

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT  
AUTHORITY

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

October 17, 2012 at 6:30pm

Meeting Minutes

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**A. CALL TO ORDER**

Meeting was called to order by Chairman Ron Mitchell at 6:31pm.

**B. ROLL CALL**

Members Present: Ron Mitchell, Pat Everson, Katrina Harms, Donna Kirkpatrick,  
Mary Ann Rodak-Friedman,

Absent: Will Guercio, Annette Croughwell

Also present: Paul Turnburke - Executive Director, Eva Forberger -Treasurer,  
Alisha Reis -Town Administrator, Peter Fiori -Town Trustee

**C. PUBLIC COMMENT** – there were 2 members of the community present:

Glenna Carline of Nederland, attending the meeting as a matter of general interest and  
Pam North of Gilpin County, attending for the press.

**D. CONSENT AGENDA**

**1. Approval of September 19, and 26, 2012 minutes**

Motion to approve both 9/19/12 and 9/26/12 minutes was made by Ron Mitchell, and  
seconded and approved by all in a unanimous voice vote.

**2. Approval of Warrants**

Ron Mitchell motioned for approval of the warrants, seconded and approved by all in a  
unanimous voice vote.

**E. INFORMATIONAL ITEMS**

**1. Executive Director Report**

Paul Turnburke began his report with an update on the field work accomplished by Lee  
Stadele and mentioned the Bio-Mimicry workshop for the NedPeds project. Paul added  
to his Executive Directors report with some interesting points brought up at the LEEDS-

ND workshop he attended, and explained some of the goals and principles of the Star Community Index. He stated the advantages of removing code barriers that might exist in municipalities to allow LEED oriented plans to be implemented. Mixed use neighborhoods were mentioned, with considerations such as set-backs, parking, and landscape requirements. This index encourages a community to evaluate itself, and ordinances are voted into place to allow LEEDS sorts of projects to be implemented. Paul gave an example of El Paso, where organizations shared various town facilities and integrated transportation options and came up with a slogan "Love El Paso – Plan El Paso" as a method of engaging community input for planning purposes. He also reminded everyone about the comp plan meeting on Saturday and the ambassador packets he provided and to get responses back by the end of the month – offering assistance if necessary.

## **2. DAT – Ned Peds Project Report**

Pat Everson presented an overview of her report including: the hiring of Huitt-Zollars, working on the hiring of the Sustainability Project Manager, and the 2013 budget for culverts on Snyder St. between 2<sup>nd</sup> street and the highway. She has agreed to work with the Assessors office to determine when buildings were built on 2<sup>nd</sup> St. and to help in identifying the need for any environmental or historical clearances. Pat also discussed working on the loan request, Resolution 2012-#29 (now referred to as 2012-#30), and the easement of the property around the Mining Museum. Glenna Carline of Nederland, contributed some specific information about the easement area as a representative of the Nederland Historic Society.

## **3. Treasurer Report**

For her Treasurer's Report, Eva Forberger reviewed the DDA finances and added her input concerning the Boulder County Transportation presentation on construction of bus stops around town. The county has plans to work with RTD to construct 4 additional bus stops and possibly using some of the rocks from the wastewater plant construction. Eva stated that it would be important to make sure that Huitt-Zollars is kept in the loop concerning this particular project. Paul Turnburke suggested keeping an eye on the grant allocation for building bus stops in all of the proposed locations, since they were not all within the boundaries for the NedPed project.

## **F. ACTION ITEMS**

### **1. Consideration of creating a selection committee for the position of Sustainability Coordinator Project Manager for the NedPed project.**

Offering the opportunity to Board members to serve on the Selection Committee, Pat Everson answered questions from the Board, and explained her understanding of the position. Both she and Paul Turnburke agreed that even though the Project Manager position would be funded by the NDDA, the Town would be the employer. Even though

the Town Administrator functioned in this capacity during Phase 1 of the sidewalks, Alisha is unable to do so for Phase 2. By hiring this coordinator, it would be as if there were another Alisha coordinating the project. Paul wanted to make clear that this hire would be for the design portion only. Pat Everson made a motion to appoint Katrina Harms, Paul Turnburke and herself, to the Sustainability Coordinator Project Manager Selection Committee, along with Alisha Reis, Town Administrator and Mayor Pro Tem, Kevin Meuller. This was seconded by Mary Ann Rodak-Friedman and passed unanimously.

### **2. Discussion of Draft 2013 Budget – Eva Forberger**

Eva Forberger requested that this action item be moved to a Discussion Item, and Ron Mitchell agreed to move the topic accordingly on the Agenda.

### **3. Consideration of a proposal to hold a DDA dinner for constituents**

Ron Mitchell inquired about the possibility of the DDA hosting an informational gathering of constituents in 2013 and for budget purposes and there was discussion about the details and perhaps setting aside \$1,000 for this event. Pat Everson expressed her concern over utilizing taxpayer's funds and the time of year this could be held. Ron clarified that it would be for keeping people within the DDA informed, and an opportunity for communication about projects. As a possible presentation and progress report opportunity, a forum for questions about projects, as well as information gathering from constituents, and a budget for this would be set aside from funds available for outreach. A motion for \$1,000 to be allocated to Community Outreach in the 2013 budget was made by Katrina Harms and seconded by Patricia Everson. The motion carried and the roll call vote was unanimous.

### **4. Consideration of proposal to purchase a computer for the DDA secretary**

Paul Turnburke began the discussion concerning the estimates connected to purchasing a new Mac laptop and printer. An offer was made by the town to donate a used laptop to the DDA. Sue Davis Churches will keep the Board informed if it is not a viable option due to its age and software. A motion by Pat Everson to accept the offer from the town for an HP PC and allocate \$500 to obtain software including but not limited to Adobe Standard and Microsoft Office was seconded by Mary Ann Rodak – Friedman and the roll call vote was unanimous in approval.

## **F. DISCUSSION ITEMS**

### **1. Discussion to review packet from Town of Nederland for Kathmandu**

Paul Turnburke introduced this with an overview of meeting the design guidelines for the town. Pat Everson listed many attributes of the LEED Citizen's Guide for Sustainability including mixed use and a potential for multi-generational living, and felt it should be encouraged. Parking was briefly discussed and Ron also supported the guidelines and encouraged this project to go forward. The Board requested that Paul

compose a memo in response to Michele Martin's request for input by the NDDA to the Planning Commission incorporating the points brought up by Pat.

## **2. Adopt – a – Planter Update**

Put on the Agenda as a Discussion Item in case Donna Sue wanted to provide an update to the project. No comments at this time.

## **3. Discussion of Draft 2013 Budget**

Eva Forberger presented the draft of the 2013 budget that was presented at the Budget Hearing and brought up for discussion additional items that had surfaced since then. She cited the example of the budget change for the community outreach (\$1,000), also a request by the town (public works) for a snow blower attachment and a PROSAB request for funds for an updated Parks and Recreation project. Pat Everson expressed her concern that requests for money should come to the DDA finance committee prior to appearing before the board. Alisha Reis described the budgetary restraints of the town and their efforts to find a dedicated person for sidewalk maintenance. Pat Everson also suggested that NedPeds would be the catalyst for sorting out the sidewalk issues and is willing to work over the next year to resolve them, and needed specific information about the PROSAB request. Contingency and reserve funds were discussed at length. Alisha Reis retracted her request from PROSAB and Eva Forberger put forth the idea that the DDA have a special meeting to finalize and approve the 2013 budget. Eva Forberger also introduced the loan resolution (revised from #2012-29) and after working with it as a 2 year loan discovered that a 4 year loan amortization would be more desirable for cash flow. A motion to refer loan resolution #2012-30 to go before the BoT on November 13, 2012 was made by Ron Mitchell and seconded by Mary Ann Rodak-Friedman. A roll call vote passed this unanimously.

## **G. OTHER BUSINESS (NEW)**

### **1. Workshop Flyer**

As a reminder that the Town of Nederland would be holding a Workshop / Potluck Meeting on the 2012 Comprehensive Plan Update 10/20 from 12-3 at the Community Center.

## **H. ADJOURNMENT**

At 8:26 pm a motion to adjourn was made by Katrina Harms, seconded by Mary Ann Rodak-Friedman and approved unanimously. The meeting was adjourned.