

## **Nederland Downtown Development Authority Minutes for September 17, 2009**

**Board members present:** Ken Adler, Teresa Warren, Director Paul Turnburke, Ron Mitchell, Betty Porter, Bunny Spangler and Steve Culver.  
**Absent:** Will Guercio.

**Also present:** Lynn Hirshman, Mike Massa.

Meeting called to order at 8:07 A.M.

There was no public comment.

1. Teresa Warren noted the sidewalk project was off to a fast start this week. Teresa said she will get with Mike Massa about writing up an invoice for Mutual of Omaha Bank's contribution to the sidewalk project.

Paul Turnburke said that Scott Belonger of Loris & Associates has said that the part of the sidewalk over the bridge in town will require a reconstruction meeting as they get closer to working on that area. Paul said Kevin Dooley is the Loris representative overseeing the sidewalk project in town and has an office in the Community Center.

2. Teresa Warren talked about the Sidewalk Maintenance Committee and referenced a book, "Making Business Districts Work", and the information it gave on conflict of interest. Teresa asked all DDA Board members to state their feelings on how the DDA should proceed on sidewalk maintenance and if they feel they have a personal conflict of interest on this matter.

After a roundtable discussion the DDA Board came up with some ideas they would like to present to the Sidewalk Maintenance Committee. The DDA will assist the Town of Nederland with the maintenance of the new sidewalks and would contribute \$3000.00. Most in attendance agreed this would be a good starting point. That the sidewalks would be cleared by a certain time each day, triggered by a policy or an agreed to set amount of accumulation of snow at the discretion of the Public Works Director. That property owners would be responsible for clearing their sidewalks earlier if needed. That during heavy or continuous snowfall times the sidewalks will be cleared twice a day. These were all ideas that the DDA representatives will bring to the table.

3. For the Treasury report, Mike Massa handed out the current budget report and asked if we would like him to update the budget with more up to date figures that more accurately reflect where we stand today. The Board

placed that decision back on Mike and he said he would do the update. Mike presented two bills to be paid.

Bunny Spangler made a motion:

To approve payment of two bills. One for the Business Connection for \$9.00, and another for Loris & Associates for \$4,347.82.

Ken Adler 2<sup>nd</sup> the motion. Motion was approved unanimously. #091709-1.

4. Mike Massa said that Federal regulations state that if you receive over \$500,000.00 for a project that you must have an audit done and that this would cost an estimated \$2500.00 to \$3000.00.

Mike said our loan from Mutual of Omaha Bank is ready at the terms we requested and that the bank wants to know when we are going to close on the loan. We agreed to start the process for closing on the loan. Teresa asked who would have to sign on the loan and Mike said the DDA Chairman and Treasurer.

5. Teresa Warren asked Betty Porter to start the process of getting an easement from the Nederland Historical Society for the Riverwalk Trail project. Betty said she would get started on the process.

6. Paul Turnburke said he has some discussions with a company that installs solar sidewalk crossing lights. He will keep us informed.

7. Teresa Warren said she has requested a box in Town Hall so they could provide the DDA with copies of violations, accidents, etc. that occur within the DDA boundaries.

8. Betty Porter updated us on the BOT meeting Tuesday night. The BOT came out in support of the Nederland Community Library District and it's efforts in getting a new library built. The BOT also allocated \$6000.00 in Economic Development funds to various local non-profit groups that had applied for these funds. This amount was less than in previous years.

9. Betty Porter made a motion:

To approve the minutes from the August 13<sup>th</sup> and September 3<sup>rd</sup> DDA Board meetings as written.

Ron Mitchell 2<sup>nd</sup> the motion. Motion was approved with four voting for and one abstaining. #091709-2.

10. Teresa Warren said the scholarship for the DCI Conference is going to Ron Mitchell. Ron showed the DDA Board the workshops he was planning on attending.

11. Under new business Teresa Warren asked if we would like to have a sidewalk ribbon cutting or a groundbreaking ceremony. The consensus was yes. Teresa said she would organize a time and place.

12. Teresa Warren asked about the BOT adoption of the Universal Traffic Code. This is something the BOT is going to bring up in their next meeting. Teresa asked if anybody knew what was in it and will it benefit the Town in the long run. An example she brought up was that the code states you can only cross roads at crosswalks or risk getting a ticket. We will try and get more information.

13. Our next DDA meeting on will be on Thursday, October 8th. The meeting will take place at 8:00 A.M. at the Pioneer Inn, unless otherwise notified.

Teresa Warren adjourned the meeting at 10:10 AM.

Submitted by Stephen Culver, Secretary.