

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, December 15, 2008*

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 15<sup>th</sup> day of December, 2008.

Commissioners: Chairman Newsom, Commissioners Blume, Halburnt, Little, Martinsen, White and Wilcocks

Attending: Chairman Newsom, Commissioners Blume, Halburnt, Little, Martinsen, White and Wilcocks

Also Attending: EPURA Dir. Smith, and Deputy Town Clerk Deats

Absent: None

Chairman Newsom called the meeting to order at 8:00 a.m.

### **COMMUNITY COMMENTS.**

None

### **COMMISSIONER COMMENTS.**

Chairman Newsom stated that Art Blume has been appointed to complete the term of Commissioner Jim Cope who recently resigned from the EPURA Board. He also said that stories about urban renewal projects regularly appear in Front Range newspapers and noted that Loveland, Fort Collins, Berthoud, Longmont, Denver and similar municipalities benefit from the existence of urban renewal authorities and the improvements they provide.

### **MINUTES.**

The minutes of the regular meeting held November 19, 2008, were approved.

### **SIGNAGE.**

Mark Salas, owner of Bears Custom Signs II, stated that a need exists for additional signage in the downtown area to direct visitors to various parts of Town. He noted that most people frequent businesses along the first two blocks of Elkhorn Avenue, but do not venture off the beaten path. He said providing informational signs located in or near parking lots to direct visitors to shopping, restaurants, entertainment, the Riverwalk, playgrounds, etc., would result in more money being spent in more locations around Town. Mr. Salas has had experience working on signage programs in Aspen, Breckenridge, Morrison, Georgetown and Silver Plume, as well as the Denver Metro area, and offered to work with EPURA at wholesale prices to create a signage program for Estes Park. After discussion a subcommittee was formed to work with Mr. Salas to explore ideas for signage. Chairman Newsom will serve on the subcommittee along with Commissioners Little and Blume. Community Development Dir. Bob Joseph will be included in the discussions in order to provide consistency with the sign code. Chairman Newsom stated that a meeting of the subcommittee will be scheduled after the first of the year.

### **FURTHER DISCUSSION OF SMALLER EPURA PROJECTS.**

At the regular meeting in November, Commissioner Wilcocks introduced a list of small projects for the Board's consideration, with the Board giving approval to five of the projects listed at a total cost of approximately \$75,000. Dir. Smith reported that in researching the projects approved at last month's meeting he found they might cost more than originally expected. The Commissioners concurred that expenses exceeding the amounts approved at the November meeting would need to come back to the full Board for a vote.

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Further discussion followed on the remaining projects which are:

- Moraine Improvements
- Reimbursement to Art Center and the Cultural Arts Council of Estes Park (CACEP) for gallery improvements
- Sidewalk Connection between Stanley Hotel and MacGregor Avenue
- Contribution to the Local Roots Co-Op

Commissioner Wilcocks supplied the following reimbursement amounts for the Board to consider: \$6,700 to the Art Center for monies spent for improvements to their education room; \$11,154 to CACEP for expenses incurred for gallery remodeling; and \$35,000 for work remaining to be done at Local Roots Co-Op.

Discussion followed and is summarized: uncomfortable with reimbursements for improvements without a program in place; don't want to set a precedent for other businesses to help remodel; consider only future exterior work rather than work already completed; and requests should come to the EPURA Board from non-profit entities themselves. It is the consensus of the Board that the organizations must address the Board with their requests if they choose to pursue these reimbursements. Commissioner Wilcocks will communicate with representatives of the Art Center, CACEP, and the Local Roots Co-Op.

The Commissioners discussed the construction of a sidewalk along the bypass connecting the Stanley Hotel sidewalk to the sidewalk on MacGregor Avenue, and improvements on Moraine Avenue. The sidewalk is located within the old urban renewal area and would be worked on jointly with the Town's Public Works Department. The Commissioners discussed moving forward with a concept plan for Moraine Avenue improvements for further study.

It was **moved and seconded** (Litte/Wilcocks) **to pursue the construction of a sidewalk connecting the Stanley Hotel sidewalk to the sidewalk at MacGregor Avenue at a cost not to exceed \$25,000**, and it passed unanimously, with Commissioner Blume abstaining.

It was **moved and seconded** (Wilcocks/Little) **to authorize staff to issue a Request for Proposal (RFP) for phased concept proposals for improvements to Moraine Avenue**, and it passed unanimously with Commissioner Blume abstaining.

#### **REPORT OF FAÇADE IMPROVEMENT PROGRAM SUBCOMMITTEE.**

Commissioner Martinsen reported that an informational brochure about the Façade Improvement Program is being developed and asked the Board to review the proposed copy for the brochure. The brochure will be mailed out to businesses within the urban renewal area, a press release will be sent to the local newspapers, with a public meeting to answer questions about the program scheduled in the future. A contract and application are being developed and will go through a legal review as well as be reviewed by the Community Development Department staff to ensure compliance with Town regulations. Contact person for applications and application submittals will be Dir. Smith.

#### **EXECUTIVE DIRECTOR'S REPORT.**

1. **CVB Signage** – The installation of signs directing visitors to the CVB parking lots has been completed. Dir. Smith submitted photos and a press release about the project to the local newspapers for publication.
2. **Park Theater Mall and Wiest Plaza Step Repair** – Heath Construction repaired steps at Wiest Plaza that were damaged by erosion and, per the owner's request, replaced damaged tile in front of the Park Theater. Dir. Smith contacted Mrs. Seeley after the October EPURA meeting to inform her that the Commissioners had approved reimbursement for legal fees in the amount of

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\$1,500, and asked that she submit a written request for the reimbursement. As the written request has not been received, staff will contact Mrs. Seeley to inform her that she must be in touch with EPURA by a specific date prior to the end of the year, or all matters related to the Park Theater Mall will be considered resolved.

3. Lawsuit related to the Abolishment of EPURA – Atty. Benedetti and Atty. White will both participate in a discussion in court which is scheduled for Monday, December 29, 2008.
4. EPURA Retreat – Traditionally the EPURA retreat is held in January or February to discuss projects for the year. Dir. Smith questioned the need for the retreat in 2009, as projects are coming together and moving forward.

**MISCELLANEOUS.**

Commissioner Little suggested dispensing with the detailed financial report in the meeting packets and retaining the summary and balance sheet. The Commissioners concurred that it is not necessary to include the detailed report in the meeting packet. Staff will have the detailed report available for review upon request.

Whereupon, Chairman Newsom adjourned the regular meeting at 9:40 a.m.

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Cynthia Deats, Deputy Town Clerk