

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Multi-Purpose Room
November 18, 2015

APPROVED MEETING MINUTES

A. CALL TO ORDER

B. ROLL CALL

Present: Katrina Harms, Amanda Kneer, Peter Marshall, Kevin Mueller, Jeffrey Green
Susan Schneider was present via phone

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

No public comments

D. CONSENT AGENDA

1. Approval of the September 16, 2015 meeting minutes-Cindy Downing-Secretary
2. Approval of the October 21, 2015 meeting minutes-Cindy Downing-Secretary

Motion to approve the NDDA meeting minutes from September 16, 2015 and October 21, 2015 made by Amanda Kneer seconded by Jeffrey Green. Motion passed unanimously.

Kevin Mueller abstained since he was not present at the last meeting.

3. Approval of warrants for September and October

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

E. INFORMATIONAL ITEMS

1. Update on Nedpeds - Todd Ficken F&D International

Todd Ficken reported that an agreement will be sent to the Board and will be concurrent with the Mayors signature. They had a meeting today with Consolidated Resources and they are going to push the construction off until spring. The project is a 75 day duration, so possibly by the end of May or June 2016, the project will be done. The construction schedule should be prepared in about two weeks. The benefit of waiting until the spring is that the construction firm will have more crews available.

Alisha Reis said Boulder County Transit agreed to give Nederland a bus stop for Big Springs,

2. Treasurers Report-Amanda Kneer

Amanda Kneer reported the NDDA approved the payment for the updated district map and expensed it to office supplies, but there is no room in office supplies budget, so it needs to be moved to the Master Plan Update.

Kneer put together a “where we are at today” report and it looks like the NDDA will be under budget for a few categories.

Alisha Reis reported that the creek study report should be ready in the next couple of weeks for the NDDA to incorporate into the Master Plan Update.

Additionally, Alisha Reis has reached out to Eva Forberger and Kim Crawford for Bond Counsel on the debt authorization, and she will have some dialed in numbers for the budgeting soon.

F. ACTION ITEMS

1. Approval of the NDDA 2016 Budget

Approval of the NDDA 2016 Budget made by Susan Schneider seconded by Peter Marshall. Motion passed unanimously.

Alisha Reis said the BOT will approve the NDDA budget as part of the larger Town budget on December 1, 2015.

2. Appointment of Amanda Kneer as Treasurer to the NDDA

Motion to appoint Amanda Kneer to the NDDA Treasurer position made by Jeffrey Green seconded by Kevin Mueller. Motion passed unanimously.

3. Nominations and appointment of Vice Chair to the NDDA

Katrina Harms asked if anyone from the Board would like to volunteer for the position.

Susan Schneider said if Jeffrey Green is willing to volunteer that she would endorse him to be the Vice Chair.

Motion to appoint Jeffrey Green as Vice Chair to the NDDA made by Amanda Kneer seconded by Peter Marshall. Motion approved unanimously.

4. Recommend new Board Member for appointment by the BOT

Katrina Harms reported that no applications were submitted so a new deadline will have to be set. It was decided to make January 8, 2016 the new deadline for the open Board position.

G. Discussion Items

1. Business directory update

Katrina Harms suggested to take the website to the next level and hook into the kiosk at the Visitors Center. By doing that, we could include all local businesses not just DDA district people. Harms noted that any business listed would have to be registered. There was no

opposition from the Board.

2. 2016 project review

Katrina Harms would like the Board to think about every project they could do next year that they would like to put into the Debt Authorization. When this is decided, a prioritized list with a ball park cost should be prepared for Kim Crawford from the Bond Counsel. Harms said the DDA could start some of these projects by getting engineering plans and locating grant money so they are prepared to go quickly into the projects.

Alisha Reis said if the NDDA can prioritize projects, they can then make voters aware of the list. Reis also suggested to contact Longmont's DDA to get more advice and information about TIF funding.

Kevin Mueller suggested a zero waste program and partnering with the Town to make that happen.

Katrina Harms suggested a program for beautification.

Jeffrey Green suggested helping business with permits to improve their properties.

Katrina Harms said after the Debt Authorization is approved that they would hire a program manager to manage the programs.

Alisha Reis suggested the DDA work with Boulder County since they have these programs established and they can send someone up to work with business owners. Reis has found it is easier to use Boulder County programs as an example.

Susan Schneider asked if it would fit within the Master Plan Update to hire a director to administrate these programs.

Alisha Reis suggested for the DDA to reach out to Longmont because they have great ideas in regards to administrative programming.

Susan Schneider would also like to know if it would fit within the Master Plan Update for the DDA to have some funds to purchase property in town to develop for businesses.

Katrina Harms said that it is possible and also a shared workspace cooperative is possible.

Kevin Mueller suggested to add programs for energy efficiency improvements to existing buildings and businesses.

Jeffrey Green suggested to add a program to help purchasers of properties to tap into water sources.

Katrina Harms suggested putting money toward cleanup between the Rustic Moose and Cross Cut Pizza. Harms also suggested the DDA look at the gaps in undeveloped places to make the town more inviting.

Katrina Harms said Town has asked the DDA to write a proposal to take over the Visitors Center. Harms said the DDA could get some operation money from that to pay for administrative costs and perhaps make the Visitors Center a chamber kind of position.

Kevin Mueller inquired about a partnership with Wild Bear.

Alisha Reis said she has been working with Jill Dreves and the Wild Bear Board about negotiating various properties. Reis added that Wild Bear applied for a large grant and were denied, but they met with the grant people at GOCO (Great Outdoors Colorado) to give them more information.

Katrina Harms suggested the Board discuss these projects again at the next meeting.

H. OTHER BUSINESS

No other business was discussed.

I. EXECUTIVE SESSION

The Nederland Downtown Development Authority Board of Directors will be meeting in executive session, to discuss a potential real estate transaction. This meeting is not open to the public. Closed meetings of this nature for this reason are permitted pursuant to C.R.S. § 24-6-402(4)(a).

Motion to go into an executive session for a conference with Town staff under section C.R.S. § 24-6-402(4)(a) specifically to discuss a potential real estate transaction and to adjourn the NDDA meeting at the conclusion at the executive session made by Katrina Harms seconded by Amanda Kneer. Motion passed unanimously.

Session was called to order at 8:29 pm.

Present: Kevin Mueller, Alisha Reis, Amanda Kneer, Jeffrey Green, Peter Marshall, Katrina Harms.

Susan Schneider was present via phone.

Executive meeting adjourned at 9:09pm

J. ADJOURNMENT

NEXT REGULAR MEETING:

January 20, 2015 6:30 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.

The NDDA Board of Trustees meeting packets and agendas are prepared on Friday before the Wednesday meetings and are available on the NDDA website, www.nederlanddowntown.org. Copies of the agendas and meeting packet are available at no cost via email from cindydowning0@gmail.com. The information is reviewed and studied by the Board members, eliminating lengthy discussions to gain basic understanding. Short discussion on agenda items does not reflect lack of thought or analysis.