

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Multi-Purpose Room
March 19, 2014 @ 6:30 pm
AGENDA

A. CALL TO ORDER

B. ROLL CALL -

C. PUBLIC COMMENTS

D. CONSENT AGENDA

1. Approval of February 19, 2014 Minutes
2. Approval of Warrants - Treasurer

E. INFORMATIONAL ITEMS

1. Town Administrators Report on items from the Board of Trustees affecting the NDDA District
2. Nedpeds Report - Conor Merrigan, Project Manager and Alisha Reis, Town Administrator
3. Letter of Intent concerning reappointment - Patricia Everson

F. ACTION ITEMS

1. Consideration of Approval to appoint Renee McCauley as Secretary to the Nederland Downtown Development Authority Board.- Katrina Harms and hiring committee
2. Approval of the Charge Ahead Colorado grant application with \$2,500 in additional funding drawn from reserve funds. - Alexander Armani-Munn, Town Intern
3. Consideration of possible dates and agenda for a board workshop for short term planning and review of long term goals. - Pat Everson, Chairman

G. DISCUSSION ITEMS

H. OTHER BUSINESS

I. ADJOURNMENT

NEXT REGULAR MEETING: April 16, 2014

The NDDA Board encourages citizen participation. Public hearings and the "unscheduled citizens" agenda item allow an opportunity to address the Board. Discussion is limited to 3 minutes and please address your comments to the Board. Thank you for your cooperation.

The NDDA Board may take action on any item included on this agenda, regardless of the heading under which such item appears. Discussion items may become action items if the Board determines that deferring final action on an item to a subsequent meeting is unnecessary or unwarranted and that taking immediate action does not compromise any third-party's rights.

The NDDA Board of Trustees meeting packets and agendas are prepared on Friday before the Wednesday meetings and are available on the NDDA website, www.neddada.org. 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, Multi-Purpose Room - 750 Hwy 72, Nederland CO 80466

February 19, 2014 @ 6:30 p.m.

AGENDA

A. Call to Order

The meeting was called to order by Vice-Chairman Jeffrey Greene at 6:32 p.m., in the physical absence of Chairman Pat Everson. Pat attended the meeting remotely, via FaceTime.

B. Roll Call

Members present were: Jeffrey Greene, Katrina Harms, Amanda Kneer, Karina Luscher, Susan Schneider, and Pat Everson via FaceTime video conferencing. Chris Perret was absent.

Also present were: Town Administrator Alisha Reis, Town Treasurer Eva Forberger, and Pam North (temporarily acting as secretary to record meeting's minutes). Conor Merrigan, NedPed project manager, was available via conference call, regarding the NedPed project, Marcy Wells (candidate for NDDA secretary) was available during the meeting via Skype.

C. Consent Agenda

1. Approval of January 15, 2014 Minutes

Amanda Kneer made a motion to approve the minutes, Katrina seconded, and the minutes were approved unanimously.

2. Approval of Warrants -Treasurer Eva Forberger

Eva reported warrants in the amount of \$1,073.74. It was moved and seconded to approve the current warrants, and all present responded as being in favor; however, Katrina Harms had left the room momentarily, and didn't vote.

D. Public Comment on Non-Agenda Items

There was no public comment on non-agenda items.

E. Informational Items

1. Treasurer's Report "C Eva Forberger, NDDA Treasurer

Eva's submitted report included the NDDA summary, NDDA Financial Details, and NedPed Project Budget.

2. Town Administrator's Report on Items from the Board of Trustees Affecting the NDDA

District

Alisha reported that the NedPed was viewed as a model project, with its sophisticated drainage system and use of pavers. She mentioned the new performance space adjacent to the wastewater treatment plant, and said that plans were to move as many events as possible to that area in the future. Other projects of interest to the NDDA were a Planned Unit Development (PUD) of Sally Grahn's replat for small homes; an annexation proposal for 45-50 units at Arapahoe Ranch; and the 30-year Master Plan for the Community Center, which would incorporate use of pavers, similar to the NedPed project..

3. NedPed Report "C Conor Merrigan, Project Manager and Alisha Reis, Town

Administrator

Conor Merrigan was on the phone to answer questions. Alisha said that the NedPed 90% complete design for NedPed had been reviewed by the NDDA in November, then sent to the Board of Trustees (BOT) with recommendation for approval. The BOT had approved it with amendments (1-8). Susan brought up that the spruce trees likely would have 35% damage to their root systems from the project, and if the trees died, would the Town be responsible? Alisha replied that if that was the result, the Town would be responsible for their removal. Jeff said that he had second thoughts on the additional expenditure, after which Alisha added that the expense could be up to \$15,000. Katrina mentioned that NedPed no longer was an NDDA project, since the BOT had approved it. Alisha said that Conor had been hired as project manager to oversee the NedPed project, and if funding was inadequate, the Town budget may have to cover with reserves. The NDDA would have further input if changes were needed, but the Town was overseeing NedPed now. Jeff questioned how responsible was it to spend \$12,370 on saving the spruce trees, and whether the project be delayed. Amanda remarked that if Xcel topped the trees, further injury and detriment to the trees would occur, and it was disheartening for the NDDA to have done all that work, then have the BOT decide to spend the additional \$12,370 past what was recommended. Jeff said that bringing up, as a citizen, the extra cost was not worth the time, and could cause delay. Conor was asked by Pat how the historical clearances were coming, to which Conor replied that they should be done by March 10, and that CDOT has everything needed for the design. He continued, saying that the project should be able to go to bid after March 10, and the NDDA will get the bids and a construction schedule. Pat said they will wait for that information. Conor voiced his intention of getting started on his final report, which will include lessons learned, etc., and that the wait then will begin for bids, hopefully resulting in a good contractor for the project. Jeff asked if the \$12,370 cost was separate, and Conor replied that it was. Alisha asked Conor if the meander in the road would affect the cost, and Conor answered that there would be minimal impact and negligible narrowing of the road. He also said that construction should take 30-45 days.

4. Electric Vehicle Charging Station Grant Update "C Pat Everson, Chairman

The Town's administrative assistant/intern, Alex Armani-Munn, who is working on preparing the grant application, gave an overview of the EV project. He also stated that he wished everyone to be familiar with the grant and application process, and to send him their comments by March 3. The grant application deadline is May 1, 2014, and the application first must be approved by the NDDA, and then by the BOT. The Town is the owner of the Visitors Center property, and therefore must be the applicant. Alex stated that the application has to address how the project achieves two or more of specified goals in order to qualify for the grant. The nine goals (and level of priority) are: 1) incentivize the diversification from petroleum-operated vehicles in area public fleets by funding vehicle and infrastructure costs (high); 2) promote the transformation of the region's transportation system by incentivizing the development of geographically dispersed EVSE charging infrastructure (high); 3) reduce harmful air pollutants (medium); 4) reduce greenhouse gas emissions (medium); 5) promote energy security by reducing petroleum usage and implementing cleaner, reliable alternative transportation (medium); 6) encourage technological innovation (low); 7) gather data on EV usage (high); 8) advance fleet sustainability (medium); and 9) promote greening government initiatives (low). Alex had talked to Public Works Director, Jason Morrison, and the double hose pedestal unit was thought to be the most effective choice. The grant will pay 80% of the total cost (up to \$6,250 per unit), and there would be a 1-year warranty. The back side of the Visitors Center parking lot, beside the river, was possibly a good location, but Alex expressed his intention of scouting for other viable locations also. Amanda commented that the Visitors Center parking lot was full in the summer, with no additional room. Jeff commented that the charging station would take up four parking places. The library parking lot was suggested as a possible alternative location. Katrina commented that the Town

should be asked to help with enforcement of EV parking. Amanda asked about the operation of the outdoor unit, and Alex responded that there would be an electrical conduit to the charging station from the Visitors Center, and that a solar carport over two spaces also was possible (at a higher cost). He recommended reaching out to the community to find out who owns electrical vehicles. The Board agreed to limit the grant to one charger that would accommodate two vehicles.

F. Action Items

1. Approval of New Board Secretary, Marcy Wells "C Hiring Committee

Jeffrey Green introduced the topic of Marcy Wells. Katrina reported that the hiring committee had interviewed three candidates, and had agreed on Marcy Wells, with one caveat which Pat wanted the Board to address: Marcy would be out of town until the March 19 meeting. Katrina said that Marcy was experienced, and a good candidate. Marcy was reached via Skype to answer questions. Jeff asked her why she couldn't be there until March 19, and questioned her reliability (Marcy's response was unintelligible to this reporter). Jeff asked if the hiring committee members could be contacted for questions, to which Alisha replied that the Sunshine Law must be observed. Jeff expressed interest in the other two candidates for the secretary position. Katrina told Marcy that she would get back to her the next day, and the Skype conversation was ended. Pat said that the March 30 hiring date for Marcy (which had come from the telephone conversation with Marcy) suggested that hiring her could be put off until the March 19 NDDA meeting, and that in the interim the hiring committee could get together. Jeff questioned whether Marcy was committed to the job, to which Karina responded that Marcy likely would say she was committed. Katrina gave her opinion that she felt Marcy was the right person for the job, and she would be willing to wait until Marcy was available. Jeff asked if Marcy would sign a contract, and Karina replied that they couldn't know that, and even with a good resume, Marcy might still let them down. Jeff responded that his thinking had changed regarding her hiring, but that he didn't want to wait until the next meeting. Amanda said that Marcy is local, and had been in the area for a while. Jeff then said that she could be given a chance, and that if she didn't work out, someone else could be hired to replace her. He stated also that he did not wish to set a date for the workshop until a secretary was in place. Pat asked to have the digital information forwarded to Marcy to get her started, but other things were needed for training, and that she had some material from Sue Churches' tenure. Karina replied that Marcy had a lot of knowledge already, and Katrina said that Marcy could spend some time next week to get started. Jeff withdrew his question as to why Marcy couldn't start immediately, and that he would be willing to try her out. Eva said that there had been 12 candidates, 90% of whom were decent. Jeff then asked whether the Board wished to table it or go for it, Katrina made a motion to appoint Marcy Wells as NDDA secretary, effective immediately, with the condition that she would not be paid until she worked. Karina seconded the motion, and all were in favor.

2. Setting Date and Agenda for Board Workshop for Short-Term Planning and Review of Long-Term Goals

Jeff offered the use of his brewery as a place for the meeting. Katrina was in favor of setting just the meeting date now, and then choosing a location later. Jeff tabled setting a date, to be done at a future meeting. Katrina mentioned that Sidewalks Phase I, and other items, had been left hanging, and those needed to be on the next agenda, and Karina agreed that those topics should be discussed at the next meeting. Pat asked Alisha if anything was left over from the Sidewalks Phase I, to which Alisha answered that nothing was left over from the contract, and that outreach could be made to the public for information on any related issues, which would be more like consequences from the project. Amanda said that there were revegetation and intersection issues, and Alisha responded that the area around the bridge was one such area. Katrina suggested that the next board secretary (Marcy Wells) could research past NDDA minutes to find those issues, and Alisha replied that she has some of that information saved

for reference, and can get what the NDDA needs, some of which could be from Mark Werrett regarding stormwater issues. Katrina suggested that hot topics from past meetings should be compiled before the workshop, and to be prepared for public outreach, as the time line was shrinking before the ballot issue. She also mentioned that public perception was that the Sidewalks Phase I was not finished, but that she could not give any specificity. Jeff agreed that there were remaining issues from the Sidewalks Phase I, and to let the public voice their questions. Pat said that there was some money allotted, but the question is how to use it on what priorities, and Alisha replied that Sidewalks Phase I was done contract-wise, but stormwater and revegetation were open topics. The consensus was to pin down and discuss those issues at the March meeting, and Jeff requested specificity in what's left to address.

G. Discussion Items

Discussion of Continuation of Adopt A Planter Program, and Appointment of Chairperson and Committee "C Pat Everson, Chairman

Pat Everson, via Facetime, asked the Board whether the program should be continued similarly to last year, and if the community should be asked for donations. Jeff noted that he remembered getting donations. Eva said that she did a mail-out last year and received about \$175. but that donations just offset the mail-out costs; she recommended doing the flowers with no donors. Pat said she could send out letters requesting donations, to which Katrina replied that instead the process could work similarly to the Christmas lights, enabling her to buy flowers, and that asking for donations was harder, as people weren't familiar enough with the program. Karina remarked that the Christmas lights program had worked well because no one had asked for money, and that a similar approach should be used for the flowers; no money should be requested. Susan mentioned that she had not known that the plants could be gotten wholesale. Eva thought that the NDDA could handle it all, explaining the project to each business in the process. Susan reported that there is \$3,000 in the fund now, which should buy \$6,000 of flowers. Jeff summed it up by noting that the consensus was not to send out letters for donations, and using the current funds instead, and Pat agreed with Jeff. The roundabout was mentioned; it was not done last year, but remains a possibility for the future, with the condition that visibility isn't blocked. The entrance to the town also was suggested as a possibility for flowers.

H. Other Business

There was no other business.

I. Adjournment

Susan Schneider made a motion to adjourn; Amanda Kneer seconded. All were in favor, and the meeting was adjourned at 8:35 p.m.

Next Regular Meeting: March 19, 2014, 6:30 p.m., at the Nederland Community Center, Multi-Purpose Room.

TOWN OF NEDERLAND

WARRANTS

WARRANTS FOR March 19, 2014

Date	Number	VENDOR	AMOUNT	DESCRIPTION
20-Feb	28293	C2	\$ 734.04	NedPeds project

Total			\$ 734.04	
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NedPeds Update 3/13/2014

TO: Board of Trustees, Nederland Downtown Development Authority

CC: Brian McLaren, Huitt-Zollars
Alisha Reis, Town of Nederland

FROM: Conor Merrigan, C2 Sustainability

RE: NedPeds Project Update

Per guidance from the Board of Trustees, a number of revisions have been incorporated and are being incorporated into the design of the project. Updates from Huitt-Zollars are provided on specific items are provided below.

CDOT should have provided concurrence per their assurances at this point, however, no such notice has been provided. We are currently waiting on a response from CDOT and will have an update by the meeting(s). From a schedule perspective the project is on track to go out to bid in the beginning of April and have a contractor selected (assuming adequate responses) by early May for approval by the Board of Trustees.

Specific responses to the design requests from the BOT are addressed below by Brian McLaren of Huitt-Zollars:

1. Include ecological enhancements at outfall and inlet protection areas. (Permits required (404?)).

The “Ecological Enhancement Opportunities” report prepared by Western Ecological Resources (WER) recommended planting native willows and/or other shrubs along North Beaver Creek in three areas – near the Library, near the Kwik-Mart, and near the Fisherman’s parking lot, and also suggested using volunteer labor. I would suggest using that option, rather than incorporating the work into the project plans, and consequently increasing the project’s construction cost. We can show the areas on our plans as “Work by Others”, if desired – this would not incur any additional design cost.

If we want to show the work as part of the project cost, then we would need to prepare more detailed planting plans for the three areas, none of which were included in the survey provided for the project.

1. We will indicate these areas as “Work by Others” as we prepare the final set of drawings.
2. Include ecological enhancements on Jefferson to mitigate runoff from CC site and at kwik-mart site as proposed by Western Ecological Resources.

The WER report discusses the enhancements on Jefferson separately from the work at Kwik-Mart. Enhancements at Kwik-Mart are described above.



The report suggests that the improvements along North Jefferson Street would be part of a stormwater management system for the Community Center. These need to be designed and built as part of that system, and should not be built with the NedPeds project.

2. No further update.

3. Reduce width of paved areas on East 2nd starting at Snyder St. Remove paved areas along north side of street that extend beyond existing street edge.

Reductions in the paved width can be accomplished for those portions of E. 2nd St. where the planned roadway width exceeds 14 ft. The minimum width for a one-way, one-lane roadway, per the American Association of State Highway & Transportation Officials (AASHTO) guidelines is 14 feet. There would be no additional design cost associated with this reduction.

3. Please see the attached sketch – the red shaded area is the area that was previously paved, and removed from the paved area per the BOT direction. I would propose native seeding and gravel surfacing for the limits shown on the sketch (the gravel surfaced area would serve as a loading zone for the feed store. Since the reduction in paved areas only applied to the north side of the street, we've left the paved loading zone for Salto's in the plans.

4. Keep existing trees and remove proposed parking area. Make street width more narrow or re-align if necessary. This system should have the flexibility to accommodate the trees now and adjust to the trees being removed later.

It appears that the design alignment for E. 2nd St. can be modified to allow the two spruce trees currently in the Town right-of-way to remain. The redesign will cost an additional \$12,370 in design fees. The realignment will not need to be reviewed by CDOT.

4. This re-design is in process, we should have it completed in about three weeks.

5. Install larger box culvert per request of EPA.

The project plans include the double 2'x4' precast concrete box culvert.

5. No further update.

6. Reduce currently quantity of virgin asphalts.

CDOT specifications used for the project currently allow for the replacement of up to 23% of the binder material with Reclaimed Asphalt Pavement, and up to 5% of the binder material with Reclaimed Asphalt Shingles, provided that the total of the binder material replaced does not exceed 30%. Given that the majority of the Hot Mix Asphalt for the project will be placed alongside S.H. 72, it is unlikely that CDOT will allow increases in these percentages (this pavement will be their maintenance responsibility). We could explore with CDOT materials staff the possibility of mandating a minimum percentage of recycled material in



the mix, but this may increase the construction cost, since the bidders won't have as much flexibility in their choice of material suppliers.

(Note per CM: We have further investigated and feel that achieving the highest allowable content of recyclable content should be reasonable as it can cut the contractor's cost (depending on availability). Furthermore, the location of the batch plant may play a more significant role in the overall environmental impact, so we are looking at encouraging the closest plants with the highest RAP (Recycled Asphalt Pavement) percentage, which should in theory also equate to the cheapest material costs. Using recycled asphalt shingles does remain less likely due to supply issues, cost, and mix requirements)

6. The project specifications, as written, will allow the project bidders the flexibility to procure the asphalt materials with the highest allowable content of recyclable material, and the bidders will seek to secure the best possible price for the materials in order to be competitive. Plant location and recycled content are a major factor in material prices.

7. Extend the bike lanes.

Extending the bike lanes on SH 72 to the Community Center, as part of this project, would require widening along SH72 to provide sufficient additional width to provide the 5-ft. minimum width for the bike lanes.

These improvements are outside the scope of the DRCOG funding for the project. The survey data provided to us by the Town for this project does not cover SH 72 west of the park-n-Ride, so we can't determine the actual amount of widening necessary. Including this work in the current project plans would require additional surveying, and likely, additional CDOT review. Paved shoulders do currently exist along SH 72 for this area.

7. No further update.

8. Develop performance guarantee.

a. At no time shall water pool and freeze on any portion of the new

b. At no time shall the permeable interlocking concrete pavers and surfaces, sub-surface systems move more than a few inches in the course of any year from the result of storm water and/or ground water movement.

c. Manufacture's guarantee? Verification that it's installed correctly

The Professional Responsibility of the designer is addressed in Article IV of our contract with the Town, which includes fairly standard language for professional design services.

8. No further update.

P. E. Investors, L.L.C.
114 E. 2nd St.
P. O. Box 1733
Nederland, Co 80466
843-540-2777
patricia.everson@gmail.com

March 14, 2014

Nederland Downtown Development Board
Nederland Board of Trustees
Nederland, Co 80466

RE: Reappointment

With mixed feelings, I am hereby advising you that I will not be seeking reappointment upon the expiration of my term on June 30, 2014.

It has been my pleasure to have served as both the Vice Chairman and Chairman of the NDDA. Despite the many challenges over the last two years, I believe that we have overcome them and have placed the NDDA in a positive position to move forward with new ideas and updates to our Master Plan of Development.

I would like to take this opportunity to thank the present and past members of the board for their service and dedication to our goals. The support from the community, the Mayor and the Board of Trustees has been invaluable. The advice and time the Town Staff have extended to the NDDA during these difficult years has helped the board move forward within the legal framework of the State Statutes and Town Ordinances.

With our new secretary, I will be setting the agendas for the next three months and I will run the meetings from May until the end of June. I hope that we will be able to lay groundwork for the projects that need to be done in the future.

Thank you all for your time and service.

Patricia H. Everson

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: March 19, 2014

INITIATED BY: Katrina Harms and Hiring Committee

INFORMATION: ACTION: X OR DISCUSSION:

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AGENDA ITEM: Approval to appoint Renee McCauley as Secretary to the Nederland Downtown Development Authority Board.

SUMMARY: The Hiring Committee is recommending the hiring of Renee McCauley as the new Board Secretary after advertising and interviewing several candidates. The hiring committee believes since she was an exceptional candidate that we should approve hiring her with a start date immediately.

OPTIONS:

1. Go with the recommendation of the hiring committee.
2. Go back to the applicant pool and interview additional candidates.

FINANCIAL CONSIDERATIONS:

Funds for a Secretary are provided for in the 2014 budget

ATTACHMENTS:

Renee McCauley's resume

RENÉE MCCAULEY

{ADMINISTRATIVE PROFESSIONAL}

PROFESSIONAL EXPERIENCE

Sales Coordinator | ABSL Space Products, 2010-present

- Assist in research/writing of technical documents (ROMs, FFPs)
- Manage Non-disclosure Agreements between legal department and customer
- Document version control and management of internal/external documentation database
- Write in house procedures/proof and/or edit previous versions
- Research and write new press release material
- Procure and design tradeshow booth space and displays
- Attend networking events and industry meetings

Editor | Parenting Place/Family Connection, 2004-2009

- Maintained advertiser base and relationships with current and potential advertisers
- Increased page count of periodic publication
- Generated revenue with new ad sales
- Created and successfully utilized multimedia for promoting paper and nonprofi.
- Managed contractors to deliver paper to over 300 locations monthly

Marketing Coordinator | Homes and Land of Boulder County, 2003-2004

- Maintained excellent client relationships
- Managed monthly sales/print/delivery databases
- Created and improved multimedia into successful promotions
- Designed and edited monthly 100-126 page full-color Real Estate magazine
- Coordinated with contractors to stock, and maintain over 1,000 distribution sites

Administrative/Marketing Assistant | James Company, 1999-2003

- Negotiated advertising contracts including billboards with local media companies
 - Collaborated with interior decorators to design model home interiors and sales offices
 - Coordinated with sales personnel to complete and file contracts and legal documents
 - Maintained media budget of \$500,000
 - Worked closely with web developers to create 5 unique websites plus community intranets
-

COMPUTER AND TECHNICAL EXPERTISE

Technically proficient in Microsoft Office 2010, including Word, Excel, PowerPoint, Access, Publisher, Outlook (managing contacts, meeting scheduling and calendar upkeep) | Proficient with operating systems, including Microsoft Windows and Macintosh OS | Proficient in Adobe software, including Photoshop, InDesign CS4, Acrobat Pro | Proficient with website update interfaces | Proficient in email marketing services, including Constant Contact | Proficient managing social sites, including Facebook and LinkedIn.

{REFERENCES UPON REQUEST}

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: March 19, 2014

INITIATED BY: Alexander Armani-Munn

INFORMATION: ACTION: x OR DISCUSSION:

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AGENDA ITEM:

Approval of the Charge Ahead Colorado grant application with \$2,500 in additional funding drawn from reserve funds.

SUMMARY:

The NDDA originally allocated \$2,000 in matching funds for the grant. After extensive research and contact with representatives from RAQC, it has become clear that \$2,000 is not an adequate allocation of matching funds for this project.

RECOMMENDATIONS:

After receiving an instillation estimate from Alliance Electric Solutions, it was determined that **the total cost of the unit and instillation for the project would be \$10,050.** Through the grant, RAQC will pay \$6,260 of the total costs for the project. By allocating a total \$4,500, the NDDA can account for the **\$3,790 left in costs after RAQC funding** while allowing for additional funding of any unforeseen costs. This amount will protect against any underestimation of costs that could impact RAQC funding. As \$2,000 has already been allocated to this project as a part of the 2014 budget, the NDDA will only have to approve an additional \$2,500 in funding from reserves.

FINANCIAL CONSIDERATIONS:

Given the aforementioned considerations, **it is suggested that the board approves this grant application with an additional \$2,500 from NDDA reserves for project funding.** The board currently has \$10,917 in reserve funds.

ATTACHMENTS:

1. Completed grant application
2. NDDA December Treasurer's Report

This application is for preparation purposes only. All grant applications must be submitted online. To fill out and submit the application, please click [here](#) or see our website, www.cleanairfleets.org, for more information.

Charge Ahead Colorado Grant Request Form

The Regional Air Quality Council (RAQC) and Colorado Energy Office (CEO) have teamed up to provide financial support for electric vehicles (EV) and electric vehicle supply equipment (EVSE). The purpose of this document is to provide grantors with an understanding of the grantee's level of planning and commitment to battery electric vehicles (BEV) and plug-in hybrid electric vehicles (PHEV) and electric vehicle supply equipment (EVSE). The goals of this EV/EVSE implementation funding are to:

1. Incentivize the diversification from petroleum operated vehicles in area public fleets by funding vehicle and infrastructure costs;
2. Promote the transformation of the region's transportation system by incentivizing the development of geographically dispersed EVSE charging infrastructure;
3. Reduce harmful air pollutants;
4. Reduce greenhouse gas emissions;
5. Promote energy security by reducing petroleum usage and implementing cleaner, reliable alternative transportation;
6. Encourage technological innovation;
7. Gather data on EV usage;
8. Advance fleet sustainability; and
9. Promote greening government initiatives.

A successful applicant must address how their project achieves two or more of these goals within their application.

At this time, the Regional Air Quality Council (RAQC) has funding for both EVs and EVSE and the Colorado Energy Office (CEO) has funding for EVSE. The RAQC has funding to pay 80% of the incremental cost differential between a gasoline/diesel vehicle and the comparable EV up to \$8,260 per vehicle. Both RAQC and CEO have funding to pay 80% of the cost of EVSE up to \$6,260 per station.

The funding priority is directed to those organizations that are excluded from the Colorado state credit. Applications will be reviewed by an Electric Vehicle Implementation Working Group (EVIWG).

Applicants are encouraged to complete proposals on this word format form, save and then transfer information to the online application. Applicants should print the completed online application and keep on file. The EVIWG is not responsible for any lost proposals. Please note, the

online application will not allow applicants to paste tables or charts into text boxes. Please answer all questions in the narrative. If the applicant would like to additionally display information in tables or charts, please upload the documents in Section VIII.

Section I. Project Funding Priorities and Process

The goal of this effort is to incentivize the wide-spread, early adoption of electric vehicles and provide geographically dispersed charging points at key locations to address the charging concerns of the motoring public. All applicants must provide answers to all the questions in this packet (i.e., not answering questions will guarantee the application a lower priority when compared to an application that answers all questions). Applications should be written to the criteria listed below.

Project funding applications will be due to the EVIWG at the beginning of every quarter. Due dates are:

February 4, 2013, 5:00 PM MST

Projects will be funded based on a number of criteria that include:

1. The funds available;
2. The goals the applicant intends to achieve;
3. Benefits of the EVs and/or EVSE installations to members of the public;
4. The priority of the organization listed in Section III;
5. The level of planning demonstrated under Section V and VI or the willingness to learn about developing an EV/EVSE plan.
6. Match dedicated to the project that exceeds the minimum 20% match;
7. Free access to the EVSE by the public (Because public funding is being utilized for this project, EVSE that is free and accessible to the public is a higher priority. EVSE spaces that charge are still eligible projects);
8. Type of vehicle being re/displaced;
9. Fuel savings;
10. Estimated EV annual mileage;
11. Monthly occupancy for EVSE spaces;
12. For EVSE, the quality of the charging station to be installed, with emphasis on reporting data provided, level of charging, and how many vehicles that can be charged by each unit;
13. Although, Level 1 EVSE is not eligible for funding under this application, its inclusion in your project will enhance the scoring of your project;
14. CEO will prioritize recipients based on their potential for, and commitment to, energy efficiency; and

15. A well thought out, well written application.

Successful project applicants will be required to sign RAQC and CEO terms and conditions at the time of award. To view the terms and conditions, please click here. After award, successful applicants will be provided a Notice to Proceed and a purchase order by the RAQC or CEO to move forward with their project. Project funding will remain available for 4 months. If no progress has been made implementing the project within 4 months, the EVIWG will contact the grantee to determine if the project is still viable. An extension of 3 months can be provided by the EVIWG if the project applicant demonstrates that the project can be implemented in the extension timeline.

The submission of an application under these guidelines confers no right upon any applicant. Unsuccessful projects applicants will be provided with a notification that the project has been declined. Applicants can reapply during the next period by submitting a new application. The EVIWG reserves the right to reject any application. The EVIWG is under no obligation to provide funding for applicants that proceed with purchase and/or installation prior to the receipt of a Notice to Proceed.

Section II. Contact Information and Background Information

One organization must be designated as the applicant and be responsible for implementing the entirety of the submitted project. However, partnership with other entities is encouraged and could strengthen the application. Examples of partnership functions could include marketing, administration, or consultation.

Organization Name:	Nederland Downtown Development Authority
Organization Type:	Local government-special district
Organization Address:	45 W. First Street Nederland, CO 80466 (P.O. Box)
County:	Boulder
Contact Name:	Alexander Armani-Munn
Title:	Administrative Intern
Contact Office Phone Number:	303-258-3266
Contact Cell Phone Number:	720-375-3621
Contact Email Address:	alexa@nederlandco.org
Organization Website:	www.neddda.org

Number of EVSE Requested:	1 Dual Bollard Unit
Number of EV Requested:	
Total Funding Requested:	\$6,260

Section III. Project Eligibility

Eligible EV Applicants: Are prioritized in order as local governments, school districts, state/federal agencies, non-profit educational institutions and other non-profit agencies. Other entities may apply but must make a case for vehicle funding by showing they are ineligible for the state tax credit. CEO cannot fund EVs. Only applicants within the seven-county Denver metro area (Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, and Jefferson) are eligible for electric vehicles.

Eligible EVSE Applicants: Are prioritized in order as local governments, school districts, state/federal agencies, non-profit educational institutions and other non-profit agencies. Apartment/condominium complexes and businesses that own multi-vehicle parking facilities for fleet, public, employee or guest/visitor are only eligible for EVSE funding. CEO can only fund local governments, landlords of multi-family apartment buildings, and home owner associations (as defined more specifically in C.R.S Article 33.3 of Title 38). Other entities may partner with qualifying organizations. CEO limitations apply outside the seven-county Denver metro area.

The EVIWG reserves the right to evaluate the eligibility of each project based on the applicant priority listed above and other criteria and accept or reject the application on the basis of that evaluation.

Eligible costs are limited to the vehicle costs, EVSE, construction materials, permitting, and construction labor costs associated with the equipment purchase and installation of Level II or Level III (i.e., DC Fast Charging) EV charging units (Level I EVSE is not an eligible project). Project eligibility is based on the following definitions and requirements:

- An “EV” is defined as original equipment manufacturer (OEM), light-duty, highway eligible, BEV/PHEV passenger vehicle (i.e., no conversions, golf carts, motorcycles, bicycles, etc.)
- An “EVSE” or “EV Charging Unit” means a device used to provide electricity to an electric vehicle, designed to ensure a safe connection has been made between the electric grid and the vehicle, and able to communicate with the vehicle’s control system so that electricity flows at an appropriate voltage and current level. An EV charging unit may be wall mounted or pedestal style and may provide multiple cords to connect with EVs.
- “Level II” means 208-240 volt AC charging with a cord connector that meets the SAE J1772 standard. Level II connectors must comply with the Society of Automotive Engineers (SAE) J1772 standard.
- "Level III" standards are undefined at the time of this posting but generally fast charging equipment (450+ volt) enables rapid charging of approximately 60 to 80 miles of range to a light-duty EV in 20 minutes.
- Any EVSE unit must be certified by Underwriters Laboratories (UL, www.ul.com) or an equivalent certification and must have a minimum one year warranty. Units must be compliant with the current version of the National Electrical Code (NEC) Article 625.
- EVSE installation must be performed by an electrician licensed to transact business in the State of Colorado and maintains appropriate types and levels of insurance coverage.

Section IV. Mandatory Criteria

The criteria below are based on the grant funding for these projects and are not negotiable. Applicants must adhere to the following criteria to be eligible for project funding:

1. **RAQC Funding Requirements:** Projects applying for RAQC funding must be located in the seven-county Denver Metropolitan Area of Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas or Jefferson Counties.
2. **CEO Funding Requirements:** Projects applying for CEO funding must be located within any other county in the State of Colorado except those that are covered by RAQC funding.
3. New projects implemented prior to February 4, 2014 are not eligible for funding. However, RAQC and CEO approved project from previous application periods will be eligible for additional funding.
4. RAQC funded vehicles must be registered in the same seven county area as above.
5. RAQC and CEO will allow researched estimates for EV/EVSE to be utilized in the application process. However, awards will be made based upon the amounts applicants include in their application. No awards will be adjusted upwards based on an underestimation of cost by the applicant. Therefore, it is strongly recommended that applicants perform their due diligence by contacting vendors for estimates and having them perform site visits for EVSE to ascertain solid estimates. Upon award, RAQC and CEO will meet with program applicants to discuss and review their procurement processes to ensure it meets our requirements. Do not run your bid processes prior to this meeting. RAQC and CEO must approve all bid documents before the competitive process begins. Applicants may use the 2014 State of Colorado electric vehicle bids. State bid documents may be found at:
<https://www.bidscolorado.com/co/portal.nsf/xpPriceAgreementsByCategory.xsp>.
6. Vehicles and equipment must be purchased and not leased or financed to be eligible for funding.
7. The applicant must have title ownership to the site or facility where the proposed EVSE is being installed. If not, the applicant must provide written approval for EVSE installation from the title owner of the site. We request that all HOA applicants include a formal resolution or letter of intent from the applicant's HOA Board with their application.
8. The station(s) must be kept operational and in service for a minimum of three years. Exceptions may be considered under circumstances of severe hardship as determined by the EVIWG.
9. The applicant must apply for any required local government, utility and/or electrical permits and approvals.
10. The applicant must comply with all applicable federal, state and local permitting, zoning and code requirements. Certification that all requirements have been met is required from the installing electrician.
11. RAQC applicants applying for electric vehicles must comply with Buy America provisions in Title 23 United States Code, Section 313. The RAQC will assist with the specific process that must be followed under this provision. Please contact the RAQC for more information.

12. RAQC applicants may be subject to Davis-Bacon Act prevailing wage requirements if the project is linked to a Federal Highway based on impact or is within the existing right-of-way of a Federal Highway. To date, no RAQC project has triggered this requirement. Please contact the RAQC for more information.
13. The applicant must follow independently published recommendations on the installation of EVSE in compliance with the Americans with Disabilities Act (ADA) (see <http://www.vacleancities.org/wp-content/uploads/EV-Charging-ADA-Version-1.0s.pdf>).
14. RAQC applicants must work with EVIWG to share data on overall energy consumption and interval data. Additional information and data may be requested upon availability.
15. The applicant must allow the EVIWG to make all applications and bid documents public.
16. The applicant must provide location(s) of funded sites to the EVIWG and the DOE's Alternative Fuels Data Center.
17. The applicant must provide a minimum of 20% matching funds or cash match for each EV and/or EVSE. These matching funds cannot be direct or indirect federal funds. For electric vehicles, please note that the RAQC is paying 80% of the incremental cost between an EV and its comparable conventionally fueled vehicle. Only the remaining 20% of this incremental cost (i.e. not the full base vehicle cost) can be used as match for vehicle requests. For any questions on EV and EVSE match, please contact the RAQC.
18. In order to be reimbursed, all claimed eligible costs and final invoicing must be provided in a legible format and may be required on a form provided by the RAQC. Backup original invoicing will be required at the time of submittal. If documents are illegible, confusing or incorrect in any manner, the project will not be funded. It is the responsibility of the applicant to ensure documents are clear.

As the project applicant, I hereby certify and agree to the aforementioned mandatory criteria.

Sign and Print Name

Section V. Scope and Project Justification

1. Please describe why your organization is implementing this project and how your project addresses the nine goals listed on Page 1 of this application and the 15 criteria listed on Page 2. This should include the types of petroleum based vehicles being replaced and/or displaced (please describe), fuel savings and vehicle miles travelled (VMT) that will be changed from petroleum based mileage to electric mileage.

The Nederland Downtown Development Authority is implementing this project as a service to residents in Nederland as well as the broader Peak-to-Peak region and the state of Colorado. The NDDA recognizes the current lack of necessary infrastructure in the Peak-to-Peak region to support electric vehicles. By adding EVSE in Nederland, we are expanding the range that can be travelled by EV owners in the Denver Metro Area and the Front Range as well as more immediate local residents in the Peak-to-Peak region. If approved, the project will benefit the Nederland community by adding to the number of travelers visiting Nederland and its many shops and restaurants.

The project fulfills Goals 1, 2, 7, and 9 specifically. The project satisfies Goal 1 by providing the necessary infrastructure to support electric vehicle use by Town fleets as well as vehicle fleets from Boulder County and the Colorado Department of Transportation. Although the Town of Nederland, Boulder County, and CDOT may currently lack electric vehicles in their fleets, this infrastructure will compel them to consider purchasing electric vehicles in the future and make such purchases more feasible. In the future, this infrastructure could also support the implementation of electric vehicles in the fleets of public transportation providers such as RTD and VIA (The Climb).

This project is especially relevant to Goal 2; “Promote the transformation of the region’s transportation system by incentivizing the development of geographically dispersed EVSE charging infrastructure.” Currently, the Peak-to-Peak region lacks any charging infrastructure making it very difficult for travelers to drive the 55 mile Peak-to-Peak highway without range anxiety. The absence of any EV charging stations in the Peak-to-Peak region also discourages visitors from outside the region who may be travelling from the Denver Metro Area or the Front Range. Installing EV chargers in Nederland will encourage people from outside the region to come visit without range anxiety.

The NDDA will satisfy Goal 7 by investing in a Charge Point EV charging unit that comes with data-collecting software. This software can be easily managed as a web-based application and can generate usage reports and analytics that can be easily passed on to the RAQC for review. The systems control software on the unit will allow for adjustments based on findings from the data. For example, if data indicates the highest rate of usage is during the weekends, the Town can easily implement a charging fee for weekends to generate revenue. Any data collected from a unit in Nederland can be shared to contribute to broader data pools for both Boulder County and the state of Colorado as a whole.

The Town can satisfy Goal 9 by using the LCD screen on the Charge Point unit to promote greening government initiatives such as Electric Ride Colorado (a Colorado tax incentive for EV owners) and Project FEVER (Fostering Electric Vehicle Expansion in the Rockies).

In the following paragraphs, I will discuss how this project satisfies the 15 criteria listed in Section I.

(Criterion 1) The required matching funds for this project are being provided by the Nederland Downtown Development Authority with \$2,000 coming from the NDDA’s previously approved 2014 operating budget and an additional \$2,500 being drawn from the NDDA’s reserve funds. With a total allocation of \$4,500, the NDDA can provide 20% of total funding for the project with approximately \$700 leftover for any unforeseen costs. (Criterion 2-3) The goals of the project and its benefits to the public are outlined in the above paragraphs. (Criterion 4) As a local government organization, the NDDA has the highest priority for funding through this grant.

To satisfy Criterion 5, the planning for this project included frequent contact with Steve McCannon and Kate Ruygrok from RAQC as well as correspondence with Tyler Svitak at the Denver Metropolitan Clean Cities Coalition to ensure that the NDDA was taking all the appropriate steps for completing the grant application. Through contact with RAQC, the NDDA was able to identify the highest-quality EV charging unit that satisfied all the requirements for grant funding. The NDDA also received a full estimate for unit and installation costs to ensure the accuracy of our funding requests.

(Criterion 6) Unfortunately, the NDDA is unable to provide a funding match exceeding 20% at this time; however, the NDDA can ensure the fulfillment of Criterion 7, by guaranteeing free public access to the EVSE site. (Criterion 8, 9, 10) Through this grant, the NDDA will not be replacing any vehicles directly; however, it can be expected that installation of an EVSE unit in Nederland will contribute to fuel savings and EV annual mileage for residents throughout the Peak-to-Peak region. (Criterion 11) The unit to be installed will have the capacity to charge two vehicles at once with an average charging time of three to four hours. The unit will therefore allow for the charging of four cars in each space per 12-hour day; in other words, the unit will allow for a daily occupancy of eight vehicles and a monthly occupancy of 240 vehicles.

(Criterion 12) The unit to be purchased comes with the recommendation of RAQC representatives for its proven track record in other Colorado towns receiving Charge Ahead grant funding. The Charge Point unit offers several features to ensure quality including a retractable cord to allow for easy use and storage, an LCD screen that offers instructions on how to use the unit as well as owner-uploaded videos and advertisements, and systems control software that allows for easy data collection and customization of the unit. The unit is also built to operate in adverse weather conditions including wind and snow which we see plenty of in Nederland. As a dual bollard unit, the desired unit can charge two vehicles at once. The unit allows for a wide range of charging levels. A vehicle with little or no charge can plug in for 3-4 hours to receive a full charge, or a vehicle with partial battery life can plug in for a shorter amount of time to complete its charge.

(Criterion 13) The NDDA will not be purchasing any Level I units at this time. (Criterion 14 applies to CEO funding only).

2. Please describe major phases of the project and the estimated completion date of each phase.

If approved by the NDDA on March 19, the grant application will move to the Board of Trustees for approval at their April 15 meeting. If the grant application is approved by the Board of Trustees, the application will be submitted to RAQC prior to the May 1 deadline. If RAQC approves the application and grants the matching funds, the project will go to bid in May. Dates for construction and completion will be determined following the bidding process; however, it is expected that the project will be completed this summer, ideally by July 4 to allow for use by visitors to the region during the July 4th holiday weekend.

Section VI. Planning Criteria

Organizations applying for funding need to demonstrate to the EVIWG their ability to sustain the funds invested in this EV/EVSE project. The EVIWG requires applicants to address planning areas below.

All applicants must answer the following questions:

1. Has your organization received any interest from stakeholders/employees/owners/lessees that own EVs for EVSE installations at your location? Please describe.

A resident of Nederland (Greg Ching) approached the NDDA last fall to discuss the benefits of installing an EVSE unit in Nederland. The resident, who owns an EV, informed the NDDA that it was currently difficult to drive the Peak-to-Peak Highway with an electric vehicle due to range anxiety. The resident also discussed the benefit a charging unit would offer local businesses by attracting new customers to the downtown area.

2. Does your organization have specific or general planning documents related to EV or EVSE? For example, fleet implementation plans, Smart Charging plans, or sustainability plans. If yes, please attach the documents to your application. If no, are you interested in learning more about developing EV/EVSE planning documents?

The Town of Nederland has a recently adopted Sustainability Action Plan (SAP) that includes that installation of EVSE. The Town is also part of a broader sustainability effort through STAR Communities (Sustainability Tools for Assessing and Rating), which calls for the implementation of EVSE. By implementing EVSE, the Town of Nederland will achieve a higher rating in the TSAR system. Documents regarding each of these efforts are included in this application.

3. Is your organization partnering with other entities to complete this project? If yes, please provide a list of partners and describe how partners will improve this project.

The NDDA has worked closely with Nederland Town staff to complete the grant application; however, there are no other partners involved at this time. Upon completion of the project, the NDDA does have a desire to partner with other communities in the state and region to promote the network of EVSE infrastructure that exists around Colorado. The NDDA would also like to partner with businesses within Nederland to promote the use of the EVSE unit.

4. Please describe any renewable energy or energy efficiency assets that may reduce the overall environmental impact of your EVSE facility.

None exist at this time; however, the NDDA is interested in learning more about solar charging units in the future to make the site more energy efficient and environmentally friendly.

5. Has your organization secured the matching funds for this project? Please describe the source and amounts secured for this application.

The NDDA has approved a total of \$4,500 in funding for this project. Of that \$4,500, \$2,000 comes from funds previously allocated for Charge Ahead Grant funding for 2014 and the additional \$2,500 was approved by the board as an increase drawn from reserves. A financial statement for the NDDA is included in this application.

Applicants applying for EVSE must answer the following additional questions:

6. Please provide the address of the EVSE location(s).

Location Name	Address	City	State	Zip
Public Parking	45 W. First Street	Nederland	CO	80466

7. Please provide a description of the site location including nearby amenities (i.e. public facilities, museums, parks, etc.) and hours of access.

The desired EVSE unit location is at a 20-30 space public parking lot. The lot is open to public parking 24/7 and is located directly behind the Nederland Visitors Center and in front of the Nederland Town Hall. Also in the immediate vicinity of the parking lot is Whistler’s Café and the New Moon Bakery and Café. Across the street is public access to our Town’s trail system and the First Street Business District. Businesses on First Street include Dandelion Fine Art & Gifts, Dog House Video Store, Nature’s Own Gift Shop, The Rustic Moose Gift Shop, The Deli, The Mountain People’s Coop, Wild Mountain Steakhouse, First Street Pub, and the Pioneer Inn.

South of the parking lot is the Town’s main shopping complex which includes the B&F Supermarket, Dam Liquor, Backcountry Pizza, Dot’s Diner, The Mountain Man Outdoor Shop, The Candy Man, Mountain Yoga Studio, the Laundromat, the Nederland Police Department, and Very Nice Brewing Company. This complex also includes the Carousel of Happiness (a tourist attraction with a gift shop) and the Train Cars Café. Other notable destinations within walking distance of the desired EVSE site include the Nederland Library, the Nederland Community Center, and the Nederland Park n Ride RTD stop. There are also public bathrooms located on the backside of the Visitors Center directly adjacent to the EVSE site and available to vehicle owners while they charge.

8. Will all the EVSE be open to the public? If not all EVSE, how many?

Yes, the EVSE will be open to the public free of charge.

9. How will the parking queue be managed? (i.e., will there be a time limit for charging, will there be an attendant that monitors the queue?)

The parking queue will not be managed directly by an attendant; however, there will be signage indicating that parking is restricted to EV in spots serviced by the EVSE unit. The site could be included in regular parking enforcement by Town police officers. Also, the site's close proximity to Town Hall allow for simple monitoring by Town staff. If there is a need, the NDDA can consider implementing charging fees after a certain amount of time to cut down on vehicles parking in spaces for extended periods of time. With the Charge Point unit, users will be able to receive text and email notifications to alert them when their vehicles is fully charged, This will also hopefully cut down on vehicles parking in spots for longer than is necessary.

10. Is your organization planning to charge parking/charging fees for users in the next three years? Please explain.

The NDDA does not have any intention of charging fees for users now or in the immediate future. However, these plans could change for the purpose of regulating vehicles that park in EVSE spots for periods of time exceeding the regular charging time.

11. If yes, how will parking transactions be handled?

If the need to charge fees arises, transactions can be easily managed using the Charge Point systems control software.

12. Beyond charging, what functionality does the applicant expect the charger to have (i.e. obtain data such as usage, time of day, etc.)? Please explain.

This charger, in addition to gathering data, will also serve as an information center. When a visitor pulls up to the station, they will be able to hook up their vehicle to charge and then scan an interactive menu on the LCD screen to learn more about businesses and attractions in Nederland as well as locations of other charging stations in the state and region.

13. How many vehicles can be charged by each EVSE unit? To what extent does the applicant expect that these stations can be upgraded in the future to charge more vehicles?

The EVSE unit will have the capability of charging two vehicles at once. The power sharing technology used in Charge Point units allows for multiple units to share one circuit. As such, the NDDA can easily add an additional unit without upgrading the power circuit serving the units.

Section VII. Funding Request

For EVs, please indicate the make, model, type and quantity of all vehicles that you seek to receive grant funding for. Please provide researched estimates for vehicle cost. The RAQC will award 80% of the incremental cost between an EV and its comparable conventionally fueled vehicle up to \$8,260. No awards will be adjusted upwards based on an underestimation of cost by the applicant. Therefore, it is strongly recommended that applicants perform their due diligence by contacting vendors for estimates. Upon award, RAQC will meet with program applicants to discuss and review their procurement processes to ensure it meets RAQC requirements. Do not run your bid processes prior to this meeting. RAQC must approve all bid documents before the competitive process begins.

Quantity	Vehicle Use*	EV Model Year	EV Make	EV Model	EV Cost	Gas/Diesel Fueled Vehicle Model Year	Gas/Diesel Fueled Vehicle Make	Gas/Diesel Fueled Vehicle Model	Gas/Diesel Fueled Vehicle Cost	Incremental Cost per Vehicle

* Please describe how the vehicle(s) will be used (i.e. specific fleet applications such as parking enforcement, general use to drive to meetings, law enforcement/security, etc.).

For EVSEs, please indicate the types of EVSE that will be publicly accessible and not publicly accessible with researched costs below. Both RAQC and CEO will award 80% of EVSE equipment, labor, construction and permitting cost up to \$6,260 per station. The RAQC will also award 80% of the additional reporting costs* within the \$6,260 per station. No awards will be adjusted upwards based on an underestimation of cost by the applicant. Therefore, it is strongly recommended that applicants perform their due diligence by contacting vendors for estimates. Upon award, RAQC and CEO will meet with program applicants to discuss and review their procurement processes to ensure it meets RAQC and CEO requirements. Do not run your bid processes prior to this meeting. RAQC and CEO must approve all bid documents before the competitive process begins.

Location Name	Type (Level II or III)	Number of Vehicles that This Unit Can Charge at Once	EVSE Equipment Cost per Unit	EVSE Labor Cost per Unit	EVSE Construction Cost per Unit	EVSE Permitting Cost per Unit	EVSE Additional Reporting Cost per Unit*	Expected Date of Purchase	Proposed Installation Date	Publicly Accessible (Yes or No)

Nederland Visitors Center	II	2	\$6,500	-	\$3,550	-	0	May 15, 2014	June 15, 2014	Yes

*Additional Reporting Costs may include subscription fees, data plans, etc. Please note that projects are prioritized in part by the quality of the charging station to be installed, with emphasis on reporting data provided.

Section VIII. Additional Relevant Information

1. Is there any additional relevant information that will assist the EVIWG in understanding the proposed project?
2. Are there any additional documents that help support your application? Please attach any additional relevant information. If you are attaching documents, please include a description of the documents attached.

Section IX. Final Documentation Required

Upon completion of the installation, the following documentation is required for RAQC and CEO to reimburse eligible costs on the project:

1. Final Report.
2. Summary Invoice/Reimbursement Request.
3. Legible copies of all sales/invoices showing the purchase price and amount paid by the applicant for the EV/EVSE, number of units purchased and serial numbers from the units.
4. Legible copies of all invoices/receipts showing installation costs and number of labor hours spent by the installers and any subcontractors on the project.
5. Copies of canceled checks and credit card statements as proof of payment for installation costs.
6. A copy of the installer’s written certification that the unit(s) have been installed, in working order and operating in accordance with local, state and federal codes.
7. Copies of all required permits.
8. Date(s) of installation, installation completion and when the unit(s) are operational.
9. Digital photograph(s) of the completed unit(s).

Section X. Reporting Requirements

Within six months of installation, RAQC and CEO will send out a form requesting information on EV and/or EVSE usage (i.e. time of use, duration of use, # of customers, mileage, etc.). The grantee will be expected to provide information that is readily available.

This application is for preparation purposes only. All grant applications must be submitted online. To fill out and submit the application, please click [here](#) or see our website, www.cleanairfleets.org, for more information.

TOWN OF NEDERLAND 2013 MONTHLY FINANCIAL REPORT

DECEMBER 2013	2013 YEAR TO DATE (YTD)		<i>Act vs. Bud</i>		2012		2013	
	ACTUALS	BUDGET	<i>var</i>	<i>%</i>	YTD PRIOR	<i>%</i>	FULL YEAR	<i>%</i>
					YEAR			BUDGET
<i>Preliminary and Unaudited</i>		<i>Revised</i>				<i>Revised</i>		0.92%
<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>								
<u>NON TIF FUNDING</u>								
TAXES	25,069	26,814	(1,745)	-7%	26,441	95%	26,814	93%
INTERGOVERNMENTAL	60,000	437,400	(377,400)	-86%	66,677	90%	437,400	14%
LOAN PROCEEDS	-	320,000	(320,000)	-100%	482,500	0%	320,000	0%
MISCELLANEOUS	1,510	2,567	(1,057)	-41%	491	308%	2,567	59%
INTEREST	408	300	108	36%	394	104%	300	136%
TOTAL REVENUE	86,987	787,081	(700,094)		576,502	15%	787,081	11%
PERSONNEL	11,794	11,779	15	0%	24,567	48%	11,779	100%
LEGAL FEES	511	3,000	(2,489)	-83%	6,294	8%	3,000	17%
TREASURER'S FEE (TAXES)	370	370	0	0%	1,972	19%	2,000	19%
ACCOUNTING FEE	3,000	3,000	0	0%	1,750	171%	3,000	100%
GRANT	250	1,500	(1,250)	-83%	1,000	25%	1,500	17%
SIDEWALK MAINTENACE	2,601	4,000	(1,399)	-35%	2,523	103%	4,000	65%
FLOWERS/PROJECTS	3,490	8,567	(5,077)	-59%	3,600	97%	8,567	41%
OTHER	3,243	5,750	(2,507)	-44%	2,808	115%	5,750	56%
CAPITAL OUTLAYS	126,251	731,800	(605,549)	-83%	46,276	273%	731,800	17%
TOTAL EXPENDITURES	151,511	769,766	(618,255)		90,790	167%	771,396	20%
NON TIF CHANGE IN FUND BALANCE	(64,524)	17,315	(81,839)	-473%	485,712	-13%	15,685	
FUND, BEGINNING BALANCE	117,226							
FUND, ENDING BALANCE	52,702		117,226					
RESEVERED FOR CAPITAL IMPROVEMETNS	41,784			108,036				
UNRESERVED	10,917			9,190				
<u>TIF FUNDING</u>								
TIF REVENUE	99,915	98,692	1,223	1%	104,640		98,692	101%
TREASURER'S FEE (TAXES)	1,474	1,630	(156)	-10%				#####
DEBT SERVICE	102,557	142,557	(40,000)	-28%	460,983		142,557	72%
TIF CHANGE IN FUND BALANCE	(4,116)	(45,495)	41,379	-91%	(356,343)	1%	(43,865)	
FUND, BEGINNING BALANCE	122,479							
FUND, ENDING BALANCE	118,363		122,479					

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE: March 19, 2014

INITIATED BY: Patricia H. Everson - Chairman

INFORMATION: ACTION: X OR DISCUSSION:

=====

AGENDA ITEM: Setting a date and agenda for a board workshop for discussion of short term goals and long term planning.

SUMMARY: With the final approval of the Nedpeds project by the Nederland Board of Trustees, many board members have expressed an interest in a workshop to discuss new goals and objectives. We will need to set a date and a time for the workshop and also items that should be included in the agenda.

RECOMMENDATIONS: Set a date sometime in April and decide general categories for the agenda. I have attached summaries of various items considered by the NDDA over the last two years. Included in this are what has to be done to start the process or what measures have already been considered.

FINANCIAL CONSIDERATIONS: None

ATTACHMENTS:

1. Outstanding NDDA items 2012-2014
2. Goals for the NDDA 2014 from July 2013 joint workshop with the BoT

Outstanding NDDA Agenda Items from 2012 - 2014

1. Phase one sidewalk areas of concern
 - a. Revegetation of certain areas
 - i. identify areas that are of concern to citizens
 - ii. determine what was done and why it may have failed
 - iii. determine if different plants are more appropriate
 - iv. possibly hire an ecologist/biologist once areas are identified
 - b. Drainage concerns
 - ii. identify areas where drainage has become a problem since the installation of Phase 1 sidewalks.
 1. Consult with Mark Wertz from PW with the help in identification and possible solutions.
 2. Consider obtaining a feasibility study and working with CDOT to help alleviate the problems.
 - c. Intersection of SH 119 and Lakeview Street
 - i. Sidewalks Phase one eliminated a right hand turn lane on Lakeview (Big Springs) resulting in delays and large traffic backups and down Lakeview during times when traffic on SH119 is very high.
 1. Meet with town and CDOT to determine options for this intersection.
2. Cross walks on 119
 - a. Determine which crosswalks are of the most concern to citizens/police
 - b. Determine what the board wants to do the flags
 - bring flags to a meeting and have an action item to determine if the board still wants to use the flags or sell as previously discussed
 - c. Determine who is responsible for maintenance and crosswalks including signage and painting each year
 - Ask Jason or Alisha from PW to report to the board on how this is handled with CDOT.
3. Rotary at intersection of 119 and 72
 - a. The Nedpeds project engineers determined that the interior of the circle was too high and restricted line of sight on Bridge Street toward the south.
 - i. Obtain any engineering information that Brian McClaren might have that was developed in connection with the Nedpeds project.
 - ii. Determine if the NDDA board would like to continue with any suggestions from Brian, or if there might be other ideas for improving the circle.
4. Parking Pods
 - a. Interest was shown by the board at the July Workshop to pursue purchasing land for parking pods to help alleviate some of the parking problems in the downtown area.
 - i. Identify areas that would work for parking areas. One possible area is the lot behind the Mining Museum which the NAHS is selling. The NAHS was asked for a price which the NDDA has not received.
5. Blight Study
 - a. There has been interest in having a blight study done for the CBD district of Nederland. This was discussed as one of the priorities of the NDDA Workshop on 8/21/2013.
 - i. Start a discussion item at the board level to determine the interest for pursuing a blight study in conjunction with updating the Master Plan for the NDDA.

6. Updating the Master Plan of Development

- a. this item was voted on by the constituents in teh 4/12 election. An allocation of \$40,000 has been set aside out of the debt authorization approved at that time to implement the update.

Items to be included in the Plan of Development

1. A bridge over Middle Boulder Creek

- a. There possibly is ROW access at the end of the buildings on the south side of First Street where a bridge with pedestrian/emergancy vehicle access could be located.

2014 Goals and Objectives

Nederland Downtown Development Authority

Long Term Planning

1. Update the Strategic Master Plan and the Plan of Development Needs to be completed as a condition of the 2012 Debt Authorization Ballot and for a new debt authorization in 2016.

Included in Strategic Master Plan update:

- a. preliminary engineering studies for a second bridge over Middle Boulder Creek at approximately Snyder Street
 - b. preliminary engineering for a traffic and engineering study of the intersection of SH 119 and Lakeview Dr for improvement of traffic flow.
2. Investigate possibility of conducting a Blight Study for the purposes of identifying the 10 conditions of blight and obtaining suggestions for mitigation.
 3. Consider options for purchasing land within the district for parking PODS in conjunction with the Town's parking plan.

Short Term Projects

1. Investigate the possibility of Electric Car charging Stations
2. Pursue enhancement funding for future improvements to sidewalks, crosswalks and pathways
3. Continuation of the Adopt A Planter project for the Downtown area
4. Investigate possibility of supporting and/or co-ordinating a local downtown event - such continuing the Friday Art Tours.