mailto:josiah@nederlanddowntown.org). 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.

Nederland Downtown Development Authority  
Warrant Report

Invoice Number	Date	Vendor	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	Budget Remaini	Warrants presented at:
2018-49	12/13/2018	Ooh La La Catering	\$ 475.00	\$ 475.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	7,108.36	1/9/19 meeting
2018-50	12/14/2018	AMR Digital Marketing Consulting	\$ 300.00	\$ 300.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	6,808.36	1/9/19 meeting
2018-51	12/31/2018	Cindy Downing	\$ 320.00	\$ 320.00	70-75-5129	DDA Secretary & Personnel	12,600.00	2,261.52	1/9/19 meeting
2018-52	12/31/2018	Beyond the Mountain	\$ 12.32	\$ 12.32	70-75-5770	Printing and Copying	250.00	219.96	1/9/19 meeting

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY  
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466  
Multi-Purpose Room  
December 12, 2018 @ 6:00 pm  
MEETING MINUTES

---

A. CALL TO ORDER

Chair Susan Schneider called the meeting to order at 6:02 pm

B. ROLL CALL

Board Present: Steve Karowe, Mark Stringfellow, Claudia Schauffler, Susan Schneider, Brent Tregaskis, Rea Orthner

Quorum: 6 of 8 board members in attendance

Staff Present: Josiah Masingale (Executive Director), Cindy Downing (Secretary)

Guest present: Karin Gerrity, Town of Nederland Administrator

C. PUBLIC COMMENT

Elizabeth Allen, proprietor of Coloring Colorado Landscape Gardening: Allen has concerns about the 2019 Beautification RFP release. Allen said an RFP that closes January 31 with a vendor choice made by March 1<sup>st</sup>, could cost the Town and the NDDA extra money and hamstring the Beautification Project. Allen said alpine annuals are hard to find for the project start date in June, because most planting in lower elevations is completed by June. She has forged a relationship with a grower who custom grows alpine plants later in the season for the NDDA Beautification Project, and they do it at a 50% retail discount rate. The vendor also delivers the plants, and has suspended the use of neonicotinoids in order to protect Nederland's bees and pollinators. The grower orders seeds before January and is currently ready for the Nederland order. If the order is delayed, then the window for using that vendor to custom grow will have passed, and will have passed for other vendors. Allen also stated that she charges a reduced rate, has contacts that donate plant and garden soil, and has installed self watering kits. She has operated at a surplus of approximately \$350 yearly, which goes back into the project for incidental costs. Allen would like the DDA to table the Beautification RFP until August to better coincide with the budget calendar and project calendar.

Rik Henrickson, Nederland Fire Department: Henrickson was asked by Chief Dirr to attend this meeting to express concern about the re-authorization of the mill levy tax for the NDDA. The fire department has concerns with the amount of money that it takes out of their budget. Henrickson said to date they have lost \$110,000 out of their budget because they are held at the 2007 levels. The fire department would like to get on the DDA agenda in January to discuss an IGA (intergovernmental agreement) with the DDA to get some money returned to the fire district. Mark Stringfellow offered to meet with the fire department to discuss this matter further, and work on getting this matter on a future DDA agenda.

D. CONSENT AGENDA

- Approval of Warrants – Amanda Kneer/Treasurer (presented in absence)

Motion to approve the warrants; 2<sup>nd</sup>. Motion was approved.

Rea Orthner recused herself due to a conflict of interest

- Approval of the November 14, 2018 Meeting Minutes – Cindy Downing/Secretary

Motion to approve the November 14 2018 Meeting Minutes; 2<sup>nd</sup>. Motion was unanimously approved.

Agenda modified to have Beautification RFP Item discussed first.

Action Item: 2019 Beautification RFP

The budget for this has already been approved the BOT and Coloring Colorado was the preferred vendor. Karin Gerrity told the Board that they do not have to put this out for bid again if they desire continuity and would like to stay contracted with the same vendor.

Motion to table this RFP indefinitely and to approve Coloring Colorado as the vendor for 2019; 2<sup>nd</sup>. Motion passed with 4 votes in favor and 2 against (Susan Schneider – No; Mark Stringfellow – No).

## E. INFORMATIONAL ITEMS

- Treasurers Report – Amanda Kneer/Treasurer

Amanda Kneer was not present at the meeting but provided a report in the packet.

- Town of Nederland Administrator Report – Karen Gerrity/Town Administrator

2019 Budget: The BOT passed the budget on December 4

Short term rentals and accessory dwelling units. The BOT recommended modifications to the code and appointed an Advisory Committee consisting of 2 BOT members, 2 Town staff members, and 2 Planning Commission members. The meetings will be work sessions, but will be open to the public. The code with the possible modifications is on the Town website. The Advisory Committee plans on presenting their findings at the first BOT meeting in February.

DRCOG (Denver Regional Council of Governments): Karen Gerrity and Chris Pelletier have been attending many meetings to find out if the Town would qualify for transportation improvement projects. If the Town qualifies, they will apply for approximately \$1.5 million at the end of February for the road improvements on Jefferson Street leading into the Visitors Center parking lot.

EcoPass program: Starting in 2019, RTD is going to start charging districts according to the amount of swipes on the cards. The Town is predicting they will be paying double for the EcoPass program by 2021. Town staff is researching this, and the possibility of increasing the mill levy. Town staff is working on an educational program for the public to learn about the EcoPass program.

- Chair Report – Susan Schneider/Chair

There was no Chair report

- Executive Director Report – Josiah Masingale/Executive Director

Budget: The DDA is under budget for the fiscal year

Food Truck Committee: Cindy Downing is doing research on this and will be providing a report to the committee members.

Mill Levy: Josiah will be meeting with the DDA attorney to continue discussing the 2019 mill levy.

Peak 2 Peak Economic Development Program: Josiah is reaching out to businesses along the Peak to Peak region, and getting input for workshops in 2019. He is working with Boulder County to get an increased timeline to spend the remaining budget for 2018 grant.

Mural project. Working with the one artist that submitted an application, and is working with property owners to start working on a conceptual design.

Succession planning: Josiah is working with Brent Tregaskis and Susan Schneider on this item and will report back to the Board.

Attorney services: Josiah is working on getting a plan draft from the DDA attorney to assist in planning the election.

## F. ACTION ITEMS

- Parking, Pedestrian, and Traffic Study and Plan RFP Responses

There were 2 responses for the RFP. Both are local companies, and neither estimate came in under budget. Josiah recommended the DDA invite both of the firms to present their proposals to the Board.

It was decided by the Board to have a worksession on Jan 2 to have both firms present on their proposals starting at 4 pm. Josiah will draft a summary of the firms and their references for the Board.

Motion to meet on January 2 from 4 pm to 6 pm to interview the firms; 2nd. Motion was unanimously approved.

## G. DISCUSSION ITEMS

- NDDA Staff/Board Attendance at DCI 2019 Conference April 9-12 in Aspen

Josiah is going to research possible scholarships for this conference and get back to the Board.

- 2019 Fireworks Show

The Board discussed this item and concluded that it will be too dangerous for fireworks, but considered discussing future plans for possible fireworks celebrations during the winter. The Board will discuss drafting a survey for the public to see what they would be interested in.

## H. OTHER BUSINESS

Caribou Shopping Center signage: Claudia Schaffler presented some signage options and estimated it will be around \$800 for a new sign. The Board will have this as a discussion item at the next meeting.

Welcome to Nederland Sign: Mark Stringfellow said an anonymous donor is going to paint the sign. Mark also had discussions to possibly move the steam shovel that is located by the sign.

Barker Meadows Park: Mark has been attending PROSAB's Barker Design Advisory meetings for the Barker Meadow Park and they would like the DDA to participate in a pavilion. They are in preliminary discussions about the DDA operating the pavilion for potential revenue. PROSAB is putting together a proposal to get a GOCO (Great Outdoors Colorado) grant for the area in the parking lot to the north.

## I. ADJOURNMENT

Motion to adjourn; 2<sup>nd</sup>. Meeting adjourned at 8:23 pm

### NEXT REGULAR MEETING:

January 9 @ 6pm in the Nederland Community Center Multi-Purpose room

The NDDA Board encourages citizen participation. Public Comment period allows 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 the 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. Copies of the agendas and meeting packet are available at no cost via email from [josiah@nederlanddowntown.org](mailto:josiah@nederlanddowntown.org). 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

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY  
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466  
Multi-Purpose Room  
January 2, 2019 @ 4:00 pm  
Parking, Pedestrian, and Traffic RFP Presentations  
MEETING MINUTES

---

A. CALL TO ORDER

Chair Susan Schneider called the meeting to order at 4:09 pm

B. ROLL CALL

Board Present: Steve Karowe, Mark Stringfellow, Claudia Schauffler, Susan Schneider, Brent Tregaskis, Rea Orthner

Quorum: 6 of 8 board members in attendance

Staff Present: Josiah Masingale (Executive Director)

Guest present: Chris Pelletier, Town of Nederland Public Works

C. PUBLIC COMMENT – None

D. CONSENT AGENDA – N/A

E. INFORMATIONAL ITEMS – N/A

F. ACTION ITEMS – N/A

G. DISCUSSION ITEMS – N/A

H. OTHER BUSINESS

1. NDDA Parking, Pedestrian, and Traffic RFP Proposal Presentation by Walker Consultants  
A presentation was provided by Mallory Baker/Project Manager and Andrew Vidor/Consultant of Walker Consultants regarding its proposal to the DDA's Parking, Pedestrian, and Traffic RFP. The Walker Consultants team detailed their team experience (parking experts; over 50 Colorado-based projects; extensive work with CDOT and other stakeholders) and their approach (four major tenants of analytics, engagement, implementation, and customizable). They noted the Base Scope provided in their proposal covers the RFP, but there are additional services and deliverables available such as adding survey days in traffic study.

The DDA Board asked several questions of the Walker Consultant team:

- 1) Steve Karowe: What does post-plan involvement look like? Answer: Mid-point or so in the project the team may identify additional ways to be involved post project which might require additional costs, an example being the creation of a Special Events Plan.
- 2) Brent Tregaskis: There is a concern that this RFP is doing a lot, but it doesn't necessarily cover key times such as our traffic challenges in the Fall. Answer: The schedule along with the tasks and deliverables are flexible; also noted that too much data doesn't always tell more of a story.



- 3) Brent Tregaskis: Is there a signage/wayfinding component? Answer: Yes, during parking management.
- 4) Mark Stringfellow: Has Walker Consultants worked with a Town our size? Answer: Yes, Town of Eagle which is a little bigger, but similar. Also have worked in Idaho Springs.
- 5) Susan Schneider: What is the proposal's approach to the feeling of inalienable right to parking? Answer: Convenience is important, as well as public engagement.
- 6) Josiah Masingale: CDOT territory will be touched upon in many aspects of this project, can you all describe how the project will adhere to CDOT Feasibility Study Standards? Answer: When CDOT is involved we will work with the Regional Director at CDOT to ensure CDOT approves.
- 7) Rea Orthner: Is the License-Plate technology included in the base scope? Answer: No, it is an add-on service.
- 8) Rea Orthner: Will parking occupancy study look at long-term occupancy or just occupancy at a snap-shot in time? Answer: It is counting cards, which will show anecdotal evidence. There are also other tools available, but the team wants to be considerate of value and cost. The would bring data collection results to the DDA in process and the findings could change the schedule/scope.
- 9) Steve Karowe: What does the StreetLight data bring? Answer: It is a paid service that provides more in-depth data vision (it is an add-on in the proposal). What was proposed is not what has to be done, the scope can be negotiated.
- 10) Susan Schneider: There was a 2007 study and a 2010 update to the study done by a firm named Walker, this is not the same firm correct? Answer: Correct, this is not the same firm.
- 11) Steve Karowe: How much effort in the plan goes to grant funding and other support? Answer: The proposed plan will provide the data and information that may be used for grants, including finance and budget information.

The Board thanked Walker Consultants for their proposal and for their presentation and time.

2. NDDA Parking, Pedestrian, and Traffic RFP Proposal Presentation by Traffic Engineers, Inc. A presentation was provided by Shaida Libhart/Project Manager and Alex Weinheimer/Planning and Design Lead of Traffic Engineers, Inc (TEI) regarding its proposal to the DDA's Parking, Pedestrian, and Traffic RFP. The TEI team detailed their team experience (planners & engineers; multi-modal; walk the walk) and their approach (Framework for success; Vision for parking; How they will achieve all of this; and Key components of the plan). They noted the proposal is incremental but also coordinated and layered.

The DDA Board asked several questions of the Traffic Engineers, Inc team:

- 1) Rea Orthner: The proposal talks about canvassing local business, will there also be a parking occupancy study? Answer: Yes, will do a parking inventory.
- 2) Rea Orthner: Will you do parking observation? Answer: Yes, it is in the proposal. Multiple days will be used for collecting data with several visits to Nederland planned in the proposal and there is sometimes the opportunity multitasking during each trip.
- 3) Brent Tregaskis: What do you believe the busiest time of year is for traffic in Nederland? Answer: Winter or possibly weekend traffic in the summer possibly. The team noted that summer traffic is increasing in many mountain communities.
- 4) Brent Tregaskis: How involved would the team be in grant writing and applications? Answer: The team can write them and help with the application process.
- 5) Steve Karowe: Under this scope, how much is budgeted for writing grants? Answer: There is any grant writing under this scope, but all deliverables have language and data that can be placed into grant applications.
- 6) Mark Stringfellow: The timeline of the proposal is roughly a year...what is the timeline for grant writing, applications, receiving funding, etc? Answer: Depends on the source of the funding and the project. Linking the projects to key areas that have resources available such as health and safety is key.

- 7) Mark Stringfellow: What do streetscaping investments look like? Answer: Landscaping, lighting, signage, etc.
- 8) Mark Stringfellow: Has TEI worked in a town Nederland's size? Answer: Yes, although only have worked in Colorado for a short-time, the firm has assisted many different towns in Texas.
- 9) Mark Stringfellow: How safe do you think town is? Answer: Depends on where you are and when.
- 10) Josiah Masingale: CDOT territory will be touched upon in many aspects of this project, can you all describe how the project will adhere to CDOT Feasibility Study Standards? Answer: TEI is currently working on a project in Louisville and has other experience working with other state departments of transportation. Communication with CDOT is the key along with early coordination and making them a partner in the process, and following CDOT Design Manual.
- 11) Mark Stringfellow: How much money can we get? Answer: Hard to know without the formal data and recommendations happening. The DDA can likely do more if projects are linked together, and if there is good stakeholder buy-in and partnership creation.

The Board thanked Traffic Engineers, Inc for their proposal and for their presentation and time.

The Board had a discussion regarding both firm's proposals, presentations, and data currently available. The consensus was that both firms presented solid proposals and they both have the necessary experience and professional capacity. It was noted that the 2007/2010 parking assessment might need to be updated and re-analyzed. The board expressed concerns regarding the overall price of both proposals, and the possible public perception that yet another study and plan are being developed without concrete projects being completed. The Board discussed the possibility of creating a hybrid-project that addresses certain issues in the short-term and continuing onto other needed projects in the future. The Board then discussed the need for some concrete implementable steps to accomplish 2-3 major projects. The consensus was that an update to the 2007/2010 parking assessment, a paid parking plan, and wayfinding should be the immediate priorities.

The Board directed Josiah Masingale to follow-up with both firms with a thank you, a reiteration of our tight budget and the need for implementable projects to be planned through this project, request that they provide a rate sheet for services (parking counts, traffic counts, sidewalk inventory, etc) and that they provide the DDA with quotes for wayfinding, an update to the 2007/2010 parking assessment, and a paid parking plan. The board also noted that the DDA/Town could possibly take on some data collection tasks if that would help keep costs down.

## I. ADJOURNMENT

Motion to adjourn; 2<sup>nd</sup>. Meeting adjourned at 6:36pm

### NEXT REGULAR MEETING:

January 9 @ 6pm in the Nederland Community Center Multi-Purpose room

The NDDA Board encourages citizen participation. Public Comment period allows 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 the 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. Copies of the agendas and meeting packet are available at no cost via email from [josiah@nederlanddowntown.org](mailto:josiah@nederlanddowntown.org). 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



## AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: January 9, 2019

Prepared By: Karen Gerrity, Town Administrator

Dept: Admin

Consent  Information  Action  Discussion

---

### STAFF REPORT FROM TOWN ADMINISTRATOR

#### EMPLOYEE OF THE YEAR

Town staff selected Nicki Dunn from Public Works as the 2018 Employee of the Year. Highlights of her nomination include the following:

- Nicki Dunn because she has taken on projects such as improving the park, she's always ready with a smile and good energy, even if she personally is having a hard time, because she follows through, and because she cares about her job, the Town and community, our residents.
- I nominate Nikki Dunn for her efforts to upgrade Chipeta Park. She has been a member of my team for several years and I can't think of anyone else more deserving. She is dedicated and loyal and a valued member of the team.
- She is always looking out for what's best for town and ways to beautify it. She is dedicated and has owned her role as parks department manager. The grant she secured completely changed the park.

Nicki won extra hours of Paid Time Off along with gifts from the local businesses. Public Works Manager, Chris Pelletier and Town Treasurer, Jen Hagey were tied for second place.

#### SHORT TERM RENTALS AND ACCESSORY DWELLING UNITS

The Board of Trustees (BOT) appointed an advisory committee comprised of town staff, trustees and planning commissioners to further research modifications to the Nederland Municipal Code and then present their findings to the BOT in February. The advisory committee met on December 19, 2018 and the suggestion was made to create a google doc of the code which would be easier to edit and share. This document is accessible to the public and feedback can be sent to staff. The link is below. The advisory committee will meet again on January 15 at 5:30pm prior to the BOT meeting and again on January 29 at 5:30pm.

[https://docs.google.com/document/d/146pqW7xuVv\\_y\\_AkAvpna9MGYYWCxds7uzkgZlitajTk/edit?usp=sharing](https://docs.google.com/document/d/146pqW7xuVv_y_AkAvpna9MGYYWCxds7uzkgZlitajTk/edit?usp=sharing)

### **DENVER REGIONAL COUNCIL OF GOVERNMENTS**

Chris Pelletier and Karen Gerrity continue to attend DRCOG meetings regarding Sub-regional Transportation Improvement Project (TIP) funding. Grants will be due in February 2019. Staff has identified Jefferson Street leading into the Visitor Center parking lot as a project that meets some of the criteria for the funding. Staff submitted a one page abstract to the TIP technical committee on December 31, 2018 after getting input from CDOT. Staff is analyzing potential financial resources to meet the grant match.

### **BIG SPRINGS EGRESS**

A survey of the egress and final design are underway. The USFS is preparing the paperwork to grant the Town an easement for the portion of the egress that will go through their property. Staff met with representatives from JVA, the Town's engineer of record, and Boulder County Planning staff in a pre-application meeting last month. The Town will submit an application requesting right of way for the egress through Boulder County Open Space. Boulder County is waiving the review fee. Funding for the egress is being explored.



## AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: January 9, 2019

Prepared By: Josiah Masingale, Executive Director

Consent  Information  Action  Discussion

---

AGENDA ITEM: Executive Director's Report for January 2019

SUMMARY:

- Staffing Report: Staff costs under budget for fiscal year 2018. Peak 2 Peak Economic Development 2018 will continue to have operating and project-specific staff costs through early 2019.
- Peak 2 Peak Economic Development 2018/2019 Update: Currently coordinating one workshop (Creating Digital Content Strategy – January 17th) and working on some other potential workshops for 2019. Working with Boulder County on spend-down plan for 2018, reporting for 2018, and 2019 application/grant.

RECOMMENDATIONS: N/A

FINANCIAL CONSIDERATIONS: N/A

ATTACHMENTS: N/A



## AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: January 9, 2019

Prepared By: Josiah Masingale, Executive Director

Consent  Information  Action  Discussion

---

AGENDA ITEM: Parking, Pedestrian, and Traffic Study and Plan RFP

SUMMARY:

Through the 2018 DDA Prioritization Meeting (August 2018) the DDA Board of Directors prioritized an RFP to select a firm to conduct a study and provide a plan regarding parking, pedestrian mobility, and traffic flow in Nederland and specific to the Downtown District and DDA 2017 Master Plan priorities. A DRAFT RFP was presented to the NDDA Board at the September 2018 meeting and with several revisions incorporated and approved at the October 2018 meeting the final RFP was released in mid-October 2018 with a submission deadline of November 30, 2018.

Two firms (Walker Consultants, and Traffic Engineers, Inc) submitted proposals. At the December 2018 DDA Board Meeting, it was determined that presentations by the two firms would be scheduled for January 2, 2019. Both firms presented on their proposals and answered questions from DDA Board and Staff.

After the presentations, the DDA Board had a discussion regarding both firm's proposals, presentations, and data currently available. The consensus was that both firms presented solid proposals and they both have the necessary experience and professional capacity. It was noted that the 2007/2010 parking assessment might need to be updated and re-analyzed. The board expressed concerns regarding the overall price of both proposals, and the possible public perception that yet another study and plan are being developed without concrete projects being completed. The Board discussed the possibility of creating a hybrid project that addresses certain issues in the short-term and continuing onto other needed projects in the future.

The Board then discussed the need for some concrete implementable steps to accomplish 2-3 major projects. The consensus was that an update to the 2007/2010 parking assessment, a paid parking plan, and wayfinding should be the immediate priorities. The Board directed Josiah Masingale to follow-up with both firms with a thank you, a reiteration of our tight budget and the need for implementable projects to be planned through this project, request that they provide a rate sheet for services (parking counts, traffic counts, sidewalk inventory, etc) and that they provide the DDA with quotes for wayfinding, an update to the 2007/2010 parking

assessment, and a paid parking plan. The board also noted that the DDA/Town could possibly take on some data collection tasks if that would help keep costs down.

The DDA emailed both firms and followed up with phone conversations regarding the request. Currently, the DDA is awaiting responses from both firms.

RECOMMENDATIONS:

Table for future meeting pending responses from one or both firms, or provide other guidance to staff on next steps.

FINANCIAL CONSIDERATIONS:

It is anticipated that TIF funds will be used to fund some or all of this Study and Plan. The DDA has earmarked \$40,000.00 in it's 2019 TIF budget with final budget contingent on chosen firm/proposal and Town Board of Trustees approval.

ATTACHMENTS:

1) Walker Consultants Proposal can be found at this link:

<https://drive.google.com/file/d/0B0yHq6p5CVgbZXF6YWotdDh4dlhKVG82ODZ1b2JFUC1YRVZz/view?usp=sharing>

2) Traffic Engineers, Inc Proposal can be found at this link:

<https://drive.google.com/file/d/1rFSwvmuOfnThAKCBmnzIDaruqg69QfaC/view?usp=sharing>



## AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: January 9, 2019

Prepared By: Mark Stringfellow, Board Member

Consent  Information  Action  Discussion

---

AGENDA ITEM: Pavilion at Barker Meadows Park

SUMMARY:

DDA Board discussion regarding a possible pavilion at the proposed Barker Meadows Park.

RECOMMENDATIONS:

Board discussion and provide other guidance to staff on next steps.

FINANCIAL CONSIDERATIONS:

Currently not applicable.

ATTACHMENTS:

- 1) Pavilion at Barker Meadows Park Handout



# BARKER MEADOWS PARK

SCALE = 1" = 40 FT  
 0 10 20 40



GATEWAY P  
 NEDERLAND  
 REV #1: O.W. SNY  
 REV #2: PRO  
 DESIGN COMM 1



## LEGEND

### PHASE #1

- NEW TREES/SHURBS
- EXISTING TREES/SHRUBS
- NEW BUILDINGS
- EXISTING BUILDINGS
- BENCHES
- PICNIC TABLES
- NEW PATHS
- STREET ART
- EXISTING BRIDGE
- GRAFFITI WALLS
- NATURAL FOOTPATH
- PARKING

### PHASE #2

- NEW BRIDGE
- PICNIC PAVILION
- MARINA / BOATING ON BARKER

8" Concrete Slab: 30' x 40', No. 5 rebar @ 18" centers, each way. Control joints at 10 foot spacing.

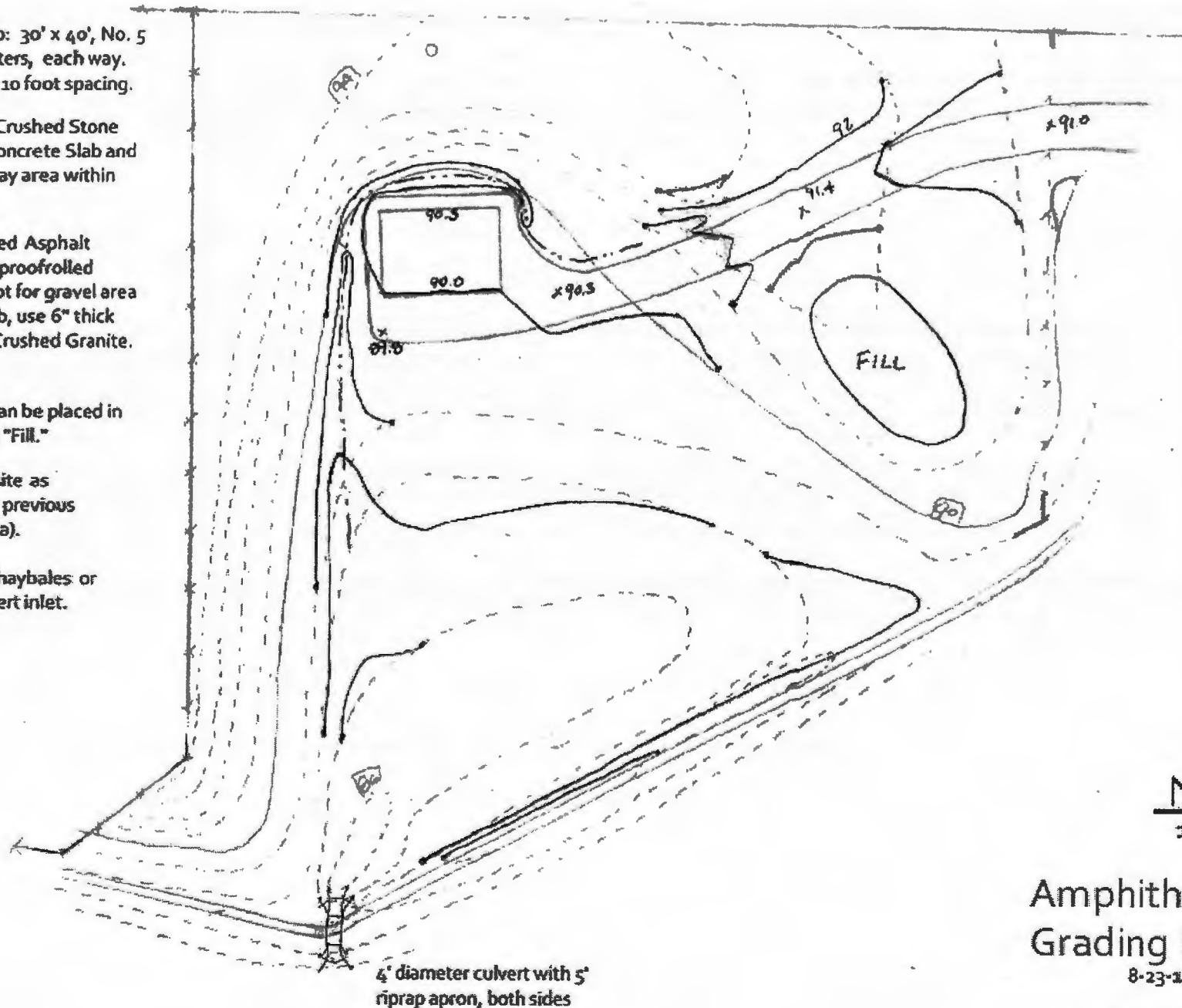
12" thick 1-1/2" Crushed Stone Base beneath Concrete Slab and beneath Driveway area within 15' of slab.

6" thick Recycled Asphalt Driveway over proofrolled subgrade, except for gravel area within 15' of slab, use 6" thick layer of No. 57 Crushed Granite.

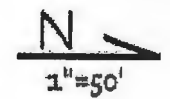
Excavated soil can be placed in area designated "Fill."

Fill/fine grade site as necessary (e.g. previous transformer area).

Provide/install haybales or waddles at culvert inlet.



4' diameter culvert with 5' riprap apron, both sides



# Amphitheater Grading Plan

8-23-13

Prepared by M. Weritz



**WESTERN  
ECOLOGICAL  
RESOURCE, INC.**

711 Walnut Street  
Boulder, Colorado 80302  
(303) 449-9009  
Fax (303)449-9038  
mail@westerneco.com  
www.westerneco.com

September 25, 2013

Mr. Mark Weritz, Professional Engineer  
Town of Nederland,  
45 West First Street  
P.O. Box 396  
Nederland, CO 80466

Via Email

RE: Nederland Amphitheater Project -Ecological Recommendations

Dear Mark,

I appreciated the opportunity to meet you at the proposed Nederland Amphitheater project site on Friday, September, 20, 2013 and discuss your project needs. We believe that there is ample opportunity to enhance the ecological characteristics of the site, which I have outlined below.

**1. Increase Plant Species & Structural Diversity**

Plant species diversity is one of the most important factors in creating ecological sustainability on a site. In addition, structural diversity, or having multiple vegetation layers (trees, shrubs, and herbaceous plants) will increase the wildlife habitat types. The Amphitheater Site can be enhanced by adding several species of native trees and shrubs in addition to those which are already planned (aspens, and one ponderosa pine). The plantings could be installed along the edges of the project site, so as not to interfere with events. The attached Table 1 lists several species of native trees and shrubs appropriate for the site.

The cost of native trees and shrubs varies depending on the size. For example, 5-gallon size native shrubs can cost up to \$15 each and native blue spruce trees can cost \$200 for a 6-ft tall tree. A more economical approach may be to order seedling trees and shrubs through the Colorado State University Extension (CSU) Service. Many, but not all, of the native trees and shrubs listed in Table 1 are available for purchase from CSU as smaller bare-root or small size. Generally, the CSU trees/shrubs are available in lots of 25 to 50 and cost \$26-\$75 per lot, or just a few dollars per tree or shrub. Although these trees and shrubs will be smaller, with proper planting and care through the first couple of seasons they will have a high survival rate. Finally, labor to install the seedling trees and shrubs could come from local community groups such as Teens Inc., either through the summer Youth Corps or possibly through the Chinook School community service.

**2. Enhance Habitat Connectivity**

The connectivity of the Amphitheater site to surrounding habitats could be enhanced by extending woody plantings along the west and south sides of the wastewater treatment plant and also by

adding willows in strategic locations along Barker Reservoir. By providing additional cover and shade, the small mammal use of the project site will likely increase.

### 3. Prevention & Control of Noxious Weeds

Noxious weeds are extremely problematic in and around the project site as well as within the Town of Nederland. Without implementation of an Integrated Weed Management Plan, the noxious weeds will dominate the entire project site, decreasing species diversity and ecological integrity. Weeds will continue to spread outside of the project site as well, and become established at local trailheads and elsewhere on National Forest Systems lands. The U.S. Forest Service is particularly concerned about the explosion of noxious weeds (especially scentless chamomile) in and around Nederland and the impact that these weeds will have on the pristine areas surrounding Nederland. Table 2 lists the noxious weeds that occur within and adjacent to the project site. We highly recommend that the Town of Nederland develop and implement an Integrated Weed Management Plan for the site. The basics of an effective noxious weed control program are prevention, eradication, and control. Each of these is described below.

Prevention - Prevention is the first line of defense in keeping weeds from occurring or increasing in an area. Preventive techniques include planting high quality, weed-seed-free crops or grass seed. All seed planted on-site should be certified weed free and all mulch should also be certified weed free.

Another important preventive measure related to control is to keep weeds from going to seed. This is important for annuals and biennials, because that is the only way they reproduce. Perennials reproduce from seed as well as vegetatively from their root systems. Annual weeds live for one growing season, biennials for two, and perennials for more than two. However, preventing seed set is extremely important in keeping perennials from starting new infestations some distance from existing ones. Currently, all of the noxious weeds are producing seed around the project site. In future years, it will be important to keep these weeds from going to seed. Mowing is the most effective method of preventing weed seed from spreading in future years.

Eradication - Eradication is the removal of weeds from an area so they will not recur unless reintroduced. Small populations of noxious weeds, 10 to 100 feet in diameter, may be able to be eradicated. If eradication creates an open area, one weed problem may be cured simply to create another one. Therefore, the ground should be reseeded to prevent another weed infestation.

Control - Control, the most common management strategy, reduces a weed population to a level where it does not interfere with the ecological integrity of a site. Adequate control also may prevent future infestations. There are four control methods: Cultural, Mechanical, Biological and Chemical.

a. Cultural Control Methods promote growth of desirable plants. Seeding is the most commonly used cultural control method and must be combined with other control methods that decrease the target weed population and give the seeded species an opening in the environment to successfully germinate and establish (colonize).

b. Mechanical Control Methods physically disrupt weed growth. Tillage, hoeing, hand-pulling, mowing and burning are examples. Mechanical methods can be effective at controlling annual/biennial plants and at preventing perennial plants from going to seed. However, certain mechanical methods, such as pulling, will only increase the density of certain noxious weeds such as Canada thistle and yellow toadflax if not done multiple times during the year, and for many

years in a row. Mechanical control methods require an incredible amount of labor and can be extremely expensive for large populations.

c. Chemical Control Methods use herbicides to disrupt weed growth. The use of herbicides is controversial in Nederland. However, certain weed species, such as the Canada thistle cannot be effectively controlled without the use of herbicides. Not all herbicides are equally dangerous. For example, Milestone, which is registered under the EPA's Reduced Risk Pesticide Initiative, targets only certain broadleaf plants (not grasses), can be applied in very low concentrations, can be spot-sprayed, and poses very little risk to humans and animals. Milestone is 95-100% effective at controlling Canada thistle, and the use of the Milestone herbicide is likely the only effective way of controlling this noxious weed. Therefore, Milestone, or other similar low-risk herbicides, should not be summarily dismissed. It may not be possible, economically or otherwise, to mechanically control all populations of noxious weeds. Herbicides are not only very effective, but can be economical and safe if applied in the proper manner. Finally, the cost of doing nothing (or limited mechanical control) should be weighed against the use of relatively small-amounts of herbicides.

d. Biological Control Methods use an organism to disrupt weed growth. Often the organism is an insect or disease and a natural enemy of the weed. Biological control agents have been shown to reduce the extent of yellow toadflax in neighboring Gilpin County; however it may take several years to get a population of biological control insects established.

#### 4. Culvert

We understand that a 4 foot diameter culvert may be used to drain the site. Culverts are frequently "frowned" upon for their use in stream crossings because they restrict stream flow, hinder sediment transport, and restrict aquatic organism movement. However, the use of a culvert at the project site should not cause any of these issues as there are no streams present. It seems that the decision to use the culvert should be based on economics and aesthetics, as the culvert will not lower the ecological characteristics of the site.

Please call if you have any questions,

Sincerely,

*/s/ Rea Orthner*

Rea Orthner  
Plant Ecologist

Table 1  
Recommended Native Tree & Shrub Plantings  
Nederland Amphitheater Project

<u>Scientific Name</u>	<u>Common Name</u>	<u>Family</u>
<b>Trees</b>		
<i>Picea engelmannii</i>	Engelmann spruce	Pinaceae
<i>Picea pungens</i>	Blue spruce	Pinaceae
<i>Pinus ponderosa</i>	Ponderosa pine	Pinaceae
<i>Populus tremuloides</i>	Quaking aspen	Salicaceae
<b>Shrubs</b>		
<i>Amelanchier alnifolia</i>	Serviceberry	Rosaceae
<i>Cornus sericea (C. stolonifera)</i>	Redosier dogwood	Cornaceae
<i>Jamesia americana</i>	American waxflower	Hydrangeaceae
<i>Mahonia repens</i>	Oregon grape	Berberidaceae
<i>Oreobatus deliciosus</i>	Boulder raspberry	Rosaceae
<i>Pentaphylloides floribunda</i>	Shrubby cinquefoil	Rosaceae
<i>Physocarpus monogynus</i>	Ninebark	Rosaceae
<i>Prunus virginiana var. melanocarpa</i>	Native chokecherry	Rosaceae
<i>Rhus trilobata</i>	Skunk brush	Anacardiaceae
<i>Ribes aureum</i>	Yellow currant	Grossulariaceae
<i>Ribes cereum</i>	Wax currant	Grossulariaceae
<i>Rosa woodsii</i>	Wood rose	Rosaceae
<i>Salix bebbiana</i>	Bebb willow	Salicaceae
<i>Salix exigua</i>	Sandbar willow	Salicaceae
<i>Salix monticola</i>	Mountain willow	Salicaceae
<i>Sambucus microbotrys</i>	Red elderberry	Caprifoliaceae
<i>Sorbus scopulina</i>	Mountain ash	Rosaceae

Table 2  
Noxious Weeds Present  
Nederland Amphitheater Project

<u>Scientific Name</u>	<u>Common Name</u>	<u>Family</u>
<b>Perennial Forbs</b>		
<i>Cirsium arvense (Breea)</i>	Canada thistle	Asteraceae
<i>Leucanthemum vulgare</i>	Ox-eye Daisy	Asteraceae
<i>Linaria vulgaris</i>	Yellow Toadflax	Scrophulariaceae
<i>Tanacetum vulgare</i>	Common tansy	Asteraceae
<b>Annual/Biennial Forbs</b>		
<i>Carduus nutans ssp. macrolepis</i>	Musk thistle	Asteraceae
<i>Matricaria perforata</i>	Scentless chamomile	Asteraceae
<i>Centaurea diffusa</i>	Diffuse knapweed	



## AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: January 9, 2019

Prepared By: Mark Stringfellow, Board Member

Consent  Information  Action  Discussion

---

AGENDA ITEM: DDA Mill Levy Extension

SUMMARY:

The DDA Mill Levy is set to expire on December 31, 2019. Extending the Mill Levy for another seven years requires voter approval. The DDA has retained an attorney to assist with the election process. The attorney is putting together a plan for the election to be presented at the February 2019 Board Meeting. Attached is sample ballot language for the Mill Levy extension.

RECOMMENDATIONS:

Board discussion and provide other guidance to staff on next steps.

FINANCIAL CONSIDERATIONS:

Currently not applicable.

ATTACHMENTS:

- 1) Proposed Ballot Language for Mill Levy Extension

Proposed ballot question re 5 mills levy. Subject to review by Town Attorney and Town bond counsel.

SHALL TOWN OF NEDERLAND, COLORADO, ACTING ON BEHALF OF THE NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY, TAXES BE INCREASED \$ \_\_\_\_\_ IN TAX COLLECTION YEAR \_\_\_\_ AND BY SUCH AMOUNT AS MAY BE RAISED ANNUALLY THEREAFTER THOROUGH COLLECTION YEAR \_\_\_\_\_ (\_\_\_\_\_ YEARS) BY EXTENDING THE AD VALOREM PROPERTY TAX RATE OF NOT MORE THAN 5.00 MILLS ON TAXABLE REAL AND PERSONAL PROPERTY WITHIN THE BOUNDARIES OF THE NEDERLAND DOWNTOWN DEVELOPMENT DISTRICT, FOR THE PURPOSES SET FORTH IN TITLE 31, ARTICLE 25, PART 8, C.R.S.; WHICH CURRENT LEVY IS SET TO EXPIRE ON DECEMBER 31,2019; AND SHALL THE TOWN AND THE AUTHORITY BE AUTHORIZED TO COLLECT, RETAIN, AND SPEND THE REVENUES COLLECTED FROM SUCH TOTAL PROPERTY TAX RATE, INVESTMENT INCOME THEREON AND ANY OTHER LAWFUL SOURCE AS A VOTER-APPROVED REVENUE CHANGE AND EXCEPTION TO THE LIMITS WHICH WOULD OTHERWISE APPLY UNDER ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION (TABOR), OR ANY OTHER LAW AND AS A PERMANENT WAIVER OF THE 5.5% LIMITATION UNDER SECTION 29-1-301, C.R.S.?

DRAFT