

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, March 2, 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 2<sup>nd</sup> day of March, 2006.

Committee: Chairman Doyley, Trustees Levine and Pinkham  
Attending: Chairman Doyley and Trustees Levine and Pinkham  
Also Attending: Town Administrator Repola, Directors Pickering, Joseph, Kilsdonk and Mitchell, and Deputy Clerk Schares  
Absent: None

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

### **CONVENTION & VISITORS BUREAU**

**Stanley Park Contracts 2006 – Request Approval.** Mgr. Hinze presented the following contracts:

1. Team Penning Association - Sept. 15, 16, & 17, 2006
2. Rocky Miniature Horse Show - June 20, 21, 22, 23, 24, & 25, 2006

Concluding all discussion, **the Committee recommends approval of the Stanley Park Contracts for 2006.**

### **Reports.**

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

- Advertising & Communications
- Special Events - None
- Visitors Center – None

Dir. Pickering reported the 2005 Conversion Study has been released.

### **MUSEUM/SENIOR CENTER**

#### **Museum Lighting Upgrade – Request approval to proceed**

Dir. Kilsdonk explained the lighting system in the museum has not been upgraded since 1997. A lighting study was conducted in 2005 and several low cost steps were recommended to improve the lighting. Staff recommends using the two lowest bidders, Lloyd Tackman Inc. for valance construction, and Village Maintenance for painting the beams and panels. The amount paid by the Town would be \$5650, with \$2562 coming from the Museum's 2006 exhibit improvement budget and \$3088 underwritten by the Friends of the Museum. **The Committee recommends approval of the expenditure in the amount of \$5650 for the Museum lighting upgrade.**

#### **O'Connor Picnic Shelter – Request approval to purchase picnic tables**

Dir. Kilsdonk explained the picnic tables requested are higher quality resulting in a higher cost. Staff recommends purchasing 14 picnic tables from Recreation Plus for \$13,220. Town Administrator Repola recommended making a spec and taking this type of table out to bid. **The Committee recommends gathering additional bids for this type of table.**

### **Reports.**

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- Museum Monthly Report -
- Balanced Scorecard Update

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- Museum / Senior Center Facility Rentals – Dir. Mitchell reviewed the policies and guidelines for Senior Center and Museum rentals. A packet has been put together for rental customers. Additional policies have been added for the rental of the Fall River Hydroplant Picnic Grounds.
- Senior Center Monthly Report

**COMMUNITY DEVELOPMENT**

**Reports.**

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

- Activity and Budget Summaries

**MISC.**

Garth Mudge, Glassworks Studio and Gallery, expressed concern regarding smoke from the meat smokers in town and requested action be taken to limit or ban smoke in Town. Discussion followed regarding possible solutions and requirements. Dir. Joseph suggested reviewing the standards further and coming back to the committee with suggestions. Tom Hannah commented on the negative health affects of smoke from burning wood.

There being no further business, Chairman Doylen adjourned the meeting at 8:58 a.m.

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Suzy Schares, Deputy Town Clerk