

RECORD OF PROCEEDINGS

REGULAR MEETING
TOWN OF GRAND LAKE BOARD OF TRUSTEES
MONDAY, JANUARY 13, 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 7:30 p.m. at the Town Hall, 1026 Park Avenue.

ROLL CALL
PRESENT:

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

ABSENT:

Mayor Burke announced that Trustee Lanzi was absent from this evening's meeting due to illness. Trustee Peterson moved to excuse Trustee Lanzi from this evening's meeting. Trustee Lewis seconded the motion and all Trustees voted aye.

APPROVAL OF MINUTES

December 9, 2013:

Trustee Lewis moved to approve the minutes of the December 9, 2013 regular meeting as written. Trustee Peterson 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 Town Sales Tax Licenses for businesses, Nightly Rental Licenses and Animal Licenses are now due for 2014. All are available at Town Hall.

Mayor Burke announced that the next quarterly Community Engagement Meeting will be held Thursday, January 16th, 6:30 to 9:00 p.m. in the Community House.

Mayor Burke then announced that the 26th Annual Three Lakes Fishing Contest is scheduled for January 24th – 26th. There will be three 1-day contests; enter one, two or all three days and vie for over \$6,000 in cash prizes each day. Contact the Granby Chamber of Commerce at 970-887-2311 for more information.

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 DECEMBER 2013: Mayor Burke asked Town Clerk Kolinske to present the sales tax cash flow report. Kolinske reported that the amount of revenue received in December 2013 for the month of October is \$61,935. This amount is 3.77% above what was received through December 2012 and the most received for the month of October since 2009.

REPORTS: FINANCIAL
REPORT FOR
NOVEMBER 2013:

Mayor Burke asked Financial Trustee Peterson to present the Financial Report for November 2013. Peterson reported that the General Fund expenditures through the end of November totaled \$1,609,286.25 or 52.9% of budget. He said the Water Fund expenditures for the same period totaled \$613,730.91 or 65.7% of budget, the Marina Fund expenditures totaled \$130,299.84 or 34.2% of budget and the PAYT Fund expenditures totaled \$12,511.86 or 86.4% of budget.

LIQUOR LICENSING AUTHORITY: None.

OLD BUSINESS: None.

NEW BUSINESS: **CONSIDERATION TO AUTHORIZE THE MAYOR TO SIGN A SPECIAL EVENT PERMIT FOR AN ARTS & CRAFT FAIR BY COLORADO EVENTS** – 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 Colorado Events for an arts and craft fair. Colorado Events is a non-profit organization. The event is proposed to be held in Town Square Park on Saturday, September 13, 2014 and Sunday, September 14, 2014 between 10 a.m. and 5 p.m. Related set up and clean-up activities will occur a few hours before the fair opens on Saturday and a few hours after the fair closes on Sunday. 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 a first time event. Town staff has discussed this proposed event separately with Colorado Events and with Chamber staff on a few occasions this past fall and early winter. Town staff encouraged Colorado Events to contact the Chamber since the Chamber has three similar fairs in their event lineup as 'signature events'. Hook said that he understands that the two organizations have met on several occasions to discuss the merits of this event, including potential conflicts with the Chamber's signature events and potential impacts to Chamber members. He also understands that these conversations have resulted in cooperation and coordination on several interrelated matters to the benefit of both organizations and that the Chamber is in a position to support this new event. Staff believes that this event is not in conflict with the consideration factors listed above and should be a successful event for Colorado Events. The Board should review and discuss the application, taking into consideration the factors listed above and the input from Colorado Events and the Chamber. Based largely on feedback from the Chamber, 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. Hook then noted that Steve Wallis, Director of Colorado Events and Samantha Miller, Executive Director for the Grand Lake Area Chamber of Commerce were present.

Steve Wallis, 2525 Arapahoe Avenue, E4-720, Boulder, Colorado, was recognized from the audience. He said that he will promise to do a good and professional job, he will promote the Town in a positive fashion and he anticipates that the event will be popular for all the people who attend.

During discussion, Samantha Miller said that she is comfortable with the event but she has not taken it to her Board yet.

Following discussion, Trustee Peterson moved to authorize Mayor Burke to sign the Special Event Permit for the Colorado Events event known as Grand Lake Arts Fest as described in the application, upon confirmation from staff that all other application requirements have been met, the permit is ready for signature and the Chamber Board has given its blessing. Trustee Lewis seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF ADDING NEW SEASONAL SLIP DOCKS AND REPLACING A PONTOON BOAT FOR HEADWATERS MARINA – Mayor Burke asked Town Manager

Hook to present this matter to the Board. Hook explained that based on the discussion at the afternoon workshop with Marina Manager Hassoldt, he suggested that this matter be tabled until such time that it is ready to be brought back to the Board for action.

Trustee Lewis moved to table consideration of this matter until such time that it is ready to be brought back to the Board for action. Trustee Weydert seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF ORDINANCE NO. XX-2014, AN ORDINANCE AMENDING THE TOWN OF GRAND LAKE MUNICIPAL CODE CHAPTER 2 TO CLARIFY AND FURTHER DEFINE THE DUTIES OF THE TOWN ADMINISTRATOR AND THE SUPERVISION OF THE TOWN CLERK, TOWN CLERK PRO-TEM, AND TOWN TREASURER – Mayor Burke asked Town Manager Hook to present this matter to the Board. Hook again explained that based on the discussion at the afternoon workshop, he suggested that this matter be tabled until such time that additional research has been completed it is ready to be brought back to the Board for consideration.

Trustee Peterson moved to table consideration of Ordinance No. XX-2014 until such time the Board can be provided with additional information. Trustee Lewis seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF DESIGNATION OF POSTING OF NOTICES OF PUBLIC MEETINGS – Mayor Burke asked Town Clerk Kolinske to present this matter to the Board. Kolinske explained that the public place or places for posting notice of public meetings of the Town shall be designated each year at the first regular meeting of the year per CRS 24-6-402(2)(c). Public meetings are those at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which a majority or quorum of the body is in attendance, or is expected to be in attendance. Public meetings include all meetings of a quorum or three or more members of any local public body, whichever is fewer, at which any public business is discussed or at which any formal action may be taken. Meetings shall be held only after full and timely notice to the public. Kolinske recommended that the Board make a motion to designate that notice of public meetings shall be posted in the Grand Lake Post Office and at the Grand Lake Town Hall at least twenty-four (24) hours prior to all public meetings of the Town. This is the same procedure as has been followed for at least the previous seventeen years.

Trustee Peterson moved to designate that notice of public meetings shall be posted in the Grand Lake Post Office and at the Grand Lake

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Town Hall at least twenty-four (24) hours prior to all public meetings of the Town. Trustee Weydert seconded the motion and all Trustees voted aye.

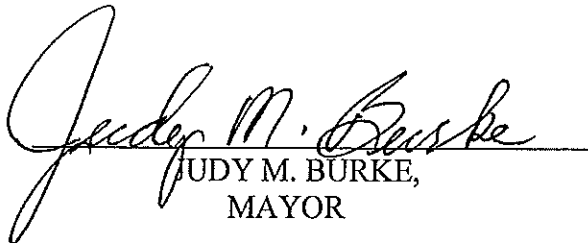
ACCOUNTS PAYABLE
DECEMBER, 2013/
JANUARY, 2014:

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 except for the deletion of Downtown Colorado, Inc, in the amount of \$1,385.00 listed on the 3rd page of the Payment Approval Report due to inconsistencies in their invoice. Trustee Weydert seconded the motion and all Trustees voted aye.

CITIZEN PARTICIPATION: None.

ADJOURNMENT:

Trustee Weydert moved to adjourn, seconded by Trustee Lewis. All Trustees voted aye, and the meeting was adjourned at 7:48 p.m., January 13, 2014.


JUDY M. BURKE,
MAYOR

ATTEST: 
RONDA KOLINSKE, CMC,
TOWN CLERK