

RECORD OF PROCEEDINGS

REGULAR MEETING  
TOWN OF GRAND LAKE BOARD OF TRUSTEES  
MONDAY, MAY 14, 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 7:36 p.m. at the Town Hall, 1026 Park Avenue.

ROLL CALL

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

ABSENT: None.

APPROVAL OF MINUTES

April 23, 2012: Trustee Weydert moved to approve the minutes of the April 23, 2012 regular meeting as written, seconded by Trustee Lanzi. All Trustees voted aye except Trustees Ludwig and Peterson, who abstained.

ANNOUNCEMENTS:

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

Mayor Burke announced that the Town of Grand Lake is seeking volunteers for "Clean Up Day" on Saturday, May 19<sup>th</sup> from 9 – 11 a.m. with a barbeque to follow. Volunteers will also receive a tree seedling. Call 627-3435 with questions or meet at the Heckert Pavilion at 9 a.m.

Mayor Burke announced that the Town will also celebrate Arbor Day on Saturday, May 19<sup>th</sup> with a ceremony and tree planting in Lakefront Park at noon.

Mayor Burke announced that the Flowering of Grand Lake will host the 24<sup>th</sup> Annual Gardener's Exchange on Saturday, May 19<sup>th</sup> from noon – 4 p.m. in the Community House.

Mayor Burke announced that the Memorial Day Parade and Observance will be on Monday, May 28<sup>th</sup> beginning at 10:00 a.m.

Mayor Burke then announced that the Board of Trustees' second meeting in May is cancelled due to the Memorial Day holiday. The next Board meeting will be held June 11, 2012.

PRESENTATIONS:

**CONSIDERATION OF THE DESIGNATION OF THE TOWN CLERK TO ADMINISTER THE OATH OF OFFICE TO TRUSTEE LUDWIG - CONSIDERATION OF THE DESIGNATION OF THE TOWN CLERK TO ADMINISTER THE OATH OF OFFICE TO TRUSTEE LEWIS -** 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. Kolinske said that she would be honored to administer the oath of office to re-elected Trustee Ludwig and if the Board should so decide, a motion to designate the Town Clerk to administer the Oath of Office to Trustee Ludwig should be made.

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

**ADMINISTRATION OF THE OATH OF OFFICE FOR TRUSTEE LUDWIG** – Town Clerk Kolinske administered the Oath of Office to re-elected Trustee Ludwig.

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.

Trustee Ludwig announced that he had a conflict with the Local Liquor Licensing issues as he holds a license for The Rapids Lodge and Restaurant.

At 7:42 p.m. Trustee Ludwig excused himself and left the room.

LIQUOR LICENSING AUTHORITY: CONSIDERATION OF RENEWAL OF THE HOTEL AND RESTAURANT LIQUOR LICENSE FOR BURNT BONE, INC., D/B/A SAGEBRUSH BARBECUE & GRILL - Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske reported that the fees have been paid; the renewal documents are in order and indicate no changes from the previous renewal. The business license and sales tax accounts are current. The Water Department reports that the water account is paid by the property owner and is delinquent for the 4<sup>th</sup> quarter 2011 and the 1<sup>st</sup> quarter 2012. She noted that the Grand County Sheriff's Department found no adverse information that would affect the status of the license. Kolinske concluded by saying that Robert Freeman, President, was present.

Trustee Peterson then moved to approve the renewal of the Hotel and Restaurant Liquor License for Burnt Bone, Inc., d/b/a Sagebrush Barbeque & Grill contingent upon verification that the water account has been brought current. Trustee Lanzi seconded the motion and all Trustees voted aye.

LIQUOR LICENSING AUTHORITY: CONSIDERATION OF RENEWAL OF THE BEER AND WINE LIQUOR LICENSE FOR CY'S DELI, LLC, D/B/A CY'S DELI – 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. The Grand County Sheriff's Department found no adverse information that would affect the status of the license. She then concluded by saying that Brittany Petitt, Manager, was present.

Trustee Lewis then moved to approve the renewal of the Beer and Wine Liquor License for Cy's Deli, LLC, d/b/a Cy's Deli. Trustee Peterson seconded the motion and all Trustees voted aye.

**LIQUOR LICENSING AUTHORITY: CONSIDERATION OF APPROVAL OF A SPECIAL EVENTS LIQUOR PERMIT FROM THE GRAND ARTS COUNCIL FOR THE WELCOME BACK PARTY FOR THE ROCKY MOUNTAIN REPERTORY THEATRE** - Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that an application for a Special Events Liquor Permit has been received, with the appropriate state fee, certificate of good corporate standing, and floor diagram, from the Grand Arts Council. The request is to sell malt, vinous and spirituous liquor by the drink for consumption on the premises only for a welcome back party for the Rocky Mountain Repertory Theatre. The requested date is Tuesday, June 5, 2012 from 4:00 to 8:00 p.m. The proposed location is the Grand Arts Center at 913 Park Avenue. Public notice was posted on the premises on April 27, 2012 and attested to by Grand County Sheriff Deputy Robinson. The Grand County Sheriff's Department reviewed the application and found no adverse information which would affect this permit. She then noted that Jim Cervenka was present representing the Grand Arts Council.

Following brief discussion, Trustee Lewis moved to approve the Special Events Liquor Permit for the Grand Arts Council for a welcome back party for the Rocky Mountain Repertory Theatre. Trustee Peterson 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 an application for a Special Events Liquor Permit has been received, with the appropriate state fee, certificate of good corporate standing, and floor diagram, from The Friends of the Grand County Library. The request is to sell malt, vinous and spirituous liquor by the drink for consumption on the premises only for the "Tops of the Rockies" fundraising event. The requested date is Sunday, June 24, 2012 from 5:00 to 8:00 p.m. The proposed location is the Grand Lake Yacht Club at 1128 Lake Avenue. It has been the most recent procedure of this Board to receive the application and then schedule consideration of approval of the permit as a regular item of business at the following meeting. Although a Public Hearing is not required by statute, the Board may choose to set one. The premises are required by statute to be posted for at least 10 days prior to approval of the permit.

Approval of the requested permit may be scheduled for the June 11 regular Board meeting, as either a Public Hearing or regular item of business. Kolinske noted that Connie Robertson was present representing The Friends of the Grand County Library.

Following brief discussion, Trustee Peterson moved to act on this request as a regular item of business at the June 11, 2012 Board meeting. Trustee Weydert seconded the motion, and all Trustees voted aye.

**LIQUOR LICENSING AUTHORITY: CONSIDERATION OF A SPECIAL EVENTS PERMIT APPLICATION FROM THE GRAND LAKE CHAMBER OF COMMERCE FOR THE CREW AND BREW FUNDRAISING EVENT** - Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that an application for a Special Events Liquor Permit has been received, with the appropriate state fee, certificate of good corporate standing, and floor diagram, from the Grand Lake Chamber of Commerce. The request is to sell malt, vinous and spirituous liquor by the drink for consumption on the premises only for the "Crew and Brew Fest" fundraising event. The requested date is Saturday, August 25, 2012 from 1:00 to 5:00 p.m. The proposed location is Town Square. It has been the most recent procedure of this Board to receive the application and then schedule consideration of approval of the permit as a regular item of business at the following meeting. Although a Public Hearing is not required by statute, the Board may choose to set one. The premises are required by statute to be posted for at least 10 days prior to approval of the permit. Approval of the requested permit may be scheduled for the June 11 regular Board meeting, as either a Public Hearing or regular item of business. Kolinske noted that Lisa Jenkins, Executive Director for the Chamber of Commerce, was present.

Following brief discussion, Trustee Peterson moved to act on this request as a regular item of business at the June 11, 2012 Board Meeting. Trustee Lewis seconded the motion, and all Trustees voted aye.

**LIQUOR LICENSING AUTHORITY: CONSIDERATION OF A SPECIAL EVENTS PERMIT APPLICATION FROM THE GRAND LAKE CHAMBER OF COMMERCE FOR THE "29<sup>TH</sup> 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 Grand Lake Area Chamber of Commerce for the "29<sup>th</sup> Annual Colorado State Chili Cook Off" to be held in Town Square on Saturday, June 23, 2012 from 9:00 a.m. to 8:00 p.m. Proceeds of this fundraising event will go to the Grand Lake Fire Protection District's Scholarship Fund. 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 June 11 Board Meeting as a regular item of business or as a Public Hearing. Kolinske noted that Lisa

Jenkins, Executive Director for the Chamber of Commerce and Mindy Everhart, representative of the Fire District, were present.

Following brief discussion, Trustee Peterson moved to act on this request as a regular item of business at the June 11, 2012 Board Meeting. Trustee Weydert seconded the motion, and all Trustees voted aye.

At 8:01 p.m. Trustee Ludwig resumed his seat.

OLD BUSINESS:

None

NEW BUSINESS:

**CONSIDERATION OF RESOLUTION NO. XX-2012, A RESOLUTION APPROVING A CONDITIONAL USE AT LOTS 1-2, BLOCK 16, TOWN OF GRAND LAKE FOR A NIGHTLY RENTAL LICENSE IN A RESIDENTIAL NEIGHBORHOOD** – Mayor Burke asked Town Planner Biller to present this matter to the Board. Biller explained that the Town has received a nightly rental application from George Wilkinson for his property located within the Town of Grand Lake, Block 16, Lots 1-2 also known as 725 Mountain Avenue. The application satisfied the requirements of Section 12-2-31(B-4). Five (5) certified letters were sent to and five (5) received by property owners within one hundred (100) feet of this property. The Town received one (1) objection letter in response. The letter was from Sheila Koppenheffer and she objects to the issuance of the nightly rental license. She states past problems with renters concerning trespassing onto her property, noise, and littering on her property. She feels the lack of monitoring of rental activity contributes to the nuisances. The residence is non-conforming as the existing deck is constructed on both Lot 1 and Lot 2. Town Planner Biller said that he and the former Town Planner deem this application as a change in building use. Therefore, a lot line agreement for Lots 1 and 2 would satisfy the Municipal Code requirements to a conforming use. The applicant has an open building permit with the Town that was issued on March 3, 2012 for a new bathroom addition. During a site visit, staff observed a building code violation and it was later confirmed by the Grand County Building Department. This includes missing second story deck railing. The applicant and complainant were contacted and made aware of this meeting. On May 2, 2012 during a regular scheduled meeting, Commission Members adopted Planning Commission Resolution No. 8-2012, a Resolution Recommending Approval of a Conditional Use at Lots 1-2, Block 16, Town of Grand Lake for a Nightly Rental License in a Residential Neighborhood with the following conditions:

1. The owner/applicant be required to finish the remodel and close the building permit prior to the issuance of a nightly rental license.
2. The lot line agreement for Block 16, Lots 1 and 2 between the Town and the owner/applicant is filed with the Grand County Recording Department prior to the issuance of a nightly rental license. This would require the applicant to furnish the filing fee made payable to Grand County Clerk and Recorder.

3. The owner/applicant bring the deck railing into International Residential Code (IRC) compliance and inspected by Grand County Building Department prior to the issuance of a nightly rental license.

Town Planner Biller concluded by saying that the Board has several options available to them.

1. The Board may hold a public hearing on the proposed use.
2. The Board may approve the Planning Commission's recommendation.
3. The Board may modify the Planning Commission's recommendation.
4. The Board may disapprove or deny the Planning Commission's recommendation.

If the Board does decide to approve or modify the Planning Commission's recommendation, the motion should be to adopt Resolution No. XX-2012 with any modifications the Board deems necessary. Biller noted that since the Planning Commission meeting was held, the owner/applicant has finished the approved remodel and has requested that the building permit be closed and has fixed the second story deck railing.

During discussion Town Planner Biller explained that he does not have confirmation that the building permit has been closed and does not have a sign off from the Building Department that the second story deck railing is in compliance. Trustee Peterson then moved to adopt Resolution No. 12-2012, a Resolution Approving a Conditional Use at Lots 1-2, Block 16, Town of Grand Lake for a Nightly Rental License in a Residential Neighborhood as drafted. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

**CONSIDERATION OF A SPECIAL EVENT PERMIT REQUEST FOR THE GRAND LAKE CHAMBER OF COMMERCE FOR A MEMORIAL DAY WEEKEND BOARDWALK SALE** – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that the Town is in possession of a Special Event Permit Application submitted by the Grand Lake Chamber of Commerce for a Memorial Day Weekend Boardwalk Sale. 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 event as proposed by the Chamber is new. The basic plan is to allow for a couple of 'special exceptions' to current Municipal Code provisions on all three days of the 2012 Memorial Day holiday weekend. 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 on Saturday the 26<sup>th</sup> through Monday the 28<sup>th</sup>
- 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"

Key elements of relevant Municipal Code that are 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
- Permit Application, insurance and hold harmless provisions are being met by the Chamber for the group of merchants who choose to participate instead of each individual merchant

Due to the new and unique nature of this Special Event Permit Application, enforcement actions related to this special event may be required during the weekend and after the expiration of this Special Event Permit. 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 concept of a Boardwalk Sale for Memorial Day weekend was first brought to staff by Marilou Randall of Never Summer. She also suggested a similar sale for Labor Day weekend. 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 merchants on our traditional season opening weekend. Staff suggests that if this event goes as well as expected, the Board could consider a separate application in the near future for a similar event during the Labor Day holiday weekend. Staff recommends

approval and execution of the Special Event Permit as presented and suggests one of the two following motions:

A motion to authorize Mayor Burke to sign the Special Event Permit for the Chamber event known as the 2012 Memorial Day Boardwalk Sale 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

A motion to authorize Mayor Burke to sign the Special Event Permit for the Chamber event known as the 2012 Memorial Day Boardwalk Sale 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.

Trustee Lewis moved to authorize Mayor Burke to sign the Special Event Permit for the Chamber event known as the 2012 Memorial Day Boardwalk Sale 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 Lanzi seconded the motion and all Trustees voted aye.

NEW BUSINESS:

**CONSIDERATION OF A SPECIAL EVENT PERMIT REQUEST FROM THE GRAND LAKE CHAMBER OF COMMERCE FOR EVENTS RELATED TO THE 65<sup>TH</sup> ANNUAL BUFFALO BARBECUE -** Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that the Town is in possession of three Special Event Permit Applications submitted by the Grand Lake Chamber of Commerce related to the 65<sup>th</sup> Annual Buffalo BBQ Weekend that is scheduled for July 14 and 15. The three separate applications are for: the parade, the 5K Walk/Run and the BBQ. Based on discussion from the April 9, 2012 Board of Trustees meeting, modifications have been made. 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.



These Special Event Permit Applications are being referred to the Board of Trustees because the Chamber proposes, for the first time in a number of years, to hold the BBQ event in Town Square and to have the start/finish line on Park Avenue north of Town Hall. The Chamber does not propose to serve liquor at 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. The start/finish line will be relocated to Park Avenue just north of Town Hall. The walk/run will still travel down Lake Avenue, but traffic will not be blocked from using Lake Avenue. All other aspects of the three separate events will be in keeping with prior years. Staff recommends approval and suggests that the Board authorize the Mayor to sign the Special Event Permits for the Chamber's events; the 65<sup>th</sup> Annual Buffalo BBQ, the Buffalo BBQ Parade and the 28<sup>th</sup> Annual 5K Walk/Run as described in the applications, upon confirmation from staff that all other application requirements have been met and the permit is ready for signature.

Having worked the 5K Walk/Run for 15 – 16 years, Trustee Peterson suggested setting up registration next to the Community House on the south side. It would be a much better area for participants to register, pick up T-Shirts, etc. than Park Avenue.

Trustee Lewis then moved to authorize the Mayor to sign the Special Event Permits for the Chamber's events; the 65<sup>th</sup> Annual Buffalo BBQ, the Buffalo BBQ Parade and the 28<sup>th</sup> Annual 5K Walk/Run as described in the applications with registration to be held in Town Square, upon confirmation from staff that all other application requirements have been met and the permit is ready for signature. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

**CONSIDERATION OF A TEMPORARY SEASONAL EMPLOYEE FOR THE TOWN'S WATER DEPARTMENT** - Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook explained that as the summer approaches, he has become concerned with a staffing shortfall within the Water Department. Specifically, he is concerned about the impact of the regulatory requirements placed upon the Town where a properly certified operator must be available to operate and monitor the system '24/7'. The reality of these regulations is this:

- The minimum effort to properly operate our system requires active on-duty presence every day of the week and more than 40 hours each week
- In addition to an active on-duty presence, a certified operator must be available after-hours to monitor system functions and to respond if needed

State and federal regulations governing municipal water systems are very stringent and complex, all with the protection of the public health and safety at their core. Hook said that he has asked Laurie Moore with the Colorado Department of Public Health and Environment, Water Quality Control Division to attend today's meeting to provide the Board of Trustees with a

summary of the regulations to which the Town is required to comply and to which our certified water operators have a professional obligation and a personal liability to comply. Now that Jerry Hassoldt has made his seasonal transition to his summer position of Marina Manager, it is clear to me that there is a significant burden placed on David Johnson in his position of Water Superintendent and role of Responsible Operator in Charge because he is the sole employee of the Water Department during the summer season. The end result of the regulatory requirements and his status as the sole summer Water Department employee is that Water Superintendent Johnson is required to work and/or be available all day of every day between May 1 and September 30. Being 'available' means that he must be able to respond to a need within 2 hours. This means that his ability to have scheduled time off is significantly constrained. I believe that this situation has an ongoing adverse impact on his quality of life and his quality of life is way out of balance! He cannot plan an out of state vacation, schedule an appointment in most of the Denver metro area, have a date in Vail – the list goes on and on. As the Board is aware, Water Superintendent Johnson has accumulated an inordinate amount of comp time during each summer season in recent years. This is a direct result of his professional dedication to function in the role as the sole summer employee of the Water Department. The comp time he accrues is so much that it is impossible for him to use it in the course of the subsequent winter season. Although he has received a comp time payout in each of the last several years, Town Manager Hook said that he believes that the cash value of the payout only partially makes up for the significant imbalance in his personal quality of life. This particular problem does not exist during the winter season when Mr. Hassoldt is a second employee of the Water Department in the position of Assistant Water Operator. Between October 1 and April 30 of each year, Water Superintendent Johnson and Water Operator Hassoldt work as a team to successfully operate and monitor the Town's water system. They rotate weekend duty and on-call duty. Of course, they are both available to the other in the time of special circumstances. However, in the normal course of business during the winter, they are both experiencing a better balance of life than during the summer. They schedule days off, 'burn' comp time and take vacations. Their work day is not 24/7 and they get to enjoy life away from work. Town Manager Hook said that he and Marina Manager Hassoldt have discussed the possibility of re-structuring his duties and schedule at the marina during the summer season so he would be available to backup Water Superintendent Johnson. Hook's conclusion is that Marina Manager Hassoldt is not able to provide substantive relief to Water Superintendent Johnson during the summer season. His Marina Manager position requires him to work long hours seven days a week all of the summer season. His Marina Manager position has exempt status, meaning that he does not accrue comp time for his time worked in excess of 40 hours/week as Marina Manager. It does not seem practical to pursue this option without placing marina operations and customer service/satisfaction at risk of an adverse impact on the financial performance of the marina enterprise. Town Manager Hook said that he believes that this 'sole summer employee' situation is an unfair burden on Water Superintendent

Johnson. He understands that the Water Department has a long history of having two or three employees and that Water Superintendent Johnson has voluntarily maintained this 'sole summer employee' schedule over the last several years in an effort to 'turn the Water Department around'. Town Manager Hook said that he commends him for his loyalty to the Town and for his professional dedication as a certified water operator. The Town is blessed to have a person of such character and skill as our Water Superintendent. Town Manager Hook said that from what he can tell, Johnson has always put the customer first, making sure that they have high quality water in sufficient quantities to meet their needs and expectations as well as making sure that our water system meets the regulatory obligations of the state and feds. However, Town Manager Hook strongly believes that now is the time to change the status quo.

Staff proposes the following to rectify the current situation:

- Hire a Class C certified water operator to fill a new position of Seasonal Water Operator at a wage of up to \$25.00/hour for up to 40 hours/week
  - This would be a temporary seasonal employee for summer 2012 only (approximately 19 weeks remaining in the 2012 summer season)
  - As a temporary seasonal employee, no benefits (insurance, paid time off, etc) would be available to the new hire
  - At a seasonal net wage cost of approximately \$9,000 (approximate wage costs of \$19k and reduced comp time payout of \$10k), there are sufficient funds available in the Water Enterprise Fund budget to reallocate for this solution
  - This temporary seasonal employee would share the duties of operating our water system with Water Superintendent Johnson as his supervisor by participating in an on-duty presence and an after-hours availability, including accomplishing certain tasks that are not currently able to be completed by Water Superintendent Johnson in his current 'sole summer employee' situation.
- Add a component to the Town's compensation 'menu' of \$50.00/day for On-Call Duty
  - In recognition of the fact that being on-call requires certain modifications and sacrifices in the after-hours personal life of an employee who is 'on-call' and ready to respond to a need of the water system, each employee that is designated by a supervisor as being 'on-call' will receive the \$50.00/day
  - At a new cost for the balance of 2012 of approximately \$11,000, there are sufficient funds available in the Water Enterprise Fund budget to reallocate for this solution
- Return to the Board later in the fiscal year with a supplemental budget for the Water Enterprise Fund to properly reallocate fund between line items within the budget (no net increase to the bottom line)

- Evaluate the performance of this 2012 summer operational change between now and the 2013 budget development process this fall so that we can then determine the 2013 staffing needs in the Water Department
- Even with the above changes in place, there may still be rare occasions that Marina Manager Hassoldt would be called upon to cover the water system as a water operator for short periods of time while his primary duty is the marina. Should the situation arise, it is my intention to award him comp time for the time in excess of 40 hours where he is working 'out of class' as a non-exempt water operator instead of as the exempt manager of the marina. His exempt status as Marina Manager directly relates to his duties and responsibilities as manager of the marina and not his duties and responsibilities as a water operator

Staff recommends authorization and direction be given to proceed with filling a temporary seasonal position for the summer of 2012 as described above and to develop a supplemental budget as described above.

Suggested motion:

Move to authorize Town Manager Hook to proceed with a temporary seasonal employee for the Water Department as outlined above and to direct Town Manager Hook to return to the Board with a supplemental budget for the Water Enterprise Fund prior to the end of the Town's fiscal year.

Trustee Peterson asked if the Personnel Regulations should include the On-Call Duty pay.

Town Manager Hook responded by saying that he intends to roll that into the Personnel Policy with the Board's approval this evening.

Trustee Lanzi moved to authorize Town Manager Hook to proceed with a temporary seasonal employee for the Water Department as outlined in his memo to the Board found in this evenings packet and to direct Town Manager Hook to return to the Board with a supplemental budget for the Water Enterprise Fund prior to the end of the Town's fiscal year seconded by Trustee Weydert. All Trustees voted aye except Trustee Gasner, who voted nay and Trustee Lewis who abstained.

NEW BUSINESS:

**CONSIDERATION TO AUTHORIZE THE MAYOR TO SIGN A PROCLAMATION PROCLAIMING MAY 19, 2012 AS GRAND LAKE ARBOR DAY** - Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook reported that he has drafted a proclamation which establishes May 19, 2012 as the Town of Grand Lake's Arbor Day. The Town's Arbor Day celebration will occur at noon on the lake front where a blue spruce tree will be planted that was donated by Paul Harrington. A suitable spot between the beach and Lake Avenue has been identified. Given the importance of recognizing the value of trees and forested land to the Town

of Grand Lake, staff recommends that the Mayor be authorized to sign the proclamation.

Trustee Lewis then moved to authorize Mayor Burke to sign the 2012 Arbor Day Proclamation. Trustee Peterson seconded the motion and all Trustees voted aye.

NEW BUSINESS:

**CONSIDERATION OF THE APPOINTMENT OF TWO TRUSTEES TO THE BOARD OF THE CHAMBER OF COMMERCE** – Trustee Peterson moved to appoint Trustee Lewis and Trustee Ludwig to the Board of the Chamber of Commerce seconded by Trustee Weydert. All Trustees voted aye except Trustees Lewis and Ludwig, who abstained.

NEW BUSINESS:

Added to the agenda was **HOSPITALITY TRAINING FOR EMPLOYEES**. Town Manager Hook explained that a local business, who is also a Chamber member, will be bringing in a professional trainer for their employees and are making the training available to others in the community for \$25 per employee. He said that from the discussion of the afternoon workshop the Board seems amiable to contribute funds to sponsor a certain number of local employees to get this training.

Trustee Peterson moved to set aside \$200.00 to pay for eight individuals, one person per business, to attend this hospitality training. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

Also added to the agenda was **RIDE THE ROCKIES**. Town Manager Hook explained that the Visitor Center and Chamber office has been designated as an aid station. The race participants will leave Granby on the morning of June 14, 2012 after an overnight stop. As they travel along Highway 34 heading north into Rocky Mountain National Park, they will have an opportunity to stop at the parking lot of the Visitor's Center for refreshments such as Power Aid, Power Bars and Granola Bars. Again, Hook said that from discussion of the afternoon workshop the Board seems amiable to contribute funds to sponsor the aid station.

Following brief discussion, Trustee Peterson made a motion for the Town to contribute no more than \$750 to the Grand Lake Chamber of Commerce to purchase refreshments. Trustee Lewis seconded the motion and all Trustees voted aye.

ACCOUNTS PAYABLE

April, 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.

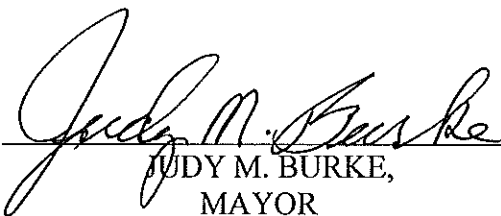
CITIZEN PARTICIPATION: Town Manager Hook explained that **LARRY MALOUFF, JR.** was scheduled to be present to talk to the Board but was not. He was, however, at the afternoon workshop with his request to the Board to place the four benches that are located in Town Square near the flag poles into the Town's Memorial Bench Donation Program so that he could put an approved memorial plaque on the easterly bench facing west prior to this years' Memorial Day celebration. Town Manager Hook said that the Board did not seem favorable to adding the four benches into the program, so Hook said that he would work with Mr. Malouff, Jr. on an interim solution for Memorial Day and that he would pursue a long term solution later.

Donna Ready, 1133 Grand Avenue, was then recognized from the audience. She suggested using Public Works personnel to help the Town's Water Department instead of hiring a seasonal employee. It would save the Town a significant amount of money.

She was then told by the Board Members that the temporary person that will be considered as an additional Operator for the Water Department has to have a Class C Water Operator License.

ADJOURNMENT:

Trustee Lewis moved to adjourn, seconded by Trustee Weydert. All Trustees voted aye, and the meeting was adjourned at 8:42 p.m., May 14, 2012.

  
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JUDY M. BURKE,  
MAYOR

ATTEST:

  
\_\_\_\_\_  
RONDA KOLINSKE, CMC,  
TOWN CLERK