

RECORD OF PROCEEDINGS

REGULAR MEETING
TOWN OF GRAND LAKE BOARD OF TRUSTEES
MONDAY, AUGUST 26, 2013 7:30 P.M.

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order by Mayor Judy Burke at 7:30 p.m. at the Town Hall, 1026 Park Avenue.

ROLL CALL

PRESENT: Mayor Burke; Trustees Gasner, Lanzi, Lewis, Ludwig, and Peterson; Town Manager Hook, and Town Clerk Kolinske.

ABSENT: Mayor Burke announced that Trustee Weydert was absent from this afternoon's and this evening's meetings assuming that his absence is due to work but she said she was not certain. Trustee Lanzi moved to excuse Trustee Weydert's absence from both this afternoon and this evening for whatever reason, seconded by Trustee Gasner. All Trustees voted aye except Trustee Peterson, who voted nay.

APPROVAL OF MINUTES

July 22, 2013: Not available.

August 12, 2013: Not available.

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

Mayor Burke announced that the Grand Arts Council will hold its 16th Annual Tombstone Tales on Sunday, September 1st. Shuttle busses will leave the Gateway Inn every 20 minutes beginning at 11:00 a.m.

Mayor Burke announced that school opens Thursday, September 5th. Please be cautious of children and school buses.

Mayor Burke then announced that Loaves & Fish, a fundraising event to benefit Grand Angels will be held Saturday, September 7th from 4 – 8 p.m. in the Community House.

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 AUGUST 2013:

Mayor Burke asked Town Clerk Kolinske to present the sales tax cash flow report. Kolinske reported that the amount of revenue received in

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August 2013 for the month of June is \$127,372. This amount is over 1.15% above what was received through August 2012.

REPORTS: FINANCIAL
REPORT FOR
JULY 2013:

Mayor Burke asked Financial Trustee Peterson to present the Financial Report for July 2013. Peterson reported that the General Fund expenditures through the end of July totaled \$662,667.76 or 21.8% of budget. He said the Water Fund expenditures for the same period totaled \$458,109.73 or 49% of budget, the Marina Fund expenditures totaled \$77,220.87 or 20.3% of budget and the PAYT Fund expenditures totaled \$6,932.90 or 47.9% of budget.

LIQUOR LICENSING AUTHORITY: None.

OLD BUSINESS: None.

NEW BUSINESS:

CONSIDERATION TO AUTHORIZE MAYOR BURKE TO SIGN A LETTER OF SUPPORT FOR ESTABLISHING AN EDUCATION CENTER AT TRAIL RIVER RANCH – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that Trail River Ranch is the former home of the late Betty Dick. It is located adjacent to the Colorado River, Bowen Creek and Baker Creek in the Kawuneeche Valley within Rocky Mountain National Park (RMNP). The property is owned and managed by RMNP. The Friends of Trail River Ranch are undertaking ongoing efforts to preserve and restore Trail River Ranch as an education center. They have requested the Town's support as they seek to form strategic partnerships with Rocky Mountain Nature Association and other organizations to fulfill their mission to establish a permanent education center within the Colorado River District of RMNP and to provide education opportunities that focus on the environment and the arts. In the recent past, the Board has provided letters of support for the Grand Lake Area Historical Society, RMNP, and Arapaho-Roosevelt National Forest as they sought resources to fulfill their missions. Staff believes that support from the Town can make a positive difference in the consideration of requests to outside organizations by groups working on local issues relevant to the Town's interests. For the reasons stated in the draft letter of support, staff believes that the Town should support the efforts of The Friends of Trail River Ranch to preserve, restore, and repurpose Trail River Ranch as an education center. Suggestions on modifying the letter to accurately capture the Board's thoughts are welcome. The Board should discuss the merits of supporting the request of The Friends of Trail River Ranch and the contents of the draft letter of support. Staff recommends the Board authorize Mayor Burke to sign the letter of support as presented. The Board should authorize or not authorize execution of a letter of support.

Hook then noted that Gayle Langley of The Friends of Trail River Ranch was present.

Trustee Lewis moved to authorize Mayor Burke to sign the letter of support as presented. Trustee Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION TO AUTHORIZE MAYOR BURKE TO SIGN A SPECIAL EVENT PERMIT FOR THE RUN FOR THE REPUBLIC, AN EVENT ASSOCIATED WITH THE 2ND ANNUAL CONSTITUTION WEEK CELEBRATION - Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that the Grand Lake Area Chamber of Commerce (Chamber) has submitted for consideration several Special Event Permit Applications (Applications) related to the annual Constitution Week Celebration. One of those Applications needs action by the Board of Trustees (Board). Staff is in possession of several Special Event Permit Applications submitted by the Chamber related to the 2nd Annual Constitution Week Celebration that is scheduled for September 17 through 22, 2013. 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.

The Special Event Permit Application for the Run for the Republic which is scheduled for Sunday, September 22nd is being referred to the Board because this is a new event being added to the week-long chain of events associated with the Constitution Week Celebration. The run route will be similar to other fun runs associated with special events. As was the case with last year's Constitution Week Celebration, there will be a number of events/activities over a period of several days. For the 17th through the 20th, events will include guest speakers, trivia games and a reception, all at local business venues. Events on Saturday the 21st will include a parade on Grand Avenue, activities downtown and fireworks over the lake. Because there are no changes to these other related events/activities, no Board action is required. Those separate Special

Event Permit applications are being administratively processed by staff. Staff believes that adding the Run for the Republic event is reasonable and will add to the enjoyment of the festivities by our guests. The Board should review and discuss the application, taking into consideration the factors listed above. Staff recommends approval and execution of the Special Event Permit as presented. The Board should approve, deny or table the application. Hook noted that Lisa Jenkins was present.

Trustee Lewis moved to authorize Mayor Burke to sign the Special Event Permits for the Chamber event known as the Run for the Republic/2nd Annual Constitution Week Celebration as described in the 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 TO AUTHORIZE MAYOR BURKE TO SIGN AN AGREEMENT WITH RUBINBROWN FOR 2013 AUDIT SERVICES - Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that annual audits for municipal governments are a requirement laid out in section 29-1-603 C.R.S. The 2012 proposal from RubinBrown was intended to be a two-year agreement encompassing both 2012 and 2013 services. The Board of Trustess approved a one-year agreement for 2012 services with RubinBrown. Town of Grand Lake requires 2013 audit services. The Government Finance Officers Association (GFOA) recommends electing an audit committee, or its equivalent, of no less than three members from the governing body to manage audit-related matters, such as proposal requests, selection, performance, etc. There is some dissonance between staff as to the course that should be taken for the 2013 audit. As discussed at the afternoon workshop, the Marina Manager feels that the current auditor has not been responsive to his concerns, that there needs to be a rotation of audit services and that it should happen for the 2013 audit which would occur in 2014. Hook said that the Board also heard from the Town Treasurer and how this relates to her work load with the upcoming budget. She had concerns with how the RFP process to select a new auditor might interfere with how well she will be able to do both efficiently. The Board should discuss the 2013 RubinBrown agreement and the election of an audit committee. Staff recommends the Board accept RubinBrown's 2013 proposal and elect an audit committee, or its equivalent, to convene in 2014 to begin the RFP process for 2014 services. The Board should approve or reject the agreement with RubinBrown.

Trustee Gasner expressed concern regarding the hindrance to the Town Treasurer. Town Manager Hook responded by saying that he appreciates the Treasurer's concerns and knows that she wants to do her job well. Should the Board decide to go through the RFP process this fall, Hook

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said that he and the Treasurer will find a way to make it happen but it will increase their work loads. There are things that won't get done.

Trustee Lewis sympathizes with the Treasurer's concerns regarding the time she will have to spend on the process of hiring a new auditor. Lewis suggested forming a committee of Board Members to help the Treasurer as she will need a lot of support and help from the Board. Lewis then volunteered to be a part of the committee.

Mayor Burke said that she would like to stay with RubinBrown through this upcoming audit then after the first of the year, form a committee with Trustee Lewis, Trustee Peterson who has also indicated that he would volunteer, and one other Trustee and do it right, not in a hurry.

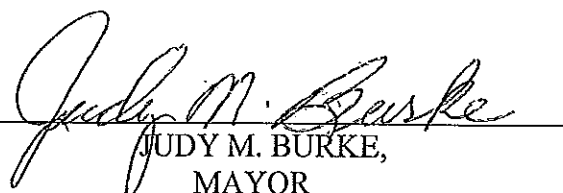
Trustee Gasner stated that now is the time to do this. The Board pushed it off last year and it is bad business to have the same auditor year after year after year.

Following a lengthy discussion, Trustee Ludwig moved to authorize Mayor Burke to sign the agreement letter with RubinBrown for a one-year term, procuring audit services for the 2013 fiscal year with the provision that the audit be complete by March, seconded by Trustee Peterson. The motion failed when Trustee Ludwig and Mayor Burke voted aye and Trustees Gasner, Lanzi, Lewis and Peterson voted nay.


Trustee Lewis moved to form a committee comprising of herself, Trustee Peterson, since he is the Financial Trustee, and one other Trustee to help staff find another auditor. The motion was seconded by Trustee Lanzi and carried when Trustees Gasner, Lanzi, Lewis and Peterson voted aye. Mayor Burke and Trustee Ludwig abstained.

CITIZEN PARTICIPATION: None.

ADJOURNMENT: Trustee Lewis moved to adjourn, seconded by Trustee Peterson. All Trustees voted aye, and the meeting was adjourned at 8:10 p.m., August 26, 2013.


JUDY M. BURKE,
MAYOR

ATTEST:


RONDA KOLINSKE, CMC,
TOWN CLERK