

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, February 6, 2003*

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 6<sup>th</sup> day of February 2003.

Committee: Chairman Doyle, Trustees Barker and Habecker  
Attending: Trustees Barker and Habecker  
Absent: Chairman Doyle  
Also Attending: Assistant Town Administrator Repola, Director Kilsdonk, Sr. Center Director Thompson, Planner Shirk, and Deputy Clerk van Deutekom

Trustee Habecker called the meeting to order at 8:06 a.m.

Director Kilsdonk introduced and welcomed Citizen's Information Academy participants Mary Ellen Garrett and Sarah Holdt.

### **MUSEUM.**

Director Kilsdonk reviewed the Bi-Monthly Report.

- **Year in Review.** Total attendance for 2002 was 9816. Staff and the Advisory Board continue to identify opportunities to raise public awareness of the Museum and increase facility utilization. Staff submitted a Learning Opportunities Grant to the Institute of Museum and Library Services in January. The grant is intended to help museums increase public access to programs, collections, and exhibits.
- **Upcoming Programs.** The list of upcoming programs February through September 2003 was presented.
- **Collections.** A total of 43 research requests and 15 photo orders were processed. Staff catalogued 1008 objects in 2002; 746 were slides from the Jones Collection, 100 were hydro plant and education collections items, and 162 were objects the Museum acquired during 2002.
- **Exhibits.** The 2003-2004 Exhibit Schedule was presented.
- **Attendance Statistics.** December and January statistics were reviewed.

### **SENIOR CENTER.**

Sr. Center Director Thompson reviewed the Bi-Monthly Report:

- **2002 in Review.** 1) Individual visits to the Center in 2002 totaled 17,148; 2) 11,375 meals were served; 8,204 at the Center and 3,171 Meals on Wheels. Other areas discussed include social events, activities, and user groups.
- **Food Service Task Force.** Task Force work sessions have been held to examine the food service operation. Areas discussed include operational costs, financial considerations, and privatization. The Task Force will meet on February 7<sup>th</sup> to proceed with privatization plans. Staff will present their proposal to the Committee at the March meeting.

### **COMMUNITY DEVELOPMENT.**

Building Permit Summary – January 2003. Planner Shirk presented a monthly building permit summary of the building permits issued in January 2003. Staff was directed to include a 5-year construction comparison in future summaries presented to the Committee. Other items discussed include the International Building Code, building permit cost calculations, and cost accounting issues.

There being no further business, Trustee Habecker adjourned the meeting at 8:50 a.m.