

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Conference Room

June 26, 2012 at 6:00PM

Minutes to the meeting

A. CALL TO ORDER

B. ROLL CALL: Ron Mitchell, Pat Everson, Mary Ann Rodak, Annette Croughwell, Donna Kirkpatrick, members present.

Also present: Paul Turnburke and Alisha Reyes

C. PUBLIC COMMENT – none present

D. CONSENT AGENDA

1. Approval of June 12, 2012 Regular Meeting Minutes

Roll taken and minutes approved

2. Approval of Treasurer's Regular Meeting report for June 26, 2012 and Accounts payable
Eva Forberger was absent due to fires. No report given

E. INFORMATIONAL ITEMS

1. Executive Director report - Paul Turnburke

Paul reported on the Downtown Colorado Convention coming up. Ron stated that he intended to attend the meeting on his own. Others might attend given the location being in Golden.

2. DAT report - Pat Everson/Ron Mitchell

The EPA is proposing assistance to the Town of Nederland on Biomimickery. A workshop will be held in August of this year with the assistance of an Intern. This will assure that we are meeting the EPA stormwater conditions and guidelines on NEDPEDS. Ron felt we needed to add a conceptual statement in the RFP regarding the biomimickery as Kevin Mueller wants us to utilized this and the help of the EPA as we progress forward.

F. ACTION ITEMS

1. Approval of Resolution for \$80,000 for Phase I Sidewalks

A motion was made to approve and a roll call vote was taken and all approved passage. Motion passed

2. Approval of Resolution for \$300,000 for refinancing of loan with Mutual of Omaha

A motion was made to approve the loan refinancing and a roll call vote was taken. All votes approved passage. The motion carried.

3. Approval of Resolution for \$18,000 for Nedpeds.

Discussion was held to increase the request to the required \$37309 needed to hire a Project Manager for the NEDPEDS project. Pat made a motion the increase resolution 2012-24 to \$37309. This amount will reflect all possible scenarios where additional money from DRCOG might impact. The motion was seconded and a roll call vote was taken. All approved, and the motion carried.

4. Approval of Amended POD for Nedpeds

The amendment is to include the use of principles regarding biomimicry to our POD for NEDPEDS. Pat made the motion to amend the pod and a second was made. A voice vote was taken and the motion passed.

5. Approval of RFP for Nedpeds

The draft RFP is going to CDOT for their approval. We should have this to the BOT for their July 3 meeting. The changes we discussed making were the responsibilities that would work with the design team (DAT) and but not limited to the workshop provided by the EPA on Biomimicry.

Ron wants the survey of properties and the TOPO done separately from the RFP requirements. It would be in our best interest to continue with Lee Stadle from Flagstaff Surveying. He would like to see the requirement for the survey removed from the RFP. Pat asked Alisha about the technicalities of removing the language and what would that mean.

Alisha said generally we would be making them adhere to the town's following of surveying procedures.

Pat made the motion to amend the motion. A vote was taken and defeated.

Ron requested that the rewording of the RFP be made to notify the respondents that they are to use any and all surveys provided by the town.

He made the motion and it was seconded. Motion passed. Pat made the motion to amend the RFP with biomimicry and EPA workshop attendance requirements. Motion seconded and passed.

6. Clarification of status of \$200 offer for Chris Smith for insurance as an increase to his bid

Discussion was held regarding just what we had voted to promise Mr. Smith. We were to help him by paying the initial insurance bill of approximately \$750, and we would deduct that from his final payment. Pat stated that this was all contingent on his providing a bill which he had yet to do. Do we want to provide him with \$200 towards his insurance bill? He did finally produce a certificate, just not the bill for such. We will table the discussion until later when Paul will get the bills and proofs of purchase. When we receive the bill detail then we can make it an action item. Mr. Smith has requested payment on his work and it was agreed that Eva could pay him as soon as he provides a bill for services and plantings done.

G. DISCUSSION ITEMS

The discussion items were tabled by Ron Mitchell until a later meeting.

They will be presented in the future.

1. Discussion of a new direction for organizational duties of the NDDA Board
2. Discussion of a new job description for NDDA Executive Director
3. Discussion of the need to hire clerical staff to help the NDDA Board and the DAT team

H. OTHER BUSINESS (NEW)a

We have yet to set a permant meeting schedule so we held a disucussion to see how the members felt. It was decided that we must follow a more professional approach and the timing needed to be when the greatest number of citizens could participate. This was decided to be in the evening at the same time as all other town boards, which is 7PM.

We decided to meet the first Tues after the first Tuesday meeting of the BOT. July 10th at 7PM in the community center in whatever room is available.

Pat reminded us that all agenda items for discussion will have to be made by AIM requests.

It was also agreed upon that the board members would try to make all meetings of the boards when topics regarding our projects were being discussed. There are two meetings coming up, the first one is the Planning Commission on June 27 at 7PM and the second one is the July 3rd BOT meeting.

Informational procedure was discussed and Paul is to get the amended documents to the Planning Commission and pass out prior to their discussion.

G. ADJOURNMENT

Motion made and passed to adjourn at 7:24PM.

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 by Friday before the Tuesday meetings and are available on the NDDA website, www.neddda.org. Copies of the agendas and meeting packet are available at no cost via email from paul@turnburkeassociates.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.