

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, June 1, 2006

Minutes of a Regular meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 1st day of June 2006.

Committee: Chairman Pinkham Trustees Eisenlauer and Levine

Attending: Trustees Eisenlauer and Levine

Also Attending: Administrator Repola, Directors Kilsdonk, Joseph and Mitchell, Managers Marsh, Sievers and Wright and Clerk Williamson

Absent: Chairman Pinkham

Trustee Levine called the meeting to order at 8:00 a.m.

PUBLIC COMMENT

None.

CONVENTION & VISITORS BUREAU

Estes Park Heritage Festival Street Closure – Request Approval. Mgr. Wright stated the festival would be held on August 26th and 27th. The festival committee would like to request a street closure from the MacGregor Avenue bus turnout to Park Lane. **The Committee recommends staff investigate the impact to the shuttle route and bring the request back to the Committee next month.**

Auto Extravaganza Car Show Street Closure – Request Approval. Mgr. Wright explained the Estes Park Car Club has requested a car show in Bond Park this August and would like to close the street from MacGregor Avenue bus turnout to Park Lane. **The Committee recommends staff investigate the impact to the shuttle route and bring the request back to the Committee next month.**

Utility Vehicle Replacement (G-115A) – Request Approval. Mgr. Wright stated the Special Events Department currently owns a John Deere Gator that is unable to perform the heavy-duty tasks necessary at the fairgrounds; however, the vehicle would be retained to perform lighter tasks currently performed by the 1982 Cushman Electric Cart (G-101). The Cushman cart has become unreliable, expensive to maintain and increasingly more difficult to find parts. A demo of a Bobcat utility vehicle at the fairgrounds confirmed the vehicle would meet the needs of the department. The following bids were obtained:

- Bobcat of the Rockies, Commerce City / Greeley, CO
2006 Bobcat 2200 4x4 Utility Vehicle \$10,547.00
- Colorado Machinery Co., Ft. Collins, CO
2006 Bobcat 2200 4X4 Utility Vehicle \$10,588.20

Staff recommends purchasing the vehicle from the Bobcat of the Rockies. **The Committee recommends approval to purchase the budgeted (222-5500-455-34-98) utility vehicle as outlined above at a cost of \$10,547.00.**

Stanley Park Fairground Performing Art Theatre – Request Direction. Administrator Repola stated the Town Board adopted a goal during the Board

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Retreat in 2004 to determine the feasibility of building and operating a performing arts theatre. Various options have been ruled out. The goal team along with a study group of community members has collaborated to develop a theatre concept for the fairground property. The concept is to build a theatre in the southeast corner of the property. This use is consistent with the master plan for the fairgrounds that established a 48,000 sq. ft. building envelope for a non-animal event barn.

Thorp Associates was retained to develop concept drawings and construction estimate. AMS Planning and Research completed a pro forma, which estimates annual operating revenues and expenses. The concept includes 12 elements defined by the study group in a building of approximately 13,080 sq. ft. with an estimated construction cost of \$3,000,000, not including site preparation. The pro forma report indicates that the annual operating loss would be \$201,000 based on a “stable” year; this is assumed to be year three.

Administrator Repola discussed the budget options for construction and operation of the theatre:

- Option 1: Issue Certificates of Participation (“COPs”) using the Town Hall as collateral. COPs function much like a mortgage. With Town Hall pledged as collateral, the Town issues bonds in the amount of \$3,000,000. The source of funds for repayment is current revenue either from the General Fund or a special revenue fund such as the CVB fund. Annual debt service would be approximately \$276,000 assuming twenty-year bonds with a coupon (interest) rate of 5.5%.
- Option 2: General obligation debt. The Town could assume debt of \$3,000,000 and issue general obligation bonds. This financing method would require voter approval and would carry a slightly lower coupon rate. Annual payments would be less than COPs due to the guarantee of property tax revenue as a repayment source of the bonds. Annual debt service would be approximately \$264,000 assuming the same circumstance as COPs but with a slightly lower coupon rate of 5%. A levy of approximately 1.8 mills would be required for 20 years to finance this debt.

Administrator Repola explained the proceeds from the sale of Lot 4, Stanley Addition could be used to prepare the site. A small portion of the FOSH fund (\$425,000) is being used to pay for the design and cost estimates. Other options such as naming rights are being discussed as a potential source of funding.

The annual subsidy required to operate the theatre would have to be transferred from the General Fund. The conference center debt of \$214,000/yr will be retired in 2008, which would be adequate to fund the annual subsidy for the theatre.

Roger Thorp, Thorp Associates, reviewed the history of the Stanley Park Master Plan, specifically the southeast corner reserved for a multiuse building. The proposed building would have a maximum seating capacity of 356 that would be reduced to 300 with an orchestra pit. In order to design and build a cost effective structure, the building would be a simple steel structure with an open design and 2 lean-tos for storage and a preparation area for the performers. The current cost estimate is \$3,186,300 that includes a 6% contingency and does not include site preparation, furniture, performance instruments or design fees (10%). The building will exceed the 30-foot height limit and would require a variance. Trustee Levine complemented Mr. Thorp on the design that provides a high quality acoustically tuned facility and is esthetically pleasing.

Mayor Baudek expressed the theatre would be beneficial to the community and to the visitors. The Town currently lacks evening entertainment and a performing arts theatre could help extend the stay of visitors. He stated the issue should be

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presented to the voters.

Trustee Levine stated there is validity in both options; however Option #1 would spread the burden to the sales tax base and allow the entire valley and visitors to pay for the project. After further discussion, **the Committee recommends referring the item to the full Board as an action item at the June 27, 2006 Town Board meeting.**

Reports.

Reports provided for informational purposes and made a part of the proceedings.

- Advertising
- Communications
- Visitor Center
- Special Events – Jazz Fest & Art Walk Weekend Summary

MUSEUM/SENIOR CENTER.

Fall River Picnic Area Restroom – Request Approval. Mgr. Sievers stated staff received approval to solicit bids for the design and construction of a small restroom facility on the north side of the river, adjacent to the Fall River Hydro Plant Museum and cottage at the March 9, 2006 Public Works Committee. An RFP was distributed to 5 local designer/builders and one proposal for a Preliminary Maximum Price was received from Duggan Builders for \$118,065. Alternate locations and construction type have been discussed since the original RFP was distributed.

Option #1 – Construct the fully functional restroom on the north side of the river per RFP – \$130,265 (Contractor bid plus water and sewer taps)

Option #2 – Construct a modern “pit” type restroom west of the picnic structure - \$88,000 (25% less than fully functional restroom)

Option #3 – Construct the fully functional restroom next to the picnic structure - \$174,130 (Staff estimate not including blasting)

Staff recommends modifying the project to a modern “pit” toilet and constructing the facility near the current picnic structure with a 25% cost savings over a fully functional restroom. The structure would be constructed to allow future upgrades for running water and flush toilets should the usage support that need. Staff requests approval to negotiate with Duggan Builders to achieve a Guarantee Maximum Price and proceed with construction. Following discussion, **the Committee recommends referring the item to the full Board as an action item at the June 13, 2006 Town Board meeting and approval to expend \$3,800 (220-4600-462-35-60) for preliminary architectural design through Duggan Builders.**

Reports.

Reports provided for informational purposes and made a part of the proceedings.

- Museum Bi-Monthly
- Senior Center Bi-Monthly

COMMUNITY DEVELOPMENT.

Knoll-Willows Birch Ruins Structural Repair – Request Approval. Dir. Joseph informed the Committee a State grant was used to perform a structural assessment of the Birch Ruins and repairs were recommended to the masonry. Staff recommends retaining Sterling Holdorf, a National Park employee with experience and training in the repair and maintenance of historic structures, to perform necessary repairs to the ruins at an estimated cost of \$4,650. This item was not budgeted for 2006 and if approved would be funded from the Larimer County Open

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Space fund #220-4600-462-35-60. Dir. Joseph stated the repairs could be deferred in whole or in part; however, once the platform is complete the structure will receive additional exposure from visitors. **The Committee requested this item be tabled until a decision is made on the Fall River picnic ground restroom design and the availability of funds.**

Reports.

Reports provided for informational purposes and made a part of the proceedings.

- Dept. Revenues and Expenditures.
- Air Quality Control Regulations for Commercial Wood Fired Meat Smokers – Dir. Joseph reviewed a letter from Attorney White in which he stated it would be impractical for the Town of Estes Park to regulate this one are of air pollution control due to the fact the State has a comprehensive regulatory program for emission standards and control, and the complexity of adopting and enforcing air quality control standards. The Committee agreed it would be difficult to regulate. Staff has contacted Tom Gonzales of the County Health Department and requested aid in regulating the meat smokers. It is within the County's purview to enforce Federal and State laws regarding opacity. Administrator Repola stated the Town would write a formal letter to the County Health Department to request their assistance in this matter.

There being no further business, Trustee Levine adjourned the meeting at 10:16 a.m.

Jackie Williamson, Town Clerk