

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, February 18, 2009*

Minutes of a Regular meeting of the **ESTES PARK URBAN RENEWAL AUTHORITY** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 18<sup>th</sup> day of February, 2009.

Commissioners: Chairman Newsom, Commissioners Blume, Halburnt, Little, Martinsen, White and Wilcocks

Attending: Vice Chairman Wilcocks, Commissioners Blume, Halburnt, and Martinsen

Also Attending: EPURA Dir. Smith, Dir. Pickering, Dir. Zurn, and Deputy Town Clerk Deats

Absent: Chairman Newsom, Commissioners Little and White

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

### **COMMUNITY COMMENTS.**

None

### **COMMISSIONER COMMENTS.**

None

### **MINUTES.**

The minutes of the regular meeting held January 21, 2009, were approved.

### **EPURA PRIORITIES AND WORK PROGRAM.**

Dir. Smith stated that the EPURA Commissioners and the Town Board of Trustees met on February 10<sup>th</sup> for a joint work session to discuss a project for EPURA that would be visible, good for the community, and an effective use of EPURA financial resources. During the work session, a project at Stanley Fairgrounds was identified as meeting the criteria, particularly a project to replace the grandstands. Dir. Zurn said that an estimate for a bare-bones, 3500 seat grandstands was done several months ago and came in at approximately \$835,000. The Commissioners discussed features to be considered in the design of the grandstands including seating capacity, a ticket booth, office space, concession area, emergency operations/first aid office, dressing rooms, storage, additional restroom facilities, and the utilization of stone and timbers to create a high-end multi-use structure.

Discussion continued on the following topics: the issuing of a Request for Proposal (RFP) for the design of the project; including a request for tiers/add-ons in the plan development in order to determine final design and affordability; a preference to use local contractors when possible; and a time frame for the RFP, necessary approvals, and construction. Dir. Pickering stated that the fairgrounds are booked for the summer and that the project could begin after the last scheduled event, which is the Scottish Festival the second weekend of September, with completion of the grandstands by early June 2010.

Following discussion, it was **moved and seconded** (Halburnt/Blume) **to direct EPURA staff to create a competitive bid process through an RFP for the design of the grandstands at the Stanley Park Fairgrounds to include a preference for local construction and input, and maximizing in any way possible that local involvement**, and it passed unanimously.

**FAÇADE IMPROVEMENT PROGRAM BROCHURE.**

Dir. Smith said that Atty. Benedetti has reviewed and approved the draft informational brochure and the application. The informational brochures will be distributed by mail, a press release will be prepared for publication in the local newspapers, and Commissioner Halburnt and Dir. Smith will visit businesses in Town as feasible to present information about the program. Completed applications will be reviewed by Dir. Smith and will not require EPURA Board approval. Proper documentation of the façade improvement expenses will be required before reimbursement will be made to the applicant. It was **moved and seconded** (Martinsen/Blume) **to move forward with the façade improvement program by printing and mailing the brochures, preparing a press release, and walking through town to distribute information about the program**, and it passed unanimously.

**EXECUTIVE DIRECTOR'S REPORT.**

1. Dir. Smith said that Sharon Seeley, owner of the Park Theater Mall, has not contacted him regarding a written request for reimbursement for legal fees that was approved by the Commissioners. Mrs. Seeley had been given a deadline of the end of Fiscal Year 2008 to make this request.
2. Two of three members of the Signage Subcommittee will be out of town through February and will continue meeting when all return to Estes Park. The Façade Improvement Program brochures will be printed and distributed in the near future.
3. The Lyons Town Board has invited Dir. Smith to make a presentation about EPURA, as Lyons is considering establishing an urban renewal authority.
4. There are no new developments in the lawsuit and the attorney is optimistic that there will be a verdict by the next regular EPURA meeting.

Whereupon, Vice Chairman Wilcocks adjourned the regular meeting at 8:57 a.m.

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Cynthia Deats, Deputy Town Clerk