



**TOWN OF NEDERLAND
BOARD OF TRUSTEES
REGULAR BUSINESS MEETING**

**NEDERLAND COMMUNITY CENTER
750 Hwy 72 Nederland, CO 80466**

February 3, 2015, 7:04 P.M.

MINUTES

A. CALL TO ORDER

B. ROLL CALL

Present: Mayor Joe Gierlach, Trustees Kristopher Larsen, Kevin Mueller, Randy Lee, Charles Wood, and Topher Donahue.

Absent: Mayor Pro Tem Peter Fiori

Also present: Alisha Reis, Town Administrator; Eva Forberger, Town Treasurer; LauraJane Baur, Town Clerk; Paul Carrill, Interim Town Marshal; Carmen Beery, Town Attorney; and Alex Armani-Munn, Town Intern.

C. CONSENT AGENDA

1. Approval of February 3, 2014 Accounts Payable, Schedule A.
2. Approval of February 3, 2014 Accounts Payable, Schedule B.
3. Approval of January 20, 2014 Regular Meeting Minutes.
4. Approval of Third Amendment to the Use Tax Collection IGA with Boulder County.

Motion to approve the Consent Agenda minus Schedule B was made by Trustee Larsen, seconded by Trustee Donahue, and passed by unanimous verbal approval.

Motion to approve Schedule B was made by Trustee Larsen, seconded by Trustee Donahue, and passed by unanimous verbal approval with abstention by Trustee Lee.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS (Speakers limited to 3 minutes)

There were no public comments.

E. INFORMATIONAL ITEMS

1. 2014 Housing Task Force Year-end Report

Alisha Reis filled in for Task Force members and introduced the report in the packet commenting that they have met their three goals as they close out 2014, and the group's work has been completed.

Trustee Lee wanted to correct the report by noting that the Housing Task Force and the Nederland Human Services Task Force united, but not under the umbrella of the IMA, which declined to become an official partner.

2. Update on Tourism/Marketing Grant Program

Alex Armani-Munn gave an update on the OEDIT grant along with DDA Chairwoman Katrina Harms. Armani-Munn gave a summary of the information provided in the packet.

Trustee Mueller asked about what the Town is hoping to accomplish through this project and how success will be measured. Armani-Munn responded that the focus is on assuring that as people pass through Nederland, they understand what Nederland has to offer. The project group has been focusing on the Board direction given several months ago, ensuring that 80 percent of marketing efforts be focused regionally (the Peak-to-Peak) and 20 percent be focused in the Front Range and Denver Metro Area. Armani-Munn noted that the kiosk would help to address a lack of staffing at the Visitor Center. Mueller asked if the project group had considered hiring more staff for the Visitor Center. Armani-Munn responded that Town staff is pursuing funding for additional staff through a grant from Boulder County.

Next, Mueller asked if local residents would use the kiosk. Armani-Munn responded that the kiosk could be programmed with local news and announcements and marketed to residents as a source for local information.

Trustee Lee was concerned that needs for the kiosk should be determined prior to taking any action. Armani-Munn responded that a current need for more accessible visitor information had been determined and additional needs could be addressed as needed.

Trustee Donahue asked if the regional advertising plan could be revised and who was managing it. Armani-Munn said that the plan is flexible and that Katrina Harms is responsible for that aspect of the grant. Donahue then asked if the group had considered placing one prominent ad in a major publication rather than placing several small ads in minor publications. Harms responded that based on her experience in marketing, frequency is most effective in trying to reach target audiences.

Armani-Munn explained that their efforts would seek to make local businesses viable twelve months of the year and less dependent on the 3-4 month tourist season. Armani-Munn stressed that these changes will come over time and may not be apparent in the immediate future.

3. Announcement of Nederland's selection as part of EPA Building Blocks for Sustainable Communities Program

Armani-Munn announced formal notification of a grant award to the Town from last week, and reviewed the summary information that was submitted to the packet. He also noted that in completing the application, he used language from the Nederland Comprehensive Plan that aligned with the EPA program goals. As part of the grant, Nederland will be receiving professional assistance from knowledgeable people in the field. Armani-Munn also noted that Nederland was the smallest community to be selected.

Trustee Wood asked when these professionals would be coming. Armani-Munn said that he is not sure yet, but probably this summer.

4. Monthly Update on Town Shop Project

Reis reviewed the information in the packet, noting that she will continue with monthly updates and #Nedzero updates on the Trello platform. Reis also noted that the DOLA funding is related to energy and mining; and, although Nederland no longer participates routinely in those activities, we can draw on the relationship by historical use and impacts, such as the presence of heavy metals in the local environment. Reis updated the Board on funding deadlines.

Trustee Mueller asked about how we are doing on this project with measurable goals. Reis replied that that information will be in next month's report, as the project team is refining goals prior to project kick-off. Mayor Gierlach asked if there is a limitation on DOLA grants or can we use other grants to supplement our Town match. Reis said that as long as the Town does not use state funding to match this state funding, we can supplement our local match; also noting that we actually may need other assistance, depending on final project budget.

5. Update on NedPeds Project

Reis noted that pre-advertisement notifications are going out this week for contractors and owner's representative services, all except for the bid documents and plans. With the addition of the spurs, the funding is more attractive to contractors and there is already some interest with local contractors for this project. By early April, Reis anticipates having a contract before the Board.

Trustee Larsen asked if we have a contingency plan in case we get no bids. Reis stated that we would have to regroup, but that she has spoken with contractors who are interested in the project in an attempt to increase the likelihood of bids. Trustee Mueller wanted to know if we could bid for the owner's rep soon. Reis

responded that we are allowed to bid that portion of work alongside the contractors' bid, as it is part of the Town's match to the federal funds. The Town could bid the owner's rep portion separately if we did not have that portion of funding as part of the match. Alternatively, we could ask for help ahead of the bids, but only engaging a firm/owner's rep who would not subsequently bid on the overall project.

6. Introduction of a grant proposal for the Boulder County Sustainability Matching Grant program

Armani-Munn introduced the grant proposal, which would partner with the Boulder County Partners for A Clean Environment (PACE) program to offer water use assessments to high-use businesses in town, and offering rebates to those businesses to offset the cost of energy efficient improvements that would decrease water use. Armani-Munn also noted that he is look at pursuing funding to do energy audits at Town facilities in the future.

Trustee Mueller asked if there is a plan to work out the monitoring of those businesses that take advantage of this. Forberger answered affirmatively, noting that we can monitor them through our system. This is the manner in which we are targeting the businesses that will be chosen for the program. Some discussion followed regarding manners of monitoring.

Trustee Wood asked if giving the rebates on a first come-first serve basis is a condition of the grant, suggesting that alternatively we should target those who would benefit the most. Forberger answered that she will be targeting those in most need, but that she cannot make them apply.

F. ACTION ITEMS

1. Consideration of Resolution 2015-07 to appoint Paul Carrill as Town Marshal

Paul Carrill addressed the Board, reading his memo and noting many of his accomplishments during his tenure as Interim Chief of Police in the past six months. Trustee Lee asked how Carrill learned about what a community would like in the Nederland Police Department. Carrill answered that it was mainly through anecdotal sources such as coffee shop conversations, noting that some people like more consistent and professional policing, and others prefer that things remain more informal. Trustee Wood commented that Carrill has an impressive list of accomplishments and asked "what's left?" Carrill stated that he would like to create a strategic policing plan, with the community, Board, and officers involved in the process.

Trustee Mueller asked if the PD will be using mountain bikes this year. Carrill affirmed that since the PD is now staffed well enough and they have the correct equipment, they will be using the mountain bikes this summer.

After several positive comments from the Board, Reis noted that the PD will be reporting to the Board at a work session on March 3rd at 6:00p.m.

Motion to approve Resolution 2015-07 was made by Trustee Larsen, seconded by Trustee Wood, and passed by unanimous approval. Police Chief Carrill was then sworn in by the Town Clerk.

2. Consideration of Melody Baumhover as a member of the Sustainability Advisory Board

Baur introduced Melody Baumhover's application, noting that Mayor Pro Tem Fiori had confirmed that Baumhover had met with SAB, which had voted to recommend to the Board appointment on the SAB. Baumhover spoke regarding her desire to be appointed and noted some of her qualifications. Trustee Mueller commented that it is great to see someone with her background and education step up to volunteer. Trustee Lee agreed and added that it is great to see families volunteering. Trustee Wood asked her how she feels about incorporating other elements of sustainability along with environmental sustainability, for example: economic sustainability. Baumhover confirmed that she believes that economic sustainability needs to be focused on as part of the whole picture.

Motion to appoint Melody Baumhover as a member of the Sustainability Advisory Board was made by Trustee Larsen, seconded by Trustee Mueller, and passed by unanimous approval.

3. Consideration of Resolution 2015-06 to approve a loan to the DDA to support the Master Plan update

Forberger introduced this resolution, stating that the loan is needed for Downtown Colorado Inc. (DCI) expenses to assist the DDA with its Master Plan update, noting that the loan source will be the sewer fund and that it will be repaid in one month.

Motion to approve Resolution 2015-06 was made by Trustee Lee, seconded by Trustee Mueller, and passed by unanimous approval.

G. DISCUSSION

There were no items for discussion.

H. OTHER BUSINESS

1. Mayor Gierlach expressed a desire to solidify the Board work session schedule. The current schedule was reviewed and several changes were requested. Trustee Wood asked that a session also be scheduled to address the Town Administrator's performance review and salary which needs to be finalized. The Town Clerk will reschedule the work sessions as requested by the Board.
2. Reis announced that she has met with officials from the new bank and they have agreed to donate land along the creek. This will help with the extension of trails in the future. Reis will keep the Board informed of progress.
3. Armani-Munn gave a brief update on results from a survey issued to residents regarding a proposed ordinance for a mandated disposable bag fee at Nederland retail stores. Armani-Munn indicated that over 100 community members had responded to the survey, and the results to that point were split almost evenly between support and opposition. Armani-Munn concluded that the survey would remain open for a while longer and that he would soon begin the next steps in the development process: business outreach and a community impact assessment.

I. ADJOURNMENT

Motion to adjourn was made by Trustee Mueller, seconded by Trustee Lee, and approved by unanimous voice vote. The meeting was adjourned at 8:51 PM.

Approved by the Board of Trustees.

ATTEST:


Joe Gierlach, Mayor


Laura Jane Baur, Town Clerk

