

Town of Estes Park, Larimer County, Colorado, April 8, 2008

Minutes of a Regular meeting of the Board of Trustees of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Town Hall in said Town of Estes Park on the 8th day of April, 2008. Meeting called to order by Mayor John Baudek.

Present: John Baudek, Mayor
 Bill Pinkham, Mayor ProTem
 Trustees Eric Blackhurst
 Dorla Eisenlauer
 Richard Homeier
 Chuck Levine
 Wayne Newsom
 John Ericson, Trustee Elect
 Jerry Miller, Trustee Elect

Also Present: Jacquie Halburnt, Town Administrator
 Lowell Richardson, Deputy Town Administrator
 Jackie Williamson, Town Clerk

Absent: Attorney Greg White

Mayor Baudek called the meeting to order at 7:00 p.m. and invited any person desiring to participate to stand and recite the Pledge of Allegiance.

PUBLIC COMMENT

Paul Fishman/Town Citizen congratulated those elected and stated he had learned a lot through the election process.

TOWN BOARD COMMENTS

Trustee Blackhurst reminded the public that the Estes Park Housing Authority would meet Wednesday, April 9th at 8:30 a.m. in Room 130.

Trustee Homeier stated the Utilities Committee would meet on Thursday, April 10th at 8:00 a.m.

Town Administrator Halburnt commented the source of the water contamination in Alamosa was the storage tank and/or cross connections. Alamosa does not use chlorine to disinfect their water; however, the Town does use chlorine. The Water Department has stated an outbreak similar to Alamosa would be unlikely.

1. CONSENT AGENDA (Approval of):

1. Town Board Minutes dated March 25, 2008.
2. Bills.
3. Committee Minutes:
 - A. Public Safety, March 27, 2008.
 - B. Community Development, April 3, 2008:
CVB
 1. 2008 Parade Schedule and Road Closures:
 - a. Rooftop Rodeo – July 8, 2008.
 - b. Scottish Highland Festival – September 6, 2008.

- c. Catch the Glow – November 28, 2008.
2. Street Closure – MacGregor Ave. from Bus turnout to Park Ln. for Coolest Car Show on July 4, 2008.
3. Additional 2008 Rooftop Rodeo Committee Members.

Senior Center

1. Policy Manual Adoption.

It was **moved and seconded** (Newsom/Homeier) **the Consent Agenda be approved**, and it passed unanimously.

2. ACTION ITEMS:

1. WILDLIFE HABITAT STUDY.

Dir. Joseph stated the proposal would retain the service of a wildlife biologist to prepare a wildlife habitat scoping, mapping and habitat protection study (prioritization). Staff received four separate proposal and all companies are well qualified to do the work. He reviewed the costs, a matrix of the strengths and weakness, experience and the timeframe for completion of a study. Staff recommends either EDAW or Walsh. The project would be funded by the Larimer County Open Space Fund. This study would provide a foundation to further inform all the processes at the local government level and most importantly land use issues for the protection of wildlife habitat and open space. The more expensive studies would provide additional contacts and more time on the ground to verify the data collected.

Comments from the Board are summarized: A public forum should be held after the completion of the study to review the results and methodology used; the study could be an addendum to the Comprehensive Plan; a valley wide study is needed to address issues of development; it would be important to meet with the consultant during the study to understand the direction of the study and have an opportunity to shape the results; a meeting with the Community Development Committee to express issues to the consultant prior to the study moving forward; a firm price should be established to provide the public forum prior to signing a contract.

David Habecker/Town Citizen stated a true and accurate study of wildlife should be done over a year and not within a couple of months. He questioned the intent of the study and what it would encompass and what type of properties, i.e. developed land, vacant land, etc., would the study address. He also questioned if the study would provide mitigation for issues raised.

Sandy Osterman/Town Citizen stated assumptions have been made that wildlife adapt to development. She request the Board consider a study that includes new information on the negative affect of development on the wildlife

It was **moved and seconded** (Newsom/Levine) **to enter into a contract with EDAW for a wildlife study**, and it passed unanimously.

2. SUBDIVISION IMPROVEMENT GUARANTEE/INTEREST ON CASH DEPOSITS – FINANCE POLICY MANUAL.

Town Administrator Halburnt recommended a policy be adopted to address the accrual of interest on cash deposits for subdivision improvement guarantees. The interest would be accrued at the rate set by the local money market fund. The accrued interest would be disbursed when the deposit is refunded minus the appropriate administrative fees. The policy would be retroactive to January 1, 2004. It was **moved and seconded** (Eisenlauer/Pinkham) **to approve the policy as outlined**, and it passed unanimously.

3. **APRIL 1, 2008 ELECTION REPORT.**

Town Clerk Williamson reviewed the Official April 1st Election Report:

<u>FOR MAYOR:</u>	<u>Absentee</u>	<u>Polling Place</u>	<u>Total Votes Cast</u>
*BILL PINKHAM	<u>274</u>	<u>518</u>	<u>792</u>
SUSAN L. DOYLEN	<u>147</u>	<u>251</u>	<u>398</u>
LARRY PESSES	<u>128</u>	<u>215</u>	<u>343</u>

*Elected to 4-yr. term

<u>FOR TRUSTEE:</u>	<u>Absentee</u>	<u>Polling Place</u>	<u>Total Votes Cast</u>
PATRICK CIPOLLA	<u>270</u>	<u>402</u>	<u>672</u>
*JOHN ERICSON	<u>315</u>	<u>462</u>	<u>777</u>
*JERRY MILLER	<u>222</u>	<u>459</u>	<u>681</u>
PAUL FISHMAN	<u>164</u>	<u>329</u>	<u>493</u>
*CHUCK LEVINE	<u>290</u>	<u>602</u>	<u>892</u>
A.W. (ART) BLUME	<u>203</u>	<u>309</u>	<u>512</u>

*Elected to 4-yr. terms

BALLOT QUESTION: Absentee Polling Place Total Votes Cast
Before any sale of any property owned by the Town of Estes Park within the Stanley Historic District, shall the question of such sale and the terms and consideration thereof be submitted and approved at a regular or special election?

	<u>438</u>	<u>706</u>	<u>1144</u>
	<u>124</u>	<u>284</u>	<u>408</u>

Total Registered Voters	=	4,313
Number of Absentee Votes Cast	=	569
Number of Polling Place Votes Cast	=	998
TOTAL VOTES CAST	=	<u>1,567 = 36.3%</u>

As all invoices have not yet been received, the Election Expense Report will be distributed to the Town Board in the near future.

ACKNOWLEDGEMENT OF RETIRING MAYOR JOHN BAUDEK AND TRUSTEE WAYNE NEWSOM.

Mayor Baudek presented Trustee Newsom with a Town Plaque commemorating his service to the community, and “Resolutions of Respect” honoring his active participation on the goals and achievements of the Board of Trustees during his terms of office as Trustee.

Trustee Newsom commented that each of the Trustees currently on the Board have served the Town with integrity and made decisions with only the best intentions for the Town’s future.

Mayor ProTem Pinkham presented Mayor Baudek with a Town Plaque commemorating his twelve years of service to the community, and “Resolutions

of Respect” honoring his active participation on the goals and achievements of the Board of Trustees during his terms of office as Trustee and Mayor.

Larimer County Board of Commissioners wrote a letter thanking the Mayor for his years of service.

Brian Moeck/Platte River Power Authority General Manager presented Mayor John Baudek with a Resolution for his service on the PRPA Board of Directors. Mayor Baudek serviced on the American Public Power Association as a member of the Policy Maker Council and lobbied for the rate payers of Northern Colorado. He stated it was a pleasure serving with Mayor Baudek.

Vaughn Baker/Rocky Mountain National Park Superintendent presented Mayor Baudek and Trustee Newsom with a gift. He stated it had been a pleasure working with the Town on Wilderness legislation, establishing the shuttle service and the joint fire station on Mills Drive.

Mayor Baudek reviewed his time serving the Town. He stated it has been an interesting and rewarding experience. The Town has a great team of employees and volunteers that have served our community to complete some worthy projects including the establishment of the Convention and Visitors Bureau, expanded trail system, infrastructure improvements, affordable housing through the Estes Park Housing Authority, Sister Cities, Estes Park Urban Renewal Authority, senior center, expanded museum, shuttle system, funding for civic organizations to support their missions, Stanley Fairground improvements, Town picnic area, Town flag, Catch the Glow parade, expanded Elkfest, and the Dannels Fire station. He expressed how proud he is of Town staff, the appointed committees, the elected Board, the volunteers and the citizens of Estes Park that have made Estes Park what it is today. He thanked his wife and family for their support. He wished the new Board success.

Concluding the presentation, Mayor Baudek announced a recess at 7:55 p.m. Mayor Baudek reconvened the meeting at 8:05 p.m.

4. **SWEARING-IN CEREMONY FOR NEWLY-ELECTED MAYOR AND TRUSTEES.** Municipal Judge Brown conducted a Swearing-In Ceremony for the following:

Mayor William C. Pinkham
Trustees: John Ericson, Chuck Levine and Jerry Miller

Mayor Pinkham welcomed the new Board members and thanked the entire Board for their commitment to the community.

5. **MAYOR PRO TEM.** It was **moved and seconded** (Blackhurst/Eisenlauer) **Trustee Levine fill the position of Mayor ProTem**, and it passed with Trustee Levine abstaining.
6. **APPOINTMENTS.** Town Clerk Williamson announced the following appointments:

Community Development Committee

Trustee Levine, Chair, Trustee Eisenlauer & Trustee Miller

Rooftop Rodeo Liaison – Dorla Eisenlauer
Advertising Committee Liaison – Jerry Miller
Estes Valley Planning Commission – Richard Homeier

Utilities Committee

Trustee Homeier, Chair; Trustee Blackhurst & Trustee Ericson

Public Works Committee

Trustee Blackhurst, Chair; Trustee Levine & Trustee Miller

Public Safety Committee

Trustee Eisenlauer, Chair; Trustee Ericson & Trustee Homeier

Fire Code Review Committee (International Fire Code Review):

Scott Dorman
Will Birchfield
Dorla Eisenlauer

Administrative Staff

Jacquie Halburnt, Town Administrator
Jackie Williamson, Town Clerk
Cyd Deats, Deputy Town Clerk
Steve McFarland, Town Treasurer/Town Clerk ProTem
Gregory A. White, Town Attorney
John P. Frey, Assistant Town Attorney
Wes Kufeld, Police Chief
Gary R. Brown, Municipal Judge
John W. Easley, Jr., Assistant Municipal Judge
Scott Dorman, Fire Chief
Daryl McCown, 1st Assistant Fire Chief
Robert Hirning, 2nd Assistant Fire Chief

Building Code Board of Appeals, 2-yr. Terms, Expiring 04/10

Karl Ertl (Re-appointment)
Steve Lane (“)
Kerry Prochaska (“)

Firemen’s Pension Board

Mayor William Pinkham
Steve McFarland, Treasurer
Jackie Williamson, Secretary
Scott Dorman, President
Jon Landkamer, EPVFD Member
Will Birchfield, EPVFD Member

Policemen’s Pension Board

Mayor William Pinkham
Steve McFarland, Treasurer
Jackie Williamson, Secretary
Wes Kufeld, Police Chief

Tree Board, 4-yr. Terms, Expiring 04/12

Trustee Levine (Trustee Liaison)
Wendell Amos
Russ Franklin

Miscellaneous Appointments

Audit Committee:
Mayor William Pinkham
Trustee John Ericson, Chair
Jacquie Halburnt, Staff
Steve McFarland, Staff

North Front Range Water Quality Planning Association
Bob Goehring

Platte River Power Authority Board of Directors
Mayor William Pinkham, 4/12
Bob Goehring, 12/11

Windy Gap
Greg White
Bob Goehring, Alternate

Colorado Municipal League Policy Committee
Chuck Levine

Larimer County Open Lands Advisory Board
William Pinkham, 6/30/12

It was **moved and seconded** (Levine/Blackhurst) **the Board of Trustees ratify all appointments as listed above**, and the motion passed unanimously.

7. **TOWN ADMINISTRATOR'S REPORT.**

The Committee schedule has been modified as follows with all Committee meetings beginning at 8:00 a.m. in the Board Room:

- Community Development – 1st Thursday
- Utilities – 2nd Thursday
- Public Safety – 3rd Thursday
- Public Works – 4th Thursday

Whereupon Mayor Pinkham adjourned the meeting at 8:23 p.m.

William C. Pinkham, Mayor

Jackie Williamson, Town Clerk