

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, March 24, 2009

Minutes of a Regular meeting of the **TOWN BOARD STUDY SESSION** of the Town of Estes Park, Larimer County, Colorado. Meeting held at Town Hall in Room 130 in said Town of Estes Park on the 24th day of March, 2009.

Board: Mayor Pinkham, Mayor Pro Tem Levine, Trustees Blackhurst, Eisenlauer, Ericson, Homeier and Miller

Attending: Mayor Pro Tem Levine, Trustees Blackhurst, Eisenlauer, Ericson, Homeier and Miller

Also Attending: Town Administrator Halburnt, Deputy Town Administrator Richardson, Directors Kilsdonk, Zurn, Pickering, Goehring, Mgr. Winslow, Town Attorney White and Town Clerk Williamson

Absent: Mayor Pinkham

Mayor Pro Tem Levine called the meeting to order at 5:00 p.m.

SUPPORTER OF THE PERFORMING ARTS (SOPA) MEMORANDUM OF UNDERSTANDING (MOU)

Trustee Eisenlauer reported SOPA has requested the Town Board consider updating the MOU between the Town and SOPA for the performing arts theater. They are requesting the references to the sale of Lot 4, Stanley Historic District be removed and the Town continue their commitment to fund site preparations. This funding would demonstrate to potential grants that the Town is behind the effort by providing necessary funding. Administrator Halburnt stated the Town set aside \$217,000 in 2009 for potential site preparations which equates to the subsidy the Town previously committed to for operation and maintenance of the theater once built.

Discussion followed amongst the Board: the Board agreed with the requested revisions, questioned if a specific dollar amount for site preparation should be removed from the MOU, and how would the Town fund the site preparation if SOPA obtained the necessary funds to build the theater immediately. Administrator Halburnt stated funding could come from fund balance if SOPA raised enough funds to build the theater.

The Board agreed to revise the MOU and provide site preparation if SOPA can raise the necessary funds to build the theater.

BUSINESS LICENSING

Trustee Ericson proposed the Town Board examine ways to help the downtown businesses and suggested the due date for the annual business license be extended beyond the March 31st due date. He also suggested a group of Town employees and business owners could meet to discuss additional ideas such as a sales tax free day. **It was proposed by members of the Board that staff meet with the Downtown Merchant Association to discuss potential ideas.**

HISTORIC PROPERTY PRESERVATION INCOME TAX CREDIT

Trustee Miller reviewed the program that provides State income tax credit of 20% for qualified rehabilitation costs up to a maximum of \$50,000 for qualifying properties that are at least 50 years old, on the State register of historic places, or designated as a landmark by a certified local government. He stated the program could encourage downtown property owners to upgrade their building at little cost to the Town. However, the Town of Estes Park is not a Certified Local Government (CLG), and therefore, would

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have to become a CGL and establish a Historic Preservation Commission. Attorney White stated other communities that established historic designations have found the issue to be contentious at time and there are no local controls on the standards set by the State. Discussion followed on the cost to the Town, need for additional staff member, the pros and cons, and the level of interest in the community. Staff will continue to investigate the issue.

COMMUNITY DEVELOPMENT COMMITTEE REPORTS

Mayor Pro Tem Levine stated staff has proposed Community Development Committee reports should be prepared quarterly and sent to all the Trustees rather than monthly presentations to the Committee. The Committee members commented the reports provide an opportunity for the staff to be recognized for their work and for the citizens to receive information. The Committee members suggested the reports be presented orally on a quarterly basis and rotate monthly by department. The reports should also be sent out to all Trustees.

FAIRGROUNDS

Trustee Ericson expressed concern that all new development at the Stanley fairgrounds should have a consistent aesthetic. Administrator Halburnt stated staff suggests a set of specific design guidelines be established for the fairgrounds. Trustee Blackhurst suggested staff involve EPURA in the discussion as they begin designing the new grandstands. After further discussion, the Board agreed a set of Stanley Park Fairground Design Guidelines should be established for all buildings in collaboration with SOPA and EPURA.

Staff presented the Trustees with a list of program ideas, green measures and a proposed schedule for completion of the multi-purpose event center. The Board approved of the program ideas.

Staff suggested local preference should be given to general contractor that are within 3% of the low bid and to contractors that utilize at least 25% of the budget on local contractors within the valley not the electric service area. Discussion followed on what percentage of local contractor would be acceptable and still encourage competitive bidding. The Board agreed the percentage should be much higher and suggested selection preference be given to those bids that use a higher percentage of local talent.

There being no further business, Mayor Pro Tem Levine adjourned the meeting at 6:40 p.m.

Jackie Williamson, Town Clerk