

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, February 7, 2008

Minutes of a Regular meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in Town Hall in said Town of Estes Park on the 7th day of February 2008.

Committee: Chairman Pinkham, Trustees Eisenlauer and Levine

Attending: Chairman Pinkham and Trustee Eisenlauer

Also Attending: Town Administrator Halburnt, Deputy Town Administrator Richardson, Directors Pickering and Kilsdonk, Managers Marsh, Mitchell and Winslow, and Deputy Clerk Deats

Absent: Trustee Levine

Chairman Pinkham called the meeting to order at 8:00 a.m.

PUBLIC COMMENT.

None

CONVENTION & VISITORS BUREAU.

2008 HORSE SHOW CONTRACTS – REQUEST APPROVAL.

Staff requests approval of contracts for six horse shows/events to be held at the Stanley Park Fairgrounds during the summer of 2008. Three of the events have previously been held in Estes Park, with the addition of three new events to the venue. Returning events include the Rocky Mountain Miniature Horse Club, June 18th-22nd; the Tophand Organization – Team Penning, July 18th- 20th (a fundraising event for the Rooftop Rodeo); and the Colorado Arabian Horse Club, July 2nd-July 6th. New events to the facility include: Westwood Equestrian Development, June 26th-29th, (a Saddlebred Organization with approximately 100 horses and a show similar to the Arabian Show); the Colorado Springs Dressage Association, July 18th-20th (a dressage show with 120 horses that will be sharing the facility with the Team Penning Organization); the Colorado Junior Rodeo Association, August 15th-17th (the organization's finals with 200 participants plus their families. Over \$100,000 in prizes and scholarships will be awarded at this event.) **The Committee recommends approval of the event contracts as described to be included on the consent agenda of the February 12th Town Board meeting.**

FAIRGROUNDS CONCESSION STAND LEASE RENEWAL – REQUEST APPROVAL.

The lease between the Town of Estes Park and the Lions Club of Estes Park for the concession stand at the Fairgrounds at Stanley Park is up for renewal this year. Minor changes have been made to the lease and have been reviewed by Town Attorney White. The new lease will be in effect through December 31, 2009. In past years, approximately \$1,000 worth of maintenance has been performed on the concession stand annually, with lease revenue averaging \$9751.85 per year. Gross income from the stand for the last four years has averaged \$89,600. Operating the concession stand has been the key source of income for the Lions Club since 1954, with proceeds being used to fund scholarships and community projects.

The Committee recommends an ordinance be prepared to be taken as an action item to the February 12th Town Board meeting for approval.

RECORD OF PROCEEDINGS

Community Development – February 7, 2008 – Page 2

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Marketing
- Media & Public Relations
- Visitors Services Report
- Group Sales Report

Discussion took place regarding lodging occupancy reports, indications for the upcoming tourist season, and what effect news stories related to the economy, pine beetle infestation, and rising gasoline prices will have on Estes Park tourism. Dir. Pickering stated that based on information available at this time, he anticipates the upcoming tourist season will be similar to last year's.

MUSEUM/SENIOR CENTER SERVICES DEPARTMENT.

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Museum Monthly Report
- Museum Year-End Report
- Museum 2007 List of Acquisitions
- Senior Center Monthly Report
- Senior Center/Museum 2007 Rentals

Mgr. Mitchell stated the reported decline in meals served by Meals on Wheels is due to short-term service to people with illness or those returning home after hospital stays, and a decline in the number of long-term services being provided.

Mgr. Mitchell and Dir. Kilsdonk stated that rental of the Fall River Picnic Area is promoted through brochures, the Town website, and articles in the newspaper. Parties who have rented the facility have taken good care of the property, and reservations are starting to come in for the summer months.

COMMUNITY DEVELOPMENT.

REPORTS.

Reports provided for informational purposes and made a part of the proceedings.

- Community Development Financial
- Monthly Building Permit Summary

Town Administrator Halburnt stated that the Community Development Department revenues exceeded expenditures by \$89,000 and, in contrast, the Building Department was subsidized by \$300,000. Chairman Pinkham commented that the level of construction remains relatively strong even in a slow housing market.

ADMINISTRATION.

KUNDTZ ADDITION ANNEXATION FEE WAIVER REQUEST.

Matthew Heiser, representing Habitat for Humanity of Estes Valley, Inc., requested a waiver of fees associated with the annexation of the Kundtz Addition, approximately 2/3 acre on Riverside Drive. The property is the proposed location for future Habitat for Humanity homes. Habitat for Humanity of Estes Valley, Inc. has worked for the past 12 years to provide decent, affordable housing for residents of the Estes Valley. Mr. Heiser stated that in the past, the Town Board has recognized the community service provided by affordable housing and has offered assistance by waiving development fees for Habitat and other affordable housing developments. A public hearing related to the

RECORD OF PROCEEDINGS

Community Development – February 7, 2008 – Page 3

annexation of the Kundtz Addition has been scheduled for April 22 and, typically, the annexation fee is submitted with the annexation application.

Administrator Halburnt stated that the standard for fee waivers and the criteria for qualifying entities are set by the Community Development Committee, and to date, have not addressed fees associated with annexations. She suggested the Committee not only consider Habitat's request, but also consider whether to extend fee waivers to include annexations. After discussion, the **Committee recommends approval of the fee waiver for the annexation of the Kundtz Addition, and requests that staff compile further information related to fee waivers to be taken to the February 26, 2008 Town Board meeting as an action item.**

REPORTS.

- Estes Valley Investment in Childhood Success (EVICS) Presentation – Childcare Task Force Recommendations – Nancy Almond, EVICS Coordinator, reported on the services EVICS provides to families with young children and the childcare options that are currently available in the Estes Valley. An 18-member community task force was created after last year's Childcare Summit to address childcare concerns related to the lack of care for infants and toddlers, the lack of after-school care programs, the expense of childcare for families, and the cost of operating childcare facilities. She stated that the Park School District Board of Education recently made a decision to close down the elementary school that currently houses two childcare facilities. She stated the closure of these two facilities will have a negative impact on childcare in Estes Valley and suggested that the community partner together to address childcare concerns.

Discussion followed with all agreeing that young families are needed to provide a balanced community with economic sustainability and that viable childcare options are necessary to achieve this balance. Ms. Almond stated that EVICS will be undertaking an informational campaign to deliver their message to the community and asked for the Town's support.

There being no further business, Chairman Pinkham adjourned the meeting at 9:47 a.m.

Cynthia Deats, Deputy Town Clerk