

## Nederland Downtown Development Authority Minutes for August 9, 2011

**Board members present:** Ken Adler, Rob Joseph, Director Paul Turnburke, Steve Culver, Jonathan Beggs and Teresa Warren.

**Absent:** Udo Sille and Peter Stader.

**Also present:** Pam North, Janet Perry and Mike Massa.

Meeting called to order at 8:08 A.M.

1. Teresa Warren had nothing new to report in her Chair Report. Teresa said it has been a very busy summer in town. Teresa did mention the upcoming DCI, (Downtown Colorado Inc.), Conference in Durango this Sept.

Teresa said we need to contact Public Works to change the sign at the Pedestrian Bridge directing people to Chipita Park and Barker Reservoir. It is on the wrong side of the bridge so people are confused on which way to go.

2. Paul Turnburke gave his Director's Report. Paul mentioned an event in Longmont, Colorado next week on Wed. the 17<sup>th</sup>. Paul said the Longmont Downtown Development Authority will be talking about what is happening in Longmont, and how they are trying to help themselves in our current economic climate. Paul said he is planning on attending this event and invited any other members to come join him.

Paul said the pedestrian crossing flags are done and he is waiting for a busy time to put them out to see how they will work.

Teresa Warren said she would like to see a sign showing that the sidewalk on the other side of the highway from the Pedestrian Bridge is ADA compliant. Teresa has been watching many people with disabilities trying to navigate down the trail to the Pedestrian Bridge to cross over the creek. She would like to see a sign showing an easier way to get around. Paul mentioned maybe we want a sign saying NOT ADA accessible pointing to the bridge.

Paul said the NACC wants to work with the NDDA and the Town on getting Christmas decorations displayed this year throughout the town. Paul said we need to work out where we want the decorations and how will we get power to the decorations.

Teresa asked Paul about our parking signs. Paul said the signs are all done and the Town has them and we are just waiting for Public Works to get them installed.

Teresa asked Paul about some properties in town that may be coming on the market. Teresa wanted to know what the statuses of these properties are and if they are on the market. Paul said he didn't know all of the facts and that we probably need to gather a lot more information about it before we discuss this issue further. Teresa said she would like to get that information so we can talk about it at our next meeting. Steve Culver said he would try to gather that information.

3. Rob Joseph gave his BOT report. BOT looked at a lot of action items last week. They started the meeting by proclaiming Aug. 28<sup>th</sup>, Big Foot Day, in honor of Dave Felkley. They approved the SRU for the Pioneer Inn Beer Garden. They discussed the preliminary Envision 2020 Report. He said the BOT will take public comment until Aug. 29<sup>th</sup>. They hope to approve or accept the document at their Sept. 6<sup>th</sup> meeting. They also formed a committee to look into the hiring of a new Town Marshal. The BOT expects to make an appointment on Sept. 6<sup>th</sup>.

Rob said the BOT will hold a workshop with the NDDA Board on Tuesday, August 23<sup>rd</sup> for Phase 2 of the sidewalks.

Rob talked about the NACC. They will know next Wed, the 17<sup>th</sup> about the Frozen Dead Guy Days proposal for having someone else take it over. They have gotten one serious application.

The NACC is working on a transition action plan on how to better serve the Nederland Area businesses and promote sustainable growth. Rob said essentially, the NACC is re-engineering itself from the ground up.

4. Teresa Warren talked about the Riverwalk project. At our last meeting Alisha Reis said she would look into gathering information on easements. We also talked about concentrating on the south side of the creek and leave the north side out. Teresa said it is now August and we only have three months left to work on the application and we need to get started. Paul Turnburke said that the grant application is very long. Paul asked the Board if someone would be able to help Teresa work on this grant application. Teresa said we need to decide if we are going to include the north side of the creek and if so we need to get the documents for the easements. Ken Adler thought we had already decided to concentrate on the south side and forget about the north side since we don't have all the documentation. Teresa said that if we hope to get some help from the Army Corp of Engineers for a second emergency services bridge crossing, we need to include the north side at this time.

Paul said we should ask the people in charge of the grant if we could include the north side knowing we need one more small piece of information to complete the planning to be added later. Teresa said she is just asking for clarity on how to proceed. Paul said this application almost needs its own subcommittee to work on this. Paul said the Riverwalk planning grant will be only for the Riverwalk at this time and would not include other creek usages like a kayak park.

Teresa said we should start pursuing this planning project on both sides of the creek and see if we come up to any roadblocks for including the north side. If we do then we can always scale back the application and proceed with the only the south side. Teresa said Alisha is already in contact with the Army Corps and we will see if we hear back from them. Teresa said it would be a great service to the town to come up with a second emergency crossing over the creek.

Jonathan Beggs, Rob Joseph and Paul Turnburke agreed to help Teresa with the Riverwalk Planning Grant application.

5. Paul Turnburke next gave us his sidewalk report. Paul started off by saying he has been serving on a steering committee for the Nederland Parks, Recreation and Open Space Master Plan Update and Gateway Park Conceptual Master Plan. He said this is very public process including representatives from many groups. It is a very large committee.

Paul said there was some vandalism to the flower boxes on the Pedestrian Bridge which is being repaired right now. Paul also said that Dan Glasser and Keith Larsen will not be working for the Town any longer to help clear and maintain the new sidewalks this winter. Paul has begun the process of talking to Alisha Reis and Teresa Myers about getting an ad in the paper to fill these positions.

Paul said we still have not gotten signed off on Phase One of the sidewalk project. Paul said we are very close. Mike Massa said that we still owe New Design Construction about \$60,000.00 and that CDOT will owe us \$60,000.00 when Phase One is completed. Paul said the hold up is with the contractor and CDOT on completing some items that were in the permits CDOT issued to the contractor. He said the holdup or issues are not with the Town. Mike Massa thought it might be another month or two to get everything done.

6. Mike Massa handed out the NDDA Operating Budget for our year to date. Mike said we are basically on budget for the year and might actually end up over budget on income again like last year.

7. Mike Massa presented a bill from Accounting Specialists.

Rob Joseph made a motion:

To approve payment of \$725.00 to Accounting Specialists for 2<sup>nd</sup> quarter accounting services for the NDDA.

Ken Adler 2<sup>nd</sup> the motion. Motion was approved unanimously. #080911-1.

8. Ken Adler brought up the long term financing option for the NDDA with the Town. Mike Massa said he had discussed this with Eva at Town Hall. Paul Turnburke said he would touch base with Eva at Town Hall on looking into this option further and when we might be able to begin the process of converting our loan.

Ken Adler said he had finished going through all the properties in the NDDA, checking them against Boulder County records. He was comparing our information with the Counties, to make sure boundaries and property status was correct. He said the reason we do this each year is things get changed for some reason. He cited an example of some commercial property that has been listed correctly for a number of years; all of sudden last year got changed to vacant land. He said listings and maps have been corrected. Ken said it does look like property valuations are slightly down, but we will have to wait a couple of weeks for our letter from Boulder County to know where we stand.

9. Next up was the approval of our NDDA Board meeting minutes from two previous meetings. One is for our last meeting and the other for our Feb. 3<sup>rd</sup> meeting that had not been previously approved.

Ken Adler made a motion:

To approve the NDDA Board meeting minutes for Feb. 3, 2011 as written in the draft minutes.

Rob Joseph 2<sup>nd</sup> the motion. Motion was approved. #080911-2.

Ken Adler made a motion:

To approve the NDDA Board meeting minutes for July 12, 2011 as written in the draft minutes.

Jonathan Beggs 2<sup>nd</sup> the motion. Motion was approved. #080911-3.

10. Under new business Paul Turnburke said there will be a work session with the BOT in two weeks on Aug. 23<sup>rd</sup>, in the evening, and he would like all NDDA Board members to attend. The purpose of the work session will be to give the BOT and the public information about the IGA with CDOT for the grant money to be administered by CDOT for the Phase 2 sidewalks. This will have to be approved by the BOT and is between the Town and CDOT. Paul said he will be there along with Town Administrator Alisha Reis and Scott Belonger who was the engineer for Phase 1 of the sidewalks and participated in getting the estimates for the Phase 2 grant application. Paul said he will send out an information sheet on what he will be going over that evening.

11. Paul Turnburke next talked about the NDDA participation in sidewalk related public work projects. Paul said there will always be small repairs needed on the sidewalks from time to time. Paul wanted to know how we should handle these little things that come up, and would be willing to help Public Works with the cost of some of these repairs. Ken Adler suggested we put a line item in next year's budget for sidewalk repairs to draw from for these expenses.

Ken Adler said he doesn't have any problem with helping Public Works with the costs of these repairs, but his biggest concern is getting these repairs done in a timely fashion. He wondered if it would be easier for us to contract with someone and get the job done quicker.

Rob Joseph suggested we schedule a special meeting sometime in Sept. between the NDDA Board, Alisha Reis and the new Public Works Director to go over some of these issues and ideas. Paul suggested that perhaps before that meeting that Paul and Alisha meet with the new Director and get him up to speed on where we are.

Paul said he is trying to find a way to transition the NDDA from being responsible for the maintenance to letting the Town take care of this. He would like to eventually see the NDDA be responsible for funding the maintenance and the Town be in charge of getting it done. Ken Adler said again he is still concerned that if we relinquish some of our oversight in the maintenance it may backfire on us. Steve Culver said he was concerned with the NDDA providing funds to repair sidewalks that should be the property/business owner's responsibility. Steve said he would like to see the NDDA and Public Works have some way to collect funds from property/business owners if we do go ahead and fix their sidewalks for

safety or aesthetic reasons. Steve said that as far as the NDDA getting top priority from the Town to clear sidewalks first, he didn't think that would be 100% possible and we would have to accept that sometimes the sidewalks would not be cleared of snow as soon as we would like them to be, but hopefully we would be at the top of the list.

12. Teresa Warren mentioned the Downtown Colorado Inc. (DCI), Conference coming up on Sept. 21<sup>st</sup> to 23<sup>rd</sup> in Durango, Colorado. Paul Turnburke sent around an agenda of the sessions that will be taking place. He said this information is also available online. Paul emphasized how good these conferences are and that he would not only like to see NDDA Board members attend, but also BOT members and key Town employees. He said some topics aren't related to DDA's but would be very informative for the Town government and town economics. Paul said he hopes we can get good attendance from Nederland.

Teresa said that if you want to attend email everyone to let them know. Teresa said she will reserve some rooms and register some people.

13. Teresa Warren said on our next meeting agenda we will get a report from Steve Culver on the status of some possible foreclosure properties in town. Paul Turnburke will contact the new Public Works Director and report back to us on this meeting. The Riverwalk Trails committee will have had one meeting and can give us a report. Ken Adler hopes to get more information on a long term financing option or loan through the Town.

Meeting was adjourned at 9:50 AM.

Our next regular NDDA meeting will be on Tuesday, September 13th. The meeting will take place at 8:00 AM at the Pioneer Inn, unless otherwise notified.

Submitted by Stephen Culver, Secretary NDDA.