

## Nederland Downtown Development Authority Minutes for April 7, 2011

**Board members present:** Bunny Spangler, Teresa Warren, Steve Culver, Jonathan Beggs, Udo Sille, Rob Joseph, Director Paul Turnburke and Ken Adler by remote voice link.

Also present: Gail Eddy, Pam North, Alisha Reis and Sumaya Adu-Haidar.  
Meeting called to order at 8:13 A.M.

1. Under public comment, Gail Eddy thanked everyone who helped get past copies of the NDDA Minutes to her.
2. Teresa Warren said there is a DCI Conference in Denver on April 13<sup>th</sup>. Teresa said that DCI has put out a press release for the 2011 Governor Awards nominations. Ken Adler thinks we could nominate ourselves for "Best Public Space Project" or Best Smart Growth Downtown Project". Teresa said we have until the end of June to submit the application. The awards would be for recognition only.

Teresa said that PUMA, Progressive Urban Management Associates, has put out a chart on comparing other DDA's in the state, including Nederland, Castle Rock, Woodland Park and Glenwood Springs. In looking at how we compare to these other DDA's, Nederland has managed our DDA well and we formed it at the right time in 2005.

Teresa also said she has sent out information on URA's, Urban Renewal Authorities, to all NDDA Board members.

3. Paul Turnburke started his Director's report by wanting to clear up some mis-information that was in the newspaper. He said that the Town of Nederland received the DRCOG grant for Phase 2 of the sidewalk project, not the NDDA and that the NDDA was assisting the Town in the planning and funding for this grant. Mayor Sumaya Adu-Haidar said she worked hard on keeping Nederland's name in the running for this grant and that this project is a Town initiative. Teresa Warren thanked Sumaya for all her efforts and attending late night meetings to help secure the grant from DRCOG.

Paul then brought up the subject of how the NDDA could work more seamlessly with the Town, particularly in attending outside conferences and meetings. Paul said Alisha Reis has forwarded to him some information on upcoming conferences that sound very interesting. These conferences bring up new ideas that could be useful to our town. Paul said he would like to see

more Town Trustees and Staff attend these conferences, if there is an interest, but he realizes that is not possible all the time. Paul was asking if there was a way to utilize these conferences better, that they seem to be bringing good ideas to the table. He was hoping that the NDDA and Town could find a way to attend these conferences together sometimes.

Paul said that he had asked Sumaya to attend today so that maybe we could get more clarity on the Town's position on how the Town staff and NDDA could work together on various projects. One project that was brought up was the signage for parking throughout town that was recommended in the Parking study. The Parking study was approved by the BOT and the first phase of the study involved signage for parking areas. It wasn't really decided on who should be responsible for placing the signs throughout town, it was implied that the NDDA and Public Works Dept. should get together and work it out. Rob Joseph said he recalls that it was the intention of the BOT that Public Works would be involved. Alisha Reis said there needs to be a more realistic in-depth look at what is the scope of the project, how much time it will take, what is really possible as the Public Works Dept. is being heavily taxed at this time on other projects, especially the Waste Water Treatment Plant. Udo Sille questioned why we do not have someone from Public Works attending our meetings to help us plan these projects. Alisha said that is why she is attending and she can help coordinate and relay this information to Public Works. Paul Turnburke said that he would get the parking signage information to Alisha so she can get some idea of what is the scope of this project.

Teresa Warren asked Alisha about some of the tasks that the Public Works Dept. had performed in the past; such as street cleaning; and would they be doing that again soon. Alisha said that since much of the Town staff is new and if we are not getting the things done that was traditionally done in the past it would be helpful if someone could get a list together of these items, that it would be very handy in helping them with their planning. Sumaya urged some community understanding and patience with the Public Works Dept., that they are in a shake out period where they are trying to figure out all these things that need to be done, what is realistic, what has been neglected and what is the whole list of things that are expected of them, what needs to happen next and how can we balance all of these things out so that Public Works can get to the point of where they are doing an outstanding job for the Town. Sumaya said that all this is not going to happen overnight.

Paul Turnburke continuing along this same line of discussion on how the NDDA and Town can work together more efficiently asked Sumaya and Alisha that he would like to get more clarity on the process on how to proceed with new additions to previously approved plans or new plans. He brought up an example of parking and directional signage and if a sign had already been approved and we wanted to change or add something to the sign would we need to go back before the BOT for approval for that specific change.

Paul said he is moving forward with the pedestrian crosswalk flags and getting the artwork ready for the flags. He hopes to have the flags in place before the High Peaks Art Festival.

Paul talked about the presentation of the Sidewalk Enhancement plans at the BOT meeting and what his take was on how to continue. He said he wished he had been given more time to answer and ask questions to the BOT, but he will proceed with what information he was given at the meeting. Discussion centered on some of the questions that were directed to Paul and whether they were meant as we do not approve of this part, or were they meant as we need more information about this part or we need to know that the property owners are okay with this plan and if so go ahead with the project. The questions were brought up as concerns, not necessarily as disapproval. Rob Joseph said that way he understood what took place at the meeting was that Paul should go ahead and create a more specific plan for the sidewalk enhancements, that the plan has multiple components and when the BOT gets more specific information on each of these pieces they will be better able to say we approve this piece and this piece, but we would like to get more information on this piece or maybe wait until we see how these other pieces of the plan are working out. Paul said the Planning Commission recommended tackling the First St. access to the pedestrian bridge part of the plan first. Paul wanted to know if a group should be formed to help with the issues around this part of the plan and how it would affect the access to the First Street businesses. It was agreed that we need to find out what legal easements are involved and then we can proceed from there. Staff will look into the technical aspects of this part of the project to see if there are problems and if they can be fixed before proceeding with forming a group or making a more specific plan for this part of the project.

Paul said that Bunny Spangler and Steve Culver's NDDA terms will expire on June 30<sup>th</sup> of this year. Paul asked that Bunny and Steve consider whether they would like to continue on the NDDA Board and get approved by

the BOT for another term and to let the NDDA know as soon as possible. He said the last time some terms expired the transition was not handled as well as it could be and we would like to learn from our mistakes and make this a better transition. The NDDA Board would like to know as soon as possible how many empty seats we may have and to create a process on how we can get more people to apply for and fill these empty seats. Teresa Warren suggested that Bunny and Steve let the Board know by May 1<sup>st</sup>.

Paul again brought up that the NDDA needs to begin to think about how we can fund our projects over the long term. If we accept the DRCOG grant will we have the financial plans in place to fund our commitment? Paul said we now have a steady income stream and can or should we draw on that income as we have on a limited basis for Phase 1 of the sidewalks with our line of credit from the bank right now. Paul said he has gotten some leads from our attorney regarding Bonding Companies that work with DDA's. Paul said that before he begins that conversation with these companies he would like to form a committee of himself and two other NDDA Board members to sit down and talk about the money side and cash flow side of things over the next 20 years. Paul would like to look into how best to create a mechanism to move forward on projects versus being on a cash basis every single year. Paul believes this is the best method for us to proceed, but whether it is the best method or not we need to study what our options are at this time so we do have the funding in place to pay for the final funding of the new DRCOG grant. Udo Sille and Ken Adler agreed to serve on this committee and Rob Joseph also offered his assistance saying he has a lot of resources he can draw on. Paul said as they come up with ideas or questions they would run them by Rob for his input as well as the Town staff to make sure they are in compliance with laws concerning town governments.

Paul suggested that the NDDA Board have a dedicated meeting or retreat to discuss future projects and funding. Paul would like the NDDA to come to a consensus on what are plans are before we hold a workshop with the BOT this summer. He would like this meeting to be about just visioning ourselves. Teresa Warren said that maybe we can set aside one of our regular meetings to focus on only this. Teresa also suggested a strategic planning meeting with the NACC Board.

4. Teresa Warren talked about the new DRCOG grant for Phase 2 of the sidewalk project. Teresa told Sumaya and Alisha that DRCOG will send some form of notification to the Town telling them they have been approved for the grant. Nothing can happen or begin until at least October of 2011 where

we could begin the design work; not construction; which would take about a year. Or, Teresa said, we could put it off and begin design work in October of 2012. Teresa said the Town would be looking at a two year process between design and construction and if the Town accepts the grant that the Town and the NDDA need to come together to decide what would be the best time to begin this project. Paul Turnburke said that at this time DRCOG's part in the grant is done, the TIP money has been approved and from here we will need to work with CDOT on how we proceed or not proceed. It may be a few months before anyone from CDOT gets in contact with us. To be proactive, Paul said the Town could contact CDOT to be clear on the timelines and do we have until October to make up our mind on accepting the money. If the Town accepts the money they will then sign a contract with CDOT on this project, an IGA.

5. Rob Joseph gave his BOT report. Rob said the BOT approved the drive-thru window for Ben's Emporium. The adopt-a-park is now a reality. They gave the go ahead, after a long discussion, for the Nederland Café and Bike shop and granted the parking variance they had asked for. Rob said the vote was 3 to 2 with one member recusing himself. Rob also said that the Town Spring Cleanup location will most probably change due to the construction on the Waste Water Treatment Plant.

6. Next up was approval of minutes from two previous NDDA Board meetings.

Udo Sille made a motion:

To approve the minutes from the March 17<sup>th</sup>, NDDA meeting.  
Jonathan Beggs 2<sup>nd</sup> the motion. Motion was approved unanimously.  
#040711-1.

Udo Sille made a motion:

To approve the minutes from the Jan. 20<sup>th</sup>, NDDA meeting.  
Bunny Spangler 2<sup>nd</sup> the motion. Motion was approved unanimously.  
#040711-2.

7. Teresa Warren said that someone hacked into her email account and gathered enough information to try and access the NDDA's two bank accounts. Mutual of Omaha Bank employees stopped the fraudulent transaction and alerted Teresa to what was happening. The bank has changed the accounts to new account numbers. Mutual of Omaha suggested that the NDDA change to a Business Banking Package that would allow online

access to our account so we could keep an eye on our account and also be able to transfer funds as needed and have access to other business banking features. Teresa asked the NDDA Board if they would like to change the account.

Bunny Spangler made a motion:

That the NDDA sign up for a Business Banking Package for our two accounts at Mutual of Omaha Bank.

Jonathan Beggs 2<sup>nd</sup> the motion. Motion was approved six for and Udo Sille voting no. #040711-3.

8. Meeting was adjourned at 10:06 AM.

Our next regular NDDA meeting will be on Thursday, April 21st. The meeting will take place at 8:00 AM at the Pioneer Inn, unless otherwise notified.

Submitted by Stephen Culver, Secretary NDDA.