

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, July 18, 2007

Minutes of a Regular meeting of the **ESTES PARK URBAN RENEWAL AUTHORITY** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 18th day of July, 2007.

Commissioners: Chairman Swank, Commissioners Cope, Ericson, Little, Repola, Steige, and Wilcocks

Attending: Chairman Swank, Commissioners Cope, Ericson, Repola, Steige, and Wilcocks

Also Attending: EPURA Director Smith, Finance Dir. McFarland, Deputy Town Clerk Deats

Absent: Commissioner Little

Chairman Swank called the meeting to order at 8:04 a.m.

COMMUNITY COMMENTS.

None

COMMISSIONER COMMENTS.

Chairman Swank conducted an unscientific price comparison survey of 25 grocery items purchased at the local Safeway store, a Loveland Safeway store, a Loveland King Soopers store, Safeway and/or City Market stores in Fraser, Granby, Vail, Frisco, and Dillon, and the Longmont Super Walmart. The results of his comparison indicated that there was minimal difference in the price of the items between the mountain grocery stores and the Loveland stores (less than \$10.00) and the biggest difference found when the mountain store prices were compared to Walmart, where the items were \$30.00 less expensive. Chairman Swank supplied the information to the Commissioners in order to illustrate the need to respond to requests for economic development in a non-emotional, factual manner.

MINUTES.

The minutes of the regular meeting held June 20, 2007 were approved.

FINANCIAL REPORT.

Finance Dir. McFarland stated the financial reports have been refined to be more easily read and include a restated capital budget and spendable balances available to EPURA. Historically, cash flow from sales tax and property tax are high in July, which should translate to more available capital on next month's financial reports. A discussion of the report ensued addressing the following points: assets, liabilities, receivables, debt payments, expenses associated with the renewal of EPURA, and the availability of funds to connect the Riverwalk and complete the signage project.

PROGRESS REPORT FOR WIEST PLAZA PROJECT.

Jerry Grandt, Construction Superintendent for Heath Construction, stated that the Wiest Project is nearing completion with all aspects of the job complete, on schedule, or in progress including the removal of overhead lines, pavement/crosswalk markings and signage, gazebo placement and lighting, walkway paver installation, and landscaping. The chain link fence along Wiest Drive will be removed on Thursday with the removal of

Estes Park Urban Renewal Authority – July 18, 2007 – Page 2

construction trailers scheduled for July 31st. Water quality remains a priority as does communicating with the area merchants. Some disruption has been caused to businesses during construction, but Heath has attempted to keep the disruption to a minimum and will continue to do so until the end of the project. Mr. Grandt thanked EPURA and the Town of Estes Park for working together with Heath Construction to create “another successful project.”

EXECUTIVE DIRECTOR’S REPORT.

1. Wiest Plaza Electrical Service – Dir. Smith commended the Town of Estes Park’s Light and Power Department on the transfer from overhead to underground electrical service along Wiest Drive. The transfer was done early in the morning to cause the least amount of disruption to service.
2. Blight Study – A final draft of the Blight Study from Terry Ware is expected soon. Dir. Smith and Attorney Windholz have reviewed the preliminary study and provided input to Mr. Ware, including a request for identification of the photographs in the study.

EXECUTIVE DIRECTOR’S PERFORMANCE APPRAISAL.

An annual performance review of the EPURA Executive Director is traditionally performed by two Commissioners appointed by the Chairman. Commissioners Steige and Little recently conducted a performance appraisal for Dir. Smith and, upon completion, recommended a rating of “excellent” to the Commission. They attribute EPURA projects being completed on time and on, or under budget to Dir. Smith’s project coordination and management abilities. No discussion of Dir. Smith’s Employment Agreement is necessary at this time, as the current agreement extends through May 2008. The remaining Commissioners concurred with the performance appraisal and encouraged Dir. Smith to use, rather than lose, his vacation days.

PROPOSALS - NEW URBAN RENEWAL PLAN PREPARATION.

A request for proposals for the preparation of a new urban renewal plan were solicited electronically on the American Planning Association Colorado Chapter website and verbally by Dir. Smith, resulting in responses from the following five firms/individuals: Sammons/Dutton, MTA Architects and Planners, Terry Ware, Eric Heil, and Leland Consulting Group (received late). Dir. Smith, Chairman Swank and Commissioner Steige reviewed the proposals, with the most interest in the proposals from Sammons/Dutton and MTA Architects and Planners, and recommend the Sammons/Dutton proposal based on the firm’s depth of experience as it relates to the financial portion of the plan and their partnering with DSW for the project aspects.

After discussion regarding the proposals and budgeting, Chairman Swank scheduled a special meeting to be held on Wednesday, July 25, 2007, at 8:00 a.m. for the purpose of further review of the proposals for developing a new urban renewal plan. Dir. Smith will provide each Commissioner with a copy of the submitted proposals for the special meeting. Discussion will also take place regarding Larimer County’s role in developing a new urban renewal plan and keeping the property tax increment as a source of funding for EPURA, with a meeting between EPURA Commissioners, Larimer County Commissioner Gibson, and County Manager Lancaster to be scheduled in the future.

Whereupon, Chairman Swank adjourned the regular meeting at 8:59 a.m.

Cynthia Deats, Deputy Town Clerk