

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Multi-Purpose Room
May 9, 2018 @ 6:00 pm
AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. CONSENT AGENDA

1. Approval of Warrants - Amanda Kneer/Treasurer
2. Approval of the April 11, 2018 Meeting Minutes - Cindy Downing/Secretary

E. INFORMATIONAL ITEMS

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

F. ACTION ITEMS

1. NDDA Board Bylaws Amendments
2. Round-About Short-Term Design Scope and Budget
3. Local Business Flower Baskets Scope and Budget
4. Colorado Main Street Affiliate Community

G. DISCUSSION ITEMS

1. Lakeview Drive and Big Springs Drive Parking Concept Presentation

H. OTHER BUSINESS

I. ADJOURNMENT

NEXT REGULAR MEETING: June 11, 2018 6:00 pm 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.

Copies of the agendas and meeting packet are available at no cost via email from secneddda@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.

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Multi-Purpose Room
April 11, 2018 @ 6:00 pm
BOARD MEETING MINUTES

A. CALL TO ORDER

Meeting called to order at 6:06 pm

B. ROLL CALL

Board Present: Claudia Schauffler, Susan Schneider, Amanda Kneer, Peter Marshall, Brent Tregaskis, Mark Stringfellow

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

Guests Present: Monica LaSalle from Town of Nederland Public Works

Absent: Alan Apt had an excused absence

C. PUBLIC COMMENT

Ron Mitchell of Nederland recently attended a parking convention, and would like the DDA to take a lead on parking and would like a partnership with the DDA. He is willing to help fund the project. Mr. Mitchell also noted the number of tire tracks in the town round-about.

D. CONSENT AGENDA

1. Approval of warrants-Amanda Kneer

Motion to approve the warrants made by Brent Tregaskis, seconded by Mark Stringfellow. A roll call was taken and the motion was unanimously approved.

2. Approval of the March 14, 2018 meeting minutes-Cindy Downing-Secretary

Motion to approve the March 14, 2018 minutes made by Mark Stringfellow, seconded by Brent Tregaskis. A roll call was taken and the motion was approved, with one abstaining (Amanda Kneer abstained since she was not at the March 14, 2018 meeting.)

E. INFORMATIONAL ITEMS

1. Treasurers report-Amanda Kneer

Mandy said the major spending has been from the TARP Grant which will wrap up with the Small Business Conference.

2. Town Administrator report-Karen Gerrity

Karen was unable to attend the meeting. A report is included in the packet. One item mentioned was the Boulder County Sustainability Grant through PROSAB. The DDA will work with PROSAB to include an electric outlet at Guercio Field with Mark Stringfellow attending the next PROSAB meeting.

3. Town of Nederland Public Works report-Monica LaSalle

Monica said they are planning on starting renovation to the Visitors Center the second week of May. She is also researching the regulations for landscaping the traffic circle and will update the committee as she receives the information.

Josiah Masingale said he would like to create a conference call with the Traffic Circle Committee for the next steps. The Traffic Circle Committee consists of Monica Lasalle, Claudia Schauffler, Josiah Masingale, Ron Mitchell, and Elizabeth Allen. He said he will be in contact with them to set up the call.

Ron Mitchell said he is willing to donate to the Town or CDOT another couple of thousand of square feet to the roundabout to make it larger.

Monica said they are going to be making improvements to Chipeta park and the trails surrounding the area. They will be making the trails around the pond ADA compliant, as well as the new deck at the fishing pond. They will also be adding additional benches, picnic tables, and educational signs to the trails. They will also be adding additional handicapped parking spaces. Monica added that they are in the initial stages of planning for the foundations of phase 2 of the improvements, which includes an emergency access bridge that will run from Chipeta park to the fisherman's parking lot.

Josiah said there is another grant, which is sustainability matching program that will be \$15,000 toward the community greenhouse and the farmers market project. This grant will go through the PROSAB process, and said they should coordinate with them to see what they have identified as important for the updates to the parks.

4. Executive Director Report – Josiah Masingale

- Staffing Report: Josiah has undergone orientation with the town and outlined the timesheet and payroll process (NDDA Chair Approves Timecard for Town Administrator every two weeks). Josiah suggested the DDA review staffing structure periodically. Josiah thanked Cindy Downing for her work as Secretary and the board discussed how to use Cindy's time and effort in other ways to support the DDA.
- Board Roles and Responsibilities: The board discussed the powers vested in it, and the main responsibilities of Support and Governance. The board will look at Conflict of Interest Policies and Annual Statements. Amanda Kneer mentioned that she already completes a Conflict of Interest form.
- Board Bylaws: Josiah suggested the Board review and update the DDA Bylaws. Also, to review implementation of conflict of interest policy and annual statements. Susan Schneider and Brent Tregaskis offered to work on a group to review the bylaws and it was suggested to involve the Town Administrator Karen Gerrity. The group will review and make recommendations to the Board on Bylaws amendments. It was noted that the group should consider recommending language regarding bids and quotes.
- Board Terms: Josiah mentioned that two board positions are termed out at the end of June (Amanda Kneer and Peter Marshall). Amanda notified the board that she is seeking re-appointment to the board for another four year term. Peter Marshall informed the board that he will not be seeking re-appointment. The Board discussed the necessary steps to identify board member candidates, including an application and advertisement. Josiah also noted that Officer Elections need to take place at the July meeting for the positions of Chair and Vice Chair. Additionally, Josiah noted that the

Board Bylaws make it unclear if there is a Secretary Board position outside of the Secretary Staff position.

- Committee Creation: Josiah said he would like to form a few committees such as Beautification, Infrastructure and Economic Development (which would include Parking and Wayfinding), and Financial. Mark Stringfellow and Brent Tregaskis volunteered for the Infrastructure and Economic Development Committee. Claudia Schaufler volunteered for the Beautification and Constituent Relations Committees, and Amanda Kneer and Susan Schneider will be serving on the Financial Committee once Committees are officially created under the Board Bylaws. There was a discussion on the need to ensure Sunshine Laws are considered when creating the Committees and Committee language in the Bylaws.
- TARP 2017: The last activities under the TARP 2017 grant took place earlier in the week with the Peak to Peak Business Conference. Josiah thanked Katrina Harms and other volunteers for their hard-work and excellent job with the event. Josiah mentioned that the DDA will need to analyze evaluations received, and close-out the grant.
- TARP 2018: The DDA is going to take over the TARP grant and programs going forward, and Josiah is going to secure a certificate of insurance from the Town listing Boulder County before contracting for the grant. Josiah outlined the planned activities under the 2018 TARP grant, including planning, marketing, outreach, training and technical assistance, peer group support and conferences.
- 2018 Beautification: The DDA beautification plan for \$10,000 was approved by the BOT, so we can go forward with projects included (materials, plants, more planters).
- Website and Social Media: Josiah has created Twitter and Instagram accounts, and may change the website host.
- Attorney Services: Josiah will look into attorney services for future legal advice. It was noted that the DDA has used an attorney in the past.
- Agenda/Meeting Packet Process: Josiah outlined how he would like to manage the monthly agenda and meeting packet processes, including having board members work with himself and Board Chair Susan Schneider on any agenda items they may have.
- Regular Debrief with Board, Staff and Stakeholders: Josiah asked that board and staff reach-out to him to regularly debrief on DDA activities. Additionally, Josiah is reaching out to other key stakeholders.
- DOLA Local Government Services: Josiah has spoken with several Department of Local Affairs staff regarding the DDA. It was found that the DDA needed to submit some documentation to the State (updated Contact Form for the DDA listing the Executive Director and Signed Original Ordinance from the Town authorizing the DDA) with Josiah following up on both items. Additionally, Josiah discussed the Colorado Main Street Program and how Nederland and DDA might benefit from involvement.
- 2020 Mill Levy Expiration: Josiah mentioned that one of his contacts at DOLA notified him that the current Mill Levy for the DDA expires at the end of 2019. The contact noted that the 2012 ballot contained language that de-Bruiced or waived the TABOR and 5.5% limits from the 5.000 mills. The DDA will discuss this matter more fully over the coming months.
- June 2018 Meeting Date: Josiah can not be at the June 13th monthly meeting and would like to move it to June 11th. The Board discussed and approved this date change pending Multipurpose Room availability. Brent mentioned he will be unable to attend the May 2018 meeting.

F. ACTION ITEMS

There were no action items

G. DISCUSSION ITEMS

There were no discussion items

H. OTHER BUSINESS

There was no other business

I. ADJOURNMENT – Meeting adjourned at 7:40pm

NEXT REGULAR MEETING:

May 9 @ 6:00 pm at the Nederland Community Center Multi Purpose Room

The NDDA Board encourages citizen participation. Public comment 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 of Directors meeting packets and agendas are available at no cost via email from cindydowning0@gmail.com.



AGENDA INFORMATION MEMORANDUM NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: May 9, 2018

Prepared By: Karen Gerrity, Town Administrator

Dept: Admin

Consent Information Action Discussion

STAFF REPORT FROM TOWN ADMINISTRATOR

ELECTIONS UPDATE

At the May 1 Board of Trustee meeting, three new trustees were appointed as follows: Kristin Conrad, James Rawsthorne and Jonathan Baumhover. Resumes and applications for all trustee applicants can be found in the May 1 board packet online at www.nederlandco.org.

TRAFFIC CIRCLE REPAIR

An agreement has been reached with Colorado Department of Transportation (CDOT) to help repair the portion of highway that was damaged during the water main break. CDOT will supply Public Works with asphalt and staff will make the repair. This is scheduled for the end of May to the beginning of June.

VISITOR CENTER UPGRADES

Public Works continues its improvements to the Visitor's Center. This month the department is focused on improving the sidewalk at the restroom entrance to improve ADA accessibility and visitor safety. The side walk will be widened giving visitors more room to walk around the building.

CHIPETA PARK IMPROVEMENTS

Public Works began Chipeta park improvements and preparations this month. The trail around the pond has been started. Much of this work is being donated by local excavator, Dillon Developers. A schedule with the Youth Corp has been formed to begin a portion of the trail building in the month of June. The design for the new fishing dock has been completed and the department will begin the process of demolition and rebuilding throughout May and June. Chipeta Park will be under some form of construction throughout the entire summer.

COMMUNITY ENGAGEMENT FORUM

The Town will host a forum on Thursday, May 10 from 6-8:30 pm in the Community Center to discuss how to integrate community dialogue into conversations such as housing and density. After a potluck meet and greet, facilitator Beth Osnes will lead an exercise to identify shared community values. This will be followed by an interactive activity mapping out the town's current process for decision making.

ENGAGING LOCAL GOVERNMENT LEADERS CONFERENCE

Town Administrator Karen Gerrity applied for and was awarded a scholarship to attend this conference in Golden, Colorado May 16-18. This conference features sessions on high performance government and Colorado's best local government innovators.

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: May 9, 2018

INITIATED BY: Josiah Masingale, Executive Director

INFORMATION: X ACTION: OR DISCUSSION:
=====

AGENDA ITEM: Executive Director's Report for May 2018

SUMMARY:

- Staffing Report: Staff (ED and Secretary) on budget.
- Board Policies and Procedures: Committee Descriptions and Conflict of Interest Annual Disclosure (see attachments)
- Board Member Terms/Reappointments and Office Elections: Open Seat Advertisement and Application and Chair and Vice-Chair Elections at July Meeting (see attachments)
- TARP 2018 Update: Waiting on Certificate of Insurance for Boulder County.
- 2018 Beautification Plan: Commencing this month.
- Website/Social Media: Working with High Peaks Media on website/email.
- NDDA Attorney Services: Contacted several attorney's to obtain list of services/fees.
- DOLA Local Government Services: Updated Contact Form and provided Formation Document Needed (Signed copy of the ordinance creating the Authority)
- 2020 Mill Levy Expiration: See attachment for 2012 language.
- Josiah Out of the County May 23rd – June 1st. Will be checking email and voicemail.
- Round-About Long-Term Vision (see attachment): This short presentation outlines the vision for the long-term design of the Round-About to be implemented in the Spring of 2019. The Short-Term Scope and Budget is an Action Item for May 9th.
- High Peaks Arts Festival Sponsorship: See attachment for levels of support/benefits.

RECOMMENDATIONS: N/A

FINANCIAL CONSIDERATIONS: N/A

ATTACHMENTS: See Above.

Nederland Downtown Development Authority Committee Descriptions

Overview (from NDDA Board of Directors Bylaws Section 3.600 Committees): The Board, by resolution adopted by a majority of the Board, may designate and appoint one or more committees, each of which shall consist of no more than two board members and may contain members of the public. Committees shall have and exercise such authority as shall be granted to them by such resolution; provided, however, such committee shall not have the power or authority to adopt an agreement of merger or consolidation or an agreement for the sale, lease or exchange of all, or substantially all of the Authority's property and assets, dissolve the Authority or amend the rules of the Authority. Any member of a committee may be removed by the board whenever in their judgment the best interests of the Authority shall be served by such removal.

Executive/Finance Committee: The Executive/Finance Committee shall be composed of duly elected officers of the Authority and shall be chaired by the Chair. This committee shall review monthly financials ahead of board meeting; shall lead the annual budget development; and shall lead Director annual appraisal.

Beautification Committee: The Beautification Committee shall be led by the Director. The committee shall provide input into Authority beautification planning and implementation projects.

Constituent Relations Committee: The Constituent Relations Committee shall be led by the Director. The committee shall provide input into Authority constituent relations, including appropriate messaging and events planning for Authority projects.

Economic Development and Infrastructure Committee: The Economic Development and Infrastructure Committee shall be led by the Director. The committee shall provide input into Authority economic development and infrastructure projects.

**Nederland Downtown Development Authority
Potential Conflict of Interest Disclosure Declaration
June 1, 2018 - July 31, 2019**

Name: _____
Position: _____
Phone (s) (W) _____ (O) _____

PLEASE REFERENCE NDDA BOARD BYLAWS SECTION 2.300 FOR CONFLICT OF INTEREST POLICY.

I declare the following current or prior relationships with individuals or entities currently transacting or soliciting business with Nederland Downtown Development Authority.

Individual or Company Name and Nature of Relationship

1. _____
2. _____
3. _____

I declare the following current or prior relationships with individuals, as Board of Directors currently serving or providing services to Nederland Downtown Development Authority.

Individual or Company Name and Nature of Relationship

1. _____
2. _____
3. _____

I declare the following participation in ongoing political activities on behalf of another person, organization or myself.

Activity or Campaign and Nature of Relationship

1. _____
2. _____
3. _____

I declare that I have read and understand my responsibilities with respect to the Nederland Downtown Development Authority Conflict of Interest Policy. I agree to update this form whenever necessary.

Signature: _____ Date: _____

NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEMBER QUALIFICATIONS AND RESPONSIBILITIES

C.R.S. 31-25-806. Board membership – qualifications (1) Each appointed member of the board, except any member from the governing body, shall reside, be a business lessee, or own real property in the downtown development district within the municipality in which the authority is located. A manager, as that term is defined in section 7-90-102, C.R.S., an agent, or an employee of an entity, as that term is defined in section 7-90- 102, C.R.S., having its place of business in the downtown development district shall be eligible for appointment to the board. No officer or employee of the municipality where the authority is located, other than any appointee from the governing body, shall be eligible for appointment to the board. Within thirty days after the occurrence of a vacancy, the governing body, except as provided in section 31-25-805 (3), shall appoint a successor.

Although the State Statute indicates that residential properties are included in the Downtown Development District, the Nederland DDA in 2005 elected to not include residential properties or renters. See Ordinance 599 series 2005. To further clarify this position, the Nederland Board of Trustees was advised by their attorney to enact Ordinance 702 Revised Downtown Development Boundaries. This was adopted by the Town on January 3, 2012. This changes the boundaries of the NDDA to EXCEPT residential or agricultural properties. These Ordinances can be found on the Town of Nederland Web page.

At this time, to be eligible for the Nederland Downtown Development Board, the applicant must own real property in the district within the municipality or be a business lessee. If a business lessee, all Town and State Laws must be in compliance including the local business permit.

An applicant can expect to have a minimum of one meeting a month on the 2nd Wednesday of the month at 6:00 in the Multi-purpose room of the Community Center. Historically these meetings last approximately 2 hours. Further, there maybe special meetings called by the Chair on other days and times. In addition, the applicant should expect to be asked to volunteer for a committee or Task Force to help with the projects passed by the Board.

Applicants should also expect to be interviewed by the NDDA Board and then be present for the appointment by the Board of Trustees.

Term of office is for 4 years and begins on July 1 and ends June 30, unless appointment is a replacement of a board member.

All applications must be returned to the Nederland Town Clerk.



**TOWN OF NEDERLAND
STANDARD APPLICATION FOR
APPOINTMENT OR REAPPOINTMENT TO TOWN
ADVISORY BOARDS AND COMMISSIONS**

This is an application for appointment or reappointment to the
Nederland Downtown Development Authority

Applicant Name: _____
Mailing Address: _____
Street Address: _____
Telephone number(s): _____
Email address: _____

- 1) Are you applying as a Property owner or Business lessee? _____
- a. Physical address of property or business: _____
 - b. Mailing address of property or business: _____
 - c. Position (Owner, manager if property is a corporation): _____
 - d. Name of Business if a Lessee: _____

- 2) If Property or business is not owned in an individual name, please list the type of ownership (LLC, Corporation, Trust, etc) and the name of the entity:
- a. Type of ownership: _____
 - b. Name of entity: _____
 - c. Your relationship to entity: _____

If Corporation or Trust is owner of the property/business, a letter from the Corporate Board, Managing Agent, or other Trustees authorizing applicant to make decisions on behalf of the Corporation must be attached.

If a NEW APPOINTMENT, please describe any special knowledge, abilities, background or interests you feel will provide a positive contribution to the goals and purposes of the board or commission for which you are seeking appointment. (Attach resume if desired or use an extra sheet of paper, if necessary.) If a RE-APPOINTMENT, please describe previous board(s) experience and contributions.

Please plan on attending the BOT meeting at which your appointment will be considered.

Applicant Signature

Date

FOR OFFICE USE ONLY:

Date of initial appointment: _____

Replaced (if applicable): _____

Date of term Expiration: _____

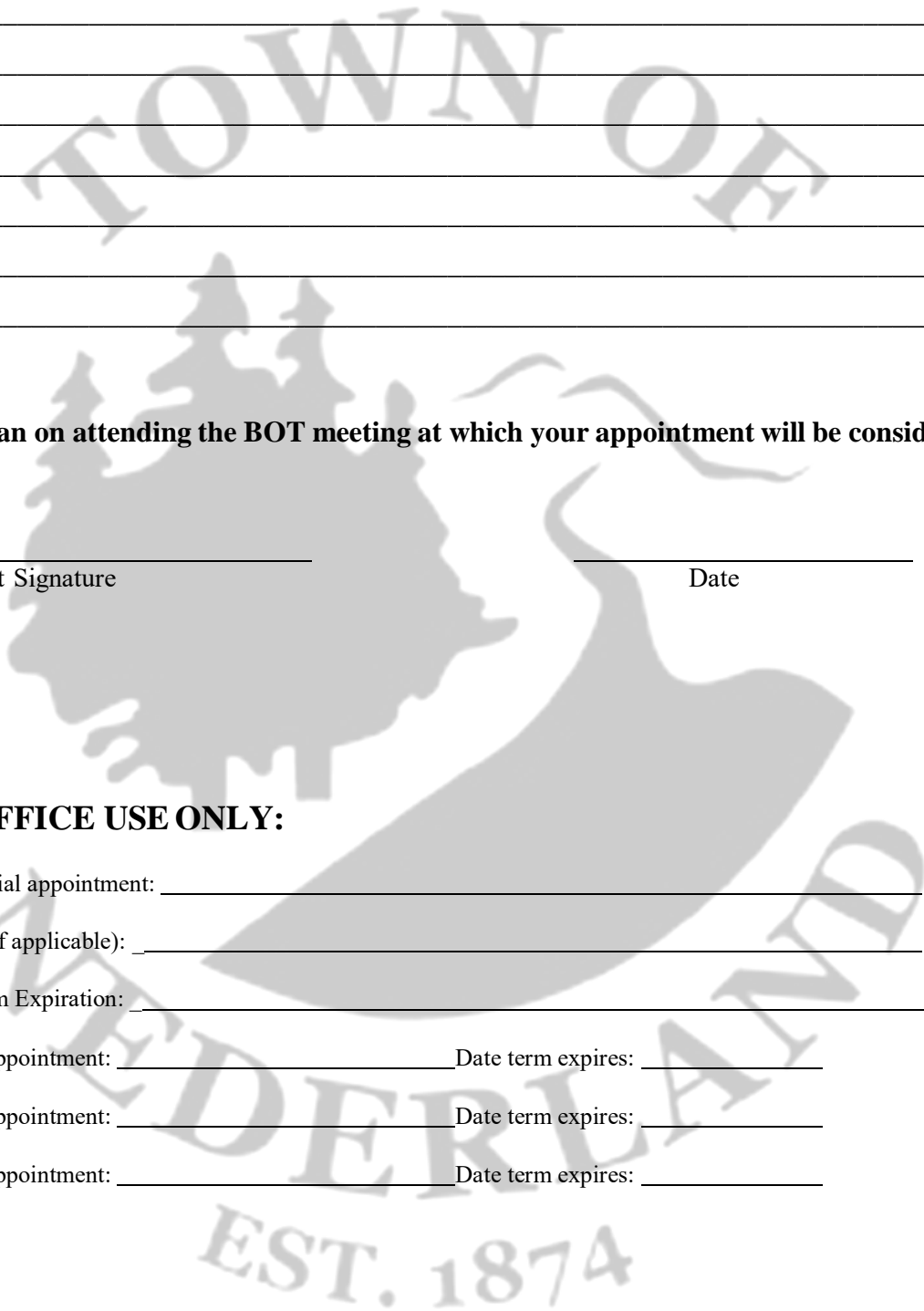
Date of reappointment: _____ Date term expires: _____

Date of reappointment: _____ Date term expires: _____

Date of reappointment: _____ Date term expires: _____

NOTES

Date of resignation or removal: _____





State of Colorado)
County of Boulder) SS.
Town of Nederland)

***CANVASS OF ELECTION
RETURNS
Nederland Downtown
Development Authority Ballot***

I, Teresa Myers, Town Clerk of the Town of Nederland Colorado, DO
HEREBY CERTIFY that the returns of the Regular Municipal Election of the
Nederland Downtown Development Authority have been delivered to me by
the Judges of the Election, and the returns reflect the results of all votes cast
in the election held on Tuesday, April 3, 2012 and are as follows:

Total Votes Cast: 58

BALLOT ISSUE A: *Shall Town Of Nederland Taxes Be Increased
\$26,723 In Tax Collection Year 2013 And By Such Amount As May Be
Raised Annually Thereafter Through Collection Year 2019 (Seven 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 Authority, 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, 2012; 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.?*

YES: 34
NO: 24

BALLOT ISSUE B: *Shall Town of Nederland Debt Be Increased \$915,589 With A Repayment Cost Of \$1,325,000, For The Purpose Of Financing Or Refinancing The Costs Of Development Projects To Be Undertaken By Or On Behalf Of The Nederland Downtown Development Authority Pursuant To The Nederland Downtown Development Authority Plan of Development, As It May Be Amended From Time To Time, And Applicable Provisions Of Colorado Law; Such Projects May Include But Are Not Limited To:*

- *Design And Construction Of Sidewalks Phase I, Including Maintenance And Project Management And Acquisition Of A Tractor For Clearing Sidewalks;*
- *Master Planning, Beautification And Enhancement Of The Downtown Area; And*

Such Debt And The Interest Thereon To Be Payable From And Secured By A Pledge Of The Special Fund Of The Town Which Shall Contain Tax Increment Revenues Of The Authority Levied And Collected Within The Boundaries Of The Authority; Such Debt To Be Evidenced By Bonds, Notes, Loans Or Other Indebtedness To Be Sold In One Series Or More, On Terms And Conditions, And With Such Maturities As Permitted By Law And As The Town May Determine, Including Provisions For Redemption Of The Debt Prior To Maturity With Or Without Payment Of A Premium Of Not More Than 3% Of The Principal Amount So Redeemed; And Shall The Town And The Authority Be Authorized To Collect, Retain And Spend the Tax Increment Revenues, The Bond Proceeds And Investment Income Thereon As A Voter-Approved Revenue Change, And An Exception To The Limits Which Would Otherwise Apply Under Article X, Section 20 Of The Colorado Constitution (TABOR), Or Any Other Law?

YES: 34
NO: 24

IN WITNESS THEREOF, I have affixed my hand and the official Seal of the Town of Nederland, Colorado this 4th day of April 2012.

Teresa Myers, Town Clerk

[SEAL]

ATTEST:



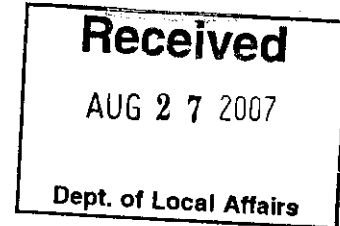
Town of Nederland, Colorado

45 West First Street - P.O. Box 396
Nederland, CO 80466-0396

Phone: (303) 258-3266

FAX: (303) 258-1240

August 24, 2007



Scott Olene
CO Department of Local Affairs
1313 Sherman Street, Room 521
Denver, CO 80203

Dear Scott,

Please see the enclosed copy of paperwork for the Town of Nederland's Downtown Development Authority Election.

Should you have any questions or need further information, please call me at 303-258-3266 extension 21.

Best regards,

A handwritten signature in black ink, appearing to read "Joyce Baron Westbrook".

Joyce Baron Westbrook
Town Treasurer

State of Colorado)
)
County of Boulder) **SS. CERTIFICATION OF ELECTION RETURNS**
)
Town of Nederland)

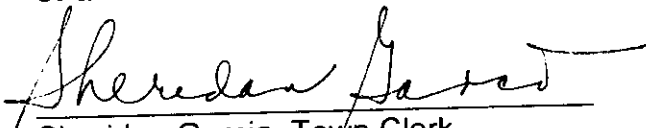
I, Sheridan Garcia, Town Clerk of the Town of Nederland Colorado, pursuant to C.R.S. 31-10-1201, DO HEREBY CERTIFY that the returns of the Special Mail Ballot Election have been delivered to me by the Judges of the Election, and the returns reflect the results of all votes cast in the election held on Tuesday, November 1, 2005 and are as follows:

BALLOT ISSUE 2A # 37765

Shall a Nederland Downtown Development Authority be formed, and taxes be increased up to \$18,691.60 annually in the first full fiscal year and by whatever additional amounts are raised annually thereafter through the imposition of a five (5) mill tax on non-residential real property, including mixed use property within the boundaries of the authority as described hereafter, and shall the Downtown Development Authority be authorized to collect, keep and expend all revenues from such tax in 2007 and each year thereafter for a period of seven years as a voter-approved revenue change for each year and without regard to any expenditure, revenue-raising or other limitation contained in Article X, Section 20 of the Colorado Constitution or any other Law?

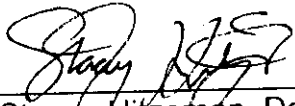
FOR	<u>59</u>
AGAINST	<u>18</u>
TOTAL NUMBER OF OFFICIAL BALLOTS	<u>77</u>

IN WITNESS THEREOF, I have affixed my hand and the official Seal of the Town of Nederland, Colorado this 8th day of November 2005.



 Sheridan Garcia, Town Clerk

ATTEST:



 Stacey Hitzeman, Deputy Town Clerk

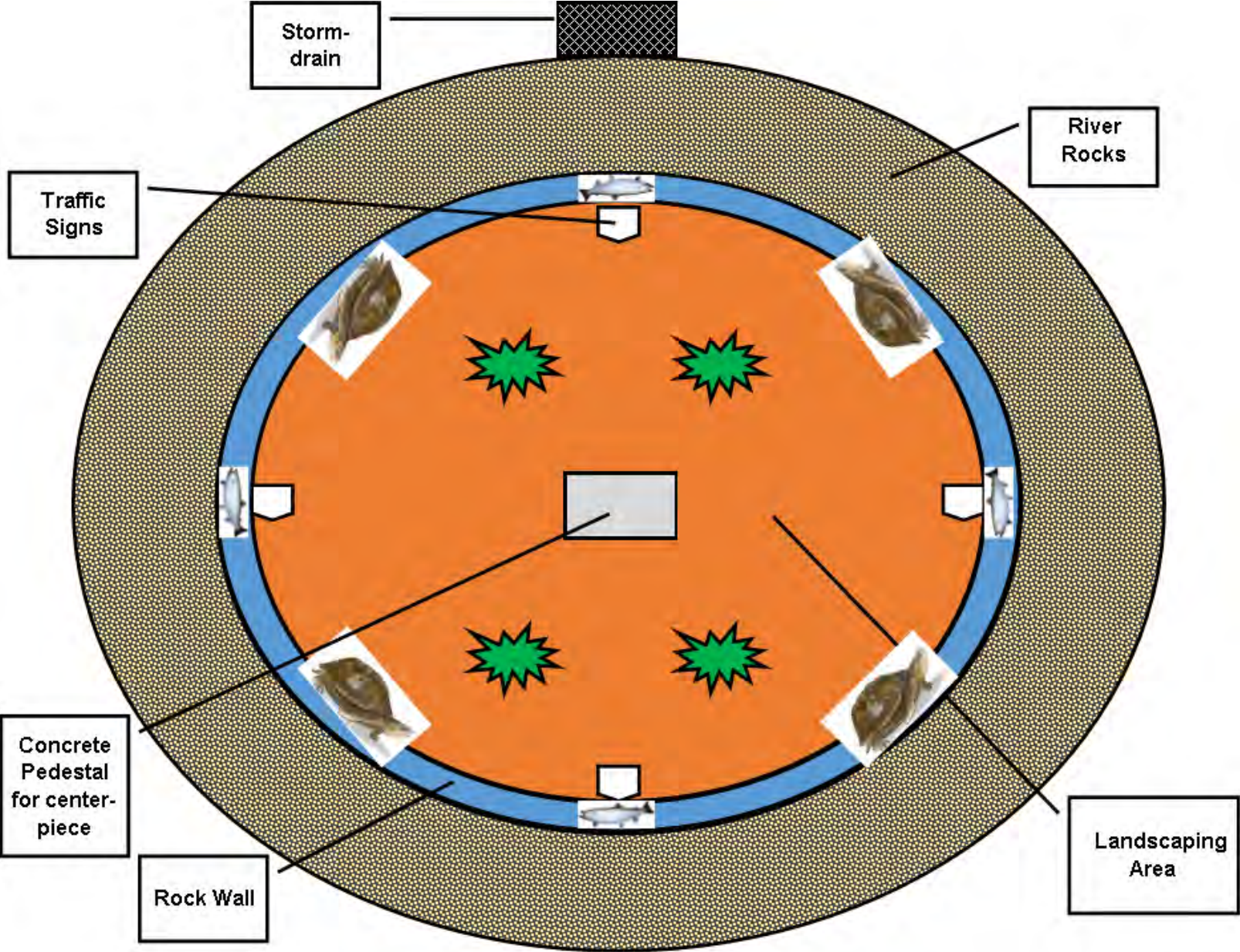


Nederland Downtown Development Authority

Round-About Long-Term
Beautification Vision
Post-February 2019

Presentation to Board

May 9, 2018

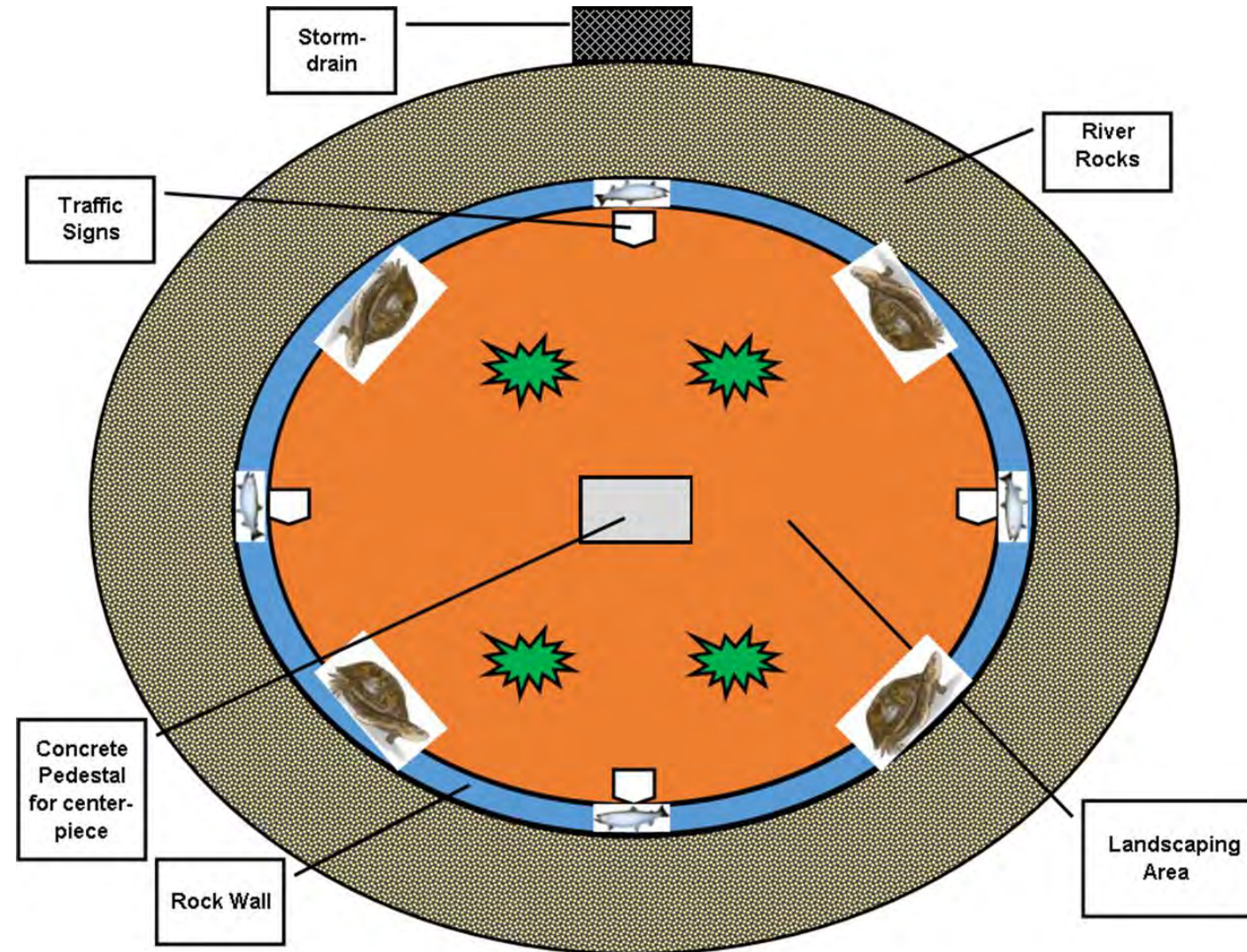


Round-About Long-Term Beautification Project

Background

Proposed for Winter 2019 and beyond

- 34 Foot Diameter may be extended through donated land from Ron Mitchell (will need to work with CDOT)
- River Rocks Area (5 feet width)
- Rock Wall (12 x 12 inches) with aquatic art
- Landscaping in center of round-about encircling concrete pedestal
- Concrete pedestal used to highlight Nederland culture and history
- Possible themes (tye-dye, flag pole, wilderness, historical, public art)
- Proposed plaques at each intersection sidewalk to explain the round-about
- Traffic Signs must remain in the Round-About







High Peaks Art Festival

P.O. Box 3222

Nederland, Colorado 80466

www.highpeaksartfestival.com

Sponsorship Levels 2018

\$1000 Festival General Sponsor:

- Free full page ad in the 12 page color *Guide*
- Logo on poster
- Logo (large) on sponsors page in *Guide*
- Logo and name in all advertising including Website
- Brochure in Artist Welcome Packet

\$600 Festival Supporting Sponsor

- Free half page ad in the *Guide*
- Logo on poster
- Logo (large) on sponsors page in *Guide*
- Logo and name in all Festival advertising incl. Website

\$350 Festival Friend

- Free quarter page ad in the *Guide*
- Medium image of logo on sponsors page
- Logo and name on website, Facebook pages

\$250 Festival Fan

- Free eighth page ad in *Guide*
- Small image of logo on sponsors page of *Guide*
- Logo and name on website and Facebook pages



18th Annual High Peaks Art Festival

P.O. Box 3222
Nederland, Colorado 80466

www.highpeaksartfestival.com

2018 High Peaks Art Festival Guide

Number of copies printed: 13,600 (2,000 more than ever before!)

Inserted in Daily Camera on Friday June 22nd: 12,800

A 12-page full color publication, on 32 lb. paper. Size: 11" x 12"

	Size	Cost	Ned Biz
Whole Page	10" x 10.75"	\$695.00	\$347.50
Half page horizontal	10" x 5 "	\$395.00	\$197.50
Half page vertical	4.75" x 10.75"	\$395.00	\$197.50
Quarter page	4.75" (wide) x 5 "	\$225.00	\$112.50
Eighth page	4.75" x 2.5"	\$120.00	\$60.00

Files: High resolution (300 dpi) jpg or pdf files, created in *CYMK*.

Deadlines: Reserve space by May 11

Payment due by May 20

Art and/or changes to 2017 art are due by May 23

Ads must be sent to stoneg@dailycamera.com and cc'd to cstiersart@aol.com with HPAF, your business name and the ad size in the subject line.

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: May 9, 2018

INITIATED BY: Josiah Masingale, Executive Director

INFORMATION: _____ ACTION: X OR DISCUSSION: _____
=====

AGENDA ITEM: NDDA Board Bylaws Amendments

SUMMARY:

It is best practice for the NDDA Board to periodically review the Bylaws. The NDDA Board Bylaws have recently been reviewed by Karen Gerrity (Town Administrator), Josiah Masingale (Executive Director), Susan Schneider (Board Chair), and Brent Tregaskis (Board Vice Chair). The amendments proposed via tracked changes (see attachment), along with the DRAFT NDDA Conflict of Interest Annual Disclosure and DRAFT NDDA Committee Descriptions, were reviewed by the Town's Attorney.

The proposed amendments in tracked changes in the attachment are:

- Remove "man" from "Chairman" in Section 2.100 on page 2.
- Inserted Conflict of Interest Policy Section 2.300 on page 5. Additionally inserted language on annual disclosure of Conflict of Interests in Section 2.310 on page 5.
- Inserted language on roles and responsibilities in the case of absence or disability of the Director in Section 3.100 on page 6.
- Delineated Secretary as a Staff/non-Board position, and provided oversight of the Secretary as a staff member to the Director, in Section 3.400 on page 7.
- Removed old language regarding hiring of a Director in Section 3.500 on page 7.
- Switched "periodically" to "annually" in Section 3.510 on page 8.
- Added language on roles and responsibilities in the case of absence or disability of the Director in Section 3.500 on page 9. Additionally, removed old language regarding budget process regarding budget process until a Director is hired in Section 3.500 on page 9.
- Inserted language regarding Committees in Section 3.600 on pages 9-10, including language requiring no more than two NDDA Board Members on any Committee at any time.
- Inserted language on Competitive Bids and Competitive Bids processes in Section 5.400 on page 13.

Upon approval of these amendments, updated Board Bylaws will be provided to Board Members and filed with the Town Clerk.

RECOMMENDATIONS: Approve the NDDA Board Bylaws as amended and presented.

FINANCIAL CONSIDERATIONS: N/A

BY-LAWS
OF
DOWNTOWN DEVELOPMENT AUTHORITY
OF NEDERLAND, COLORADO

ARTICLE 1.000

1.100 Establishment. Under ordinance number 599, the Nederland Board of Trustees established a Downtown Development Authority known as the “Nederland Downtown Development Authority,” as a body corporate.

1.200 Purpose. The Authority is established to halt and prevent deterioration of property values within its district and to assist in the development and redevelopment of its district and to use its power to promote the general welfare of the district by the use of its direct and supplemental powers.

1.300 Powers. By ordinance of the Town of Nederland, the Downtown Development Authority has all the powers authorized by Part Eight of Article 25 of Title 31, Colorado Revised Statutes 1973, and all additional and supplemental powers necessary or convenient to carry out and effectuate the purposes and provisions of said Part Eight. A copy of Part Eight, contingent on amendment that may occur from time to time is attached here to and incorporated by this reference as if fully set forth.

1.400 Seal. The Authority shall have a seal, which shall be circular in form and shall have inscribed thereon the name of the Authority and the word, "SEAL."

1.500 Offices. The Downtown Development Authority shall have the power to maintain an office within the boundaries of the Town of Nederland.

1.600 Annual Budget. Each year the Board shall consider and approve a budget pursuant to Section 3.550. After such approval, the budget shall be submitted to the Nederland Board of Trustees for its approval.

ARTICLE 2.000

THE BOARD OF THE DOWNTOWN DEVELOPMENT AUTHORITY

2.100 Board Members. The Chair~~man~~ and the Members of the Board shall manage the affairs of the Authority.

2.110 Membership. The number and terms of Board Members shall be determined by resolution of the Town of Nederland Board of Trustees in accordance with 31-25-805 C.R.S. 1973, as amended.

2.120 Members shall serve staggered terms and shall serve until their term ends. Members may be reappointed.

2.130 A member representing the Nederland Town Board shall serve at the pleasure of the Town of Nederland Board of Trustees.

2.140 Eligibility. Each Board Member, except the representative from the Town of Nederland Board of Trustees, shall be appointed in accordance with eligibility requirements as stated in Section 31-25-806 of C.R.S. as amended. No officer or employee of Nederland, other than an appointee from the Nederland Town Board, shall be eligible for appointment to the DDA Board.

2.150 Compensation. All Members, including the Chair, shall serve without compensation, but they may be reimbursed for actual and necessary expenses incurred on behalf of the Authority.

2.200 Vacancies. In the event of one or more vacancies or expiration of any one or more Board Member's terms, the Authority may at a regular or specially called DDA Board Meeting, nominate replacement Board Member(s) for consideration by the Town of Nederland Board of Trustees. In the event a Board Member's term expired, the DDA Board shall nominate him/her for an additional term or nominate a replacement.

2.210 Nominations. The Authority may nominate a prospective Board member(s) to the Town Board at least sixty (60) days prior to the expiration of an

existing DDA Board member's term. When a vacancy is created the Authority shall nominate a prospective DDA Board Member(s) promptly after it receives notice of the vacancy(ies). DDA Board Member(s) shall give at least ninety (90) days notice of their intent to not renew their position or that they will be resigning their position on the DDA Board.

2.220 Voting. Board Members, whose terms are being considered by the Authority for extension or replacement, are disqualified to vote on nominations for extension or replacement for their own term.

2.230 Appointment. The Town of Nederland Board of Trustees is not obligated to appoint DDA Board Members nominated by the Authority and may appoint DDA Board Members of their own selection. However, should the Town Board fail to extend the term of, or replace, any existing DDA Board Member nominated by the Authority for term extension, such Board Member shall continue to serve as a DDA Board Member until a successor has been appointed and qualified.

2.240 Removal. After notice and a public opportunity to be heard, the Board may request that a member(s) of the DDA Board be removed for cause by the Town of Nederland Board of Trustees. A DDA Board Member(s) may be removed by the Town Board for misfeasance, malfeasance, nonfeasance or any other

violation of the public trust or affront of the dignity of the Board.

2.300 Conflicts of Interest. If any person who is a board member or staff of the Authority is aware that the Authority is about to enter into any business transaction directly or indirectly with them self, any member of their family, or any entity in which they have any legal, equitable or fiduciary interest or position, including, without limitation, as a director, officer, shareholder, partner, beneficiary or trustee, such person shall (a) immediately inform those charged with approving the transaction on behalf of the Authority of their interest or position, (b) aid the persons charged with making the decision by disclosing any material facts within their knowledge that bear on the advisability of such transaction from the standpoint of the Authority, and (c) not be entitled to vote on the decision to enter into such transaction.

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2.310 Annual Conflict of Interest Statement. Each board member and staff shall annually complete and submit a Conflict of Interest Statement declaring any potential conflict of interest with regards to Authority business.

ARTICLE 3.000

OFFICERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY

3.100 Board Chair. The Board Chair shall preside at all meetings of the Authority except as otherwise authorized by resolution of the Authority. The Chair shall sign all contracts, deeds and other instruments made by the Authority. At each meeting, the Chair shall submit such recommendations and information as deemed necessary for the proper administration of the business affairs and policies of the Authority. In the absence or disability of a hired Director, the Board Chair shall assume all Director duties and responsibilities unless directed otherwise by Board vote.

3.110 Election. At the first regularly scheduled meeting of the Board in July of each year, a Chair shall be elected to preside at the meetings of the Authority with the full power to vote on any issue, except as otherwise provided herein. The Chair shall serve until election of a new Chair at the first regular meeting the following July, at which time the Chair may be renominated or a new Chair may be elected.

3.200 Vice-Chair. The Vice-Chair shall perform the duties of the Chair in the absence or incapacity of the Chair and, in case of the resignation of the Chair, the Vice-Chair shall perform the duties of the Chair, until such time as the Authority shall select a new Chair. The Vice-Chair shall be elected in the same manner and at the same time as the Chair. An Interim Vice-Chair may be elected to perform the duties of the Vice-Chair in the absence or incapacity of the Vice-Chair, if desired by the Board.

Commented [JM1]: Newly inserted language on who is in charge in the case of no Director. There is also language regarding this issue below under "Director".

3.300 Treasurer. The Treasurer shall keep the financial records of the Authority and, together with the Director, or in lieu of no such director, the Chair, shall approve all vouchers for the expenditure of funds of the Authority. The Treasurer shall prepare and submit a monthly report stating the assets, liabilities and year-to-date and month-to-date expenditures of the Authority. The Treasurer shall submit the report to the Director or Chair and the Director or Chair shall report to the Board.

3.400 Secretary. The Secretary is a non-board member and shall maintain custody of the official seal and of all records, documents, or other papers not required to be maintained by the Treasurer. The Secretary shall attend all meetings of the DDA Board and keep a record of all its proceedings, file minutes with the Town Clerk of all regular and special meetings and shall perform such other duties as required by law, agreement with the Town Board or as may be delegated to him/her by the Board Director. The Secretary shall have power to affix the Authority's seal to and attest all contracts and instruments to be executed by the Authority.

3.500 Director. Pursuant to the requirements of 31-25-815 C.R.S. 1973, the Downtown Development Authority shall employ a Director. In the absence or disability of the Director, the DDA Board may designate a qualified person to perform the duties of the office of acting Director. ~~The Nederland DDA shall appoint a director at the time it has sufficient funds to do so.~~

Commented [JM2]: Here is the other language outlining leadership in the absence or disability of the director.

3.510 Appointment. The Board shall appoint a Director pursuant to the requirements as stated in Section 31-25-815 C.R.S. The Director is the DDA Board's employee and shall serve at the pleasure of the Board. The Board shall ~~periodically~~annually review the Director's performance. The Director is and shall be an at-will employee. The compensation to be paid to the Director shall be established by the Board and budgeted accordingly.

3.520 Responsibility. The Director shall be the Chief Executive Officer of the Authority and shall have general supervision over and be responsible for the performance of the functions of the Authority. Subject to and in accordance with these bylaws and direction by the Board, the Director may expend funds in accordance with standard, generally accepted governmental accounting and fiscal management practices. The signature of the Director and the Treasurer shall be required on all vouchers for the payment of all expenses.

3.530 Staff. The Director shall be responsible for hiring and supervising a subordinate staff and for providing reports to the Board. A staffing report shall be submitted monthly, which report shall include but not be limited to recommendations for staff hiring, separations, salaries and assigned duties of each staff member. Staff shall serve under the direction of

the Director. The Director shall control employment activities in accordance with the Personnel Rules of the Town of Nederland as amended or otherwise established by the Board.

3.540 Bond. The Board may require a bond from the Director, or, by resolution, waive the bond requirement.

3.550 Budget. The Director (or Chair in absence or disability of the Director), working with the Treasurer, shall annually prepare a budget and submit it to the Board for its approval, in accordance with applicable State Statutes and Financial Management Rules for the Town of Nederland. The budget shall indicate the amount of compensation to be paid staff and the amounts to be devoted to specific Authority projects. ~~Until the time the Director is appointed, the Authority shall annually submit a budget to the Town of Nederland Board of Trustees for review and approval in accordance with the Town's annual budget schedule.~~

3.600 Committees. The Board, by resolution adopted by a majority of the Board, may designate and appoint one or more committees, each of which shall consist of no more than two board members and may contain members of the public. Committees shall have and exercise such authority as shall be granted to them by such resolution; provided, however, such committee shall not have the power or authority to adopt an agreement of merger or

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consolidation or an agreement for the sale, lease or exchange of all, or substantially all of the Authority's property and assets, dissolve the Authority or amend the rules of the Authority. Any member of a committee may be removed by the board whenever in their judgment the best interests of the Authority shall be served by such removal.

ARTICLE 4.000

MEETINGS

4.100 Regular Meetings. The regular meetings of the Board shall be at such time and place as determined by the Board. Regular meetings may be recessed and continued at another date. The Director shall send notice by mail, facsimile transmission or electronic mail (e-mail) to each Board member at least 24 hours in advance of each meeting stating the time and location within the Town of Nederland where the meeting is to be held. By resolution, the Board may direct that a regular meeting not be held, but in no event shall more than two consecutive scheduled meetings be canceled.

4.105. Regular meetings may be conducted in all or part by electronic means by one or all of it's Board Members.

4.110 Attendance. In the event of the absence of a Board Member for three consecutive regular meetings, a letter may be written by the Director, at the direction of the Board, to the Town of Nederland

Board of Trustees, requesting removal of that Board Member pursuant to Article 2.240 of these rules.

4.200 Special Meetings. Special meetings of the Authority may be called by the Chair or in the Chair's absence, the Vice-Chair, at a convenient place and time. The Director shall send notice by mail, facsimile transmission or electronic mail (e-mail) to each Board member at least two (2) days in advance of each meeting stating the time and location within the Town of Nederland where the meeting is to be held.

4.300 Open Meetings. All meetings of the Board shall be open to the public, except those that may lawfully be closed by law.

4.400 Quorum. The Quorum necessary to conduct all business shall be a majority of all Board Members, including any present by electronic means.

4.500 Voting. All regular business matters shall be decided by a majority of the Quorum unless otherwise provided for in these by-laws or by law.

4.600 Rules of Order. All meetings shall be conducted under the most recent Edition of Robert's Rules of Order, Revised, except as otherwise provided by these By-Laws and 35-25-801, et seq., C.R.S. 1973 as amended.

ARTICLE 5.000

CONTRACTS; FINANCE

5.100 Contracts. The Board may authorize, by resolution, the Chairman or the Director, consistent with the authority stated by the resolution, to enter into any contract or execute any instrument in the name of and in behalf of the Authority.

5.200 Finance

5.210 Deposits. All funds of the Authority will be deposited in a special account by the Board Treasurer.

5.220 Vouchers. All vouchers for the payment of accounts shall be submitted by the Director or Chair to the Treasurer for payment from funds deposited to the credit of the Authority. The Director and/or Chair and the Treasurer shall approve all vouchers for the expenditure of funds of the Authority.

5.230 Loans. No loans shall be contracted for on behalf of the Authority and no evidence of indebtedness shall be issued, except by resolution of the Board. Such resolution may be general or confined to specific instances.

5.300 Property. The Authority may hold property in its name as directed by resolution of the Board and as permitted by 31-25-801, et seq., C.R.S 1973, as amended.

5.400 a. Competitive Bids. Competing bids should be obtained for all purchases of goods or services, irrespective of funding source, according to the parameters and requirements outlined below.

5.401 Competitive Bid Requirements.

Up to and Including \$2,500 - No Quotes Required; Authority Director may use their discretion to secure the most cost-effective goods and services for the Authority's operations. Greater than \$2,500 - All purchases over \$2,500 require 3 quotes (from responsible vendors) the quotes must be submitted in writing.

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ARTICLE 6.000
AMENDMENTS

6.100 Amendments. The By-Laws of the Authority may be amended at any regular or special meeting by a two-thirds vote of the entire Board. No such amendment shall be adopted unless at least two days notice, as provided in 4.100, has been previously given to all Board members. All amendments to these bylaws shall be reviewed in accordance with 8.100 and if approved, filed in the office of the Town Clerk for the Town of Nederland.

ARTICLE 7.000

INDEMNIFICATION

7.100 Indemnification. Any of the Authority's officers, Directors and other employees may be indemnified or reimbursed by the Authority for reasonable expenses (including, but not limited to, attorney's fees, judgments and payments in settlement) actually incurred in connection with any action, suit or proceeding, civil or criminal, actual or threatened, to which he or they shall be made a party by reason of his being or having been, or by reason of any actual or alleged acts performed or omitted to be performed in connection with his being or having been a Board member, officer or employee of the Authority; provided, however, that no person shall be so indemnified or reimbursed in relation to any matter in such action, suit or proceeding as to which he shall finally be adjudged to have been guilty or liable for gross negligence or willful misconduct or criminal acts in the performance of his duties to the Authority; and provided further, that no person shall be so indemnified or reimbursed in relation to any matters in such action, suit, or proceeding which has been made the subject of a compromise settlement except with the approval of a court of competent jurisdiction, or the Board of Directors of the Authority acting by vote of Directors not parties to the same or substantially the same action, suit, or proceeding, indemnification or reimbursement shall not be exclusive of other rights to which such person, his heirs, executors or administrators, may be entitled as a matter of law.

7.200 Insurance. The Board may, upon affirmative vote of its Board of Directors, purchase insurance for the purpose of indemnifying its Board Members, officers and other employees of the extent that indemnification is allowed in Section 7.100. The Board and its Director may participate in the Town's insurance policies with the approval of the Town Board and the Town's insurance providers.

ARTICLE 8.000

APPROVAL OF BY-LAWS

8.100 Approval. Upon approval of these By-Laws by a two-thirds vote of all Members of the Board, they shall be submitted to the Town of Nederland Board of Trustees for approval, and upon the approval of the Town of Nederland Board of Trustees shall be filed with the Town Clerk and all statutorily permissible acts previously taken by the Board and its Director shall be ratified and confirmed, by both the Board and the Town of Nederland Board of Trustees.

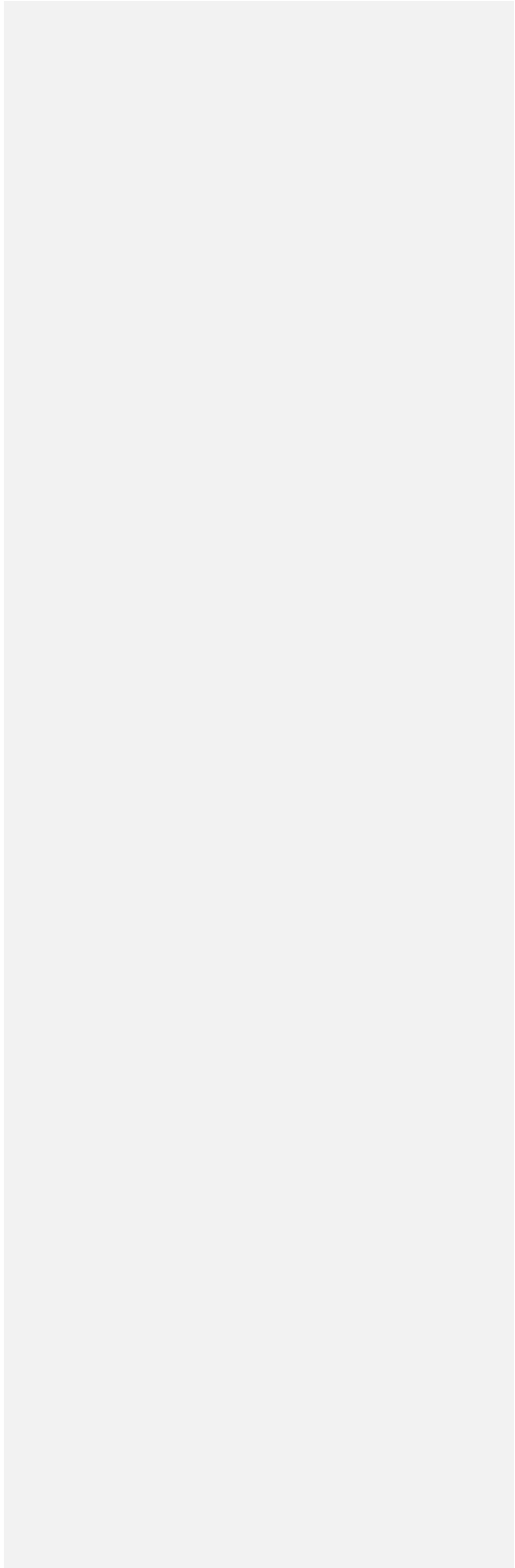
ARTICLE 9.000

DISSOLUTION

9.100 Dissolution. Upon resolution by a two-thirds vote of all Members of the Board of the Downtown Development Authority, the Board may request the Town of Nederland Board of Trustees to dissolve the

| Authority provided that all statutory requirements are satisfied.

DRAFT



AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: May 9, 2018

INITIATED BY: Josiah Masingale, Executive Director

INFORMATION:____ ACTION: X OR DISCUSSION:____
=====

AGENDA ITEM:

Round-About Short-Term Scope and Budget

SUMMARY:

The attached presentation contains the proposed scope and budget for the short-term design for the town's round-about for construction in June 2018 and to be maintained through February 2019. This short-term design will provide an attractive, cost effective, and timely implementation of remediation of the round-about.

The majority of materials and labor will be donated to the project. A good portion of the project budget (\$2,000) will be utilized from the already approved 2018 Beautification Plan for the planter annuals in the round-about. All other landscaping trees have been selected for their appropriateness for the site, their ability to be re-purposed at the end of this short-term design, and their overall cost effectiveness.

The proposed budget for the project is \$3,755.65, with \$1,755.65 needing to be requested from the Board of Trustees.

RECOMMENDATIONS:

Approve the proposed scope and budget to move forward for Board of Trustee review/approval at their May 15th meeting.

FINANCIAL CONSIDERATIONS:

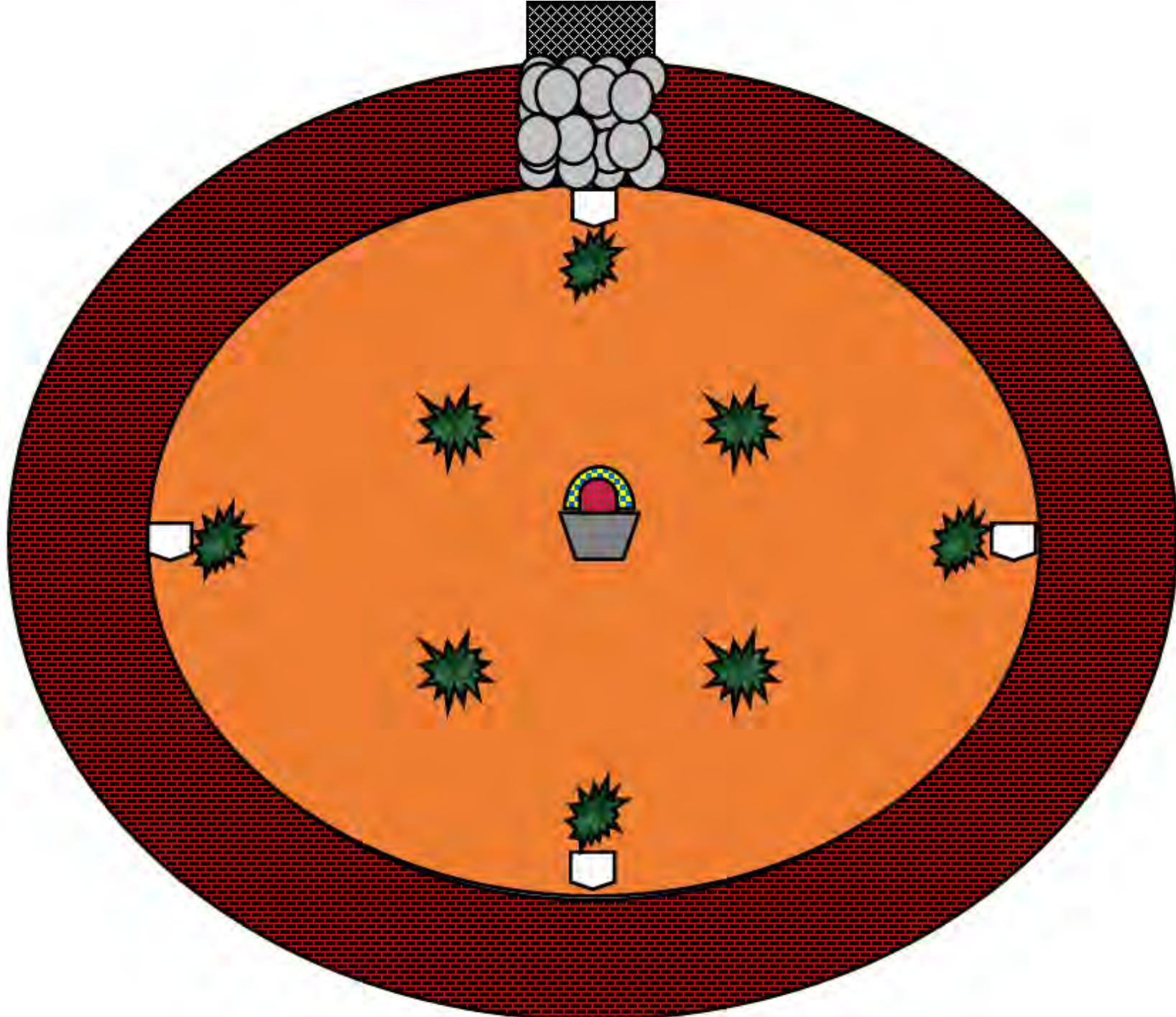
\$3,755.65 project budget with \$2,000 of the budget utilized from the balance of funds approved in the 2018 Beautification Plan, and \$1,755.65 to be used from voter approved 2017 Debt Authorization.

Nederland Downtown Development Authority

Round-About Short-Term
Beautification Project

Scope and Budget Presentation to
Board

May 9, 2018

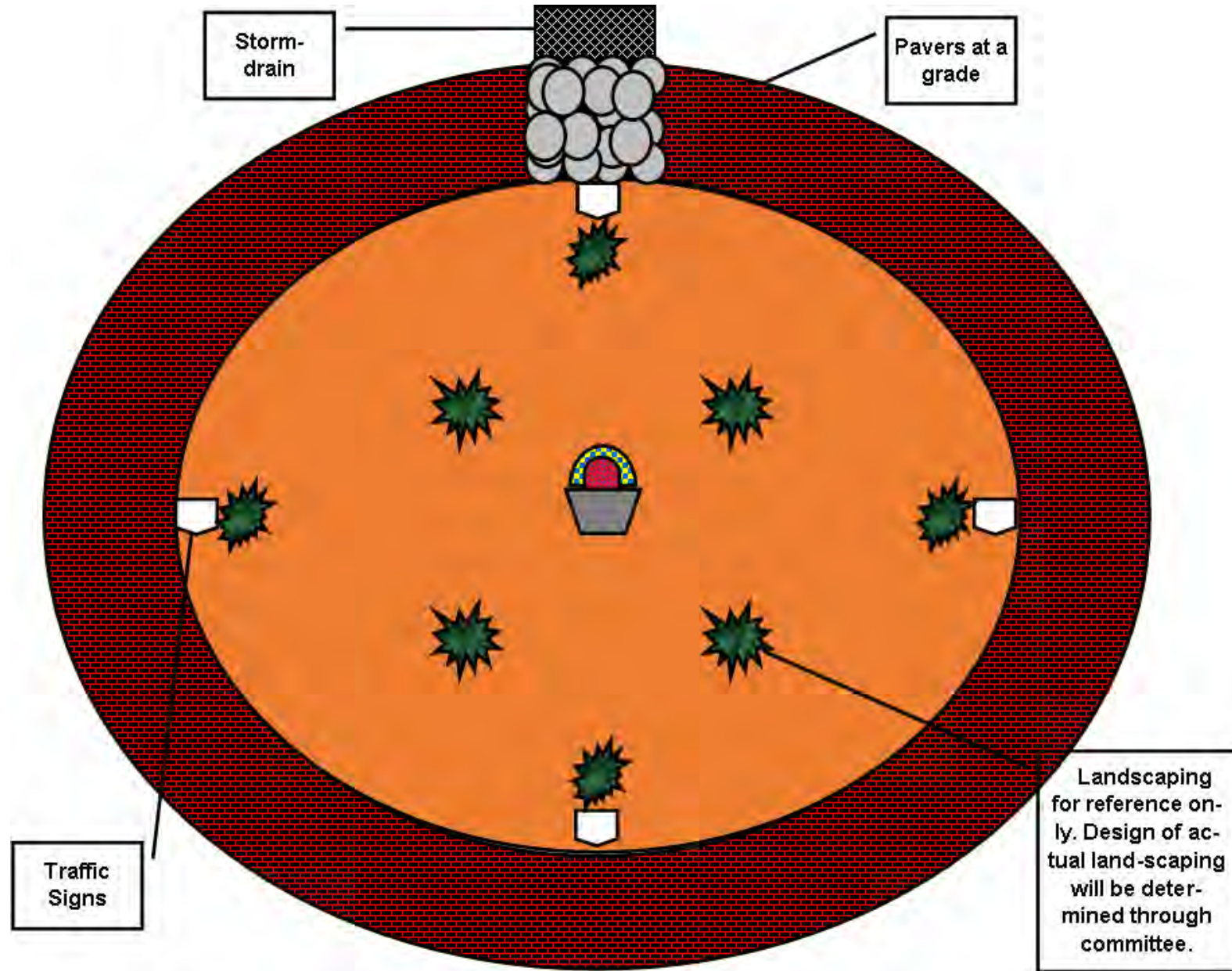


Round-About Short-Term Beautification Project

Background

Proposed for Spring 2018 – Winter 2019

- 34 Foot Diameter
- Area = 907.92 sq ft
- Pavers Area (5 feet width) = 455.53 sq ft
 - Graded; will add 12 inches of soil
- Landscaping Area = 452.39 sq ft
- Circumference of Landscaping = 75.4 sq ft
- Centerpiece = Potter Relocated from 1st st
- Pavers and Soil In-fill loaned by Ron Mitchell
- Overall area will remain tilted towards the east, but will be somewhat leveled with in-fill and mulch top-soil.
- Traffic Signs must remain in the Round-About



Round-About Short-Term Beautification Project

Scope and Budget

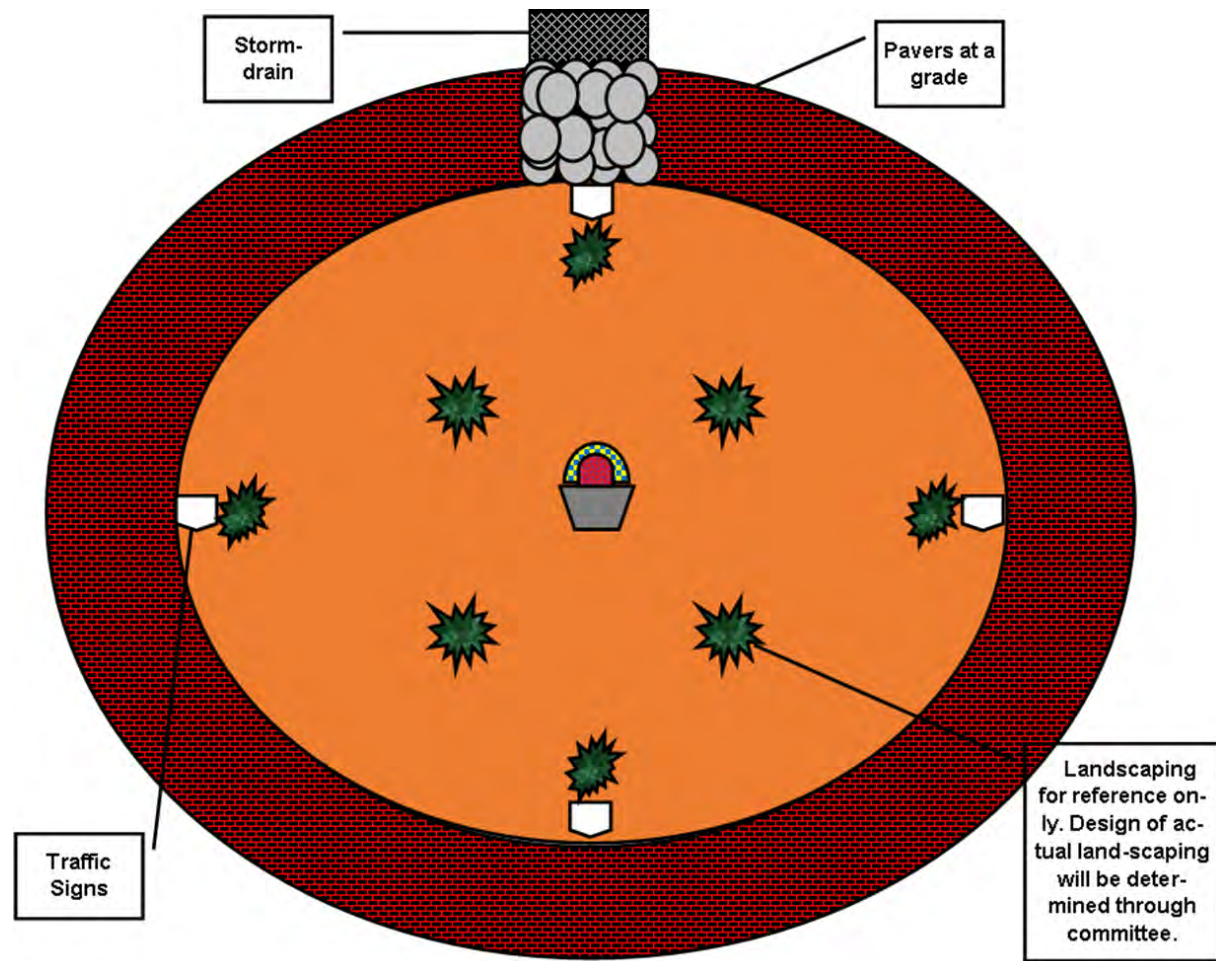
Proposed for June 2018 Construction

• Scope:

- Traffic Control for curb and paver work
- Work with Public Works to repair curb
- Site Prep (donated soil in-fill and labor)
- Paver Prep and Placement (loaned pavers, materials and labor)
- Potter Relocations from 1st Street
- Landscaping (determined through committee; materials, plants and labor)
- Maintenance thru February 2019 (materials and labor)
- Replacement Pavers and Plants
- Traffic Signs Remain in the Round-About (labor)
- Project Management (NDDA Staff)

• Budget:

- In-Kind or Loaned Materials (Pavers; In-Fill Soil) = \$0
- Site Prep (Plate Compactor Rental and Labor) = \$100 (labor donated)
- Paver Prep Materials (Paver Base; Paver Sand) = \$550
- Paver Placement (Labor) = \$0 (labor donated)
- Water Spout Materials = \$135.65
- Landscaping Plants = \$2,000
- Landscaping Labor = \$200 (some labor donated)
- Maintenance thru February 2019 (materials and labor) = \$570
- In-Kind Replacement Pavers = \$0
- Project Management = \$200



Landscaping services (highlighted) to be provided by Coloring Colorado (Town of Nederland Approved Beautification vendor)

PROJECT TOTAL BUDGET = \$3,755.65

PROJECT BUDGET FROM 2018 BEAUTIFICATION = \$2,000

PROJECT BUDGET TO BE REQUESTED FROM BOT = \$1,755.65

Round-About Short-Term Beautification Project

Landscaping

Proposed for June 2018 Planting

These figures do not include planter annuals, as those flowers are included in the 2018 beautification budget.

Dwarf Ponderosa 'Porky Pine' because 1) it is a cultivar of a native tree 2) it is at the Tree Farm in several heights and will balance out the grade in the traffic circle 3) Public Works indicated that Ponderosas are desirable for repurpose 4) or if preserved well, they may be useable for the large flower pots next year.

Maintenance

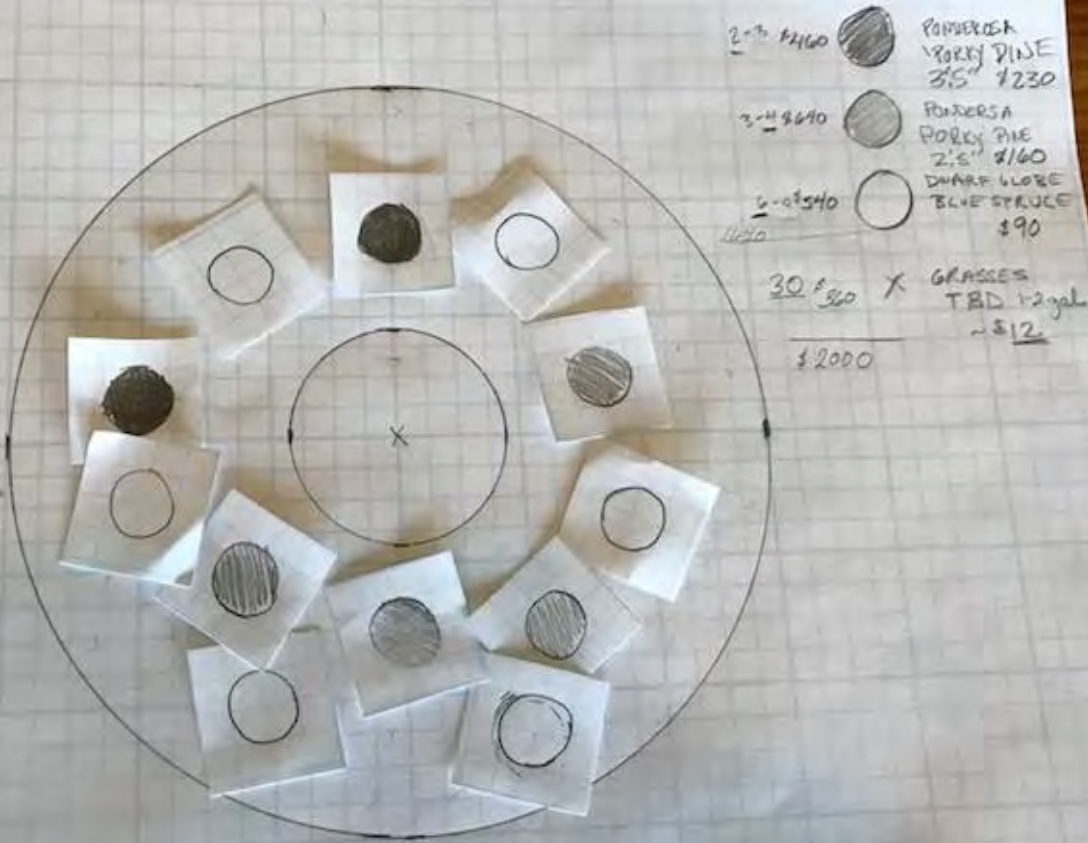
From June 4, 2018 to February 28, 2019 is 38 weeks

3 waterings per week is 114 sessions

114 sessions x 15 mins = 1710 minutes

1710 minutes/60 = 28.5 hours

28.5 hours x \$20 contract rate = \$570



Dwarf Globe Blue Spruce

Picea pungens 'Glauca Globosa'

- Height:** 4-5 ft. (12 years)
- Spread:** 5-6 ft.
- Shape:** Globit
- Habit:** Compact, tight
- Growth Rate:** Slow
- Foliage:** Conifer - short, intense blue needles
- Fruit:** No cones observed
- Moisture:** Adaptable once established
- Soil:** Adaptable to most soils in Colorado
- Light:** Full sun
- Maximum Elevation:** 9,000 ft.
- Special Uses:** Specimen; great on a berth or as a foundation planting
- Future Care:** Requires winter watering; pinch candles first week of June to shape
- Zone:** 3 (Hardy to -40°F)

A dwarf blue spruce with intense blue foliage

A compact, rounded, flat-topped bush. At maturity it will be wider than tall. A slow grower, perfect where space is limited.

The Tree Farm



AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: May 9, 2018

INITIATED BY: Josiah Masingale, Executive Director

INFORMATION: _____ ACTION: X OR DISCUSSION: _____
=====

AGENDA ITEM:

Local Business Flower Baskets

SUMMARY:

The DDA, in line with its 2018 Beautification Plan, seeks to provide a common beautification theme throughout downtown businesses by purchasing and providing hanging flower baskets to 40 businesses. This project will not only provide a common theme of beautification across the downtown area, it will also provide the DDA with an outreach opportunity to meet local business owners and discuss future downtown development projects.

These hanging baskets will be lined with coconut matting and will be uniformly filled with Petunia's in varying colors (purple, yellow, white). The baskets will be provided to downtown businesses for the summer 2018 season and then will be returned to the DDA and repurposed in 2019. The projected delivery of the baskets to the owners will take place the week of June 4th.

If approved, the budget will be an action item at the May 15th Board of Trustees Meeting.

RECOMMENDATIONS:

Approve the proposed budget to move forward for Board of Trustee review/approval at their May 15th meeting.

FINANCIAL CONSIDERATIONS:

\$1,800 project budget to be used from voter approved 2017 Debt Authorization.



ATTACHMENTS: N/A

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: May 9, 2018

INITIATED BY: Josiah Masingale, Executive Director

INFORMATION:___ ACTION: X OR DISCUSSION:___
=====

AGENDA ITEM:

NDDA applying as the lead organization for Nederland to become an Affiliate Community in the Colorado Main Street Program.

SUMMARY:

Proposal for the NDDA to apply as lead organization for the Town of Nederland in the [Colorado Main Street Program](#) as an [Affiliate Community](#).

The Colorado Main Street Program offers support for community-led downtown revitalization. [The Program] help communities thrive by providing a customizable framework to focus efforts, energy, and resources to create a more vibrant community. Proven revitalization strategies and needed organization help communities identify and leverage opportunities and resources.

The Affiliate tier gets limited services from DOLA but it is a great way to connect to the Main Street network and/or begin the process of becoming a Candidate. Communities may remain an Affiliate as long as they desire.

Communities join the CO Main Street Program as an Affiliate Community:

- To be connected to the Colorado Main Street network.
- To better understand if the Colorado Main Street Program is a good fit for the community.
- To help focus on downtown revitalization.
- To eventually become a Candidate Main Street community.

Requirements for Application: Letter of support for this application from a local elected official or town management to Colorado Main Street staff.

RECOMMENDATIONS:

Board Approval of NDDA Application on behalf of the Town of Nederland into the Colorado Main Street Program as an Affiliate Community.

FINANCIAL CONSIDERATIONS:

Staff Time and Effort.

ATTACHMENTS: N/A

Nederland Downtown Development Authority

Lakeview Drive and Big Springs
Drive Parking Project

Concept Presentation to Board

May 9, 2018



Estimated **20** plus NEW parking spaces on Lakeview Drive

and

Estimated **40** plus NEW parking spaces on Big Springs Drive

Replace current ditches along south-side of each road with covered culverts and parking spaces.



Estimated 52 feet along Lakeview Drive

Replace current ditch along south-
side of road with covered culvert
and parking spaces.

Estimated 50 plus feet of parking
space possible (20 plus spaces).

Would look at converting ditch
into green space.



Estimated 190 feet along Big Springs Drive

Replace current ditch along
south-side of road from

- Black Forest
entrance/entrance
- Hub Ned
entrance/entrance
- Hub Ned entrance to
Conger Street

with covered culvert and
parking spaces.

Estimated 190 plus feet of
parking space possible (40
plus spaces).



Nederland Downtown Development Authority

Lakeview Drive and Big Springs
Drive Parking Project

Concept Presentation to Board

May 9, 2018

Next Steps:

- Finalize project requirements with Public Works
- Obtain 3 Quotes

