

Town of Estes Park, Larimer County, Colorado, November 11, 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 11th day of November, 2008. Meeting called to order by Mayor William C. Pinkham.

Present: William C. Pinkham, Mayor
Chuck Levine, Mayor Pro Tem
Trustees Eric Blackhurst
Dorla Eisenlauer
John Ericson
Jerry Miller

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

Absent: Trustee Richard Homeier

In recognition of Veteran's Day, Mayor Pinkham requested a moment of silence for those that have served our country.

Following a moment of silence, Mayor Pinkham 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.

ACKNOWLEDGEMENT OF RETIRING ESTES PARK URBAN RENEWAL AUTHORITY COMMISSIONERS.

Mayor Pinkham presented Gerry Swank a Resolution of Respect recognizing his seventeen years of service to the community as an Estes Park Urban Renewal Authority.

Mayor Pinkham presented Steve Lange on behalf of Paula Steige a Resolution of Respect recognizing her twelve years of service to the community as an Estes Park Urban Renewal Authority.

PUBLIC COMMENT

Jean Weaver/Town citizen stated Estes Park has the second oldest recycling center in the state. The center has been in operation since 1976. The center is dangerous and dirty. She would like to see a new facility that would accept cardboard and a facility Estes Park can be proud of. Mayor Pinkham stated the Town recognizes the need to continue discussions with the County and the private industry to address the issue.

David Habecker/Town citizen stated this forum can not be used to promote religion. He noted one of the basic freedoms Americans have is the freedom from coercion; therefore, he requested the Board stop reciting the Pledge of Allegiance.

Jim Martinsen/Town citizen and League of Woman Voters representative expressed his disappointment that funds were not allocated in the proposed 2009 budget for a new recycling center. He requested a joint task force, including the Town, County and citizens, be formed to develop a comprehensive recycling program and a new facility. He stated the Town should pass an ordinance requiring curb-side recycling and implement a cardboard recycling program for the downtown businesses.

Irene Little/Co-Chair for the League of Woman Voters Recycling Committee stated a letter of support was delivered to each of the Trustees expressing overwhelming support for a new recycling center. She commented the Town of Estes Park should have a recycling center comparable to the surrounding communities. Styrofoam continues to be a concern in our community and should be banned from commercial businesses in the community. She stated an new recycling guide has been prepared by the League and is available at the Library.

Al Renner/Town citizen and downtown business owner read a statement signed by approximately 25 downtown business owners requesting the rejuvenation of the downtown benches and leaving the lights on the downtown trees during the evening from Mid May through Mid September. He stated spending a little money to enhance the experience would go along way.

Annie Kidwell/Town citizen requested recycling bins next to each trash can downtown to make recycling easier for the visitors.

BOARD COMMENTS

Trustee Ericson stated 91% of the 180,000 registered voters in Larimer County cast a ballot in the recent General Election on November 4, 2008. He stated the Utility Committee meeting this month will tour the newly updated Mary's Lake Substation. He commented it was a pleasure to serve with both Gerry Swank and Paula Steige on the EPURA Board.

Mayor Pinkham squelched the recent rumor that a proposed one-way of Elkhorn Avenue was the Mayor's idea and had already been approved. He stated staff has had discussions on the possibility of improving the downtown traffic flow; however, a plan has not been drafted and approved by the Town Board. Public input would be gathered prior to an consideration by the Board.

1. CONSENT AGENDA (Approval of):

1. Town Board Minutes dated October 28, 2008, Town Board Budget Study Session dated October 17, 2008 and October 24, 2008.
 - A. Bills.
 - B. Committee Minutes – None.

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

2. ACTION ITEMS:

1. **REAPPOINTMENT OF SARAH WALSH AND APPOINTMENT OF KAY KIRKMAN TO THE ESTES VALLEY PUBLIC LIBRARY DISTRICT BOARD, 4-YR. TERM, DECEMBER 2012.**

Mayor Pinkham reviewed the backgrounds for the Library Board appointees. It was **moved and seconded** (Blackhurst/Eisenlauer) **to approve the appointments of Sarah Walsh and Kay Kirkman to the Estes Valley Public Library District Board for 4-year terms expiring December 2012**, and it passed unanimously.

2. **RESOLUTION #19-08 APPOINTMENT OF THE LOCAL MARKETING BOARD.**

On November 4, 2008 the electorate approved Issue 5D for the formation of the Local Marketing District; and therefore, pursuant to the IGA between the Town and Larimer County, five of the seven Board members are to be appointed by the Town. The attached Resolution would appoint the following members:

Kathy Palmeri – 1 year
Elizabeth Blanchard – 2 years
Ken Larson – 2 years
Cory Blackman – 3 years
Scott Webermeier – 4 years

Terms for each member were selected by the LMD Advisory Committee and are being recommended to the Town Board for consideration. Larimer County will appoint the remaining two members of the Board at an upcoming meeting of the Board of County Commissioners. It was **moved and seconded** (Miller/Blackhurst) **to approve the Local Marketing District Board appointments as outlined above**, and it passed unanimously.

3. PUBLIC HEARING – 2009 BUDGET.

Finance Officer McFarland presented the proposed 2009 budget and reviewed changes and/or corrections made after the four budget study sessions held in October. The barn complex has been removed from the Community Reinvestment Fund (CRF), and therefore, decreased the transfer from the General Fund to the CRF by \$385,000. The \$1 million transfer proposed for the barn complex from Catastrophic Loss Fund (CLF) to the CRF would remain. The SOPA commitment of \$217,125 reported as an expense during the budget study sessions has been properly accounted for as a footnote labeled a restricted/reserved fund balance. The purchase of the 2008 fire truck has been removed from the Vehicle Replacement Fund (VRF) and purchased from the Fire Services Fund as originally approved. The Mayor's contingency fund has been moved from the 101-9000 account to the Legislative 101-1100. He stated information from several investment sources has resulted in a decrease estimate on interest income across all accounts, totaling approximately \$330,000 in 2009. Personnel costs have been adjusted as a result of the annual Compensation Study and final premium costs have been received for health and dental insurance. The estimated fund balance for 2009 has decreased from \$3.5 million to \$3.4 million; however, the fund balance remains at 30% and expenses at \$31.7 million. Water Department charts have been revised to reflect a fund balance decrease because of an unexpected sewer tap cost of \$330,000 for the improvements at the Mary's Lake Water Treatment Plant for 2008; however, fund balance ratios continue to meet the water loan requirements. Transfers from the General Fund have decreased as special revenue funds are estimated to generate 51% of their operating budget, up from 35% in 2008. The new health insurance plan removes the need to internalize the revenues and costs, and therefore, the costs would not appear in the Medical Fund.

Mayor Pinkham questioned whether staff has developed a plan to address a potential decline in sales tax in 2009. He stated staff should develop a range for sales tax categories (lodging, retail, restaurant, etc.) with red, yellow and green levels.

Town Administrator Halburnt stated staff has budgeted flat for 2009 based on the revised 2008 budget of \$7.2 million. Department heads have identified items that can be delayed and purchased in the fourth quarter of 2009.

The Board thanked staff for the improved process and for taking the time to answer questions. Mayor Pinkham suggested the Board engage the public earlier in the process during next year's budget study sessions.

Patrick Cipolla/Town citizen stated the Town should forego merit and bonus pay during these economic times.

David Habecker/Town citizen questioned if the new Public Information Officer was approved. He stated concern with the increased operational costs of the Building Department and the associated decrease in revenue. He questioned if other departments and districts pay the Town for dispatch services. He stated concern with wage creep with the increase cost of medical insurance. All the fund balances across all departments should be kept to a minimum. He commented the state of the economy is an unknown; however, with the infusion of Federal money the resulting inflation would reduce the worth of the Town's cash reserves. He stated the Town should take advantage of the situation and spend as much as the Town can borrow and repay the loan with cheaper dollars in the future. This would show our Town citizens and visitor signs of optimism not pessimism.

Gretchen Middeldorf/Town citizen requested the Town continue to allocate funds for the Bond Park campfire sing-alongs.

Mayor Pinkham stated the Board intends to review the capital improvement plan during the first quarter of 2009 and determine how to move forward with projects. The Board is trying to be frugal and meet the needs of our customers, infrastructure and safety for the citizens.

4. TOWN ADMINISTRATOR REPORT.

- The Estes Park Local Marketing District would hold their first meeting on November 18th in room 130 at 3:00 p.m. to address an operating plan, a resolution to collect the 2% tax, elect officers, budget discussions and a transition plan.

Whereupon Mayor Pinkham adjourned the meeting at 8:30 p.m.

William C. Pinkham, Mayor

Jackie Williamson, Town Clerk