

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, August 7, 2008

Minutes of a Regular meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in Town Hall in said Town of Estes Park on the 7th day of August 2008.

Committee: Chair Levine, Trustees Eisenlauer and Miller

Attending: Chair Levine, Trustees Eisenlauer and Miller

Also Attending: Deputy Town Administrator Richardson, Directors Pickering, Kilsdonk and Joseph, Managers Marsh and Mitchell, Special Events Coordinator Button and Deputy Clerk Deats

Absent: Town Administrator Halburnt

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

PUBLIC COMMENT.

None

CONVENTION & VISITORS BUREAU.

TEAM PENNING CONTRACT – REQUEST APPROVAL.

The Rocky Mountain Team Penning Association is requesting the use of the Fairgrounds at Stanley Park to hold a Team Penning event September 12 through September 14, 2008. Staff anticipates about 100 horses will be participating in the event which would produce approximately \$3500 in revenue for the Town, with an estimated \$500 in miscellaneous expenses and fuel costs incurred during the two day event. Historically, this free show has been popular with spectators and staff expects a good turnout again this year. **The Committee recommends approval of the contract with the Rocky Mountain Team Penning Association for an event scheduled September 12 through 14, 2008, as presented.**

PRAISE IN THE PARK CONCERT – REQUEST APPROVAL.

Chris Moody has requested the use of Bond Park to hold a free Christian band concert on August 17, 2008, from 7:00 p.m. till 8:30 p.m. A similar concert was held earlier this summer with approximately 250 people in attendance. Sound levels were kept well within the Town's acceptable limits and no complaints about the event were received. **The Committee recommends approval of the Praise in the Park Concert as presented.**

CONFERENCE CENTER ROOF REPAIR CONTRACT – REQUEST APPROVAL.

The Estes Park Conference Center's roof is a combination of metal and membrane with concrete block edging. The caulking along the concrete block has deteriorated resulting in leaks and minor damage to the interior of the building. Staff contacted five commercial roofing firms about the repairs with one firm, B & M Roofing, submitting a bid of \$6,492 to complete the repairs. Monies for the repairs will be taken from the Conference Center maintenance and repairs budget that has a balance of \$15,000. **The Committee recommends approval of the contract with B & M Roofing in the amount of \$6,492 to be paid from account #222-5800-458-25-01, budgeted.**

REPORTS.

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

- Marketing Committee
- Public Relations

Dir. Pickering stated that, to date, visitation to Rocky Mountain National Park is 7.8% lower than last year. Deputy Town Administrator Richardson reported that ridership on the camper shuttle is up over 50% for 2008, with about half of that being attributed to

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usage by visitors to the YMCA. Ridership on the shopper shuttle and other routes is down approximately 7% from 2007.

MUSEUM/SENIOR CENTER SERVICES DEPARTMENT.

REPORTS.

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

- Museum Monthly Report
- Senior Center Monthly Report

COMMUNITY DEVELOPMENT.

ESTES PARK MEDICAL CENTER FEE WAIVER REQUEST.

The Estes Park Medical Center (EPMC) is planning construction of a \$2.2 million emergency room expansion/upgrade and is requesting a waiver of the development plan review fee in the amount of \$2,500 and building plan review and inspection fees estimated at \$15,000 to \$18,000. Current policy states that the Community Development Committee may exempt fees in an amount not to exceed \$2,500 per project for the following entities:

1. public funded government construction (federal, state, county, local); including
2. tax districts / special districts (e.g. hospital, library, parks and rec.); or
3. private non-profit organizations providing low income health care services or low income housing.

Waiver of fees exceeding \$2,500 must be authorized by the Town Board. Staff recommends waiving the \$2,500 development plan review fee as per policy. The Committee discussed the following: fees and right-of-ways were negotiated during the previous Estes Park Medical Center project; other governmental agencies may be making similar requests in the future; fees are being calculated on actual cost of construction; fees help to recover costs of building department staff; and out-of-house or out-of-pocket expenses flow back to applicant. **The Committee recommends approval to waive the \$2,500 development plan review fees for the Estes Park Medical Center emergency room project and setting an action item for an upcoming Town Board meeting to discuss the waiver of the additional \$15,000 to \$18,000 in building plan review and inspection fees.**

REPORTS.

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

- Community Development Financial
- Monthly Building Permit Summary

There being no further business, Chair Levine adjourned the meeting at 8:32 a.m.

Cynthia Deats, Deputy Town Clerk