

RECORD OF PROCEEDINGS

REGULAR MEETING
TOWN OF GRAND LAKE BOARD OF TRUSTEES
MONDAY, MARCH 12, 2012 7:30 P.M.

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order by Mayor Judy Burke at 7:31 p.m. at the Town Hall, 1026 Park Avenue.

ROLL CALL

PRESENT: Mayor Burke; Trustees Lanzi, Lewis, Ludwig, Peterson, and Weydert; Town Manager Hook, Town Treasurer/Clerk Pro-Tem Dzinski and Town Planner Wittman.

ABSENT: Trustee Johnson. Trustee Weydert moved to excuse the absence of Trustee Johnson. Trustee Lewis seconded the motion and all Trustees voted aye.

APPROVAL OF MINUTES

February 27, 2012: Trustee Peterson moved to approve the minutes of the February 27, 2012 regular meeting as written. Trustee Lewis seconded the motion and all Trustees voted aye.

ANNOUNCEMENTS: Mayor Burke announced that it would be appreciated if cell phones were turned off during the meeting.

Mayor Burke announced that the Kauffman House Museum will hold an Open House on March 17th from 1 p.m. to 4 p.m. Admission is free and tasty treats will be provided.

Mayor Burke announced that the Grand Lake Fireworks Committee will hold a Spaghetti Dinner and live auction as a fundraiser on Saturday, March 17th at the Sagebrush BBQ and Grill beginning at 5 p.m. Cost for the dinner is \$10.00 for adults and \$5.00 for children.

Mayor Burke then announced that the first day for walk in absentee voting at Town Hall for the April municipal election will be March 23rd.

CONFLICTS OF INTEREST:

Mayor Burke stated that if there are any Trustees wishing to announce a conflict of interest with any items on this evening's agenda, they should do so at this time.

No Trustees had a conflict of interest with any items on the agenda.

LIQUOR LICENSING AUTHORITY: None.

OLD BUSINESS: **CONSIDERATION OF RESOLUTION NO. X-2012, A RESOLUTION REVOKING THE TEMPORARY OCCUPANCY PERMIT FOR THE**

STRUCTURE LOCATED AT LOTS 9-12, BLOCK 9, TOWN OF GRAND LAKE – Mayor Burke asked Town Planner Wittman to present this matter to the Board. Wittman explained that on December 12, 2011 the Town Board adopted Resolution No. 40-2011 which cited that the Grand Arts Council (GAC) must submit a business and marketing plan to the Town by March 5; failure to submit the plan by this date would result in the Town's removal of the temporary occupancy of the GAC structure located at Lots 9-12, Block 9, Town of Grand Lake. Certified notice was sent, return receipt requested, to the GAC Board informing them of the Town Board's action. The Town and GAC entered into a Memorandum of Understanding (MOU), in January 2009, for the completion of certain exterior improvements such as landscaping, boardwalk and parking, to be completed after the temporary occupancy was granted. The provisions of the MOU have been granted two, one-year extensions by the Town Board. In the fall of 2011 GAC asked the Town Board for another one-year extension for the completion of the improvements. At that time the Board requested a plan to outline business goals, strategies to meet them, as well as other key components to a well-developed plan. Wittman stated that she received a plan that morning and had distributed a copy to the Board Members as a table setting. Given the fact that the provisions of Resolution No. 40-2011 were not met, staff drafted a resolution for the Board's formal consideration of the temporary occupancy. The Board should discuss this matter with the representatives of the GAC present in the Board meeting. Should the Board elect to alter the provisions of the MOU timeline and enter into a new agreement with the GAC, staff would advise the Board continue the matter, direct staff to appropriately alter the resolution and have staff bring the matter back at the Board's next regularly-scheduled meeting. Wittman noted that Andrea Cox was present representing the Grand Arts Council.

Andrea Cox, 519 County Road 4632, was recognized from the audience. Cox said that she knew that she had to attend this evening's meeting but didn't realize that she needed to have the plan to Town Planner Wittman last week. She apologized for the misunderstanding. She said that the GAC's Board has met several times to discuss plans for finishing the building and exterior improvements. As she stated in her letter, the Arts Council has hired Tonie Beckley to assist in grant writing. With Tonie's help the GAC is confident that they will be successful in obtaining a \$5,000 Home Depot grant this year and for two more years to come. With this plan she said that she hopes that the Board will grant an extension and said that they will see one large improvement by the end of this summer.

Trustee Peterson made the comment that it appears that the GAC feels pretty certain that they will obtain three grants from Home Depot since three are shown in Exhibit "A" to their plan. He explained that grants are not slam dunks.

Andrea Cox acknowledged that grants are not slam dunks but said that Tonie Beckley is confident that the GAC will qualify. If they are not successful with Home Depot she said that they will apply with the Grand Foundation as they have gotten \$5,000 grants from them in the past.

Mayor Burke stated that the timeline submitted is not a business plan, at least not the kind the Board was looking for.

Trustee Ludwig volunteered to assist them in getting a plan together if Andrea was willing to accept the help. Andrea accepted the offer and said that she could use his help.

Following lengthy discussion, Trustee Lewis then moved to continue consideration of this matter until the Board's regularly scheduled meeting to be held April 23, 2012 so long as the Grand Arts Council has submitted a business plan outlining goals, strategies and challenges including their fundraising drive, committees and people in charge by April 20, 2012. If not submitted by that date, consideration of revocation of their temporary occupancy will be on April 23, 2012 for the structure located at Lots 9-12, Block 9, Town of Grand Lake, seconded by Trustee Lanzi. No vote was taken.

Trustee Lewis then moved not to revoke the temporary occupancy permit for the structure located at Lots 9-12, Block 9, Town of Grand Lake. Trustee Peterson seconded the motion and all Trustees voted aye.

Trustee Lewis made a second motion to direct staff to amend Resolution No. X-2012 to grant an extension of consideration of revocation of their temporary occupancy permit contingent upon completion of the boardwalk and greenbelt by September 30, 2012 and receipt of a business plan that has been submitted and accepted by the Town Board. If not, revocation will occur October 1, 2012. Trustee Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF ORDINANCE NO. X-2012, AN ORDINANCE AMENDING THE TOWN OF GRAND LAKE MUNICIPAL CODE BY ADOPTING CHAPTER 12, ARTICLE 4, STREET NUMBERING AND DESIGNATION - Mayor Burke asked Town Planner Wittman to present this matter to the Board. Wittman explained that at their last regularly-scheduled meeting the Planning Commission forwarded a favorable recommendation for approval of an ordinance amending the Town of Grand Lake Municipal Code by adopting Chapter 12, Article 4, Street Numbering and Designation. On March 12, 1979 the Town of Grand Lake adopted Ordinance No. 2-1979, an Ordinance Providing for Street Numbering and Designation and Providing a Penalty for Violation Hereof and Repealing all Other Ordinances in Conflict Herein. Though the ordinance was passed, the Town had not codified the regulations. In a July, 2011 meeting with the Town Board, the Board indicated they would be favorable to codifying the ordinance with some updates. Wittman said that she drafted an ordinance codifying the 1979 Ordinance. To

the greatest extent possible, staff has kept the new ordinance consistent with the previously adopted ordinance but minor changes have had to be made. Items not consistent with the 1979 Ordinance, as well as items for discussion, are formatted and shall be reviewed herein:

- Anywhere the Code indicates “The Town Clerk of the Town of Grand Lake” staff is proposing changing the Code to merely read “Town Staff” as this follows suit with previous revisions of the Town Code.
- 12-4-3A previously indicates the Board of Trustees shall assign numbers but the subsequent section indicates the Town Clerk for the Town of Grand Lake shall assign to every building its proper number. This seems a little conflicting; staff has proposed Town staff shall assign numbers.
- 12-4-3C indicates “The expense of each numbering shall be paid by the owner of the building” and Section 12-4-5 (Assignment – Certificate) indicates the Town shall furnish an address “...upon application being made therefor and payment of five dollars...” The Planning Commission, in agreement with staff, has elected to alter this to distinguish a property owner must furnish house numbers and that the Town would not charge a fee for assignment.
- 12-4-4B states all structures facing upon any street shall be assigned a number...beginning at the base...and wherever practical, three (3) numbers shall be assigned to each twenty-five feet (25’) of frontage on a street as an alternative...” This is somewhat inconsistent with how addresses have been assigned; this Section has been modified to reflect how the Town assigns an address.
- 12-4-6, Style of Numbering, has been mostly modified to reflect the desires of the Fire Department, as a primary concern is numbering of houses and inconsistency within the community. This proposed Section indicates: *“The number as required by this Section and as assigned by Town staff shall be conspicuously placed in a position that is plainly legible and visible from the street fronting the property.”*
 - *Where access is by means of a private drive or road, and the building numbering cannot be viewed from the public way, an approved roadside address sign shall be required.*
 - *This sign must be installed on the private property within fifteen feet (15’) of the closest edge of the driving surface of the roadway and located within ten feet (10’) of the driveway for the property.*
 - *This sign may be no less than six feet (6’) above the ground on a durable metal post, affixed to a tree, or other acceptable means.*
 - *The numbers shall be four inches (4”) high with a minimum stroke width of one half inch (½”) and shall contrast with their background color. Reflective numbers are preferred for easy recognition by emergency services personnel.*

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This section has been modified with respect to the regulations established by Grand County Zoning Regulations. One item for discussion would be whether or not the Town would like to require reflectivity for house numbers. Once all discussion has taken place, the Board must take action on this item. Though located in the Zoning Code, this will be a new section of the Code and is not subject to public hearing requirements. The Board may:

1. Move to direct staff to set the matter for a Public Hearing; or
2. Move to adopt Ordinance No. 3-2012, an Ordinance Amending the Town of Grand Lake Municipal Code by Adopting Chapter 12, Article 4, Street Numbering and Designation. This motion could include any conditions the Board determines are appropriate; or
3. Move to continue the matter, as well as to direct staff to update the ordinance with any desired changes to be brought back before the Board at their next regularly-scheduled meeting.

Although Mayor Burke stated that reflective numbers are difficult to find, Section 12-4-6 B. 1. of the draft ordinance cites, "Reflective numbers are preferred for easy recognition by emergency services personnel."

Following discussion, Trustee Peterson moved to adopt Ordinance No. 3-2012, an Ordinance Amending the Town of Grand Lake Municipal Code by Adopting Chapter 12, Article 4, Street Numbering and Designation as drafted. Trustee Lewis seconded the motion and all Trustees voted aye.

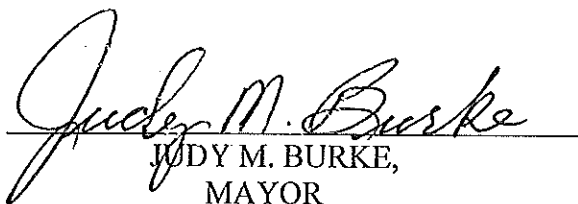
ACCOUNTS PAYABLE
February, 2012:

Trustee Peterson moved to examine the Accounts Payable and Prepaid for all Funds for the Town of Grand Lake. Trustee Weydert seconded the motion and all Trustees voted aye. Trustee Peterson then moved to approve the Accounts Payable and Prepaid for all Funds for the Town of Grand Lake. Trustee Weydert seconded the motion and all Trustees voted aye.

CITIZEN PARTICIPATION: None.

ADJOURNMENT:

Trustee Lewis moved to adjourn, seconded by Trustee Weydert. All Trustees voted aye, and the meeting was adjourned at 8:36 p.m., March 12, 2012.


JUDY M. BURKE,
MAYOR

ATTEST: 
GAY DZINSKI,
TOWN TREASURER/CLERK PRO-TEM