

Nederland Downtown Development Authority Minutes for April 9, 2009

Board members present: Teresa Warren, Ken Adler, Bunny Spangler, Steve Culver, Director Paul Turnburke and Betty Porter.

Absent: Will Guercio.

Also present: Lilian Mitchell and Jim Stevens.

Meeting called to order at 8:10 A.M.

1. There was no public comment.
2. Teresa Warren didn't have any new information for her chairman's report. Teresa did talk about having the DDA begin either meeting weekly with Jim Stevens being able to come to those meetings or continue to meet twice a month as usual, then meet with Jim Stevens on the off weeks. This is needed as Jim Stevens is our contact for the sidewalk project and we need to be kept up to date on the project's progress. Teresa said Jim would prefer a Monday or Tuesday meeting. Paul Turnburke said he and Ken Adler could meet with Jim Stevens for lunch every other Tuesday. One other DDA Board member could also attend, but we could not have three DDA Board members present. Bunny Spangler or Steve Culver will be backups.
3. **Parking Analysis Report.** Teresa Warren said the report was available at the Business Connection. She said there will be a final study submitted after gathering more information during the busy summer tourist season. Teresa suggested that at our next DDA Board meeting we discuss the parking study more specifically and then submit our comments to the BOT.

Paul Turnburke stated that he thought the study was done very well and that we should look at it as a study with ideas and not as a report on what should be done. Paul then said we should get Carl Walker Inc. to give us a feasibility report on what the costs might be for different parking scenarios that they come up with. Teresa Warren would like to use the study to see what we could do right now to improve parking and then look at other ideas for longer term solutions. Paul would like to see in the report where parking signs should be placed in town.

Ken Adler brought up parking along Big Springs Drive and did anyone know where the actual property lines are? He wanted to know is there enough room for diagonal parking on one side of the road? We need to get more survey information.

4. Teresa Warren reported on our Open House at the Community Center for the sidewalk project. She said 30 to 40 people attended the meeting over the course of the evening. Teresa said she came away from the meeting with four points of concern from the public.

1. Cyclist concerns about how the sidewalk might impair their safety as they rode on the highway.
2. Pedestrian concerns of the safety of walking on the sidewalk as it goes over Middle Boulder Creek right next to the highway.
3. Local businesses losing parking in front of their businesses.
4. Maintenance of the new sidewalks.

As for the maintenance, Teresa said we need to come up with a plan to handle the sidewalk maintenance by Sept. 1st. There was some discussion on if we should purchase equipment for the town to use or look into hiring outside contractors to maintain the sidewalks. We will discuss this in further detail at future DDA meetings.

5. Jim Stevens said they are trying to get into the design phase of the sidewalk project as soon as possible. A lot of reviews need to be done that are dictated by the State of Colorado and those can't begin until we are farther along in the process. Jim said that CDOT is moving as fast as it can and this is encouraging. Loris & Assoc. are waiting for more definitive survey information and the surveyor has been slowed by the recent snows. Jim talked about different areas of impact on the sidewalk project and what the options might be for each sidewalk in that area. Jim said the DDA needs to contact the property owners along the sidewalk project and RTD to go over what their options might be for their property. The sidewalks will be built on highway right-of-way, but property owners might have other options on how they want to proceed with their own property.

Discussions continued with Jim Stevens and members of the DDA Board on various aspects of the sidewalk project. These included impacts on property, parking and placement of crosswalks. These discussions will continue when Jim meets with some DDA members next week. No action was taken at this time as we still need more survey and design work done.

6. Teresa Warren said our Riverwalk Grant Application has been denied for this year. Teresa said we came very close to getting enough points in the scoring to receive a grant, but fell slightly short. Paul Turnburke said even though we fell short in points this year we were in very good shape to correct the application and make it better for next year with a much

greater chance of getting approved. He told everyone not to be discouraged.

7. Teresa Warren asked if anyone had any changes to make to the minutes from our last DDA meeting.

Bunny Spangler made a motion:

To approve the minutes from the March 19th, DDA Board meeting as it was written.

Steve Culver 2nd the motion. Motion was approved. #040909-1.

It was mentioned that the approved and corrected minutes should be sent to all DDA Board members. Steve Culver said that at this time he was only sending the approved minutes to Town Hall.

8. Teresa Warren said Mike Massa had dropped off the Profit & Loss Budget Overview at the beginning of the meeting and an up to date Balance Sheet. Mike had said he needed to get more current up to date information on the cost changes and expenses for the sidewalk project.

Teresa said we needed to approve three bills for payment.

Betty Porter made a motion:

To approve three bills for payment. The first is to Loris & Assoc. for \$9359.80. The second is to Mountain Design for \$7.40. The third is to Accounting Specialist for \$337.50.

Bunny Spangler 2nd the motion. Motion passed unanimously. #040909-2.

Under other financial report business, Teresa Warren said she would like to know how much money we had left over from 2008 in the DDA account to apply towards 2009 projects. Ken Adler did some quick calculating from the Balance sheet and said we had around \$32,000.00 in the bank at the end of 2008.

Paul Turnburke wanted to know how much the SRU's would contribute to the sidewalk project. Teresa said it would be around \$47,000.00.

9. Teresa Warren said Ron Mitchell had submitted his resignation from the DDA Board in a letter to the BOT. Teresa said we need to accept his resignation.

Betty Porter wanted to know if we should recommend someone to the BOT. Teresa Warren asked if we should put out a notice for applications. Paul Turnburke said that with the sidewalk project going on and all the meetings that we were having that we might wait and see if someone shows some interest in joining the DDA at this time.

Teresa Warren said she still thought that we should have a notice in the newspaper and that the applicants send their information to the DDA. To be a member of the DDA Board the applicant would have to be a business owner, property owner or resident within the DDA boundaries. Some other requirements would be that they are available to meet twice a month on Thursday mornings as well as be able to attend other meetings of interest to the DDA. At this time we no action was taken.

Ken Adler made a motion:

To accept the resignation of Ron Mitchell from the DDA Board.
Betty Porter 2nd the motion. Motion was approved. #040909-3.

10. Next up was a discussion of the contract with Turnburke & Assoc. for additional services. Paul Turnburke said CDOT did not approve of Loris & Assoc. contracting with Paul on some of the design work on the sidewalk project. Paul said that at this time, anymore work he will do on the sidewalk project he will do as a representative of the DDA. If he has to do any extra design work he will come before the DDA Board and ask for approval to proceed and bill the DDA. Paul said he will still work closely with Scott Belonger of Loris & Assoc., but only as Director of the DDA.

11. Teresa Warren asked if we want a DDA representative to attend the BOT meeting next week on the town Comp. Plan revisions. Paul Turnburke and Betty Porter thought it would be a good idea. Teresa asked Betty to get more information on the upcoming meeting. Paul said the Planning Commission workshop on April 22nd, would be to go over the DDA Plan of Development.

12. Our next DDA meeting on will be on Thursday, April 23rd. The meeting will take place at 8:00 A.M. at the Pioneer Inn, unless otherwise notified.

Bunny Spangler made a motion:

To adjourn our meeting.

Steve Culver 2nd the motion. Motion passed unanimously. #040909-4

Teresa Warren adjourned the meeting at 10:55 A.M.

Submitted by Stephen Culver, Secretary.