REGULAR MEETING
TOWN OF GRAND LAKE BOARD OF TRUSTEES
MONDAY, APRIL 28, 2014  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 Baird, Gasner, Jenkins, Lanzi, and Sabo; Town
Manager Hook, Town Clerk Kolinske, and Town Planner Biller.

ABSENT:
Mayor Burke announced that Trustee Lewis was absent from both the
afternoon workshop and this evening’s meeting because of vacation.
Trustee Gasner moved to excuse Trustee Lewis from both this
afternoon’s workshop and this evening’s meeting. Trustee Sabo
seconded the motion and all Trustees voted aye.

APPROVAL OF MINUTES
March 10, 2014:
Trustee Gasner moved to approve the minutes of the March 10, 2014
regular meeting as written, seconded by Trustee Lanzi. All Trustees
voted aye except Trustees Baird, Jenkins and Sabo, who abstained.

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

Mayor Burke announced that 2014 Commercial Enhancement Grant
Program Applications are available at Town Hall and on the Town’s
website. The deadline for spring grants is May 1st.

Mayor Burke then announced that Thursday, May 1st is Silver Star
Service Banner Day. This is the official day that the Silver Star Families
of America along with the Town of Grand Lake honor our wounded, ill,
injured and dying military members and veterans by showing our
appreciation for their sacrifices.

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.

REPORTS: SALES TAX
CASH FLOW REPORT
FOR APRIL 2014:
Mayor Burke asked Town Clerk Kolinske to present the sales tax cash
flow report. Kolinske reported that the amount of revenue received in
April 2014 for the month of February is $42,400. This amount is over
26% above what was received through April 2013 and the most received for the month of February since at least 2010.

**REPORTS: FINANCIAL REPORT FOR MARCH 2014:**

Mayor Burke asked Financial Trustee Gasner to present the Financial Report for March 2014. Gasner reported that the General Fund expenditures through the end of March totaled $256,741.40 or 7.9% of budget. He said the Water Fund expenditures for the same period totaled $105,856.65 or 14.8% of budget, the Marina Fund expenditures totaled $27,085.48 or 9.6% of budget and the PAYT Fund expenditures totaled $4,838.05 or 23% of budget.

**LIQUOR LICENSING AUTHORITY: CONSIDERATION OF A SPECIAL EVENTS PERMIT APPLICATION FROM THE ROCKY MOUNTAIN REPERTORY THEATRE FOR “THE PRELUDE!” FUNDRAISING EVENT** – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that this request is for “The Prelude!”, a fundraising to be held at the Western Riviera Events Center, on Saturday, May 31, 2014 from 5:00 to 11:00 p.m. The application documents are in order and complete. The premises are required by statute to be posted for at least 10 days prior to approval of the permit. She suggested action at the May 12th Board Meeting as a regular item of business or as a Public Hearing. Kolinske noted that Dot Weber, Vice President of the Repertory Theatre’s Board, was present.

Trustee Lanzi moved to act on this request as a regular item of business at the May 12, 2014 Board Meeting. Trustee Gasner seconded the motion, and all Trustees voted aye.

**LIQUOR LICENSING AUTHORITY: CONSIDERATION OF RENEWAL OF THE ARTS LIQUOR LICENSE FOR ROCKY MOUNTAIN REPERTORY THEATRE** – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske reported that the fees have been paid and the renewal documents are in order. The water and sales tax accounts are all current. Since the Repertory Theatre is a non-profit organization, they are exempt from having to purchase a Business License. The Grand County Sheriff’s Department found no adverse information that would affect the status of the license. She then concluded by saying that Dot Weber, Vice President of the Repertory Theatre’s Board, was present.

Trustee Gasner then moved to approve the renewal of the Arts Liquor License for Rocky Mountain Repertory Theatre. Trustee Lanzi seconded the motion and all Trustees voted aye.

**LIQUOR LICENSING AUTHORITY: CONSIDERATION OF A SPECIAL EVENTS PERMIT APPLICATION FROM THE INDEPENDENT SPORTS CLUB,**
INC. FOR THE “31ST ANNUAL COLORADO STATE CHILI COOK OFF” FUNDRAISING EVENT – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that this request is from the Independent Sports Club (ISC), Inc. for the “31st Annual Colorado State Chili Cook Off” to be held in Town Square on Saturday, June 21, 2014 from 9:00 a.m. to 9:00 p.m. The application documents are in order and complete. In the past, proceeds of this event went to the Grand Lake Fire Protection District’s Scholarship Fund. Proceeds will now go to the ISC. The premises are required by statute to be posted for at least 10 days prior to approval of the permit. She suggested action at the May 12th Board Meeting as a regular item of business or as a Public Hearing. Kolinske noted that Mindy Everhart, President, was present.

Trustee Gasner moved to act on this request as a regular item of business at the May 12, 2014 Board Meeting. Trustee Lanzi seconded the motion, and all Trustees voted aye.

LIQUOR LICENSING AUTHORITY: CONSIDERATION OF A SPECIAL EVENTS PERMIT APPLICATION FROM THE ROTARY CLUB OF GRAND LAKE FOR A FUNDRAISING EVENT TO BENEFIT ROCKY MOUNTAIN REPERTORY THEATRE’S YOUTH THEATRE – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that this request is from the Rotary Club of Grand Lake for a fundraising event to benefit Rocky Mountain Repertory Theatre’s Youth Theatre to be held in the Grand Lake Community House on Saturday, June 21, 2014 and Sunday, June 22, 2014 from 6:00 to 10:00 p.m. The application documents are in order and complete. The premises are required by statute to be posted for at least 10 days prior to approval of the permit. She suggested action at the May 12th Board Meeting as a regular item of business or as a Public Hearing. Kolinske noted that Gayle Langley was present representing the Rotary Club.

Trustee Jenkins moved to act on this request as a regular item of business at the May 12, 2014 Board Meeting. Trustee Gasner seconded the motion, and all Trustees voted aye.

LIQUOR LICENSING AUTHORITY: CONSIDERATION OF A SPECIAL EVENTS PERMIT APPLICATION FROM THE FRIENDS OF THE GRAND COUNTY LIBRARY FOR THE “TOPS OF THE ROCKIES” FUNDRAISING EVENT – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that this request is from The Friends of the Grand County Library for the “Tops of the Rockies” fundraising event to be held at the Grand Lake Yacht Club on Saturday, June 28, 2014 from 5:00 to 10:00 p.m. The premises are required by statute to be posted for at least 10 days prior to approval of the permit. She suggested action at the May 12th Board Meeting as a regular
item of business or as a Public Hearing. Kolinske noted that Connie Graham was present representing The Friends of the Grand County Library.

Trustee Jenkins moved to act on this request as a regular item of business at the May 12, 2014 Board meeting. Trustee Gasner seconded the motion, and all Trustees voted aye.

LIQUOR LICENSING AUTHORITY: CONSIDERATION OF RENEWAL OF THE HOTEL AND RESTAURANT LIQUOR LICENSE FOR SLOOPY’S GRILL, LLC, D/B/A SLOOPY’S GRILL - Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske reported that the fees have been paid and the renewal documents are in order. The water, business license, and sales tax accounts are all current. She noted that the Grand County Sheriff’s Department reviewed their files and found no adverse information that would affect the status of the license. She then concluded by saying that Richard Schliep, Member, was present.

Trustee Gasner moved to approve the renewal of the Hotel and Restaurant Liquor License for Sloopy’s Grill, LLC, d/b/a Sloopy’s Grill. Trustee Lanzi seconded the motion and all Trustees voted aye.

OLD BUSINESS: None.

NEW BUSINESS: CONSIDERATION OF RESOLUTION NO. XX-2014; A RESOLUTION GRANTING A NIGHTLY RENTAL LICENSE IN A RESIDENTIAL NEIGHBORHOOD LOCATED AT LOTS 12-14, BLOCK 41, TOWN OF GRAND LAKE; MORE COMMONLY REFERRED TO AS 125 PARK AVENUE – Mayor Burke asked Town Planner Biller to present this matter to the Board. Biller explained that the Town received a Nightly Rental License application from Tim Tripp and Kim Barron. During the application process, the Town received a written objection which requires the Planning Commission review and Board review. The Planning Commission has forwarded a favorable recommendation by Resolution No. 8-2014. Municipal Code 12-2-31(B)4 Nightly Rental Conditional Use Permits states:

(a)(i) Town Action:
1. If Town Staff determines that the application satisfies the requirements of Section 12-2-31(B)4, whichever includes the largest number of properties, will be notified in writing by the Town of the applicants proposed use. All notified property owners will be given fifteen (15) days to object to the proposed use in writing.
2. If one (1) or more notified property owners object to the proposed use in writing, the application shall be treated as a conditional use as outlined in Section 12-2-31(B)3. The owner of
the subject property shall be given a copy of all written complaints. In consideration of the proposed use, the Planning Commission may hold a Public Meeting to determine its recommendation to the Board of Trustees. The Board of Trustees may hold a Public Hearing on the proposed use to decide whether to approve, modify, or disapprove the Planning Commission's recommendation.

Staff contacted all surrounding property owners within 100’ and received one (1) written objection from Laurie Meador. Ms. Meador explains may reasons for her objection including, but not limited to:

- Increased traffic
- Excess noise
- Unsecured garbage
- Wildlife impacts
- Park Avenue concerns
- Along with philosophical concerns regarding residential nightly rental policies

Staff has read the article and in summary the article makes the following points:

- NR rentals without local contacts tend to have issues with trash, parking and party houses
- Owners of NR may be disconnected from the community because they are in direct competition with local lodging businesses

The applicant has a local contact, an approved site plan demonstrating parking requirements, and will be utilizing the PAYT Trash facility. Biller included a nightly rental license map as an overview of the licensed nightly rentals in the neighborhood. Staff recommends the Board adopt the resolution as presented which contains no conditions for granting the license. If the Nightly Rental License is issued by the Board, the Applicant would be subject to all the provisions for Nightly Rental License renewal, which includes written complaints in the previous 12 month period. The Board should first determine if a Public Hearing is necessary. If the Board determines a Public Hearing is not necessary, they should discuss the Nightly Rental License Application and the recommendation of the Planning Commission. The Board has the following options:

1. Require a review of the Nightly Rental License Application at a Public Hearing; or
2. Grant the Nightly Rental License by adopting the resolution; or
3. Grant the license with conditions; or
4. Not grant the license.

Biller then noted that the applicants Tim Tripp and Kim Barron were present.
Following discussion, Trustee Jenkins moved to adopt Resolution No. 6-2014; a Resolution Granting a Nightly Rental License in a Residential Neighborhood Located at Lots 12-14, Block 41, Town of Grand Lake; More Commonly Referred to as 125 Park Avenue, as presented. Trustee Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS:

APPEAL HEARING - CONSIDERATION OF AN APPEAL TO A DENIED SIGN PERMIT APPLICATION FOR A SIGN LOCATED AT BLOCK 5, LOTS 7-8, TOWN OF GRAND LAKE; MORE COMMONLY REFERRED TO AS 1000 GRAND AVENUE (D/B/A EG’S) – Mayor Burke asked Town Planner Biller to present this matter to the Board. Biller explained that the Town has received a Sign Permit Application for a permanent sign located at EG’s Grill. Staff denied the application based on the Municipal Code. The applicant is Darin Foran and he has requested an appeal which requires Board review.

Municipal Code 6-2-3 General Restrictions states:

(O) All Signs shall have a wood-like appearance with a natural flat wood tone background.

Municipal Code 6-2-7 Permit Application Procedure states:

(B) Appeal Process for Denial of Permit

If the sign application is denied, the applicant may appeal the decision to the Board of Trustees, whose decision is final.

Staff contacted the applicant regarding the application in an attempt to revise the permit application to comply with the specifications of the Municipal Code. The applicant has revised the application to address 2 of the 3 reasons for staff's denial. To clarify, the applicant is requesting to replace the existing wall mounted sign located above the entrance door with a sign which in staff's opinion does not contain a “wood-like appearance with a natural flat wood tone background”. The Board should discuss the Applicant’s appeal to staff's decision regarding the application.

The Board has the following options:

1. Approve the Sign Permit Application as presented; or
2. Approved the application with revisions; or
3. Deny the appeal request.

Darin Foran, 101 Lake Avenue #3, was recognized from the audience. He said that his application was denied because of its black background. He then passed out a sheet of paper containing pictures of signs in Town, approved or not, most of which with black backgrounds (see attached Exhibit A).
Trustee Gasner asked if Circle 3’s sign was approved with a black background. Town Planner Biller responded by saying that the dark background color is not the color that was approved on their sign permit. He also said that he has not received any written complaints for the color of Circle 3’s sign.

Foran noted that when he was out taking pictures of these signs he noticed that the additions to the Town’s sign at the entrance to Town are very shiny.

Trustee Jenkins made the comment that the Town’s recent additions were not only shiny but also had a black background. She asked if they had approval.

Town Planner Biller noted that they had not been approved nor would they be approved. They do not have a wood-like appearance with a natural flat wood tone background as code sites.

Trustee Gasner asked Foran if it would be possible to make the sign with a dark brown background. Foran responded by saying that the sign then wouldn’t match the logos on their shirts.

Trustee Lanzi said that in light of the fact that precedence on background colors has been set and at some point the sign code needs to be reviewed, he moved to approve the Sign Permit Application for a sign located at Block 5, Lots 7-8, Town of Grand Lake; more commonly referred to as 1000 Grand Ave (d/b/a. BG’s); and direct staff to draft a resolution outlining this motion; and authorize the Mayor to sign it. Trustee Jenkins seconded the motion and all Trustees voted aye.

NEW BUSINESS:

PUBLIC HEARING - CONSIDERATION OF THE USE OF THE TOWN’S LOGO — Mayor Burke opened the Public Hearing and asked Town Manager Hook to present this matter to the Board. Hook explained that as a result of the 2013 Downtown Assessment, several grass-roots committees were formed to follow-up on the recommendations included in the Downtown Assessment report. One of those recommendations was to consider developing a brand for the Grand Lake community to assist in the marketing of the community. The Branding Committee has been working on developing a new brand since May of 2013. As a guideline, they have been using the two-part video The Art of Branding a Community and the 13-steps espoused in the video. Included in that guidance is the concept that the municipality would also adopt the new logo so that brand exposure and effectiveness is maximized. The Branding Committee has previously presented their Brand Promise and Brand Slogan to the Board and the community. In February, 2014 the Branding Committee launched a brand logo contest. A total of 14 submittals were received by the March 25 deadline.
Shortly after that deadline, the Branding Committee met to review the submittals. He said that he and Trustee Gasner participated in that review discussion. The outcome of the review was the consensus selection of the new brand logo for use in branding the Grand Lake community. A hardcopy color version of that logo was provided to the Board at the meeting (see attached Exhibit B). Notice of this Public Hearing was published in the Middle Park Times on April 10, 2014 as No. 10090422. No comments have been received. Due to the nature of this topic, no notification letters were sent to individuals. Staff concurs with the 13-step guidance and the Branding Committee that it would be most effective if the Town were to also adopt the use of the newly selected brand logo. There is no expectation by staff or the Branding Committee that the change-over has to happen immediately and all at once. The concept of a transition over a period of years as need dictates and available funding permits is perfectly sound. Here are some examples for the Board’s consideration:

- Town letterhead would not be reordered with the new logo until the existing supply is exhausted
- The logo on the marquee sign at Portal and US Hwy 34 or on Town street name signs would not be changed until a need exists and, most probably, grant funds are obtained to reconstruct the signs
- The existing logo is not obviously used on the Town’s website, so the new logo could be incorporated as website updates occur
- The use of the existing logo on reports, maps and other documents would not require their modification just to change the logo, but if a document were to be updated in the natural course of Town business, the new logo would be used.

The Board should discuss the merits of the Town supporting the branding effort by adopting the use of the new brand logo as the Town’s official logo. Staff recommends that the Board adopt the new brand logo as the Town’s official logo. The Board should adopt or not adopt the new brand logo as the Town’s official logo. Alternatively, the Board has the option of continuing the discussion to a future meeting.

Mayor Burke then opened the meeting for public comment.

Steve Kudron, 408 Park Avenue, was recognized from the audience. He started by thanking Mayor Burke and members of the Board for providing the Branding Committee with the tools in order to utilize the thoughtful and forward process in order to help generate and recreate the brand that is Grand Lake. Out of the Downtown Assessment many of the comments that came back from the community, from the business owners and from the residents were that the brand was felt in their hearts, in their minds and in their souls. They knew what Grand Lake is but didn’t have anything that really expressed that to people who don’t know
what Grand Lake is. Also, as a member of the business community, one of the things that he has received as feedback from visitors is that Grand Lake is a Grand hidden gem. He said that that is wonderful except when we have to make a living as business owners. Businesses have to rely so much on the tax base of tourism. He stated that the Committee has created a brand promise; “We are Grand Lake. Colorado’s authentic mountain lake town, the source of your inspiration, the soul of the Rockies. Choose your path; memories happen the moment you take your first step. This is your life. Breathe deep, get outside, and live it.” He said that, “The Soul of the Rockies” (which has been trademarked) is who we are and we are very, very proud of it. The next step was to be able to find a visualization that would lead us to what that is. When people see it for just a couple seconds; when they open up a magazine or they see it on letterhead or a map, they know they feel the Soul of the Rockies. We opened up to the world wide community and out of the 14 submittals, two came from Europe. The one that was selected was a Grand County graphic artist. We believe strongly that the logo embodies what our brand promise is about. What we are asking for this evening is the Board’s approval to move forward. This is a special time; four and a half to five months away from celebrating the Centennial of Rocky Mountain National Park. Their logo and their term is “Wilderness, Wildlife and Wonder”. We are the west side of the park and we have a unique opportunity to tie ourselves to the Park. It will be a great new beginning for the Town to have a new logo, brand promise and slogan.”

He concluded by asking the Board Members for their approval.

Having no other comments, Mayor Burke closed the Public Hearing and turned the matter over to the Board of Trustees.

Trustee Jenkins asked who will be using this logo and how will Town business differentiate from Chamber business?

Steve Kudron responded by saying that this will be the Town’s logo as the Chamber has its own. He further explained that once the logo has been adopted, brand standards will have to be established. If the Chamber or any other business wants to also use this logo it will have to be part of the brand standards discussion. The Town will have control over how it is used. He said that the Branding Committee will welcome the opportunity to take on the task of establishing brand standards then bring them to the Board.

Trustee Jenkins then noted that the hardcopy color version of the logo provided to the Board looks nice but what does it look like scaled down to letterhead size or business card size? Will the wording be legible?

Steve Kudron stated that there have been a number of changes to the font so that it is readable as it scales down. There are several versions; there
is a full color version, a black and white version and a grey scale version. The logo with just the words “Grand Lake” can be used for street signs and the sides of trucks.

Trustee Sabo said that in the hardcopy color version of the logo the words “Soul of the Rockies” are so small; if this were to be adopted is there a way to arrange it differently so that it would be legible on letterhead?

Steve Kudron responded by saying that those words can be taken from the ribbon and placed below the logo. It’s just that from the feedback that the committee received, people wanted to see the words “Soul of the Rockies” in the logo.

Trustee Lanzi said that he is overwhelmed at how much the committee has accomplished since its inception. This took a lot of work, this is the product of all the hard work and it’s a good logo.

Steve Kudron thanked Trustee Lanzi for the comment and said that the committee has been as large as fourteen. It is difficult in a small community to have people consistently volunteer their time twice a month to meet every other week. It’s a wonderful group of people who have a great passion for this Town.

Mayor Burke said that she believes that there has been a great deal of work put into this and it’s a great looking logo but said that she would prefer to keep the Town’s logo separate from the marketing logo. Of the municipalities in this county, Granby is probably the only one that has its motto on their town logo. I wouldn’t mind seeing the “GL” used on letterhead and such and this one used strictly for marketing. History is something that is not recreated and it’s important for this Town to maintain its history. With this kind of a branding logo it’s something that generally does change throughout history.

Trustee Jenkins said that this logo is a beautiful piece of branding and fits perfectly. She just doesn’t feel that it fits well for the Town of Grand Lake to use it on its letterhead, business cards and such but would work well on things to market such as the website. It would work well for the Chamber. She acknowledged all the hard work that the committee put into this and said that it’s a beautiful logo. It can be used on street signs and way finding signs just not Town letterhead and business cards. The business of the Town should be kept separate from the marketing.

Trustee Gasner said, “This is what we asked this committee to do and they have spent a year putting this together. We are holding this committee up by doing this. One of the rules of branding is, “Do not let politics stand in your way” and here we are standing in their way.”
Mayor Burke said that there are definite things that are done for branding that don’t necessarily have to do with a municipality. The municipality’s responsibility is for the health, safety and welfare of its citizens not branding.

Trustee Baird asked if there is any significance to the mountains that are pictured in the logo. Would it be out of line to ask them to alter it to show something that is significant to Grand Lake like Mt. Baldy.

Town Manager Hook made the comment that some of the 14 submittals did use Mt. Baldy in the background but this is what the committee selected and thought it would be inappropriate to ask them to redo this logo.

Trustee Sabo said that the majority of the time the use of the logo will be much smaller that the hardcopy color version and expressed concern of what it would look like.

Steve Kudron responded by saying that the words “Grand Lake” on the top might be all that would be legible. He continued to say, “In order for this committee to move forward approval of this will allow us to come to you and say this is what we want on the trucks, this is what we want on the signs, this is what we want on the letterhead.”

Julie Gasner, 624 Mountain Avenue, was recognized from the audience. She acknowledged the Mayor’s comment about the existing logo having history but said that in most of the surveys taken the majority of the people didn’t even know that Grand Lake had a logo. It’s not memorable. That is what branding is; when people look at it they are going to know that is Grand Lake, Colorado and they will remember it.

Jim Kroepfl, 133 Alpine Circle, was then recognized from the audience. He said that throughout this process they have had a member of the Grand Lake Historical Society on the committee. The entire committee was sensitive to Grand Lake’s history throughout. He doesn’t feel that the new logo detracts from Grand Lake’s history, it exemplifies it.

Following discussion, Trustee Lanzi moved to adopt the new brand logo as the Town’s official logo seconded by Trustee Gasner. The motion carried when all Trustees voted aye except Mayor Burke, who voted nay.

NEW BUSINESS:

CONSIDERATION TO AUTHORIZE MAYOR BURKE TO SIGN A SPECIAL EVENT PERMIT FROM THE GRAND LAKE AREA CHAMBER OF COMMERCE FOR A SERIES OF BOARDWALK SALES – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that staff is in possession of a Special Event Permit Application submitted by the Chamber for a series
of boardwalk sales to benefit Grand Avenue retailers. The Chamber has requested a total of 8 weekends, all which coincide with holidays and other special events being organized by the Chamber. In 2012 and 2013, the Chamber sponsored similar boardwalk sales for Grand Avenue retailers, but they were only held on Memorial Day and Labor Day weekends. 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 is the first time this event has included so many weekends. Hook said that he is not aware of any issues associated with the sidewalk sales that occurred in 2012 and 2013. In fact, his observation has been that they were quite successful. The Chamber’s plan is to allow retailers to follow the same practices as in 2012 and 2013, including allowing retailers to utilize a couple of ‘special exceptions’ to current Municipal Code provisions on the proposed dates. Those exceptions are summarized as follows:

- Any business fronting a boardwalk may display merchandise on temporary racks or tables on the boardwalk for the entire width of the business frontage between 9am and 7pm
- Additional/new signage will be limited to banners or signs related to the boardwalk sale that are:
  - displayed on the interior of each individual business’s window(s) and visible to the outside
  - exterior signs attached only to the temporary display racks or tables; these may be no larger than 10” by 12”
- Permit Application, Insurance and hold harmless provisions are being met by the Chamber for the group of retailers who choose to participate instead of each individual retailer

Key elements of relevant Municipal Code that are unchanged and not part of the exceptions proposed for this event include:
• All merchandise displays must be placed adjacent to the building wall and must be placed in front of the establishment displaying the merchandise and shall not obstruct entrances/exits, driveways or streets
• No merchandise may be displayed in/on boxes, suspended from the overhead boardwalk covers or displayed in the greenway
• A minimum of a 5’ clear continuous walking path must be maintained at all boardwalk areas being utilized for this special sale
• Any other exceptions to the Municipal Code must be addressed by the individual merchant via a separate, individual permit application

Due to the expanded list of dates and the unique nature of proposed series of boardwalk sales, enforcement actions related to this special event may be required during each weekend. Staff plans to work with the Chamber during the weekend to correct non-conformance to the permit parameters. Staff suggests that it would simplify the post-event enforcement effort to issue citations with fines as the first step, rather than a warning. The request for this event seems reasonable with minimal risk to the Town and seems to present a potential strong positive impact to our local retailers on key summer weekends. Staff believes that this event is not in conflict with the consideration factors listed above and should be a successful event for the Chamber and our Grand Avenue retailers. The Board should review and discuss the application, taking into consideration the factors listed above as well as input from the Chamber at the meeting. Town staff recommends approval and execution of the Special Event Permit as presented. The Board should approve, deny or table the Special Event Permit application.

During discussion, Trustees Gasner and Jenkins expressed concern with the 4th of July. Trustee Sabo also expressed concern with the 4th of July and noted that a better time to host a boardwalk sale would be when nothing else is going on.

Trustee Lanzi noted that the intent of the original boardwalk sales was for slow periods.

Following discussion, Trustee Gasner moved to authorize Mayor Burke to sign the Special Event Permit from the Grand Lake Area Chamber of Commerce for a series of boardwalk sales with the stipulation that it not be issued next year without review. Trustee Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION TO AUTHORIZE TOWN MANAGER HOOK TO SIGN AN AGREEMENT FOR LANDSCAPING AND GARDENING SERVICES BETWEEN THE TOWN OF GRAND LAKE AND CAROL ANN THOMPSON AND CARLA LAWN, D/B/A HILLY LAWN – Mayor Burke asked Town Manager Hook to
present this matter to the Board. Hook explained that the Town has utilized the services of Carla Lawn and Carol Ann Thompson, d/b/a Hilly Lawn, for a number of years. An agreement has been signed by Ms. Lawn and a certificate of insurance, valid through May 5, 2014, has been provided. Staff is not aware of any issues that would suggest Hilly Lawn should not continue as the provider of these services. In fact, in 2012 and 2013, there were numerous compliments received on the flowers that were under the care of Hilly Lawn. The agreement is consistent with prior agreements for the same services. It reflects the amount adopted in the 2014 budget, a 2.5% increase for a total of $31,645. The agreement will be signed by Ms. Thompson upon her return to Grand Lake from vacation. A new insurance certificate will be provided when the insurance renews in early May. The Board should discuss the schedule, scope and budget for the 2014 landscaping and gardening services. Staff recommends the Board authorize the Town Manager to sign the Agreement for Landscaping and Gardening Services once the agreement is signed by both Ms. Lawn and Ms. Thompson. The Board should authorize or not authorize execution of the agreement.

Following brief discussion, Trustee Gasner moved to authorize Town Manager Hook to sign an Agreement for Landscaping and Gardening Services between the Town of Grand Lake and Carol Ann Thompson and Carla Lawn, d/b/a Hilly Lawn. Trustee Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION TO AUTHORIZE MAYOR BURKE TO SIGN A PROCLAMATION ESTABLISHING MAY 4 THROUGH MAY 10, 2014 AS MUNICIPAL CLERK’S WEEK – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that the Board has the opportunity to consider proclaiming May 4 through May 10, 2014 as Municipal Clerks Week in Grand Lake. In 2012 and 2013, the Board authorized a proclamation recognizing Municipal Clerk’s Week. Staff believes that the service of all municipal clerks, including Grand Lake Town Clerk Kolinske and Town Clerk Pro-Tem Lund warrant recognition. The Board should discuss the merits of proclaiming May 4 through May 10, 2014 as Municipal Clerk’s Week in Grand Lake. Given the importance of recognizing the valuable contributions of Town Clerk Kolinske and Clerk Pro-Tem Lund in service to the Town of Grand Lake, staff recommends the Board authorize Mayor Burke to sign the proclamation. The Board should authorize or not authorize execution of the proclamation. Town Manager Hook then read the proclamation into the record (see attached Exhibit C).

Trustee Gasner moved to authorize Mayor Burke to sign a proclamation establishing May 4 through May 10, 2014 as Municipal Clerk’s Week. Trustee Jenkins seconded the motion and all Trustees voted aye.
NEW BUSINESS:

CONSIDERATION OF RESOLUTION NO. XX-2014, 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 Manager Hook to present this matter to the Board. Hook explained that the Town currently has cash accounts with the following entities:

- Grand Mountain Bank: 1 Money Market Fund
- 2 Checking Accounts (one is a holding account for letter of credit funds)
- CSafe: 2 Money Market Funds
- ColoTrust: 1 Money Market Fund
- Advantage Bank: 1 Certificate of Deposit
- FlatIrons Bank: 1 Certificate of Deposit
- Gill Capital Partners: 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. 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
- David G. Hook: Town Manager
- 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. Staff recommends the Board take this opportunity to make any changes it deems advisable. In order to expedite matters, Town Treasurer Ackerman has drafted a resolution for the Board’s consideration. This draft designates the above-named current signers with the removal of James C. Peterson, the retention of Kathy Lewis in her new capacity as Mayor Pro-Tem and the addition of Jim Gasner as Financial Trustee, but of course the Board may designate any individuals it wishes. If the Board approves the resolution, Town Treasurer Ackerman will prepare the appropriate documents, including signature cards, etc., and have them available for signature by the authorized individuals. Staff recommends the Board adopt Resolution No. XX-2014, a Resolution Designating Individuals Authorized to Conduct Transactions with Respect to the Town of Grand Lake’s Cash and Investment Accounts.
During discussion, Trustee Gasner suggested that this matter be tabled until the next meeting, perhaps a discussion item at the next workshop session, because there are some items that have cleared an account and he has questions as to why.

Following brief discussion, Trustee Gasner moved to table consideration of Resolution XX-2014, a Resolution Designating Individuals Authorized to Conduct Transactions with Respect to the Town of Grand Lake’s Cash and Investment Accounts until the next regularly scheduled meeting. Trustee Lanzì seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF THE APPOINTMENT OF BONNIE SEVERSON AS ONE OF THE TWO REPRESENTATIVES TO SERVE ON THE ROCKY MOUNTAIN NATIONAL PARK’S CENTENNIAL COMMITTEE – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that this matter was tabled from the last meeting because staff was not certain that Bonnie Severson would be willing to accept the appointment and understands that she has been contacted and is willing to accept the appointment.

Trustee Jenkins moved to appoint Bonnie Severson as one of the two representatives to serve on the Rocky Mountain National Park’s Centennial Committee. Trustee Gasner seconded the motion and all Trustees voted aye.

CITIZEN PARTICIPATION: Larry Banman, 111 W. Central Avenue, Kremmling, CO, was recognized from the audience. He represents the Grand Gazette and said that it is their intention to start covering Grand Lake, both municipal and Town matters; to increase their presence and hopefully someday produce a paper for just Grand Lake.

ADJOURNMENT: Trustee Gasner moved to adjourn, seconded by Trustee Lanzì. All Trustees voted aye, and the meeting was adjourned at 9:23 p.m., April 28, 2014.

JUDY M. BURKE, MAYOR

ATTEST: RONDA KOLINSKE, CMC, TOWN CLERK

04/28/14 Town of Grand Lake – Board of Trustees
Proclamation

Municipal Clerks Week
May 4 through May 10, 2014

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community, and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations, and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Town Clerk of the Town of Grand Lake, Colorado.

Now, Therefore, I, Judy M. Burke, Mayor of the Town of Grand Lake, Colorado, do recognize the week of May 4 through May 10, 2014, as Municipal Clerks Week, and further extend our heart-felt appreciation to our Town Clerk, Ronda Kolinske, CMC, and our Town Clerk Pro-Tem Marti Lund for the vital services they perform and their exemplary dedication to the Town of Grand Lake community.

Dated this 28th day of April, 2014

Judy M. Burke, Mayor

Attest:

David G. Hook, Town Manager