

Town Of Nederland  
NEDERLAND DOWNTOWN DEVELOPMENT  
AUTHORITY

NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466

Multi-Purpose Room

January 21, 2015 @ 6:30 pm

MEETING MINUTES

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A. CALL TO ORDER:

Meeting convened at 6:32 pm

B. ROLL CALL

Present: Jeffrey Green, Katrina Harms, Karina Luscher, Peter Marshall, Kevin Mueller

Amanda Kneer arrived at 6:42 pm

Absent: Susan Schneider had an excused absence

Also Present: Town Administrator Alisha Reis, Treasurer Eva Forberger, Town Intern Alexander Armani-Munn

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

No public comments

D. CONSENT AGENDA

1. Approval of the meeting minutes from the December 17, 2014 meeting-Cindy -Secretary

Motion to approve the meeting minutes made by Jeffrey Green seconded by Peter Marshall. Motion passed unanimously.

2. Approval of Warrants-Eva Forberger- Treasurer

Motion to approve warrants made by Jeffrey Green seconded by Peter Marshall. Motion passed unanimously

E. INFORMATIONAL ITEMS

1. Treasurer's Report - Eva Forberger

Forberger reported that the DCI budget has been approved so the first meeting with the DCI and the Board will on January 29 during the day. Time and location is to be determined.

## 2. Update on Business Events/Master Plan - Alexander Armani-Munn

Alexander would like thoughts and impressions from the Board in regards to the event.

Karina Harms would like to get more people from outside the DDA and perhaps even beyond business owners such residents and visitors to come to an event. Harms would also like to reach out to the people who have not been attending the events.

Peter Marshall said that good connections and networking are valuable with these events.

Amanda Kneer likes the idea that some new people went to the second event. Kneer said a phone call to the businesses would be good to remind people. Kneer likes the momentum but she feels like the events should not be too structured until the Board starts meeting with DCI and getting input on ideas for future events.

Jeffrey Green said the events should continue and the DDA needs to reach out to additional people. Green said more people will come to the events if they happen on a regular basis.

Kevin Mueller thinks it is good to get the input and even judgment from the public. Mueller suggests that every board member reach out personally to a business or property owner to invite them for the next event. Mueller feels the events are successful if more people understand the DDA, and he would like Envision 2020 to be discussed at the events.

Alexander Armani-Munn said it is important to stick to the Comprehensive Plan and Envision 2020 and use those as a foundation.

Katrina Harms asked the Board for volunteers to serve on an event committee. Alexander Armani-Munn, Amanda Kneer, and Katrina Harms volunteer to serve on the committee.

## 3. Update on Marketing and Tourism Grant projects - Alexander Armani-Munn

Munn reported that he found a company in Louisville named Kiosk Information Systems that has the best price for the product they are looking for. Alex will be speaking with them on the phone on Friday, January 20 to nail out specifics. Munn is hoping to begin the purchasing process next week so the kiosk can be installed by April or May before the tourist season begins.

Mun also reported that he has been working with Xcel on utility pole banners and has submitted a request for 6 poles. There are poles located at the roundabout and the library. Mun is also going to do some outreach to see if some banners can be hung at local businesses.

Munn said he has started to put together an outline for the online media kit and will be working on the regional marketing. Munn has prepared an RFQ for a web audit to get some strategies for improvement and will be reporting to the BOT at the February 3 meeting.

#### 4. Update on NedPeds Project-Alisha Reis

Reis reported that they would like to re-bid the first week of February, and hope to contract in April. Reis said her and Kevin Mueller are working on an RFQ for owners representation.

#### 5. Building Codes in the Commercial District-Alisha Reis

Reis provided a memo. Alisha has included in the memo links and information on how to get more information on various codes.

#### 6. Update on DCI Technical Assistance program

The DCI is planning on meeting with the DDA on January 29.

### F. ACTION ITEMS

No action items for this meeting

### G. DISCUSSION ITEMS

#### 1. NDDA Sustainability Action Plan items

This item includes 160 things that Joe Geirlach has talked about, which includes preliminary engineering for the Lakeview Project. This list is developed by the sustainability coordinator who was hired by the Town. This will be discussed further at the joint meeting between the BOT and the DDA.

#### 2. Rules of Procedure review and edit

This item was tabled until the next meeting

### H. OTHER BUSINESS

Katrina makes a request that the BOT should discuss putting in a sign on First Street where people have been getting tickets for parking illegally.

### I. ADJOURNMENT

Motion to adjourn made by Amanda Kneer seconded by Karina Luscher. Motion passed unanimously. Meeting adjourned at 8:04pm

### NEXT REGULAR MEETING:

February 18, 2015 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](http://www.nederlanddowntown.org). Copies of the agendas and meeting packet are available at no cost via email from [cindydowning0@gmail.com](mailto: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.