

Town of Estes Park, Larimer County, Colorado, January 27, 2009

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 27th day of January, 2009. Meeting called to order by Mayor Pinkham.

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

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

Absent: None

Mayor Pinkham called the meeting to order at 7:00 p.m. and all desiring to do so, recited the Pledge of Allegiance.

PUBLIC COMMENT.

David Habecker/Town Resident encouraged the Board to stimulate the local economy by spending reserves on projects that would benefit Estes Park in the future. He requested the Town Board stop reciting the Pledge of Allegiance.

TOWN BOARD COMMENTS.

None.

1. CONSENT AGENDA:

1. Town Board Meeting Minutes dated January 13, 2009 and Town Board Study Session dated January 13, 2009.
2. Bills.
3. Committee Minutes:
 - A. Utilities, January 8, 2009.
 - B. Public Safety, January 15, 2009.
 1. Estes Valley Victim Advocates 2009 Contract.
 2. Community Wildfire Protection Plan.
4. Estes Valley Planning Commission, December 16, 2008 (acknowledgement only).
5. Estes Park Urban Renewal Authority, December 15, 2008 (acknowledgement only).

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

2. **REPORTS AND DISCUSSION ITEMS:**

1. Rocky Mountain National Park Update. Superintendent Baker provided an update on the Wilderness Bill, stating the bill had passed through the Senate and was sent to the House for action. The Park continues to implement the elk and vegetation management plan that includes the culling of approximately 100 elk.

3. **LIQUOR ITEMS.**

1. **PUBLIC HEARING: NEW TAVERN LIQUOR LICENSE APPLICATION FILED BY DELLA TERRA LLC dba DELLA TERRA MOUNTAIN CHATEAU, 3501 FALL RIVER ROAD.**

Mayor Pinkham opened the Public Hearing and reviewed the procedures. Town Clerk Williamson presented the application and confirmed the Town has not received any communications or evidence in support or opposition to the application, and required T.I.P.S. has not been scheduled. Comments were heard from Audrey Miller/Applicant. She stated the business is family owned and a grand opening would be scheduled for May with a wedding scheduled for June. Mayor Pro Tem Levine stated the Board takes all liquor licensing laws seriously and the Board relies upon the licensees to be vigilant when serving and selling alcohol. There being no further testimony, Mayor Pinkham closed the Public Hearing. Stating the Board of Trustees finds that the reasonable requirements of the neighborhood are not met by the present liquor outlets in the neighborhood and that the desires of the adult inhabitants are for the granting of this liquor license, it was **moved and seconded** (Blackhurst/Miller) **the Tavern Liquor License application filed by Della Terra LLC dba DELLA TERRA MOUNTAIN CHATEAU be approved**, and it passed unanimously.

4. **PLANNING COMMISSION AGENDA:**

Mayor Pinkham opened a Public Hearing for the Consent Agenda Item.

1. **CONSENT ITEMS:**

A. AMENDED PLAT

1. Amended Plat of Lots 29 & 30, Block 7, Country Club Manor, Town of Estes Park, Sarkisian Properties, LLC/Applicant.

As there were no comments, Mayor Pinkham closed the public hearing and it was **moved and seconded** (Homeier/Levine) **the Consent Agenda be approved with staff conditions of approval**, and it passed unanimously.

4. **ACTION ITEMS:**

1. **DISTRIBUTION SYSTEM ENGINEERING SERVICES.**

Assistant Utilities Director Mangelson stated at the Utilities Committee meeting on January 8, 2009 a contract for the engineering of the distribution system was reviewed, and the Committee recommended the Town contract with the City of Loveland through the current IGA on a time and materials basis at a cost of \$200,000. The previous RFP process only generated one bid from ESC, Inc. at a cost of \$263,460. The Town would realize a substantial savings by contracting with the City of Loveland as well as continue the partnership with a local municipality. The upgraded distribution system would provide redundancy in the electrical system, allowing the Mary's Lake substation to provide power to the entire valley if the Estes substation went out of service. It was **moved and seconded** (Homeier/Ericson) **to approve the contract with Loveland for the design and construction management of the distribution system for a cost of \$200,000**, and it passed unanimously.

2. **2009 ORGANIZATIONAL CHART.**

The Municipal Code directs the Town Administrator to present an administrative organizational chart to the Town Board annually. In addition to town employees, the chart includes standing committees, advisory boards and commissions. The 2009 organizational chart reflects overall supervisory authority by the Town Administrator over all departments; however, the Town Administrator focuses on Community Development, Police, Public Works, Utilities and Town Clerk. The Deputy Town Administrator focuses on CVB, Finance, Fire, Museum and the Senior Center, and would continue to deal with all departments on a daily basis.

The Board discussed the appropriateness of including EPURA and the Volunteer Fire Department and whether or not the Estes Park Housing Authority and Estes Park Local Marketing District should be included. Discussion was also heard on the validity of segregating the departments by supervisory authority.

It was **moved and seconded** (Levine/Ericson) **the 2009 Organizational Chart be amended to remove EPURA and the Volunteer Fire Department and to distinguish supervisory authority by color coding the chart**, and it passed unanimously.

3. **TOWN ADMINISTRATOR REPORT.**

The Mary's Lake Bridge will be closed from February 2nd through Memorial Day by Larimer County in order to replace the bridge.

Whereupon Mayor Pinkham adjourned the meeting at 7:44 p.m.

William Pinkham, Mayor

Jackie Williamson, Town Clerk