

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Conference Room
April 22, 2015
DRAFT AGENDA

A. CALL TO ORDER

B. ROLL CALL

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

D. CONSENT AGENDA

1. Approval of Warrants-Eva Forberger-Treasurer
2. Approval of the March 18, 2015 Minutes-Cindy Downing-Secretary

E. INFORMATIONAL ITEMS

1. Treasurers Report-Eva Forberger-Treasurer
2. Update on NedPeds event - Karina/Alisha
3. Booth at 4th of July - Mandy

F. ACTION ITEMS

1. Review proposals and select a vendor for flower bed and planter design and maintenance.

G. DISCUSSION ITEMS

1. EDTF Citizen Satisfaction Survey
2. DCI Tech Assist Day
3. Outreach Process and Schedule

H. OTHER BUSINESS

I. ADJOURNMENT

NEXT REGULAR MEETING:

May 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.

Town of Nederland
Council Approval Report
(Council Approval Report)

| Vendor | | InvoiceNumber | Date | Description | Due Date | Invoice Amt | Approved Amt | Account Number | Account Description | Budgeted \$ | YTD Balance |
|--|----------|------------------------|------|-------------|----------|-----------------|--------------|------------------------|---------------------|-------------|-------------|
| Downtown Development Fund | | | | | | | | | | | |
| The Roasted Toad, 229 Highway 119, Nederland, CO, 80466 | | | | | | | | | | | |
| 04.01.15 | 04/03/15 | meals for DDA workshop | | 04/03/15 | \$50.00 | \$50.00 | 70-75-5830 | Meals | \$1,000.00 | \$684.42 | |
| | | | | | | \$50.00 | | | | | |
| 213 Cindy Downing, PO Box 302, Nederland, CO, 80466 | | | | | | | | | | | |
| 2015-03 | 04/02/15 | DDA Secretary | | 04/12/15 | \$320.00 | \$320.00 | 70-75-5129 | DDA Secretary Services | \$3,600.00 | \$2,808.00 | |
| | | | | | | \$320.00 | | | | | |
| Total Downtown Development Fund | | | | | | \$370.00 | | | | | |
| Total Bills To Pay: | | | | | | \$370.00 | | | | | |

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT
AUTHORITY

NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466

Multi-Purpose Room

March 18, 2015 @ 6:30

DRAFT MEETING MINUTES

A. CALL TO ORDER

Meeting called to order at 6:34 pm

B. ROLL CALL

Present: Karina Luscher, Susan Schneider, Amanda Kneer, Katrina Harms, Peter Marshall

Absent: Kevin Mueller and Jeffrey Green

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

Ron Mitchell, 5 East First Street. Mitchell would like to know what the plan is for the flowers in the business district this summer.

Katrina Harms responded that there is no solid plan yet but they are going to be reconvening the flower committee soon. Harms also stated that the DDA is going to find someone to look at planting perennials versus annuals.

D. CONSENT AGENDA

1. Approval of the Meeting Minutes from the January 21, 2015 Meeting-Cindy Downing-Secretary

Motion to approve the meeting minutes from the January 21, 2015 meeting made by Amanda Kneer seconded by Peter Marshall. Motion approved unanimously.

Susan Schneider abstained since she was not at the January 21, 2015 meeting.

2. Approval of the Meeting Minutes from the February 18, 2015 Meeting-Cindy Downing-Secretary

Motion to approve the February 18, 2015 meeting minutes made by Amanda Kneer seconded by Susan Schneider. Motion passed unanimously.

3. Approval of Warrants-Eva Forberger-Treasurer

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

E. INFORMATIONAL ITEMS

1. Treasurers Report – Eva Forberger-Treasurer

In the packet, Forberger provided a new format for the financial reports. Forberger said with the new format, it will be easy to see the trends from month to month.

2. Star Rating System - Alexander Armani-Munn

Alex reported he has been going to various task forces and groups as well as Town administration and talking to those groups about how they are going to be using NedZero, which is our localized sustainability action plan, and the STAR community rating systems. Armani-Munn said they discussed how they interface, what our priorities are, and how their actions correspond with each group.

Armani clarified that the STAR is an acronym for Sustainability Tools for Assessing and Rating Communities. They look at different measures of sustainability, including: economic, environmental, and social.

There are 7 objective areas:

- Built environment
- Climate and Energy
- Education, arts and culture
- Economy and Jobs
- Empowerment
- Health systems
- Natural systems

Armani-Munn said STAR was launched as a nationwide program, and there are two main benefits:

1. The leverage it gives you in grant applications and the ability to attract funding.
2. The process and reporting. It's never less than a year long process, and for Nederland it will probably take two years. This provides a constant narrative so you know where you stand with projects.

There are 720 total points available. The highest rating you can get is 5 stars at 500. Nederland's goal is to get 3 stars at 300 points. Right now, Armani-Munn has reported on about 120 points worth of DDA related items. Armani-Munn said they have identified about 20 more items that will get us to 150 points. The reporting system is currently closed for review so he has not been able to report for 2 weeks. Once it is open he can report on the items within a week.

Armani-Munn said he is working on four STAR items that specifically relate to the DDA:

1. Formerly engage with the business community on a regular basis to improve conditions and address specific needs
2. Appoint an advisory body to provide recommendations and represent the business community in local decision making
3. Utilize tax incentives to retain or expand businesses including; property tax abatement, local sales tax rebates or tax increment financing,
4. Support business development activities in special investment zones such as business improvement districts, enterprise zones or other similar districts.

Armani-Munn said when he accesses the STAR system, he will be able to go into that data to see who reported it, and be able to contact that person directly. Otherwise, he meets with the task forces on a regular basis so he can keep up with what they are doing so he knows if they are working on a STAR specific item. If it's not NedZero, he can still communicate with them to get that data. NedZero is the priority rating system. When you go into NedZero to report on something, if it corresponds with STAR, if it is a relevant star item, Alex will get a notification.

Amanda Kneer volunteered to look at the lists.

Susan Schneider and Alexander Armani-Munn are going to work on compiling a list of volunteers for Nederland business retention development

F. ACTION ITEMS

No action items

G. DISCUSSION ITEMS

2. Technical Review – workshop follow-up and next steps-Katrina Harms

Katherine from DCI sent Katrina a couple of documents following the workshop the DDA and DCI had at the bank. She would like to know if there is anything in the documents that are inaccurate, especially in the document titled "Overview".

Susan Schneider wondered why the documents state that many business owners do not live in town.

Alisha Reis said that this is a misconception because many business owners live close to town in the community, but not in town limits.

Amanda Kneer feels this misconception might be due to confusion with

business owners and property owners.

Katrina Harms said she will provide a correction with DCI in regards to this matter.

DCI said the DDA was too worried about the Plan of Development and that it is all workable.

Katrina Harms would like input on Stakeholder Analysis: Is there anyone to add to this list that may not be on the list?

Susan Schneider suggested adding property owners and advisory boards.

Karina Luscher said there is so much going on at the middle school with a new principal that we should definitely focus on what they are doing. The middle school is just forming a committee for the redesign of the school with the money they were granted. Karina suggested that the DDA introduce themselves to them.

Katrina Harms would like to work on a brochure with the DDA vision statement.

Katrina would like a workshop before the next meeting to go over the Master Plan so they can go through this as a group. Harms also feels they should talk about the whole process. Perhaps start at 5:30 before the next meeting to discuss this in order to get Alexander Armani-Munn what he needs for the master plan update.

Armani-Munn suggests the workshop should concentrate on the next 6 months what the Board should focus on.

Katrina Harms said she would like the Board to decide what roles they would like rather than having DCI assign one to them.

Susan Schneider said is interested in walking around and talking to businesses personally and also suggested doing a public outreach before NedPeds construction starts.

It was decided by the Board that the workshop will be April 1st the community center

Harms Said the DCI will be doing Technical Review on May 4 and 5 or may 18 and 19.

H. OTHER BUSINESS

Alisha Reis gave an update on NedPeds and said they did get the requests for qualifications out again for the owners representative assistant. They will get this contract done before the actual construction contract so they can assist us with drumming up interest and helping finalizing the contract. They pulled that from the

over match amount so they were able able to get the approval from CDOT ahead of the IGA amendment so they can get started.. Then the put the per-ad out for owners rep and construction piece and they have had a lot of interest. They got approval from the BOT so that the Mayor can sign the IGA when it is ready and it does not have to go to the BOT again.

Pavers will be an option as well as the rock with the glazing will be 2 alternates to the concrete.

April 2 is the deadline for owners rep so it should run a good month ahead of the construction contract. Alisha is hopeful that someone might want to join the selection committee with her and Kevin Mueller

Karina Luscher volunteered to join the committee.

Armani Munn reviewed the NedPeds Owner Project Requirements-

Katrina Harms would like to know if they had any predetermined goals.

Armani-Munn responded that the following are some of the goals:

- Limiting the embodied energy of the project.
- Recycled and pervious materials
- EPA life principles for water
- Bio mimicry
- Embodied energy
- Mitigating storm water issues and flooding
- Improving connectivity and non motorized travel

Katrina suggests the Board review this and understand it. She advises to look at the NedPeds documents on the website.

Katrina Harms would like to know where the DDA should do the April After Hours?

It was suggested that it be at the Kathmandu. Cindy Downing will check with them to see if this is a possibility.

Katrina Harms said they will work on the budget at the May meeting.

Katrina Harms suggested they move the April 15 meeting to April 22 since it is tax day. It was decided by the DDA Board to move the meeting to April 22, 2015.

I. ADJOURNMENT

Motion to adjourn made by Susan Schneider seconded by Amanda Kneer. Meeting

adjourned at 8:38pm

NEXT REGULAR MEETING:

April 22, 2015 6:30pm at the Nederland Community Center Conference Room

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MEMORANDUM

To: Nederland Board of Trustees/NDDA
From: Eva Forberger, Treasurer
Date: April 15, 2015
Re: Treasurer's Report

General Fund

As of February 2015 revenue exceeded budget by \$43,768 primarily due to higher motor vehicle taxes and the sale of a police vehicle for \$28,000 (2012 Dodge RAM) that was not budgeted. Police and Public Works would like to use the funds from this sale and will present a plan to the Board of Trustees in the near future. Other revenue categories including property taxes, police fines, planning and zoning, and public works are ahead of or below budget primarily due to timing.

Expenditures were less than budget by \$19,403 primarily due to timing of expenses as well as savings from the timing of new hires related to the Police department. Year to date, expenses for law enforcement and grants were less than budget while Public Works was higher than budget. Law enforcement was less than budget due to the timing of new hires and Public Works was higher than budget primarily due to the timing of equipment maintenance and uniform expenses that were front-loaded for the year.

Community Center Fund

As of February 2015 revenue exceeded budget by \$4,898 primarily due to past due (2014) rents being paid in 2015 and higher Fitness Center revenue.

Expenditures were less than budget by \$6,013 primarily due to timing of many of the expenses. In particular, building and utility expenses are lower than budget by \$4,111.

Water Fund

As of February 2015 user fee revenue exceeded budget by \$3,383 primarily due to timing of usage as well as higher “other” charges. January accounted for late December usage as well as the entire month of January. “Other” charges include late fees, sale of supplies and other administrative charges (i.e. manual reads).

Expenditures were less than budget by \$9,532 primarily due to timing of purchases across various categories. In particular, office, equipment and supplies are lower than budget by \$4,893.

Capital Improvements reflects a credit balance due to a returned item related to the “current monitor streaming” project. It is anticipated additional expenses will come in for this project and these expenses will offset the credit balance.

Sewer Fund

As of February 2015 user fee revenue exceeded budget by \$585, or 3%, primarily due to timing of usage as discussed above.

Expenditures were less than budget by \$3,145 primarily due to timing of purchases across various categories.

DDA

As of February 2015 expenditures are less than budget by \$1,069 primarily due to timing of purchases across various categories. In particular, sidewalk snow removal was less than budget by \$547. The expenditures for February included:

- \$256 for DDA secretary
- \$200 for new audio recorder
- \$50 in rent to Community Center for meetings
- \$415 in sidewalk snow removal
- \$583 for admin allocation (treasurer/intern)

All of the above items were included in the DDA’s 2015 budget. Also note, there are \$474 in additional snow removal costs for January based on a payroll reconciliation.

Other: The Town has received approval for the Sustainability Grant from Boulder County. Letters are going out to business the week of April 13-17th. This grant program working with PACE will assist our business users in identify ways to be more water and energy efficient and provide rebates along those lines.

Additionally, the Town is communicating with summer gardeners regarding the option of having their sewer use be based on their average winter use. We have roughly 12 people who have shown interest.

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | MTD | Year To Date (YTD) | | | | Year to Date (YTD) | | | Full Year | |
|------------------------------------|-----------------|--------------------|------------------|-------------------------------|--------------|--------------------|-----------------------------------|--------------|------------------|------------------------|
| | ACTUALS | ACTUALS | BUDGET | <i>actuals vs. budget</i> | <i>% var</i> | PRIOR YEAR | <i>actuals vs. prior year</i> | <i>% var</i> | BUDGET | <i>% of Budget</i> |
| February 2015 | | | | | | | | | | |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | |
| <u>GENERAL FUND</u> | | | | | | | | | | |
| SALES TAX | - | - | - | - | - | 19 | (19) | -100% | 585,933 | 0% |
| PROPERTY TAX | 13,274 | 13,274 | 11,163 | 2,111 | 19% | 11,066 | 2,208 | 20% | 361,284 | 4% |
| USE TAX | 405 | 912 | 383 | 529 | 138% | 702 | 210 | 30% | 32,000 | 3% |
| OTHER TAXES AND FEES | 22,441 | 39,350 | 29,223 | 10,127 | 35% | 29,613 | 9,736 | 33% | 211,192 | 19% |
| PERMITS AND LICENSING | 868 | 3,460 | 2,531 | 930 | 37% | 4,094 | (634) | -15% | 24,845 | 14% |
| PLANNING & ZONING | 1,496 | 3,222 | 2,114 | 1,108 | 52% | 4,943 | (1,721) | -35% | 63,000 | 5% |
| COURTS | 224 | 394 | 776 | (383) | -49% | 780 | (386) | -50% | 4,200 | 9% |
| LAW ENFORCEMENT | 4,155 | 6,583 | 4,390 | 2,193 | 50% | 2,063 | 4,520 | 219% | 60,900 | 11% |
| PUBLIC WORKS | - | 100 | 1,702 | (1,602) | -94% | 1,200 | (1,100) | -92% | 4,000 | 2% |
| MISCELLANEOUS | 674 | 28,899 | 671 | 28,228 | 4205% | 432 | 28,468 | 6597% | 15,800 | 183% |
| GRANTS REVENUE | 17,127 | 17,127 | 16,600 | 527 | 3% | 20,571 | (3,444) | -17% | 335,500 | 5% |
| TOTAL GENERAL FUND REVENUE | 60,664 | 113,321 | 69,553 | 43,768 | 63% | 75,482 | 37,839 | 50% | 1,698,654 | 7% |
| BOARD OF TRUSTEES | 3,305 | 11,002 | 10,266 | (735) | -7% | 1,460 | (9,542) | -654% | 37,866 | 29% |
| ADMINISTRATION & FINANCE | 13,005 | 46,373 | 47,464 | 1,092 | 2% | 40,509 | (5,863) | -14% | 263,017 | 18% |
| CLERK'S OFFICE | 5,186 | 10,657 | 11,735 | 1,078 | 9% | 12,743 | 2,086 | 16% | 79,871 | 13% |
| PLANNING & ZONING | 3,852 | 8,519 | 8,025 | (495) | -6% | 15,035 | 6,515 | 43% | 93,328 | 9% |
| COURTS | 500 | 1,443 | 2,083 | 641 | 31% | 1,750 | 308 | 18% | 12,500 | 12% |
| LAW ENFORCEMENT | 30,733 | 60,546 | 75,032 | 14,486 | 19% | 49,449 | (11,097) | -22% | 524,455 | 12% |
| PUBLIC WORKS | 24,518 | 58,727 | 55,036 | (3,692) | -7% | 60,411 | 1,684 | 3% | 342,405 | 17% |
| PASS-THROUGHS | 587 | 698 | 550 | (148) | -21% | - | (698) | -100% | 3,300 | 21% |
| GRANT EXPENSE | 1,500 | 12,907 | 20,083 | 7,177 | 36% | 16,091 | 3,184 | 20% | 110,500 | 12% |
| CAPITAL EXPENDITURES | - | - | - | - | - | - | - | - | 250,000 | 0% |
| TOTAL GENERAL FUND EXPENSES | 83,186 | 210,872 | 230,275 | 19,403 | 8% | 197,448 | (13,424) | -7% | 1,717,242 | 12% |
| TOTAL REVENUES | 60,664 | 113,321 | 69,553 | 43,768 | 63% | 75,482 | 37,839 | 50% | 1,698,654 | 7% |
| TOTAL EXPENDITURES | 83,186 | 210,872 | 230,275 | 19,403 | 8% | 197,448 | (13,424) | -7% | 1,717,242 | 12% |
| NET CHANGE | (22,522) | (97,551) | (160,723) | | | (121,966) | | | (18,588) | |
| INTERFUND TRANSFER | - | - | - | | | - | | | (10,000) | |
| CHANGE IN FUND BALANCE | (22,522) | (97,551) | (160,723) | | | (121,966) | | | (28,588) | |
| FUND BEGINNING BALANCE | 538,849 | 538,849 | 538,849 | | | 340,001 | | | 538,849 | |
| FUND ENDING BALANCE | 516,326 | 441,298 | 378,126 | | | 218,035 | | | 510,261 | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| February 2015 <i>Preliminary and Unaudited</i> | MTD | Year To Date (YTD) | | | | Year to Date (YTD) | | | Full Year | |
|--|---------------|--------------------|----------------|-------------------------------|--------------|--------------------|-----------------------------------|--------------|------------------|------------------------|
| | ACTUALS | ACTUALS | BUDGET | <i>actuals vs. budget</i> | <i>% var</i> | PRIOR YEAR | <i>actuals vs. prior year</i> | <i>% var</i> | BUDGET | <i>% of Budget</i> |
| General Fund Expense by Category | | | | | | | | | | |
| Personnel Expenses | 69,405 | 138,039 | 153,159 | (15,120) | -10% | 118,227 | (19,812) | -17% | 984,964 | 14% |
| Professional Services | 6,286 | 13,561 | 13,054 | 507 | 4% | 26,768 | 13,207 | 49% | 175,320 | 8% |
| Building Expenses | 2,322 | 6,508 | 8,117 | (1,609) | -20% | 4,554 | (1,954) | -43% | 48,700 | 13% |
| Utility Expenses | 2,034 | 3,182 | 5,749 | (2,567) | -45% | 3,924 | 742 | 19% | 22,950 | 14% |
| Office Expenses | 2,151 | 3,926 | 2,213 | 1,714 | 77% | 1,678 | (2,249) | -134% | 20,476 | 19% |
| Equipment & Supplies | 7,390 | 24,068 | 21,667 | 2,401 | 11% | 25,560 | 1,493 | 6% | 130,000 | 19% |
| Other | 1,205 | 1,507 | 1,628 | (122) | -7% | 1,023 | (483) | -47% | 12,998 | 12% |
| Insurance (workers comp/prop casualty) | - | 22,159 | 21,286 | 873 | 4% | 18,187 | (3,972) | -22% | 85,145 | 26% |
| Professional Development | 2,060 | 3,434 | 2,623 | 811 | 31% | 518 | (2,916) | -563% | 15,737 | 22% |
| Capital/Lease Payments | - | - | - | - | | 4,483 | 4,483 | 100% | 250,000 | 0% |
| Pass-Through | 587 | 698 | 550 | 148 | 27% | - | (698) | | 3,300 | 21% |
| Grant Expenses | 1,500 | 12,907 | 20,083 | (7,177) | -36% | 16,091 | 3,184 | 20% | 110,500 | 12% |
| Board of Trustees (ex. Personnel Expenses) | 2,388 | 9,166 | 8,430 | 736 | 9% | 1,460 | (7,706) | -528% | 26,850 | 34% |
| Administration Allocation | (14,141) | (28,283) | (28,283) | - | | (25,025) | 3,258 | -13% | (169,698) | 17% |
| Total | 83,186 | 210,872 | 230,275 | (19,403) | -8% | 197,448 | (13,424) | -7% | 1,717,242 | 12% |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

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|--|----------------|--------------------|-----------------|-------------------------------|--------------|--------------------|-----------------------------------|--------------|-----------------|------------------------|
| | ACTUALS | ACTUALS | BUDGET | <i>actuals vs. budget</i> | <i>% var</i> | PRIOR YEAR | <i>actuals vs. prior year</i> | <i>% var</i> | BUDGET | <i>% of Budget</i> |
| February 2015 | | | | | | | | | | |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | |
| COMMUNITY CENTER | | | | | | | | | | |
| <u>Operating Revenue</u> | | | | | | | | | | |
| Fitness Center | 3,656 | 9,704 | 8,708 | 995 | 11% | 2,302 | 7,402 | 322% | 46,250 | 21% |
| Rental Income | 6,472 | 12,569 | 8,667 | 3,902 | 45% | 2,662 | 9,907 | 372% | 52,000 | 24% |
| Flood Insurance/FEMA Assistance | - | - | - | - | | - | 0 | | 479,375 | 0% |
| Donations/Grants | - | - | - | - | | 550 | (550) | -100% | - | |
| Total Revenue | 10,128 | 22,273 | 17,375 | 4,898 | 28% | 5,514 | 16,759 | 304% | 577,625 | 4% |
| <u>Operating Expenses</u> | | | | | | | | | | |
| Personnel | 7,795 | 15,395 | 16,641 | 1,246 | 7% | 10,287 | (5,108) | -50% | 107,431 | 14% |
| Professional Services | 184 | 446 | 375 | (71) | -19% | 4,580 | 4,134 | 90% | 2,250 | 20% |
| Building | 575 | 1,256 | 4,300 | 3,044 | 71% | 2,711 | 1,456 | 54% | 25,800 | 5% |
| Utilities | 2,552 | 3,530 | 4,597 | 1,067 | 23% | 4,717 | 1,187 | 25% | 27,300 | 13% |
| Office | 466 | 905 | 583 | (321) | -55% | 1,441 | 536 | 37% | 3,500 | 26% |
| Equipment & Supplies | 35 | 63 | 958 | 895 | 93% | 1,153 | 1,089 | 95% | 5,750 | 1% |
| Professional Development | - | 5 | 158 | 153 | 97% | 431 | 426 | 99% | 950 | 1% |
| Administration Allocation | 1,926 | 3,852 | 3,852 | - | 0% | 3,201 | (650) | -20% | 23,110 | 17% |
| Total Expenses | 13,533 | 25,452 | 31,465 | 6,013 | 19% | 28,522 | 3,071 | 11% | 196,091 | 13% |
| OPERATING INCOME | (3,405) | (3,179) | (14,090) | 10,910 | -77% | (23,008) | 19,829 | -86% | 381,534 | |
| <u>OTHER REVENUES AND EXPENDITURES</u> | | | | | | | | | | |
| Sales Tax Receipts | - | - | - | - | | 7 | (7) | -100% | 216,744 | 0% |
| Capital Expenditures | - | - | - | - | | - | - | | 545,000 | 0% |
| Debt Service | - | - | - | - | | - | - | | 102,000 | 0% |
| TOTAL REVENUES | 10,128 | 22,273 | 17,375 | 4,898 | 28% | 5,521 | 16,751 | 303% | 794,369 | 3% |
| TOTAL EXPENDITURES (Cash) | 13,533 | 25,452 | 31,465 | 6,013 | 19% | 28,522 | 3,071 | 11% | 843,091 | 3% |
| CHANGE IN FUND BALANCE | (3,405) | (3,179) | (14,090) | | | (23,001) | | | (48,722) | |
| FUND, BEGINNING BALANCE | 108,642 | 108,642 | 108,642 | | | 9,392 | | | 108,642 | |
| FUND, ENDING BALANCE | 105,237 | 105,463 | 94,552 | | | (13,609) | | | 59,920 | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| February 2015 <i>Preliminary and Unaudited</i> | MTD | Year To Date (YTD) | | | | Year to Date (YTD) | | | Full Year | |
|--|-----------------|--------------------|------------------|-------------------------------|--------------|--------------------|-----------------------------------|--------------|-------------------|------------------------|
| | ACTUALS | ACTUALS | BUDGET | <i>actuals vs. budget</i> | <i>% var</i> | PRIOR YEAR | <i>actuals vs. prior year</i> | <i>% var</i> | BUDGET | <i>% of Budget</i> |
| WATER | | | | | | | | | | |
| OPERATIONS | | | | | | | | | | |
| Operating Revenues | \$ 8,878 | \$ 17,491 | \$ 14,108 | 3,383 | 24% | \$ 13,734 | 3,757 | 27% | \$ 382,750 | 5% |
| <u>Operating Expenses</u> | | | | | | | | | | |
| Personnel | 10,861 | 20,296 | 20,886 | 590 | 3% | 21,367 | 1,071 | 5% | 133,419 | 15% |
| Professional Services | 699 | 1,696 | 4,125 | 2,429 | 59% | 8,711 | 7,015 | 81% | 32,250 | 5% |
| Building | 274 | 381 | 458 | 77 | 17% | 191 | (190) | -99% | 5,250 | 7% |
| Utilities | 2,361 | 3,092 | 4,770 | 1,678 | 35% | 4,551 | 1,459 | 32% | 30,000 | 10% |
| Office | 317 | 2,453 | 4,620 | 2,167 | 47% | 1,431 | (1,021) | -71% | 11,800 | 21% |
| Equipment & Supplies | 5,605 | 7,774 | 10,500 | 2,726 | 26% | 4,653 | (3,121) | -67% | 64,200 | 12% |
| Professional Development | 254 | 1,719 | 1,583 | (135) | -9% | 2,441 | 722 | 30% | 9,500 | 18% |
| Administration Allocation | 5,496 | 10,991 | 10,991 | - | 0% | 9,779 | (1,212) | -12% | 65,948 | 17% |
| Total Expenditures | 25,866 | 48,402 | 57,934 | 9,532 | 16% | 53,124 | 4,722 | 9% | 352,367 | 14% |
| Revenue minus Expenditures | (16,989) | (30,911) | (43,826) | 12,915 | -29% | (39,390) | 8,479 | -22% | 30,383 | |
| OTHER SOURCES OF CASH | | | | | | | | | | |
| Sales Tax | - | (0) | - | (0) | | 5 | (5) | -100% | 144,496 | 0% |
| PIF Fees | - | - | 4,000 | (4,000) | -100% | - | 0 | | 24,000 | 0% |
| Interest Income | 544 | 1,159 | 1,333 | (174) | -13% | 1,531 | (371) | -24% | 8,000 | 14% |
| Other | - | - | - | - | | - | 0 | | - | |
| Grant Revenue | - | - | - | - | | - | - | | - | |
| TOTAL | 544 | 1,159 | 5,333 | (4,174) | -78% | 1,535 | (376) | -25% | 176,496 | 1% |
| OTHER EXPENDITURES | | | | | | | | | | |
| Debt Service | - | - | - | - | | - | 0 | | 147,629 | 0% |
| Capital Improvements | 60,947 | 49,972 | 54,250 | 4,278 | 8% | 3,364 | 46,608 | 1386% | 280,500 | 18% |
| Grant Expenses | - | - | - | - | | - | 0 | | - | #DIV/0! |
| <u>Non Cash Items</u> | | | | | | | | | | |
| Depreciation | - | - | - | - | | - | - | | 243,000 | |
| Capital Contra | - | - | - | - | | - | - | | (280,500) | |
| Debt Contra | - | - | - | - | | - | - | | (104,713) | |
| TOTAL REVENUES | \$ 9,421 | \$ 18,650 | \$ 19,441 | (791) | -4% | \$ 15,270 | 3,381 | 22% | \$ 559,246 | |
| TOTAL EXPENDITURES (Cash) | 86,813 | 98,373 | 112,184 | 13,810 | 12% | 56,488 | (41,886) | -74% | 780,496 | |
| TOTAL EXPENDITURES (Full Accrual) | 86,813 | 98,373 | 112,184 | 13,810 | 12% | 56,488 | (41,886) | -74% | 638,283 | |
| Net Change in Net Assets | (77,392) | (79,723) | (92,742) | | | (41,218) | | | (79,037) | |
| Debt Covenant (SB >1.1) | | | | | | | | | 1.40 | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | MTD | Year To Date (YTD) | | | | Year to Date (YTD) | | | Full Year | |
|--|-----------------|--------------------|------------------|-------------------------------|--------------|--------------------|-----------------------------------|--------------|-------------------|------------------------|
| | ACTUALS | ACTUALS | BUDGET | <i>actuals vs. budget</i> | <i>% var</i> | PRIOR YEAR | <i>actuals vs. prior year</i> | <i>% var</i> | BUDGET | <i>% of Budget</i> |
| February 2015 | | | | | | | | | | |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | |
| SEWER OPERATIONS | | | | | | | | | | |
| Operating Revenues | \$ 9,870 | \$ 19,917 | \$ 19,332 | 585 | 3% | \$ 17,923 | 1,994 | 11% | \$ 445,001 | 4% |
| Operating Expenses | | | | | | | | | | |
| Personnel | 10,861 | 20,296 | 20,280 | (16) | 0% | 21,367 | (1,071) | -5% | 133,419 | 15% |
| Professional Services | 596 | 1,613 | 5,788 | 4,174 | 72% | 10,161 | (8,547) | -84% | 53,750 | 3% |
| Building | 239 | 486 | 700 | 214 | 31% | 2,114 | (1,628) | -77% | 4,200 | 12% |
| Utilities | 3,352 | 4,459 | 5,584 | 1,126 | 20% | 5,994 | (1,535) | -26% | 44,200 | 10% |
| Office | 48 | 80 | 797 | 717 | 90% | 415 | (335) | -81% | 5,630 | 1% |
| Equipment & Supplies | 8,707 | 14,727 | 11,436 | (3,291) | -29% | 11,403 | 3,323 | 29% | 68,613 | 21% |
| Professional Development | 650 | 1,320 | 1,542 | 221 | 14% | 224 | 1,096 | 489% | 9,250 | 14% |
| Administration Allocation | 6,137 | 12,273 | 12,273 | (0) | 0% | 10,961 | 1,312 | 12% | 73,640 | 17% |
| Total Expenditures | 30,590 | 55,254 | 58,399 | 3,145 | 5% | 62,639 | (7,385) | -12% | 392,702 | 14% |
| PROFIT /LOSS FROM OPERATIONS | (20,720) | (35,337) | (39,067) | | | (44,715) | | | 52,299 | |
| OTHER SOURCES OF CASH | | | | | | | | | | |
| Sales Tax | - | - | - | - | | 5 | (5) | -100% | 144,496 | 0% |
| PIF Fees | - | - | 4,667 | (4,667) | -100% | - | 0 | | 28,000 | 0% |
| Interest Income | 53 | 116 | 167 | (51) | -31% | 100 | 16 | 16% | 1,000 | 12% |
| Other | - | - | - | - | | - | 0 | | 17,300 | 0% |
| Grant Revenue | - | - | - | - | | - | 0 | | - | |
| TOTAL | 53 | 116 | 4,833 | (4,718) | -98% | 105 | 11 | 11% | 190,796 | 0% |
| OTHER EXPENDITURES | | | | | | | | | | |
| Debt Service | - | 61,379 | 58,793 | (2,585) | -4% | 59,391 | (1,988) | -3% | 216,836 | 28% |
| Capital Improvements | 11 | 11 | - | (11) | | 20,181 | 20,171 | 100% | 130,000 | 0% |
| Non Cash Items | | | | | | | | | | |
| Depreciation | - | - | - | - | | - | - | | 255,000 | |
| Capital Contra | - | - | - | - | | - | - | | (130,000) | |
| Amortization | - | - | - | - | | - | - | | (1,946) | |
| Debt Contra | - | - | - | - | | - | - | | (181,956) | |
| TOTAL REVENUES | \$ 9,923 | \$ 20,033 | \$ 24,165 | (4,132) | -17% | \$ 18,028 | 2,005 | 11% | \$ 635,797 | |
| TOTAL EXPENDITURES (Cash) | 30,601 | 116,643 | 117,192 | 549 | 0% | 142,211 | 25,568 | 18% | 739,538 | |
| TOTAL EXPENDITURES (Full Accrual) | 30,601 | 116,643 | 117,192 | 549 | | 142,211 | 25,568 | 18% | 680,636 | |
| Net Change in Net Assets | (20,677) | (96,611) | (93,027) | | | (124,183) | | | (44,839) | |
| Debt Covenant (SB >1.1) | | | | | | | | | 1.12 | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | MTD | Year To Date (YTD) | | | | Year to Date (YTD) | | | Full Year | |
|--|----------------|--------------------|----------------|-------------------------------|--------------|--------------------|-----------------------------------|--------------|------------------|------------------------|
| | ACTUALS | ACTUALS | BUDGET | <i>actuals vs. budget</i> | <i>% var</i> | PRIOR YEAR | <i>actuals vs. prior year</i> | <i>% var</i> | BUDGET | <i>% of Budget</i> |
| February 2015 | | | | | | | | | | |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | |
| <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> | | | | | | | | | | |
| Taxes | 2,876 | 2,876 | 1,698 | 1,177 | 69% | 1,604 | 1,272 | 79% | 19,300 | 15% |
| Intergovernmental | - | - | - | - | - | - | 0 | - | 626,000 | 0% |
| Loan Proceeds | 13,000 | 13,000 | 13,000 | - | 0% | - | 13,000 | - | 353,000 | 4% |
| Miscellaneous | - | - | - | - | - | - | 0 | - | - | - |
| Interest | 16 | 48 | 45 | 3 | 7% | 40 | 7 | 18% | 350 | 14% |
| TOTAL REVENUE | 15,892 | 15,923 | 14,743 | 1,181 | 8% | 1,644 | 14,279 | 869% | 998,650 | 2% |
| Personnel | 256 | 472 | 600 | 128 | 21% | 250 | (222) | -89% | 3,600 | 13% |
| Website | - | - | 400 | 400 | 100% | - | - | - | 2,400 | 0% |
| Legal | - | - | 83 | 83 | 100% | - | - | - | 500 | 0% |
| Master Plan Update | - | 2,000 | 2,000 | - | 0% | - | (2,000) | - | 15,000 | 13% |
| Tax Collection | 41 | 41 | 23 | (19) | -84% | 21 | (20) | -98% | 270 | 15% |
| Office | 252 | 322 | 308 | (13) | -4% | - | (322) | - | 1,900 | 17% |
| Meals/Entertainment | 69 | 266 | 167 | (99) | -59% | - | (266) | - | 1,000 | 27% |
| Professional Development | - | - | 42 | 42 | 100% | - | - | - | 1,000 | 0% |
| Sidewalk Maintenance | 415 | 953 | 1,500 | 547 | 36% | 187 | (767) | -411% | 4,000 | 24% |
| Downtown Beautification | - | - | - | - | - | - | - | - | 4,000 | 0% |
| Fireworks | - | 1,000 | 1,000 | - | 0% | - | (1,000) | - | 1,000 | 100% |
| Other | - | - | - | - | - | - | - | - | - | - |
| Administration Allocation | 583 | 1,167 | 1,167 | 0 | 0% | 1,083 | (83) | -8% | 7,000 | 17% |
| Capital | - | - | - | - | - | 1,387 | 1,387 | 100% | 1,004,731 | 0% |
| TOTAL EXPENDITURES | 1,617 | 6,220 | 7,289 | 1,069 | 15% | 2,927 | (3,293) | -112% | 1,046,401 | 1% |
| TOTAL REVENUES | 15,892 | 15,923 | 14,743 | 1,181 | 8% | 1,644 | 14,279 | 869% | 998,650 | 2% |
| TOTAL EXPENDITURES | 1,617 | 6,220 | 7,289 | 1,069 | 15% | 2,927 | (3,293) | -112% | 1,046,401 | 1% |
| NET CHANGE | 14,275 | 9,703 | 7,453 | | | (1,284) | | | (47,751) | |
| INTERFUND TRANSFER | - | - | - | | | - | | | 10,000 | |
| CHANGE IN FUND BALANCE | 14,275 | 9,703 | 7,453 | | | (1,284) | | | (37,751) | |
| FUND, BEGINNING BALANCE | 41,708 | 41,708 | 41,708 | | | 52,702 | | | 41,708 | |
| FUND, ENDING BALANCE | 55,983 | 51,411 | 49,161 | | | 51,418 | | | 3,957 | |
| <u>TIF FUNDING</u> | | | | | | | | | | |
| TIF REVENUE | 23,257 | 23,257 | 11,498 | 11,759 | 102% | 10,825 | 12,431 | 115% | 150,000 | 16% |
| Tax Collection | 349 | 349 | 176 | (173) | -98% | 162 | (186) | -115% | 2,295 | 15% |
| Debt Service | 8,138 | 16,277 | 16,276 | (1) | 0% | 17,093 | 816 | 5% | 261,000 | 6% |
| TIF CHANGE IN FUND BALANCE | 14,769 | 6,631 | (4,954) | | | (6,430) | | | (113,295) | |
| FUND, BEGINNING BALANCE | 147,869 | 147,869 | 147,869 | | | 118,363 | | | 147,869 | |
| FUND, ENDING BALANCE | 162,638 | 154,500 | 142,915 | | | 111,933 | | | 34,574 | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|------------------------------------|-----------------|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| February 2015 | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | | | |
| GENERAL FUND | | | | | | | | | | | | |
| SALES TAX | - | - | | | | | | | | | | |
| PROPERTY TAX | - | 13,274 | | | | | | | | | | |
| USE TAX | 507 | 405 | | | | | | | | | | |
| OTHER TAXES AND FEES | 16,909 | 22,441 | | | | | | | | | | |
| PERMITS AND LICENSING | 2,592 | 868 | | | | | | | | | | |
| PLANNING & ZONING | 1,726 | 1,496 | | | | | | | | | | |
| COURTS | 170 | 224 | | | | | | | | | | |
| LAW ENFORCEMENT | 2,428 | 4,155 | | | | | | | | | | |
| PUBLIC WORKS | 100 | - | | | | | | | | | | |
| MISCELLANEOUS | 28,225 | 674 | | | | | | | | | | |
| GRANTS REVENUE | - | 17,127 | | | | | | | | | | |
| TOTAL GENERAL FUND REVENUE | 52,657 | 60,664 | | | | | | | | | | |
| BOARD OF TRUSTEES | 7,696 | 3,305 | | | | | | | | | | |
| ADMINISTRATION & FINANCE | 33,368 | 13,005 | | | | | | | | | | |
| CLERK'S OFFICE | 5,471 | 5,186 | | | | | | | | | | |
| PLANNING & ZONING | 4,667 | 3,852 | | | | | | | | | | |
| COURTS | 943 | 500 | | | | | | | | | | |
| LAW ENFORCEMENT | 29,814 | 30,733 | | | | | | | | | | |
| PUBLIC WORKS | 34,209 | 24,518 | | | | | | | | | | |
| PASS-THROUGHS | 111 | 587 | | | | | | | | | | |
| GRANT EXPENSE | 11,407 | 1,500 | | | | | | | | | | |
| CAPITAL EXPENDITURES | - | - | | | | | | | | | | |
| TOTAL GENERAL FUND EXPENSES | 127,685 | 83,186 | | | | | | | | | | |
| TOTAL REVENUES | 52,657 | 60,664 | | | | | | | | | | |
| TOTAL EXPENDITURES | 127,685 | 83,186 | | | | | | | | | | |
| NET CHANGE | (75,029) | (22,522) | | | | | | | | | | |
| INTERFUND TRANSFER | - | - | | | | | | | | | | |
| CHANGE IN FUND BALANCE | (75,029) | (22,522) | | | | | | | | | | |
| FUND BEGINNING BALANCE | 538,849 | 538,849 | | | | | | | | | | |
| FUND ENDING BALANCE | 463,820 | 516,326 | | | | | | | | | | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|----------------|---------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| February 2015 | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | | | |
| General Fund Expense by Category | | | | | | | | | | | | |
| Personnel Expenses | 68,634 | 69,405 | | | | | | | | | | |
| Professional Services | 7,275 | 6,286 | | | | | | | | | | |
| Building Expenses | 4,186 | 2,322 | | | | | | | | | | |
| Utility Expenses | 1,148 | 2,034 | | | | | | | | | | |
| Office Expenses | 1,775 | 2,151 | | | | | | | | | | |
| Equipment & Supplies | 16,678 | 7,390 | | | | | | | | | | |
| Other | 301 | 1,205 | | | | | | | | | | |
| Insurance (workers comp/prop casualty) | 22,159 | - | | | | | | | | | | |
| Professional Development | 1,373 | 2,060 | | | | | | | | | | |
| Capital/Lease Payments | - | - | | | | | | | | | | |
| Pass-Through | 111 | 587 | | | | | | | | | | |
| Grant Expenses | 11,407 | 1,500 | | | | | | | | | | |
| Board of Trustees (ex. Personnel Expenses) | 6,779 | 2,388 | | | | | | | | | | |
| Administration Allocation | (14,141) | (14,141) | | | | | | | | | | |
| Total | 127,685 | 83,186 | | | | | | | | | | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|----------------|----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| February 2015 | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | | | |
| <u>COMMUNITY CENTER</u> | | | | | | | | | | | | |
| <u>Operating Revenue</u> | | | | | | | | | | | | |
| Fitness Center | 6,048 | 3,656 | | | | | | | | | | |
| Rental Income | 6,097 | 6,472 | | | | | | | | | | |
| Flood Insurance/FEMA Assistance | - | - | | | | | | | | | | |
| Donations/Grants | - | - | | | | | | | | | | |
| Total Revenue | 12,145 | 10,128 | | | | | | | | | | |
| <u>Operating Expenses</u> | | | | | | | | | | | | |
| Personnel | 7,600 | 7,795 | | | | | | | | | | |
| Professional Services | 262 | 184 | | | | | | | | | | |
| Building | 681 | 575 | | | | | | | | | | |
| Utilities | 978 | 2,552 | | | | | | | | | | |
| Office | 439 | 466 | | | | | | | | | | |
| Equipment & Supplies | 28 | 35 | | | | | | | | | | |
| Professional Development | 5 | - | | | | | | | | | | |
| Administration Allocation | 1,926 | 1,926 | | | | | | | | | | |
| Total Expenses | 11,919 | 13,533 | | | | | | | | | | |
| OPERATING INCOME | 225 | (3,405) | | | | | | | | | | |
| <u>OTHER REVENUES AND EXPENDITURES</u> | | | | | | | | | | | | |
| Sales Tax Receipts | - | - | | | | | | | | | | |
| Capital Expenditures | - | - | | | | | | | | | | |
| Debt Service | - | - | | | | | | | | | | |
| TOTAL REVENUES | 12,145 | 10,128 | | | | | | | | | | |
| TOTAL EXPENDITURES (Cash) | 11,919 | 13,533 | | | | | | | | | | |
| CHANGE IN FUND BALANCE | 225 | (3,405) | | | | | | | | | | |
| FUND, BEGINNING BALANCE | 108,642 | 108,642 | | | | | | | | | | |
| FUND, ENDING BALANCE | 108,867 | 105,237 | | | | | | | | | | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|-----------------|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| February 2015 | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | | | |
| <u>WATER</u> | | | | | | | | | | | | |
| <u>OPERATIONS</u> | | | | | | | | | | | | |
| Operating Revenues | \$ 8,613 | \$ 8,878 | | | | | | | | | | |
| <u>Operating Expenses</u> | | | | | | | | | | | | |
| Personnel | 9,435 | 10,861 | | | | | | | | | | |
| Professional Services | 997 | 699 | | | | | | | | | | |
| Building | 107 | 274 | | | | | | | | | | |
| Utilities | 731 | 2,361 | | | | | | | | | | |
| Office | 2,136 | 317 | | | | | | | | | | |
| Equipment & Supplies | 2,170 | 5,605 | | | | | | | | | | |
| Professional Development | 1,464 | 254 | | | | | | | | | | |
| Administration Allocation | 5,496 | 5,496 | | | | | | | | | | |
| Total Expenditures | 22,536 | 25,866 | | | | | | | | | | |
| Revenue minus Expenditures | (13,922) | (16,989) | | | | | | | | | | |
| <u>OTHER SOURCES OF CASH</u> | | | | | | | | | | | | |
| Sales Tax | (0) | - | | | | | | | | | | |
| PIF Fees | - | - | | | | | | | | | | |
| Interest Income | 616 | 544 | | | | | | | | | | |
| Other | - | - | | | | | | | | | | |
| Grant Revenue | - | - | | | | | | | | | | |
| TOTAL | 616 | 544 | | | | | | | | | | |
| <u>OTHER EXPENDITURES</u> | | | | | | | | | | | | |
| Debt Service | - | - | | | | | | | | | | |
| Capital Improvements | (10,975) | 60,947 | | | | | | | | | | |
| Grant Expenses | - | - | | | | | | | | | | |
| <u>Non Cash Items</u> | | | | | | | | | | | | |
| Depreciation | - | - | | | | | | | | | | |
| Capital Contra | - | - | | | | | | | | | | |
| Debt Contra | - | - | | | | | | | | | | |
| TOTAL REVENUES | \$ 9,229 | \$ 9,421 | | | | | | | | | | |
| TOTAL EXPENDITURES (Cash) | 11,560 | 86,813 | | | | | | | | | | |
| TOTAL EXPENDITURES (Full Accrual) | 11,560 | 86,813 | | | | | | | | | | |
| Net Change in Net Assets | (2,331) | (77,392) | | | | | | | | | | |
| Debt Covenant (SB >1.1) | | | | | | | | | | | | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|------------------|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS |
| February 2015 | | | | | | | | | | | | |
| <i>Preliminary and Unaudited</i> | | | | | | | | | | | | |
| SEWER OPERATIONS | | | | | | | | | | | | |
| Operating Revenues | \$ 10,047 | \$ 9,870 | | | | | | | | | | |
| Operating Expenses | | | | | | | | | | | | |
| Personnel | 9,435 | 10,861 | | | | | | | | | | |
| Professional Services | 1,017 | 596 | | | | | | | | | | |
| Building | 247 | 239 | | | | | | | | | | |
| Utilities | 1,107 | 3,352 | | | | | | | | | | |
| Office | 32 | 48 | | | | | | | | | | |
| Equipment & Supplies | 6,020 | 8,707 | | | | | | | | | | |
| Professional Development | 670 | 650 | | | | | | | | | | |
| Administration Allocation | 6,137 | 6,137 | | | | | | | | | | |
| Total Expenditures | 24,664 | 30,590 | | | | | | | | | | |
| PROFIT /LOSS FROM OPERATIONS | (14,618) | (20,720) | | | | | | | | | | |
| OTHER SOURCES OF CASH | | | | | | | | | | | | |
| Sales Tax | - | - | | | | | | | | | | |
| PIF Fees | - | - | | | | | | | | | | |
| Interest Income | 63 | 53 | | | | | | | | | | |
| Other | - | - | | | | | | | | | | |
| Grant Revenue | - | - | | | | | | | | | | |
| TOTAL | 63 | 53 | | | | | | | | | | |
| OTHER EXPENDITURES | | | | | | | | | | | | |
| Debt Service | 61,379 | - | | | | | | | | | | |
| Capital Improvements | - | 11 | | | | | | | | | | |
| Non Cash Items | | | | | | | | | | | | |
| Depreciation | - | - | | | | | | | | | | |
| Capital Contra | - | - | | | | | | | | | | |
| Amortization | - | - | | | | | | | | | | |
| Debt Contra | - | - | | | | | | | | | | |
| TOTAL REVENUES | \$ 10,109 | \$ 9,923 | | | | | | | | | | |
| TOTAL EXPENDITURES (Cash) | 86,043 | 30,601 | | | | | | | | | | |
| TOTAL EXPENDITURES (Full Accrual) | 86,043 | 30,601 | | | | | | | | | | |
| Net Change in Net Assets | (75,934) | (20,677) | | | | | | | | | | |
| Debt Covenant (SB >1.1) | | | | | | | | | | | | |

**TOWN OF NEDERLAND
2015 FINANCIAL REPORT**

February 2015

Preliminary and Unaudited

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|----------------|----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS | ACTUALS |
| <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> | | | | | | | | | | | | |
| Taxes | - | 2,876 | | | | | | | | | | |
| Intergovernmental | - | - | | | | | | | | | | |
| Loan Proceeds | - | 13,000 | | | | | | | | | | |
| Miscellaneous | - | - | | | | | | | | | | |
| Interest | 32 | 16 | | | | | | | | | | |
| TOTAL REVENUE | 32 | 15,892 | | | | | | | | | | |
| Personnel | 216 | 256 | | | | | | | | | | |
| Website | - | - | | | | | | | | | | |
| Legal | - | - | | | | | | | | | | |
| Master Plan Update | 2,000 | - | | | | | | | | | | |
| Tax Collection | - | 41 | | | | | | | | | | |
| Office | 70 | 252 | | | | | | | | | | |
| Meals/Entertainment | 197 | 69 | | | | | | | | | | |
| Professional Development | - | - | | | | | | | | | | |
| Sidewalk Maintenance | 538 | 415 | | | | | | | | | | |
| Downtown Beautification | - | - | | | | | | | | | | |
| Fireworks | 1,000 | - | | | | | | | | | | |
| Other | - | - | | | | | | | | | | |
| Administration Allocation | 583 | 583 | | | | | | | | | | |
| Capital | - | - | | | | | | | | | | |
| TOTAL EXPENDITURES | 4,604 | 1,617 | | | | | | | | | | |
| TOTAL REVENUES | 32 | 15,892 | | | | | | | | | | |
| TOTAL EXPENDITURES | 4,604 | 1,617 | | | | | | | | | | |
| NET CHANGE | (4,572) | 14,275 | | | | | | | | | | |
| INTERFUND TRANSFER | - | - | | | | | | | | | | |
| CHANGE IN FUND BALANCE | (4,572) | 14,275 | | | | | | | | | | |
| FUND, BEGINNING BALANCE | 41,708 | 41,708 | | | | | | | | | | |
| FUND, ENDING BALANCE | 37,136 | 55,983 | | | | | | | | | | |
| <u>TIF FUNDING</u> | | | | | | | | | | | | |
| TIF REVENUE | - | 23,257 | | | | | | | | | | |
| Tax Collection | - | 349 | | | | | | | | | | |
| Debt Service | 8,138 | 8,138 | | | | | | | | | | |
| TIF CHANGE IN FUND BALANCE | (8,138) | 14,769 | | | | | | | | | | |
| FUND, BEGINNING BALANCE | 147,869 | 147,869 | | | | | | | | | | |
| FUND, ENDING BALANCE | 139,731 | 162,638 | | | | | | | | | | |

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE:

INITIATED BY: Katrina

INFORMATION: ACTION: X OR DISCUSSION:

=====

AGENDA ITEM: Review proposals and select a vendor for flower bed and planter design and maintenance.

SUMMARY: The Town and DDA put out a joint RFP for a vendor to take care of the planters and flower boxes on town-owned property. The DDA and Town will split the cost 50/50 with the town covering water and watering seperately.

Inlcuded here is the RFP and the 3 proposals that were received by the due date of 4/20.

Note: E. Allen's quote should include an additional \$2805 for weekly maintenance.

RECOMMENDATIONS:

FINANCIAL CONSIDERATIONS: The DDA and Town will split the cost 50/50 with the town covering water and watering seperately. The DDA has \$4000 in its beatification budget line item. This line item covers plants and holiday lights.



The Town of Nederland and the Nederland DDA are looking for a proposal to take care of public planters, flower boxes and flower beds. The proposal should include recommendations for improving the planters, beds and boxes as well as using plants that are hardy, and if possible more native to this area and altitude and lower maintenance.

There are 8 round planters throughout downtown and flower beds at Town entry, Visitor Center parking lot box (across from Whistlers), Town Hall beds (2) and Town Hall kiosk bed. There are flower boxes on the Pedestrian Bridge and Visitor Center.

Sourcing and purchasing plants through local sources: Ace Hardware, Nederland Feed and Supply and Blue Owl, is preferred.

A walk through of the areas covered by this request is available upon request.

Please send your proposal, qualifications, and pricing to Town Hall by April 20, 2015.

Eva Forberger
Town of Nederland
45 W. 1st St.
PO Box 396
Nederland, CO 80466

MONDAY, APRIL 20, 2015 AT 11:20 AM



Town Planters with a Message

Proposal memo prepared for the Town of Nederland and the Nederland Downtown Development Authority. In response to the Town Flowerbed Request for Proposals

Attention: Eva Fortenberry

Prepared and submitted by and on behalf of Jesse Seavers

philosophical approach

If there are two things that we all have in common its our common love of beauty, and our need to eat. In Nederland we have an opportunity to grow and deepen into our common bond as a community. Our politics and town management have been historically blighted with petty feuds and selfish narrow-mindedness.

The current administration and recent versions of BOTs have begun to make significant and welcome corrections to that dysfunctional Nederland political and governmental history. As a result of these recent improvements, Nederland has been experiencing a renaissance over the past 5-10 years. This movement has brought national recognition and a steady improvement of our community, economy and an expansive understanding of our role within the larger Denver region and the world.

At the forefront of our philosophical progress over this recent renaissance period is sustainability. Our comprehensive plan and water treatment plant have been recognized for their sustainable innovations. Under the current leadership, our community has come together to craft an expansive vision for who we are and how we intend to grow together. We've updated our comprehensive plan, our master infrastructure plan, and a sustainability action plan. We've defined action items and placed them into an open-sourced platform for collective contributions.

With all the great progress we've made on the fronts of sustainable planning and leadership - as well as coming together as a community and working together constructively in these efforts - we are still faced with some significant planning and collaborative challenges. Two challenges are primary and at the forefront, related specifically to the opportunity we have before us: how we design our themed town planters.

Our goal with the planter design is to accomplish two distinct objectives. We want to demonstrate the native beauty, heartiness, and abundance of our mountain plants. We are excited by the opportunity to cultivate a sense of pride and dignity for beauty in a publicly built and managed environment. And we know that investing in the beauty of our public spaces encourages a local pride of place, stewardship for our collective environment, and a welcoming environment to our out-of-town guests.

The second of our two goals is to advance a discussion item related to sustainability. You see, with all the sustainability planning and execution progress we've made in recent years, we still have a large and glaring vacancy with regard to our ability to establish a sustainable way of life in the mountains.

Our big missing link related to sustainability at the moment is our lack of any locally produced food. Many argue that growing food in the mountains isn't feasible. Meanwhile, town leadership (BOT and Town Hall) struggle to skillfully integrate a growing economic sector into our economy and society. This growing sector is the marijuana growing sector. Nederland is historically a pro-pot economy. However, recent challenges with the occupation and occasional destruction of much needed housing for grow operations have called to question some of Nederland's historically held liberal

orientation to pot production.

So if we take a step back we can see that we have the necessary ingredients to accomplish two goals at once. On one hand, we can benefit from a local food producing economy. On the other hand, we're trying to skillfully integrate the growing pot growing industry.

I don't presume to know the details of how this conversation should or will go, but I do know that it is the right conversation for us to have as a community. The question is, how can we incentivize food crops and support the growing pot industry in a way that is agreeable and healthy for our community?

This brings us to the second set of goals with regard to the design and management of the town public planters. We would like to integrate native pollinators and mountain-hardy edible plants with mountain ornamentals to stimulate our collective conversations and consideration of local food production. In addition to stimulating the right thinking and discussion of local food production, the integration of food provides a learning opportunity and proof of concept for mountain edible planting and growing. Additionally, with informational cards about the choice of plantings, an integrative collection of ornamentals and edibles offers both attractive elegance and free food for the public to enjoy as a symbolic gesture of offering and sharing. This sends a message of love and kindness toward the public and is a small effort to cultivate good will, strong community, and sustainable and dignified mountain living.

practical execution

- Soil amendments will be sourced from NedCompost - Nederland's hometown composting program, which sustainably converts Nederland food waste into soil amendment.
- plants will be sourced from local plant distributors per the specifications and the request for proposals. (Ace, Grow in Peace, Nederland Feed & Supply, etc). We will base purchasing decisions on local CO plants and flowers and local businesses.
- planting arrangements: we will tastefully and artfully work with local permaculture experts and landscape designers to select elegantly balanced arrangements of decorative/ornamental flowers combined with edible vegetables and herbs. Exact plant selections will be determined once the contract is awarded to our proposal.
- informational cards will be created to thank sponsors and articulate the planting arrangements and thinking behind choices made.

experience and qualifications

- 7+ years study and practice in landscape architecture permaculture farming
- 7+ years in sustainable home design including sustainable water management and home gardening.
- 5+ years in project management and oversight.
- 5+ years Nederland volunteerism on sustainability projects and boards and commitment to the responsible care and maintenance of Nederland.

estimated budget

- volunteer coordination: \$1,000
- soil preparation and amendment \$500
- plant purchasing and curation: \$2500
- ongoing maintenance throughout the growing season: \$500
- bedding beds down for the winter after the first frost: \$400

total budget: \$4,900

27 NORTON ST, SILVER CITY, NM, UNITED STATES • 66° CLEAR

Created in Day One

RESPONSE TO THE TOWN OF NEDERLAND COLORADO

FOR REQUESTS FOR PROPOSALS

FOR SUMMER LANDSCAPING AND FLOWER POT

MAINTENANCE FOR THE SUMMER OF

2015

FROM THE NEDERLAND CENTRAL BUSINESS DISTRICT, LLC

APRIL 21, 2015

This proposal is to include all the areas and pots included in the RFP, and additionally, the planter at the intersection of First Street and Snyder Street. I am presuming it was included in the Request, but was not specifically identified.

1. All plants to be purchased locally as per RFP.
2. Maintenance period shall be from May 1 to the first frost in the fall, whenever it occurs.
3. If an early frost threatens the displays and they are still near peak attractiveness, best efforts will be made to try to protect them, but no guarantee can be made that some damage, or a season ending event will end the display period.
4. Plants will be planted, in locally composted organic soil if soils in the pots and planters need replacement and no insecticides will be used.
5. Watering shall be at the direction of the proposer, but no less than three days a week by the Town of Nederland, and most like daily or twice daily if the temperatures go over eighty degrees F. Soft spray nozzles must be used and no divots created by a heavy stream of water.
6. Weeding, maintenance, cultivation, support stakes, cages, or the like, if used will be maintained by the proposer.
7. Plants shall be protected from spring frosts if necessary, but it cannot guaranteed that damage might occur. In the event of damage, best efforts will be made to replant or substitute what can be found to keep the displays active and attractive for the balance of the season.
8. Our bid for this proposal is Four thousand seven hundred and no/100 US dollars, (\$4,700.00) payable one half on award of contract, if we are the successful bidder, and half on October 1, 2015.

Thank you for entertaining this proposal.

Sincerely,

Ronald A. Mitchell, for Nederland Central Business District Redevelopment, LLC

Elizabeth Allen

lizbet.allen@yahoo.com (303) 818-6208 P.O. Box #8, Nederland, CO 80466

Boulder County, CO – Gardener/Horticulture Consultant Summer, 2011 - Current
Detailed garden work for commercial and residential properties. Locations in Boulder and at 8500' altitude.
Installation and care of shrubs, perennials and annuals. Garden design and consultation.

Sturtz & Copeland, Boulder, CO – Seasonal French Gardener Spring, 2012 and 2013
Designed and planted annual container gardens. Helped customers with plant questions.

Texas Tech University, Lubbock, TX – Graduate Assistant Instructor Spring, 2010
Taught two sections of Introduction to Horticulture lab (PSS 1411). Topics included plant identification, propagation, vegetable production, etc.

Seven Oaks Plant Shop, Columbia, SC – Greenhouse Assistant Autumn, 2008
Potted thousands of annual plugs into flats and containers.

Woodley's Garden Center, Columbia, SC – Seasonal Assistant Spring, 2006
Answered customer questions about annuals and perennials at high-end garden center.

Wavering Place, Eastover, SC – Nursery & Garden Center Manager Winter, 1998 - Autumn, 2001
Responsible for nursery production of container-grown native perennials, shrubs and trees.
Supervised multicultural crews from three to twenty people.
Maintained fifteen acres for production, including pesticide, herbicide and fertilizer application.
Maintenance and repair of all irrigation systems, including misting beds.
Propagation included root and stem cuttings of shrubs.
Potted cuttings into one and three gallon containers, repotted older stock as necessary.
Tended historically accurate native gardens and grounds with crew.
Responsible for vehicles, power and hand tools, and chemical storage.
Developed vendor and wholesale customer network.
Supervised order fills and stock delivery.

Supported landscape division as needed, directing crews to purchase, deliver and install material according to landscape plan. Installation of sod, annuals and perennials, shrubs and trees for large residential housing tracts.

Opened garden center in local farmers market with less than 90 days notice. Organized construction and other contracting, developed inventory, hired staff.
Managed garden center and nursery thereafter, turning profits for both. Wrote all advertising copy, including newsletters, created highly informative signage for customers, which included graphics of mature plant material.

Elizabeth Allen (page 2 of 2)

University of SC Student Housing, Columbia, SC – Horticulture Consultant Spring-Winter, 1998
Design and maintenance of annual container gardens for all dorms. Directed two-man crew when needed.
Purchased all material through university procurement methods.

University of South Carolina Grounds, Columbia, SC – Groundskeeper Summer, 1998

Private Estate, Columbia, SC – Gardener Summer, 1997

Maintenance of historic two-acre estate in Columbia, SC. Bed reclamation, cleanout and replanting, tree and shrub pruning, bulb division, vegetable gardening.

Cross Seed, Charleston, SC – Seasonal Assistant Spring, 1996

Helped customers with annuals, perennials, shrubs, trees and vegetables. Basic garden and container design.

Abide-A-While Garden Center, Mt. Pleasant, SC – Seasonal Assistant Spring, 1994

Helped customers with annuals, unloaded delivery trucks and placed inventory. Plant maintenance.

Education

Currently enrolled in Colorado State University's [Native Plant Master Program](#), estimated completion time is November 2016.

Texas Tech University - Fall 2009 – Spring 2010

Graduate student coursework: Chemistry, arboriculture, soil science, seed science, plant/water relationships.

University of South Carolina – 1998

B.A. Music, Magna Cum Laude

Proficient in agribusiness Spanish

April 20, 2015

Town of Nederland
45 W. First Street
P.O. Box 396
Nederland, CO 80466

Nederland Downtown Development Authority
P.O. Box 396
Nederland, CO 80466

To the Town and DDA,

Thank you for the opportunity to present this proposal to take care of the public planters and flower beds located in the Town of Nederland.

This proposal includes recommendations for improving the planters and beds, and where possible, includes specifications for plants that are hardy, native, and low maintenance. This proposal also includes labor for installation, skilled maintenance, and daily watering of the planters and gardens.

Plant and mulch pricing is based on comparable retail pricing from 2013 and 2014. Hopefully the Town and DDA can procure a discount from local sources.

Soil costs have been eliminated after receiving word from several donors who will give soil to this project.

Please email me with any questions.

Thanks and all best,

Elizabeth Allen
dba Coloring Colorado
P.O.Box #8
Nederland, CO 80466
lizbet.allen@yahoo.com
(303) 818-6208

I. Planters and Boxes

This section includes five round planters on 119, one round planter on 119 near Nature's Own rock shop, two round planters and five window boxes at the Visitors Center, and ten planters on the Pedestrian Bridge.

All planting area is measured from soil edge to soil edge.

Due to the harshness of exposure it is inadvisable to specify small shrubs or perennials in these containers. Containers must be planted annually, using fresh soil each year. Soil should include slow release fertilizer and moisture-retaining polymer.

1 eight pound bag of slow release fertilizer = \$30/13 containers = \$2.30 per container
 2 one pound bags of water grabbing polymer = \$28/23 containers = \$1.22 per container

Because the Pedestrian Bridge planters are located directly over flowing water, I do not recommend slow release fertilizer there, but rather an organic fish fertilizer due to environmental concerns. These boxes should be fertilized weekly during skilled maintenance.

Containers must be watered and checked daily. Just one windy day of missed watering can ruin a container, even containers that include moisture-retaining polymer.

Initial install includes excavation of soil, filling with new soil, planting, hauling old dirt away, and clean up. Skilled maintenance includes cleaning, weeding, deadheading, watering, and replacement of plants when necessary. Daily watering is considered unskilled maintenance and can be performed by town employees or volunteers under direction.

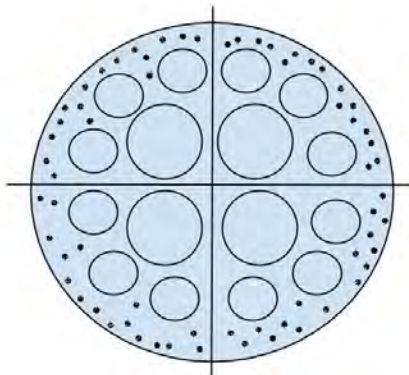
| Description | Total Plant Material | Total Install Labor (\$20/hr) | Total Install Cost | Weekly Skilled Maintenance Time (\$20/hr) | Daily Watering Time |
|--|----------------------|-------------------------------|--------------------|--|---------------------|
| 5 Round Planters on 119 | \$920 | \$250 | 1170 | 1 hr 15 mins | 25 mins |
| 1 Small Round Planter in front of Nature's Own | \$103 | \$40 | \$143 | 15 mins <i>Nature's Own maintains planter</i> | 5 mins |
| 2 Low Round Planters at Visitors Center | \$314 | \$80 | \$394 | 30 mins | 5 mins |
| 5 Boxes at Visitors Center | \$168 | \$40 | \$208 | 15 mins | 5 mins |
| 10 Boxes at Pedestrian Bridge | \$982 | \$120 | \$1102 | 45 mins | 15 mins |

| | | | | | |
|---------|--------|-------|---------------|---------------------------|----------------|
| Totals: | \$2487 | \$530 | \$3017 | 2 h 45 mins (\$55) | 55 mins |
|---------|--------|-------|---------------|---------------------------|----------------|



| | |
|------------------|---|
| Locations | Black Forest, Train Cars, Magnuson Hotel, Ace, Centennial Bank |
| Size | 32" diameter x 21" deep |
| # of planters | 5 |
| Exposure | All full sun, except for Train Cars planter, which is part shade |

Plants per planter:
 Four 2.75 quart annuals @ \$15 ea = \$60
 Twelve 4.5" annual pots @ \$6 ea = \$72
 16 annual 4 packs @ \$2.99 ea = \$48
 Fertilizer + polymer = \$3.55
 Total: \$184 per planter
 x 5 planters = \$920

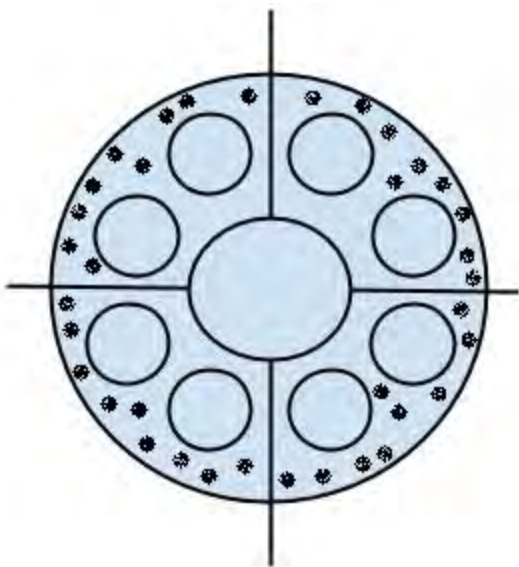


Labor:

Initial install = 2.5 hours labor
 Weekly skilled maintenance = 15 mins
 Daily watering = 5 mins



| | |
|---------------|---------------------------|
| Location | Nature's Own Rock Shop |
| Size | 26.5" diameter x 27" deep |
| # of planters | 1 |
| Exposure | Full sun |



Plants:

1 gallon annual grass = \$15

Eight 4.5" annual pots @ \$6 ea = \$48

9 annual four packs @ \$3.99 ea = \$36

Fertilizer + polymer = \$3.55

Total: \$103

Labor:

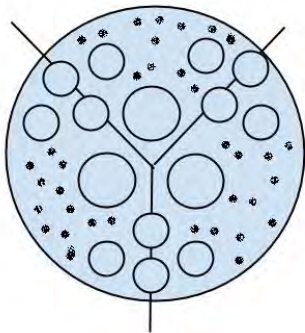
Initial install = 2 hours labor

Weekly skilled maintenance = 15 mins

Daily watering = 5 mins



| | |
|-----------------|-------------------------|
| Location | Visitors Center |
| Size | 38" diameter x 17" deep |
| # of planters | 2 |
| Exposure | Full Sun |



Plants per planter:

Three 1 gallon annual grasses @ \$15 ea = \$45

Twelve 4.5" pot annuals @ \$6 ea = \$72

9 annual four packs @ \$3.99 ea = \$36

Fertilizer + polymer = \$3.55

Total: \$157 per planter

x 2 planters = \$314

Labor for both planters:

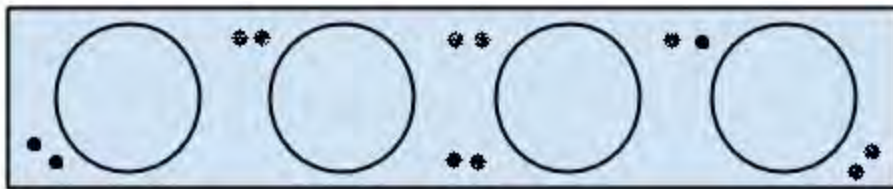
Initial install = 4 hours labor

Weekly skilled maintenance = 15 mins

Daily watering = 5 mins



| | |
|-----------------|--|
| Location | Visitors Center |
| Size | 6" wide x 28" long x 5" deep |
| # of planters | 5 |
| Exposure | 3 boxes facing southeast, full sun. 2 boxes facing north, shade. |



Plants:

Four 4.5" annuals @ \$6 ea = \$24
 2 annual six packs @ 2.99 ea = \$6
 mins

Fertilizer and polymer = \$3.55

Total: \$33.55 per planter x 5 planters = \$168

Labor (for this group of 5 planters):

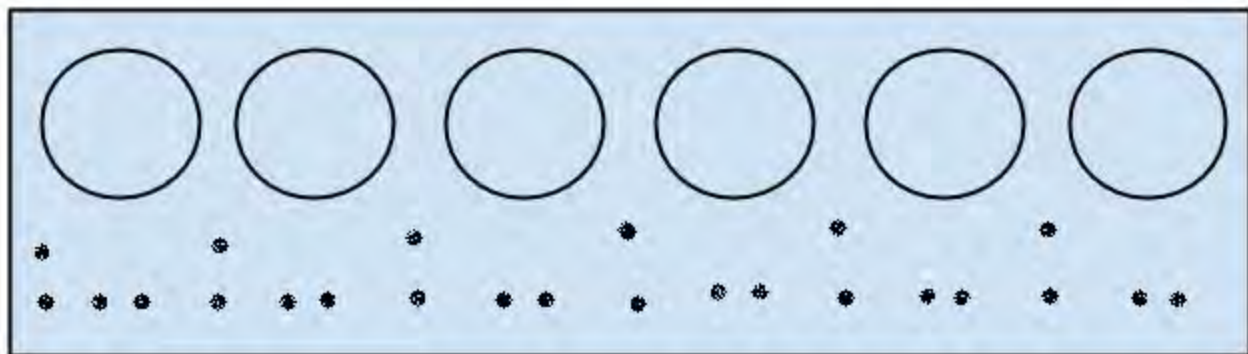
Initial install = 2 hours

Weekly skilled maintenance = 30

Daily watering = 5 mins



| | |
|----------------------|---|
| Location | Pedestrian Bridge |
| Size | Each planter is divided into two sections of 10.5" wide x 41" long x 5.5" deep |
| # of planters | 10 |
| Exposure | Mostly Shade. East side receives several hours of morning sun, west side receives several hours of afternoon sun. |



Plants for one planter section:
 Six 4.5" annuals @ \$6 ea = \$36
 Four annual six packs @ 2.99 ea = \$12
 Polymer = .61
 Total: \$48.61 per planter section
 x 20 planter sections = \$972.20
 Plus one quart of fish fertilizer @ \$10 = \$982

Labor for entire bridge:
 Initial install = 6 hours
 Weekly skilled maintenance = 45 mins
 Daily watering = 15 mins

II. Gardens

This section includes the 'Welcome' bed on 119, the raised bed in the Visitors Center/Town Hall parking lot, the bed at the corner of W. First and N. Jefferson, the Town Hall front beds, and the Town Hall kiosk bed.

Native and hardy plants known to do well in our area have been specified. After initial install, the yearly plant cost should include fill-ins of perennials, bulbs, and annuals.

Slow release fertilizer should be applied to all beds:

1 eight pound bag of slow release fertilizer = \$30/6 beds = \$5 per bed

Initial install includes excavation of soil, filling with new soil, planting, hauling old dirt away, and clean up. Skilled maintenance includes cleaning, weeding, deadheading, watering, and replacement of plants when necessary. Daily watering is considered unskilled maintenance and can be performed by town employees or volunteers under direction.

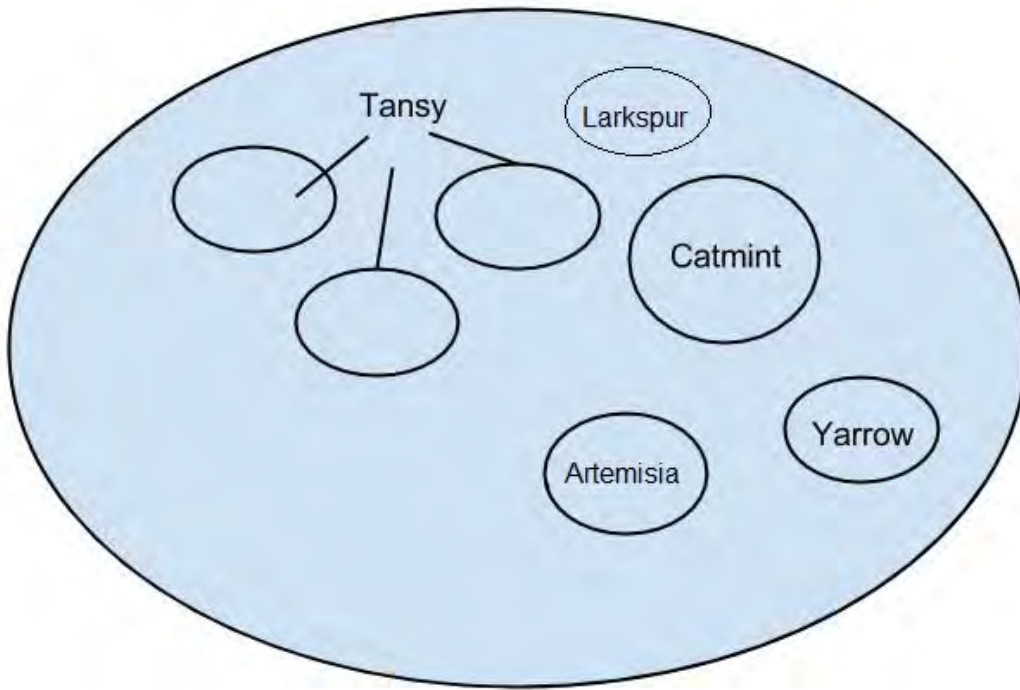
| Description | Total Plant Material | Total Install Labor (\$20/hr) | Total Install Cost | Weekly Skilled Maintenance Time (\$20/hr) | Daily Watering Time |
|---|----------------------|-------------------------------|--------------------|---|---------------------|
| Welcome Garden on 119 | \$305 | \$120 | \$425 | 2 hours | 10 mins |
| Raised Garden in Visitor Center Parking Lot | \$85 | \$20 | \$105 | 1 hour | 10 mins |
| Corner Bed at W 1st & N. Jefferson | \$325 | \$160 | \$485 | 2 hours | 10 mins |
| Town Hall Front Beds | \$70 | \$20 | \$90 | 15 mins | 5 mins |
| Town Hall Kiosk Bed | \$70 | \$20 | \$90 | 15 mins | 5 mins |
| Totals | \$855 | \$340 | \$1195 | 5.5 hours (\$110) | 40 mins |



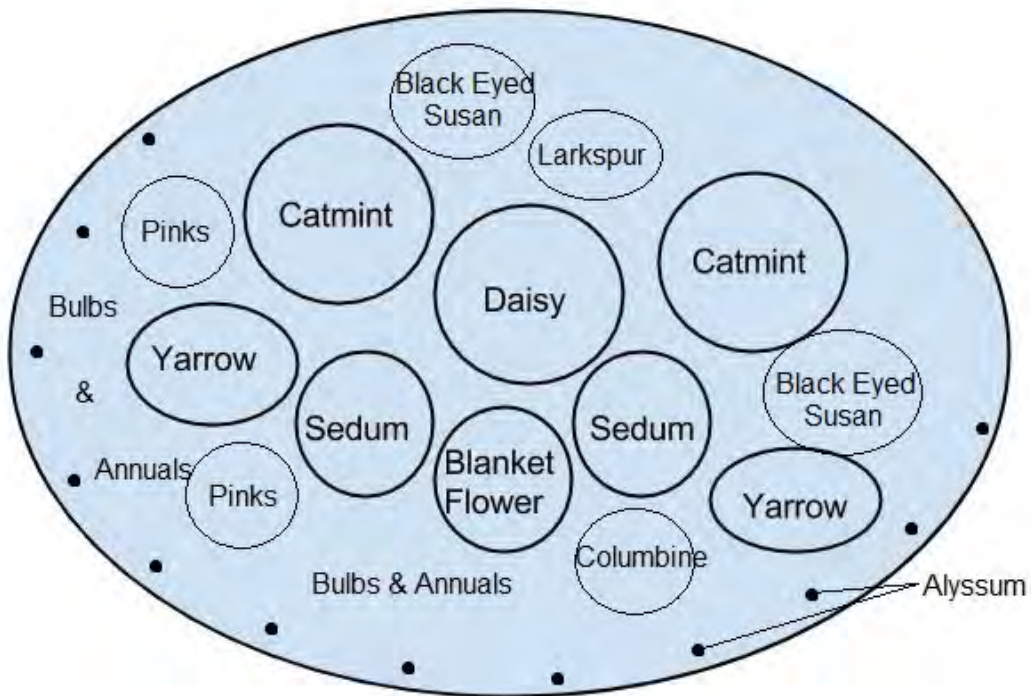
| | |
|------------|---|
| Location | Welcome Garden on CO 119 |
| Shape/Size | Oval, 146" long x 125" wide x 15-17" deep |
| Exposure | Full Sun |

| Perennials identified (not including bulbs) | |
|---|-----------------------------|
| Common Name | Botanical Name |
| Yarrow | <i>Achillea spp.</i> |
| Catmint | <i>Nepeta spp.</i> |
| Sage, Wormwood | <i>Artemisia absinthium</i> |
| Tansy | <i>Tanacetum vulgare</i> |
| Larkspur | <i>Delphinium spp.</i> |

Current layout:



Suggested layout:



Plant Material Notes: A large part of this garden is occupied by tansy and artemisia which are both Colorado List B Invasive Plants, and should be removed from all civic gardens. The bulbs currently in the garden are exhausted and should be replaced for brilliant spring color.

| Common Name | Botanical Name | Native? | Bloom Time | Notes |
|------------------|--------------------------------|----------------------|---------------------------|---|
| Yarrow | <i>Achillea spp.</i> | Yes | Late Spring - Late Summer | |
| Catmint | <i>Nepeta spp.</i> | No, but not invasive | Late Spring - Late Summer | |
| Shasta Daisy | <i>Leucanthemum x superbum</i> | No, but not invasive | Late Spring - Late Summer | Safe alternative to invasive Oxeye Daisy |
| Pinks | <i>Dianthus spp.</i> | No, but not invasive | Early Spring - Fall | 'First Love' is the 2001 Colorado Plant Select Recommendation |
| Daffodils | <i>Narcissus spp.</i> | No, but not invasive | Early Spring | |
| Alyssum | <i>Alyssum montanum</i> | Yes | Early Spring | Excellent for borders and rock gardens, bright yellow blooms give way to silvery foliage. |
| Blanket Flower | <i>Gaillardia spp.</i> | Yes | Summer - Fall | |
| Sedum | <i>Sedum spp.</i> | Yes | Fall | |
| Black Eyed Susan | <i>Rudbeckia spp.</i> | Yes | Summer - Fall | |

Plant Materials Cost - 2015 pricing is not yet available, but premium perennials usually cost from \$12-\$18. For this proposal, perennials are median-priced at \$15. Perennial alyssum may be hard to find in bedding plant sizes, so included in the perennial count are three gallons of alyssum for division. Daffodil bulbs vary in cost, but average at \$1 per bulb. Adding one tray of annuals for filler.

14 perennials @ \$15 = \$210
 40 bulbs @ \$1 ea = \$40
 1 tray annuals at @ \$30
 4 bags of mulch @ \$5 ea = \$20
 Fertilizer = \$5
 Total: \$305

Labor:
 Initial install = 6 hours labor
 Weekly skilled maintenance = 2 hours labor
 Daily watering time = 10 mins

Structure Note- There is evidence of rodent nesting and damage in this bed (see below). Suggest filling in the masonry gaps in wall (not pictured) with concrete or another rodent-proof material.





| | |
|------------|--|
| Location | Town Hall/Visitors Center Parking Lot |
| Shape/Size | Rectangle. 67" wide x 128" long x 22" deep |
| Exposure | Full Sun |

| | |
|-----------------------|----------------------------|
| Perennials identified | |
| Common Name | Botanical Name |
| Lilac | <i>Syringa spp.</i> |
| Clustered bellflower | <i>Campanula glomerata</i> |

Notes - As of proposal date, many perennials in this bed are too small to be identified, or haven't broken dormancy. Suggest fill in with five premium perennials selected from list above.. Plants at the edge of the bed may freeze and need to be replaced yearly.

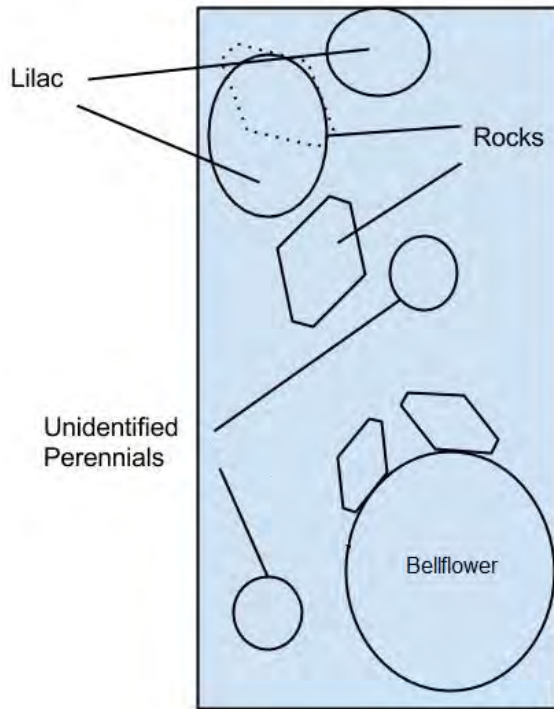
Plants:

5 perennials @ \$15 ea = \$75
 2 bags of mulch @ \$5 ea = \$10
 Fertilizer = \$5
 Total: \$85

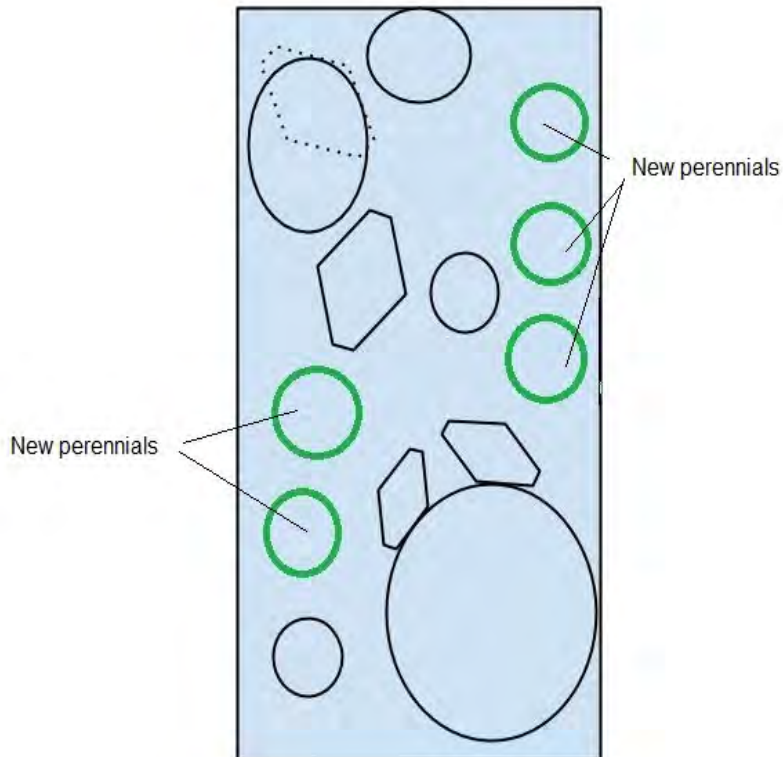
Labor:

Initial install = 1 hour
 Weekly skilled maintenance = 1 hour
 Daily watering time = 10 mins

Current layout:



Suggested layout:





| | |
|------------|---|
| Location | NE Corner of W. 1st. St and N. Jefferson |
| Shape/Size | Irregular, fan shaped. 160" along sidewalk, 152" NE diagonal, 210" curve, 42" west side |
| Exposure | Full Sun |

Notes - The eastern end of this bed (pictured above) requires masonry repair before being planted. The shrub on the north side is presumed dead and should be removed, and there are no existing perennials. Based on area estimates, including ornamental rocks in the bed, at least 20 perennials are suggested (see list above for selection possibilities), although 25 would fill in more quickly. 16 are plotted on the suggested layout below, 4 are alyssum for division.

Plants:

20 perennials @ \$15 ea = \$300

4 bags mulch @ \$5 ea = \$20

Fertilizer = \$5

Total: \$325

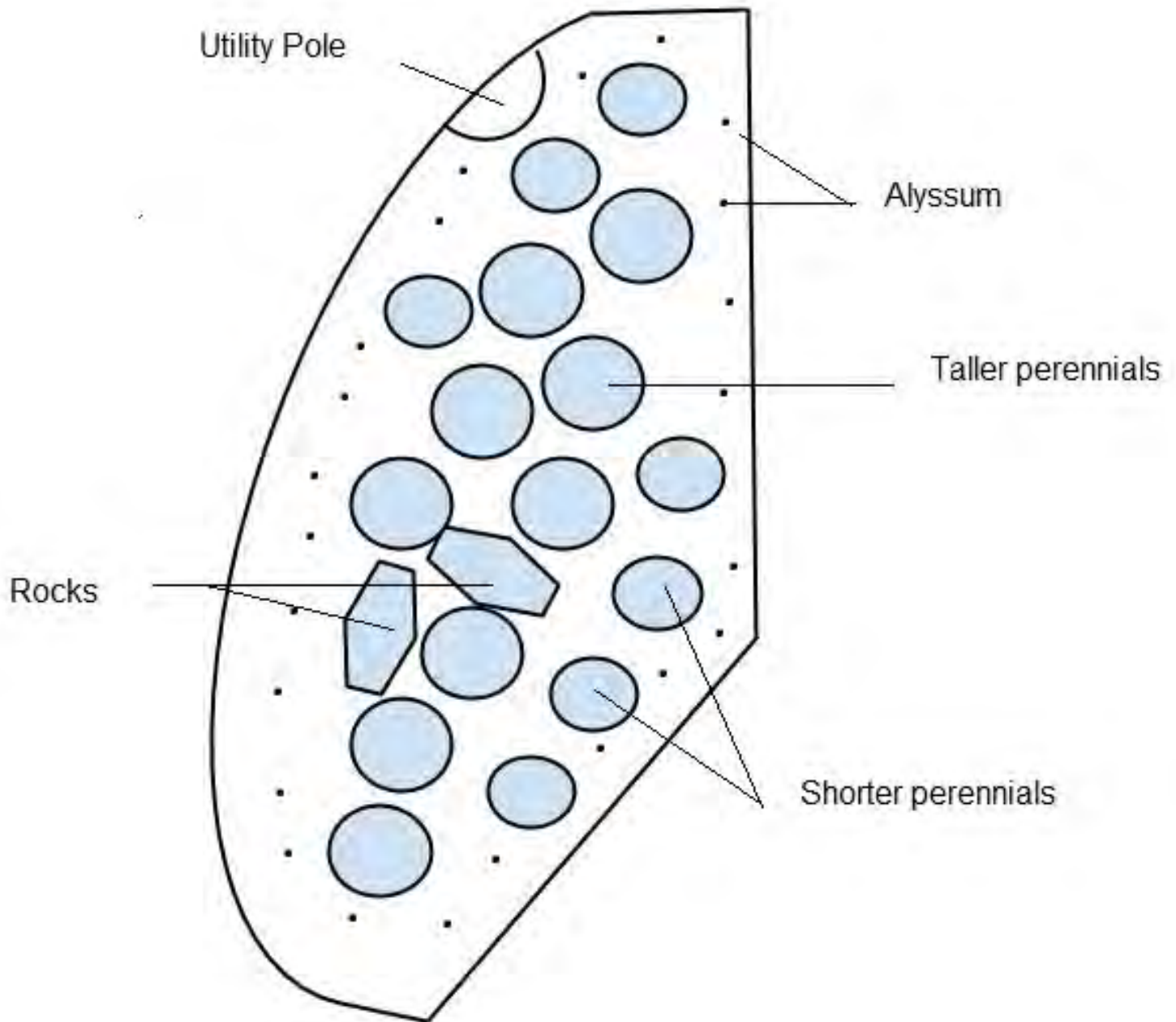
Labor:

Initial install = 8 hours

Weekly skilled maintenance = 2 hours

Daily watering time = 10 mins

Suggested layout:





| | |
|------------|---|
| Location | Town Hall |
| Shape/Size | Rectangle. West Bed approx 8' x 3', East bed approx. 10' x 3' |
| Exposure | Sun to part shade |

| Perennials identified | |
|-----------------------|-----------------------------|
| Common Name | Botanical Name |
| Rose | <i>Rosa spp.</i> |
| Snow-in-Summer | <i>Cerastium tomentosum</i> |
| Columbine | <i>Aquilegia spp.</i> |
| Tansy | <i>Tanacetum vulgare</i> |
| Daisy | N/A |
| Daffodils | <i>Narcissus spp.</i> |

Notes - The west bed appears to be full, but may benefit from a couple of fill-in perennials or annuals. The east bed contains tansy, which is a Colorado List B Invasive Plant, and should be removed from all civic beds. Suggest replacement with sedum and columbine. The daisy hasn't broken dormancy enough for positive botanical identification.

To replace tansy in east bed: 4 perennials at \$15 each = \$60
 One bag of mulch to share in both beds = \$5
 Fertilizer = \$5
 Total: \$70

Initial install = 1 hour
 Weekly skilled maintenance = 15 mins
 Daily watering time = 5 mins



| | |
|------------|------------------------|
| Location | Town Hall kiosk |
| Shape/Size | Undetermined |
| Exposure | Sun to part shade |

Notes: There is no formal bed directly under the Town Hall Kiosk. However, there may be some perennials tucked around the sign timbers that have yet to break dormancy. There is a small bed to the north of the kiosk against the former jail building, pictured right. This bed measures approx. 8' x 3', is part shade, and contains some unidentified bulbs and the perennials listed below:

| | |
|-----------------------|------------------------|
| Perennials identified | |
| Common Name | Botanical Name |
| Larkspur | <i>Delphinium spp.</i> |
| Lupine | <i>Lupinus spp.</i> |

Suggest filling in with four part shade perennials such as hearts-a-bleedin' (*Dicentra spectabilis*) and viola (*Viola spp.*)

Four perennials @ \$15 ea = \$60
 1 bag mulch = \$5
 Fertilizer = \$5
 Total: \$70

Initial install = 1 hour
 Weekly maintenance = 15 mins
 Daily watering time = 5 mins

III. Final Totals and Notes

| Description | Total Plant Material | Total Install Labor (\$20/hr) | Total Install Cost | Weekly Skilled Maintenance Time (\$20/hr) | Daily Watering Time |
|---------------|----------------------|-------------------------------|--------------------|---|---------------------|
| Planters | \$2487 | \$530 | \$3017 | 2 h 45 mins (\$55) | 55 mins |
| Gardens | \$855 | \$340 | \$1195 | 5 h 30 mins (\$110) | 40 mins |
| Project Total | \$3342 | \$870 | \$4212 | 7 h 15 mins (\$165) | 95 mins |

Daily watering time estimate is how long it should take a person to do a 'water run.' This is something a Town employee or volunteer could do under direction to save costs.

Skilled labor costs include knowledge, taxes, gas, vehicle maintenance, tool maintenance, and gardener maintenance. Every effort has been made to determine pricing that brings value to the client and the gardener.

Public gardening is a joy. However, please note that contingencies abound such as destructive weather, vandalism and theft. This bid does not budget for replacement plants, but that should be a future consideration.

Thank you again for the opportunity to bid on this proposal. It has always been my heart to see Nederland at its horticultural best, and it's my dream to make it happen.

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE:

INITIATED BY: Katrina

INFORMATION: ACTION: OR DISCUSSION: X

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AGENDA ITEM: Comments on and/or additions to the EDTF Citizens Survey

SUMMARY: The Economic Development Task Force is going to reissue the Citizens Survey that was done by the Chamber of Commerce around 2004. The EDTF did some initial edits and added a set of SWOT (Strength, Weaknesses, Opportunities and Threats) open ended questions at the end.

The survey will be released online and in paper no later than the first week of May. The survey will be available and dropped off at Town Hall. The survey will close no later than the end of May.

The DDA will create and administer the survey on behalf of both groups.

This is the last opportunity to make any changes or additions to the survey, including the introduction, before it is released.

RECOMMENDATIONS:

FINANCIAL CONSIDERATIONS:

The DDA will be purchasing a subscription to a full version of survey software in order to be able to create and administer an online version of the survey.

The DDA will pay or share in the cost of the paper survey as part of the MPU budget.



**Economic Development Task Force
February 23, 2015 Meeting Notes
7:00 PM Nederland Community Library**

1. Discussion: Next Step – Bring the Nederland Community into the ED Discussion

a. Timeline for outreach/survey, etc.

- i.** Clean up intro paragraph to survey instrument and then send to DDA for input on questions (with Randy's SWOT questions, attached to these notes) – see below for group's suggested changes:

The Nederland ~~Chamber of Commerce~~ Economic Development Task Force is working ~~is sponsoring a planning process with the Nederland Downtown Development Authority to determine the changing economic needs of the community. To aid in that, we are re-issuing a survey conducted in 2004. to determine how downtown Nederland and other town business areas should improve over the next few years. As part of this process, we are seeking input from Nederland area residents.~~ Please take a few minutes to complete the following questions ~~and return this survey via fax, mail or local drop-off (see reverse side for drop-off locations).~~ Individual responses will remain confidential!
~~If this is a hard copy survey, please return to Town Hall, 45 W. 1st St., or mail to: Town of Nederland, PO Box 396, Nederland, CO 80466. PLEASE RETURN THIS SURVEY NO LATER THAN AUGUST 1, 2004 DEADLINE. via fax at 303-628-5557 or mail to: Nederland Area Survey, c/o P.U.M.A., 1616 17th Street, Suite 262, Denver, CO 80202. This survey can also be completed online via the Chamber web site at www.nederlandchamber.org.~~ Thank you!

- ii.** Input on timeline for issuing survey in line with Master Plan Update @ DDA – May timeframe
 1. DDA agenda on March 18 for review and input on the survey questions & overview of the Task Force's work and working vision (packet deadline: March 13 by noon – Alisha)
 2. Reaching the greater Nederland area – NedHeads, e-mail lists (PUMA, NedMamas, DDA), Facebook channels, Mountain-Ear, Register-Call, Town Web site, all advisory board lists/BOT, Town Staff list, post at Post Office, Ned Library (post), Community Center, Rollinsville P.O., Gilpin Library, HS parent newsletter, Friday Folders at Elementary School (PTA – Dallas)
 - iii.** Get more info on the Survey Monkey tool re: limitations, limiting "ballot stuffing", etc. (Alex)
 - iv.** Research original survey agreement to see whether there are any copyright/permission issues to re-issuing the same instrument – ask P.U.M.A. about this (Alex)
 - v.** Funding avenues for survey (depending on method) – to determine after P.U.M.A. info on copyright
- b.** Content of these efforts – what will be discussed in the public forums, one-on-one discussions (talking points/scripts, etc.)
- i.** Partnership with DDA on one-on-one events/After Hours
 - ii.** Feedback on working vision – purpose of these tools

- iii.** Timeline – March/April (nail this at March 18 DDA for an After Hours event)
 - 1. Send the working vision ahead of time to folks, so they can review and formulate their thoughts on it
 - a. Include these working vision questions in one-on-one conversations DDA is having as part of Master Plan update
 - 2. Break-out groups at a public forum covering different parts of the working vision (key words)
- iv.** Use data gleaned from survey, SWOT, other input tools to help formulate recommendations document; document should include advice viable ways to achieve the recommendations; potential for prioritization and timelines; reach for goal of recommendations prior to budget season; SMART (specific, measureable, attainable/assignable, relevant/realistic, time-sensitive) goals inform recommendations (so have measureable outcomes)

2. Set Next Meeting Date and Focus

Next Meeting: Wednesday, April 1 at 7 p.m. at library (reserved)

Focus:

- Plan public engagement events, questions & working vision break-down
- Send the working vision ahead of time to folks, so they can review and formulate their thoughts on it
 - Include these working vision questions in one-on-one conversations DDA is having as part of Master Plan update – review and formulate working questions
- Break-out groups at a public forum covering different parts of the working vision (key words)

NEDERLAND AREA ~~IMPROVEMENT~~ ECONOMIC DEVELOPMENT SURVEY

The ~~Nederland Area Chamber of Commerce~~ is sponsoring a planning process to determine how downtown Nederland and other town business areas should improve over the next few years. As part of this process, we are seeking input from Nederland area residents. Please take a few minutes to complete the following questions and return this survey via fax, mail or local drop-off (see reverse side for drop-off locations). Individual responses will remain confidential! **PLEASE RETURN THIS SURVEY NO LATER THAN AUGUST 1, 2004 via fax at 303-628-5557** or mail to: Nederland Area Survey, c/o P.U.M.A., 1616 17th Street, Suite 262, Denver, CO 80202. This survey can also be completed online via the Chamber web site at www.nederlandchamber.org. Thank you!

1. Approximately how often do you shop, eat or do business in Nederland? (please check one)

- Almost daily About twice a month About four times per year
 About once a week About once a month About once a year or less

2. Which of the following activities/businesses do you regularly visit in Nederland: (please check all that apply)

- Grocery Shopping Personal business (i.e. hairdresser, bank, gym)
 Other Shopping Special Events (music festivals, Frozen Dead Guy Days, etc.)
 Restaurants and/or bars Post Office
 Entertainment (live music, movies, etc.) Hardware Store
 Library Town Hall business
 Nederland Schools and/or Child Care Outdoor recreation (i.e. skiing, hiking, biking, etc.)
 Other (please list): _____

3. If you seldom visit Nederland businesses, is it because of: (please check all that apply)

- Lack of products/services Poor customer service
 Perception of high prices Lack of interesting things to do
 Limited parking Commute to work and shop elsewhere
 Difficult to get around/find stuff Generally unappealing environment
 Other (please specify): _____

4. Which of the following business destinations do you visit at least once a month? (please check all that apply)

- Downtown Boulder (Pearl Street Mall) ~~Flatirons~~ 29th Street or other Mall
 Boulder for groceries, household goods Denver area
 Costco, Walmart, Target, other "Big Box" Online Internet Shopping or Catalogues
 Other (please list): _____

5. Which improvements would encourage you to visit/patronize Nederland area businesses more often?

| Improvement | NO – Won't encourage me. | May encourage me to visit more. | YES – Would encourage me to visit more! (Need more space? Write more ideas on back of sheet!) |
|-------------------------------------|--------------------------|---------------------------------|--|
| More/different restaurants | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Which types? |
| Unique, one-of-a-kind shops | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> What kind of shops? |
| More household staples | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Which products? |
| More/better recreational activities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Which type? |
| Enhanced physical environment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Ideas? |
| Live entertainment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Ideas? |
| Special events | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Ideas? |
| More welcoming atmosphere | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Ideas? |
| Better information on what exists | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other?: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

6. If you could add or change ONE thing to improve Nederland's commercial districts, what would it be?

7. How long have you lived in the Nederland area? Less than 1 year 1 to 5 years 6 to 10 years More than 10 ~~years~~ to 20 years More than 20 years

8. What is your gender? Female Male _____ Other

9. How old are you? Younger than 18 18-24 25-34 35-49 50-69 ~~69~~70+

10. Which of the following best describes where you live?

- Nederland: Downtown Old Town Big Springs Sunnyside/Hilltop Other _____
 Outside of Nederland Town Limits (~~please name~~): Ridge Road Magnolia Mid-Gilpin Other _____

1. What *strengths* do you see in the Nederland community that support, or could support, a healthy local economy? (List in order of importance)

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____

2. Conversely, what aspects of the community stand in the way of a thriving local economy? (Again, attempt to rank them in terms of importance)

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____

3. What opportunities do you see for growing the Nederland-area economy that you could support?

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

4. What do you see that could threaten the health of the local economy?

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE:

INITIATED BY: Katrina

INFORMATION: ACTION: OR DISCUSSION: X

=====

AGENDA ITEM: Review DCI schedule for Technical Assistance visit.

SUMMARY: DCI has submitted a schedule for the Technical Assistance Visit. The Board should review the schedule and even though DCI will provide invitation templates we should take this opportunity to identify individuals and groups that we will want to encourage to attend the group meetings and especially the presentation at the BOT meeting.

I've attached the agenda, I had hoped for an updated property/business owner list from the County but it is on its way. We'll do a mailing as soon as we get the list.

The group will be staying and working at the Magnusen. Cindy will be working on places and food for other meetings.

RECOMMENDATIONS:

FINANCIAL CONSIDERATIONS:

All costs incurred will come out of the MPU budget.

| Community Liaison: Katrina Harms Contact Number: (O) 303.642.0145 (C) 303.249.4141 | | | |
|--|--|--|--|
| Date/Time | Agenda | Attending | Location |
| May 18 | | | |
| 8:30 AM | Pre-Meeting Team Orientation <i>Light breakfast and coffee provided</i> | Full Team | Include name & address |
| 9:00 AM | Orientation and brief tour to familiarize team with area | DDA Board and Team | Include name & address |
| 10:30 AM | Business Meeting (60 min) | Business owners, staff, in the downtown | |
| 12:00 PM | Lunch discussion with County Elected Officials (75 min) <i>Lunch provided</i> | County commissioners from Boulder and Gilpin | Include name & address |
| 1:30 PM | Local Elected Officials Meeting (75 min) <i>Call-in option available</i> | Town Council, planning commission, etc. | Include name & address |
| 3:00 PM | Visit shops and interview business owners | Team Members | Include name & address |
| 4:00 PM | Team De-brief, discuss and draft initial recommendations | Team Members – Private Meeting | |
| 5:30 PM | Partners Meeting (60 min) | Partner groups: Non-profits, Districts | |
| 7:00 PM | Draft recommendations <i>Team Dinner</i> | Team Members | Lodging or meeting space (private work room) |
| May 19 | | | |
| 9:00 AM | Team prepares presentation and report, additional touring as needed <i>Light breakfast and coffee provided</i> | Team Members | Include name & address (private work room) |
| 12:00 – 12:30 PM | <i>Clarifications and questions Lunch provided for team</i> | Katrina Harms and Team | Include name & address (private work room) |
| 3:45 PM | Review draft presentation | Katrina Harms, Team, other Community liaison | Include name & address |
| 6:00 PM | Presentation <i>Snacks available</i> | DDA Board and Town Council | Include name & address |

**Downtown Assessment Agenda
Nederland, CO**

AGENDA INFORMATION MEMORANDUM
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
MEETING DATE:

INITIATED BY: Katrina

INFORMATION: ACTION: OR DISCUSSION: X

=====

AGENDA ITEM: Master Plan Update Outreach Process and Schedule

SUMMARY: The Citizens Survey and DCI Technical Assistance program will take care of a part of the MPU outreach. Another part will be looking at meeting one-on-one or in small groups, business and property owners in the DDA district. This exercise may focus on those missed during the DCI Technical Assistance process and will again be in partnership with the Economic Development Task Force.

The out reach plan may also need to include another public forum for the community which could be decided now.

The messaging 'voice' we are all using will need to be reviewed and updated to where we are right now in our plan and process. We also have learned a lot from the events we've been having about what conversations work and what we may need to focus on. The previous messaging guide is attached.

Public outreach could also include a booth at the 4th of July community Picnic, something at the Mountain Forum for Peace, High Peaks Art Festival, the NedPeds event, or other event or happening. We should put together a list of everything that is possible. COME WITH IDEAS!

RECOMMENDATIONS:

FINANCIAL CONSIDERATIONS:

Any costs incurred will come out of the MPU Budget.

Master Plan Outreach process and schedule - DRAFT

Community Survey

- On April 22, the DDA will have final survey question recommendations
- The DDA will purchase SurveyMonkey or some such program for Alex to prepare the survey for both mail and online
- Launch survey early May, close survey end of May.

Business/Property Owners

- May: The business and property owner list will be divided up at the May meeting, among the 6 DDA board members
- End of May: Taking information from the DCI Tech Assist and the survey Alex will prepare NEW talking points, focusing on questions and issues we are looking for feedback on. The guidelines and points need to start getting people to talk about their vision of downtown.
- June/July: Each DDA member teams up with an EDTF person (when available) and will invite 3-5 people to meet with them for coffee or after work. Each DDA member will probably have to do this 3-4 times, depending on people's availability but this will make sure that everyone is reached - even if they choose not to meet.
- Each meeting needs to be well documented and notes handed off to Alex.
- July/August: All the comments and feedback will be gathered together by Alex and distributed back to the people we met with for one more round of comments.

Nederland Downtown Development Authority



MPU Outreach Messaging Guide

RE-INTRODUCING THE NDDA

- The NDDA is not by nature an “authoritative” organization and is better defined as a vehicle for investment.
- The NDDA board is comprised of local business and property owners who live and work alongside and face the same challenges as DDA voters.
- While the NDDA may advise policy, the board does not have the power to pass or implement policy.
- NDDA board members are volunteers, and their selection is not based on any special qualification other than owning a business or property in the downtown district. Any individual fitting this criterion may apply for a vacant seat on the board.
- The NDDA was established by Nederland business and property owners via a referendum and continues to exist at their discretion. Without voter approval from business and property owners in the downtown district, the NDDA would not receiving funding and, by referendum, could be resolved.
- Downtown business and property owners have no financial or participatory obligations to the NDDA. However, the success of the NDDA depends largely on collaborative cooperation between those stakeholders.
- The NDDA is the ideal means by which Nederland’s business community can collectively invest in and represent itself.

DEFINING THE MPU

- The Master Plan stems from the Plan of Development (2005). The Plan of Development lays out five tenets for guiding development in the district: circulation, beautification, Town Square, Riverwalk, and public-private partnership. The Plan of Development is our long term plan (25-30 years) and the Master Plan is our short term plan (5-7 years) for achieving the long term goals set forth in the Plan of Development.
- The principle authors of the Master Plan are business and property owners and not the members of the NDDA board. In other words, the board facilitates planning and the business and property owners produce the plan. The extent to which business and property owners participate in the planning is up to them.
- The MPU is communicated best as a simple Three Step Process:
 1. Business and property owners work together to create a plan for improving the downtown district (Throughout 2015).
 2. Business and property owners vote to approve the plan (April 2016).
 3. The NDDA receives approximately 2-3 million dollars for carrying out the plan created and approved by business owners.
- Stakeholders should be encouraged to review the Plan of Development as it is the foundation of the Master Plan.
- Stakeholders should also be encouraged to review the 2007 Master Plan (the NDDA’s first). A copy will be available at every event.
- Master Planning is a “**big picture**” approach to problem solving. The focus should be on major, long term improvements. For example, rather than debating whose responsibility it is to shovel First Street in the winter, stakeholders should be discussing how new

infrastructure could improve the accessibility and manageability of First Street. The goal of the Master Plan is to find “big” solutions for “small” problems and not “small” solutions for “big” problems.

- The Master Plan Update will be a year-long process; participation and input from business and property owners will be welcome throughout.
- The MPU process will consist of several events and public meetings throughout 2015, as well as an ongoing dialogue administered through electronic media. (DIRECT STAKEHOLDERS TO THE NEW WEBSITE!)
- The NDDA hopes that through the MPU process business and property owners can forge new working relationships and cultivate a rejuvenated sense of community within the district.
- The Master Plan is non-binding. Projects can be altered and improved as needed to meet future challenges.
- REITERATE: We are talking about 2-3 million dollars of direct **impact investment** in Nederland’s downtown.

DISCUSSING THE TENANTS

Circulation:

- Discussion prompts:
 - Vehicle traffic
 - Pedestrian/multi-modal traffic
 - Parking
- Likely issues to be addressed:
 - Safety
 - Visibility of and accessibility to businesses and attractions
 - Traffic flow and congestion
 - Parking
 - Preparing for and managing the impacts of events and emergencies
- Relevant Town plans and projects:
 - The Master Infrastructure Plan
 - TIP funding for improvements to Lakeview/119 intersection
 - TIP funding for a second bridge crossing

Beautification:

- Discussion prompts:
 - Could downtown benefit from a “brand” or aesthetic theme?
 - How can existing assets be leveraged and improved in downtown beautification?
 - How can the natural environment be incorporated in downtown beautification?
 - How can historical elements be incorporated in downtown beautification?
- Likely issues to be addressed:
 - Functionality (think wayfinding signage, solar installations, waste disposal, and dust/dirt mitigation)
 - Renovating and improving the built environment
 - Restoring and showcasing the natural environment
- Relevant Town plans and projects:
 - NDDA Adopt-a-Planter Project
 - NDDA Holiday Lights Project
 - Master Infrastructure Plan

Town Square:

- Discussion prompts:
 - What purpose would a Town Square serve?
 - How could a Town Square venue support and promote existing brick and mortar businesses?

- What alternative uses could be incorporated in a Town Square beyond commercial and social uses?
- Likely issues to be addressed:
 - Street Vendors
 - Information gathering/sharing
 - Downtown atmosphere
 - Multi-modal transportation alternatives
- Relevant Town plans and projects:
 - Gateway Park Project
 - PROST Master Plan
 - Nederland Comprehensive Plan
 - OEDIT Tourism-Marketing Grant

Riverwalk:

****Boulder Creek is a fixture of downtown. This tenant should focus on protecting Boulder Creek and managing it as a natural element of the downtown district. The NDDA should encourage stakeholders to consider how we can use the creek to improve downtown without compromising its natural function.***

- Discussion prompts:
 - How important is pedestrian access along Boulder Creek?
 - How can Boulder Creek be used to educate residents and visitors on Nederland's natural environment?
 - Can investments be made to conserve and improve the functionality of the Creek?
- Likely issues to be addressed:
 - Preservation
 - Environmental education
 - Downtown atmosphere
 - Connectivity (additional crossings)
- Relevant Town plans and projects
 - TIP funding for a second bridge crossing
 - PROST Master Plan
 - Nederland Comprehensive Plan
 - Consideration of moving existing trail along Boulder Creek

Public-Private Partnership:

- Discussion prompts:
 - What type of private investments are downtown business and property owners interested in? Where is there currently the largest gap in public funding?
 - How can the NDDA attract and support private investment?
 - What does economic development look like in Nederland? What are the economic development goals of business and property owners?
- Likely issues to be addressed:
 - Neglected structures/property
 - Economic development (generally)
 - Limited retail space
 - Providing a business incubator
 - Supporting local entrepreneurs
- Relevant Town plans and projects:
 - OEDIT Tourism-Marketing Grant
 - BoCo Economic Development Grant (NedWEB)
 - Nederland Comprehensive Plan
 - Proposed Evans Annexation

New retail building on Big Springs

COMMUNICATION TIPS

- Always direct stakeholders to our Facebook page and website and encourage them to engage in content and discussions.
- Consistently reference existing Town plans and projects to reinforce continuity. Stakeholders should see how the MPU advances the goals of the Comprehensive Plan and Envision 2020.
- The MPU should be a catalyst for improving and reinvigorating Nederland’s “business community”. In all interactions be sure to reinforce the principle/ideal of community and collaboration. Business and property owners should understand that the NDDA has a sincere interest in the success of their business.
- Remember to keep the discussion focused on the future and major improvements. Do not allow discussion to devolve into trivial debates over short term issues.