

RECORD OF PROCEEDINGS

REGULAR MEETING
TOWN OF GRAND LAKE BOARD OF TRUSTEES
MONDAY, APRIL 9, 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 7:34 p.m. at the Town Hall, 1026 Park Avenue.

ROLL CALL

PRESENT: Mayor Burke; Trustees Gasner, Lanzi, Peterson, and Weydert; Town Manager Hook, Town Clerk Kolinske and Town Treasurer/Clerk Pro-Tem Dzinski.

ABSENT: Mayor Burke announced that Trustees Johnson, Lewis and Ludwig were absent due to either work or vacation. Trustee Peterson moved to excuse Trustee Johnson, Lewis and Ludwig's absence. Trustee Weydert seconded the motion and all Trustees voted aye.

APPROVAL OF MINUTES

March 26, 2012: Trustee Weydert moved to approve the minutes of the March 26, 2012 regular meeting as written. Trustee Peterson seconded the motion and all Trustees voted aye.

ACCOUNTS PAYABLE

March, 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.

ANNOUNCEMENTS:

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

Mayor Burke announced that Rocky Mountain Repertory Theatre will be conducting guest artist auditions on April 14 and 15. Call 627-3421 for details.

Mayor Burke then announced that "*Cabin Fever Follies*" sponsored by the Grand Arts Council is Saturday, April 21, in the Community House beginning at 7:00 p.m.

PRESENTATIONS:

CONSIDERATION OF THE DESIGNATION OF THE TOWN CLERK TO ADMINISTER THE OATH OF OFFICE TO THE MAYOR AND TRUSTEES – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that per State Statute, all elected officials shall take an oath administered by the Municipal Judge, Town Clerk, or other person who is designated by the

governing body or who is authorized by law to administer oaths, to support the Constitution of the United States and the State Constitution. I would be honored to administer the oath of office to the new Board and if the Board should so decide, a motion to designate the Town Clerk to administer the Oath of Office to the Mayor and Trustees should be made.

Trustee Lanzi moved to designate Town Clerk Kolinske to administer the Oath of Office to the Mayor and Trustees. Trustee Weydert seconded the motion and all Trustees voted aye.

Town Clerk Kolinske administered the Oath of Office to re-elected Mayor Judy Burke, then to newly elected Trustee Jim Gasner and to re-elected Trustee Elmer Lanzi.

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.

NEW BUSINESS:

CONSIDERATION OF THE DESIGNATION OF THE MAYOR OF THE TOWN OF GRAND LAKE TO ADMINISTER THE OATH OF OFFICE TO THE TOWN CLERK AND TO THE TOWN TREASURER/CLERK PRO-TEM – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that all appointed officials in any municipality shall take an oath administered by the Municipal Judge, Town Clerk, or other person who is designated by the governing body. The oaths will be administered following consideration of the installation of appointed officials. Traditionally the Mayor has been designated by the Board to administer the oaths. The Board should make a motion to designate the Mayor of the Town of Grand Lake to administer the Oath of Office to the Town Clerk and to the Town Treasurer/Clerk Pro-Tem.

Trustee Peterson moved to designate Mayor Burke as the official authorized to administer the Oath of Office to the Town Clerk and to the Town Treasurer/Clerk Pro-Tem. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF THE INSTALLATION OF THE TOWN CLERK FOR THE TOWN OF GRAND LAKE – Trustee Weydert moved to reappoint Ronda Kolinske as Town Clerk. Trustee Peterson seconded the motion and all Trustees voted aye. Mayor Burke then administered the Oath of Office to Kolinske.

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NEW BUSINESS: **CONSIDERATION OF THE INSTALLATION OF THE TOWN TREASURER/CLERK PRO-TEM FOR THE TOWN OF GRAND LAKE** – Trustee Peterson moved to reappoint Gay Dzinski as Town Treasurer/Clerk Pro-Tem. Trustee Weydert seconded the motion and all Trustees voted aye. Mayor Burke then administered the Oath of Office to Dzinski.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE MAYOR PRO-TEM FOR THE TOWN OF GRAND LAKE** – Trustee Weydert moved to reappoint Trustee Peterson as the Mayor Pro-Tem for the Town of Grand Lake, seconded by Trustee Lanzi. All Trustees voted aye except Trustee Peterson, who abstained.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE FINANCIAL TRUSTEE FOR THE TOWN OF GRAND LAKE** - Trustee Lanzi moved to reappoint Trustee Peterson as the Financial Trustee for the Town of Grand Lake, seconded by Trustee Weydert. All Trustees voted aye except Trustee Peterson, who abstained.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE TOWN ATTORNEY FOR THE TOWN OF GRAND LAKE** – Trustee Peterson moved to reappoint Scotty Krob as the Town Attorney for the Town of Grand Lake. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE MUNICIPAL JUDGE FOR THE TOWN OF GRAND LAKE** – Trustee Weydert moved to reappoint Georgia Noriyuki as the Municipal Judge for the Town of Grand Lake. Trustee Peterson seconded the motion and all Trustees voted aye.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE ALTERNATE MUNICIPAL JUDGE FOR THE TOWN OF GRAND LAKE** – Trustee Peterson moved to reappoint Richard McQueary as the Alternate Municipal Judge for the Town of Grand Lake. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE BOARD OF TRUSTEES' LIAISON TO THE GRAND LAKE AREA CHAMBER OF COMMERCE** – Since the current officials were not present, Trustee Peterson moved to table consideration of this matter until a later date. Trustee Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS: **CONSIDERATION OF THE APPOINTMENT OF THE REPRESENTATIVE TO THE TO THE NORTHWEST COLORADO COUNCIL OF GOVERNMENTS** - Trustee Lanzi

moved to reappoint Trustee Peterson as the Representative to the Northwest Colorado Council of Governments, seconded by Trustee Weydert. All Trustees voted aye except Trustee Peterson, who abstained.

NEW BUSINESS:

CONSIDERATION OF THE APPOINTMENT OF THE ALTERNATE TO THE NORTHWEST COLORADO COUNCIL OF GOVERNMENTS – Trustee Peterson moved to appoint Town Manager Hook as the Alternate to the Northwest Colorado Council of Governments. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF THE APPOINTMENT OF THE REPRESENTATIVE TO THE GRAND COUNTY WATER INFORMATION NETWORK - Since the current official was not present, Trustee Peterson moved to table consideration of this matter until a later date. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF THE APPOINTMENT OF TWO REPRESENTATIVES TO THE EAST GRAND SCHOOL DISTRICT'S BOARD OF EDUCATION STEERING COMMITTEE – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that as briefly discussed at the workshop on March 26th, the Town received a letter dated March 15th from the East Grand School District Board of Education requesting that the Board of Trustees appoint two representatives to a district-wide steering committee to develop guidelines for opening and closing schools within the district. Specifically, the Board of Education requested that there be one representative from the Board of Trustees and one representative from the community and that those names be forward to them by April 16th. During that discussion on the 26th, it was suggested that Andy Thomasson might be interested in representing the community on this steering committee and that either Mayor Burke or Trustee Weydert could represent the Board of Trustees. Subsequent to the 26th, Hook said that he has confirmed with Mr. Thomasson that he is willing to serve as a community representative to this steering committee. The Board of Trustees should discuss the matter of selecting two specific individuals to represent the Board of Trustees and the community at large. In order to not miss the Board of Education deadline of April 16th, staff recommends that the Board of Trustees take action this evening. In the absence of any other candidates, staff would support the appointment of Mr. Thomasson as the Grand Lake community representative to this steering committee. The Board may:

Move to appoint Trustee _____ (name) _____ as the Town of Grand Lake Board of Trustees representative, and _____ (name)

as the Town of Grand Lake community representative, to the East Grand School District Board of Education steering committee on developing guidelines for opening and closing schools within the district.

Or

Move to continue this matter until _____ (date) _____ .

Trustee Lanzi moved to appoint Andy Thomasson as the Town of Grand Lake community representative, to the East Grand School District Board of Education steering committee on developing guidelines for opening and closing schools within the district and Mayor Burke as the Town of Grand Lake Board of Trustees representative, and Trustee Weydert as the alternate representative. Trustee Peterson seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF RESOLUTION NO. XX-2012, A RESOLUTION DESIGNATING INDIVIDUALS AUTHORIZED TO CONDUCT TRANSACTIONS WITH RESPECT TO THE TOWN OF GRAND LAKE'S CASH AND INVESTMENT ACCOUNTS – Mayor Burke asked Town Treasurer/Clerk Pro-Tem Dzinski to present this matter to the Board. Dzinski reported that the Town currently has cash accounts with the following entities:

| | |
|----------------------|---|
| Grand Mountain Bank: | 2 Checking Accounts (one is a holding account for letter of credit funds)/1 Money Market Fund |
| CSafe: | 2 Money Market Funds |
| ColoTrust: | 1 Money Market Fund |
| Advantage Bank: | 1 Certificate of Deposit |
| Flat Irons Bank: | 1 Certificate of Deposit |
| Gill & Associates: | Investment Bonds |

The Town's policy is to require two signers on all checks. Authorized individuals have traditionally included the Mayor, the Mayor Pro-Tem, the Financial Trustee, the Town Manager, and the Town Clerk. Because Trustee Peterson currently wears the two hats of Mayor Pro-Tem and Financial Trustee, Trustee Lewis was added as the fifth signer. The Town Treasurer is authorized to receive information with respect to the accounts, limited specifically to requesting account statements and status information from the various institutions. The current authorized signers on all the Town's accounts are:

| | |
|-------------------|---------------------------------|
| Judy M. Burke | Mayor |
| James C. Peterson | Mayor Pro-Tem/Financial Trustee |
| Kathleen Lewis | Trustee |
| Ronda Kolinske | Town Clerk |

The Town has made it a practice to review and update the authorized signers after each municipal election to reflect election results, changes in personnel, or any other changes desired by the Board. With the welcome arrival of David Hook as Town Manager, staff recommends that David be added as an authorized signer to the Town's accounts, and that the Board take this opportunity to make any other changes it deems advisable. In order to expedite matters, Dzinski said that she has prepared a draft resolution for the Board's consideration. This draft designates the above-named current signers and adds David Hook, but of course the Board may designate any individuals it wishes. If the Board approves the Resolution, Dzinski stated that she will prepare the appropriate documents, including signature cards, etc., and have them available for signature at the next Board meeting. She concluded by saying that staff recommends the Board adopt Resolution No. XX-2012, a Resolution Designating Individuals Authorized to Conduct Transactions with Respect to the Town of Grand Lake's Cash and Investment Accounts.

Since Trustee Lewis was not present and has yet to be sworn in, Trustee Peterson moved to table consideration of this matter until the next regularly scheduled meeting to be held April 23, 2012.

NEW BUSINESS:

CONSIDERATION OF A SPECIAL EVENT PERMIT REQUEST FROM THE GRAND LAKE AREA CHAMBER OF COMMERCE FOR THE CREWS AND BREWS FEST – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that the Town is in receipt of a Special Event Permit Application submitted by the Grand Lake Area Chamber of Commerce (GLACC) for the Grand Lake Crews and Brews Fest. According to the Town of Grand Lake Municipal Code, Chapter 11, Article 6, Section 3.A.3 - Special Event Permit Application Review and Approval,

The Mayor, or the Mayor's designee, will refer the matter to the Board of Trustees for approval if the event involves a Special Events Liquor Permit, the event is a first time event, or if the event has had known issues in the past. The Board of Trustees shall take the following factors into consideration:

- a. The predominant use of the primary facility being used; and
- b. The proposed event and the event hours; and
- c. Neighborhood compatibility; and
- d. Effect of the proposed event on the community; and
- e. The Town's anticipated cost in staff time and equipment use; and
- f. Duplication of services or sales items; and
- g. Nature of the past event issues.

This Special Event Permit Application is being referred to the Board of Trustees because this event will require a Special Events Liquor Permit

and because the GLACC proposes, for the first time, to close off one block of Grand Avenue, between Garfield and Pitkin, along Town Square. The basic plan is to hold a car show, Colorado Corvette Club, on both sides of Grand Avenue between Garfield and Pitkin, a “brew fest”, up to 15 microbreweries, in Town Square, and a crew race/regatta staged at the beach area.

Regarding the request to close one block of Grand Avenue,

- the GLACC advises that:
 - they expect enough Corvette entries to occupy both sides of the road
 - they will agree to not use the south side of the road if the final registration does not fill both sides of the road
 - they have discussed the matter with the businesses that front the south side of that block and that there are no objections to blocking off this block
 - they are willing to assign volunteers to each of the four corners of the detour route to assist visitors with getting to where they want to go
- Public Works Director McGinn advises that he has sufficient cones, barricades and detour signs to assist with the closure and detour

Regarding the Special Events Liquor Permit:

- Approval of the SEP by the Board of Trustees will allow for the Special Events Liquor Permit application to be processed by Town Clerk Kolinske and brought to you for formal action at a future date.

Staff recommends approval execution of the Special Event Permit as presented and would suggest the following:

Move to authorize Mayor Burke to sign the Special Event Permit for the GLACC event known as the Grand Lake Crew and Brew Fest as described in this application, upon confirmation from staff that all other application requirements have been met and the Permit is ready for signature.

Or

Move to authorize Mayor Burke to sign the Special Event Permit for the GLACC event known as the Grand Lake Crews and Brews Fest as described in this application, and with the following conditions, _____ and upon confirmation from staff that all other application requirements have been met and the Permit is ready for signature.

Or

Move to not approve this Special Event Permit.

Following brief discussion, Trustee Lanzi moved to authorize Mayor Burke to sign the Special Event Permit for the GLACC event known as the Grand Lake Crews and Brews Fest as described in this application, upon confirmation from staff that all other application requirements have been met and the Permit is ready for signature. Trustee Peterson seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF A SPECIAL EVENT PERMIT REQUEST FROM THE GRAND LAKE AREA CHAMBER OF COMMERCE FOR THE 65TH ANNUAL BUFFALO BARBECUE - Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that the Town is in receipt of a Special Event Permit Application submitted by the Grand Lake Area Chamber of Commerce (GLACC) for the 65th Annual Buffalo BBQ for July 14th and 15th. According to the Town of Grand Lake Municipal Code, Chapter 11, Article 6, Section 3.A.3 - Special Event Permit Application Review and Approval,

The Mayor, or the Mayor's designee, will refer the matter to the Board of Trustees for approval if the event involves a Special Events Liquor Permit, the event is a first time event, or if the event has had known issues in the past. The Board of Trustees shall take the following factors into consideration:

- a. The predominant use of the primary facility being used; and
- b. The proposed event and the event hours; and
- c. Neighborhood compatibility; and
- d. Effect of the proposed event on the community; and
- e. The Town's anticipated cost in staff time and equipment use; and
- f. Duplication of services or sales items; and
- g. Nature of the past event issues.

This Special Event Permit Application is being referred to the Board of Trustees because the GLACC proposes, for the first time in a number of years, to hold the event in Town Square. The new plan is to stage the food and music in Town Square. The GLACC does not propose to serve alcohol during this year's event; hence a Special Events Liquor Permit will not be brought before the Board of Trustees. As in prior years, there will be a parade on Grand Avenue, and a 5k walk/run on Town streets. All other aspects of the event will be in keeping with prior years.

Staff recommends approval execution of the Special Event Permit as presented and would suggest the following:

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Move to authorize Mayor Burke to sign the Special Event Permit for the GLACC event known as the 65th Annual Buffalo BBQ as described in the application, upon confirmation from staff that all other application requirements have been met and the Permit is ready for signature.

Or

Move to authorize Mayor Burke to sign the Special Event Permit for the GLACC event known as the 65th Annual Buffalo BBQ as described in the application and with the following conditions, _____ and upon confirmation from staff that all other application requirements have been met and the Permit is ready for signature.

Or

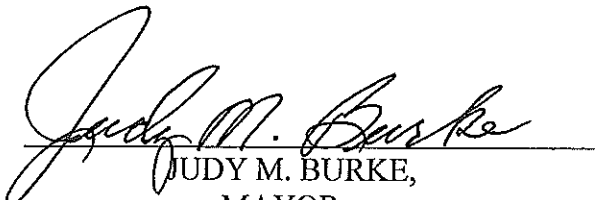
Move to not approve this Special Event Permit.

During the afternoon workshop, Marina Manager Hassoldt requested that Lake Avenue not be closed for the 5K walk/run finish line.

Following discussion, Trustee Peterson moved to table consideration of this matter until such time that more detailed information regarding the 5K walk/run is received from the Grand Lake Chamber of Commerce. Trustee Weydert seconded the motion and all Trustees voted aye.

CITIZEN PARTICIPATION: None.

ADJOURNMENT: Trustee Peterson moved to adjourn, seconded by Trustee Weydert. All Trustees voted aye, and the meeting was adjourned at 8:14 p.m., April 9, 2012.



JUDY M. BURKE,
MAYOR

ATTEST: 

RONDA KOLINSKE, CMC,
TOWN CLERK