

AGENDA

November 7, 2018

**Armory Multi-Purpose Room
230 N. Bluff Street
Lake City, Colorado**

I. 4th QUARTER JOINT MEETING WITH HINSDALE COUNTY
12:00 p.m. Coursey Annex Building

- A. Discuss OHV's
- B. Discuss Community Plan

II. WORKSHOP
5:30 p.m.

- A. Discuss Camille Richard Pete's Lake proposal
- B. Discuss extending the lease on the Community Garden – Camille Richard
- C. Discuss Historic Preservation Commission with Midge Murphy/Joe Fox
- D. Discuss Hollingsworth property on Henson Street
- E. Discuss 2019 preliminary budget – Public Works
- F. Discuss Special Workshop November 14th re: OHV's

III. REGULAR MEETING - AGENDA
7:00 p.m.

IV. CALL TO ORDER:

V. ROLL CALL:

VI. APPROVAL OF MINUTES: October 17, 2018

VII. BILLS PAYABLE: November 7, 2018

VIII. EMPLOYEE REPORTS:

- A. Mayor
- B. Trustees
- C. Town Manager
- D. Recreation Director
- E. Public Works Director
- F. Town Clerk
- G. Sheriff (via email)
- H. Building Official

IX. CORRESPONDENCE RECEIVED:

X. CITIZEN COMMUNICATION:

XI. ADDITIONS TO AGENDA:

XII. ACTION ITEMS:

- a. Discussion and possible action to consider appointment for Lake San Cristobal Water Activity Enterprise.
- b. Discussion and possible action to consider appointment to the Planning and Zoning Commission to fill the remainder of Roger vonRiesen's term.
- c. Discussion and possible action to consider sewer line loan Ordinance 2018-04.
- d. Discussion and possible action to consider approval of posting a Public Notice for Special Event Liquor License for Friends of the John Wagner Public Library, Christmas Open House 12/06/2018, 206 Silver St., Lake City, Co. (Town Clerk)
- e. Discussion and possible action to consider approval of renewal of Liquor License: Climb, LLC, dba Climb Elevated Eatery, Tavern (City), 800 Gunnison Ave, Unit B, Lake City, CO. No Violations. Exp 01/31/2019. (Town Clerk)

XIII. ADJOURNMENT:

November 1, 2018

Gray & Angela Hollingsworth
2332 Dalton
Fort Collins, CO 80526

Mayor Bruce Vierheller & Town of Lake City Trustees,

This letter is to address the property owned by the Hollingsworth's at 631 Lake Street (Lots 1 and 2 Block 28 Town of Lake City), 630 Henson Street (Lots 31 and 32 Block 28 Town of Lake City), and the Town of Lake City owned alley that runs from Sixth Street to Seventh Street. The Lake Fork of the Gunnison River runs through Lots 1 and 2 making the lots unbuildable. The alley running between Lots 1 & 2 and Lots 31 & 32 has shown little historical use and does not contain utilities. The Hollingsworth's would like to propose the following land transfer with the Town of Lake City:

1. South East lot line of Lots 1 & 2 Block 28 to the middle of the Lake Fork of the Gunnison River for the 15-foot alley between Lots 1 & 2 Block 28 and Lots 31 & 32 Block 28.
2. The Hollingsworth's would bear the costs of any necessary survey, legal, administrative or other services necessary to facilitate the land transfer.

The Hollingsworth's feel this land transfer will benefit the Town of Lake City by allowing more public river access through part of lots 1 & 2 Block 28, a prime stretch of fish habitat and easy access for public fishing, from the existing walking path and giving the Medical Center and its patrons more privacy by closing the current access to the alley.

Thank You for your consideration
Gray and Angela Hollingsworth

Lyndon Lampert
P. O. Box 14
Lake City, CO 81235

Town Trustees
Town of Lake City
P. O. Box 544
Lake City, CO 81235

August 13, 2018

Dear Trustees,

I am writing on behalf of myself as an individual, and as an angler who would like to see increased public access for fishing within the Town of Lake City. The Lake Fork of the Gunnison River and Henson Creek are huge assets to our community, particularly for those who like to fish. Not all communities can boast of good fishing within their corporate limits, accessible to children as well as adults, to less experienced and more experienced anglers.

Lake City should encourage this type of environmentally responsible activity within the town. With that in mind, I would hope that as much contiguous public fishing as possible be pursued. Of current interest is the section of the Lake Fork that runs between the Ball Flats Bridge and the footbridge at 5th Street. My understanding is that the majority of this is within the Lake Street right of way on the east bank of the river, with one significant exception, that of the lots behind the Gray Hollingsworth residence, that cross over to the east bank at this location.

The existing fish habitat behind the Hollingsworth residence is some of the best along this stretch. It would be unfortunate if what has been traditionally open to fishing (by the good graces of the Hollingsworths) would become closed if future owners exercised their rights to block both sides of the river.

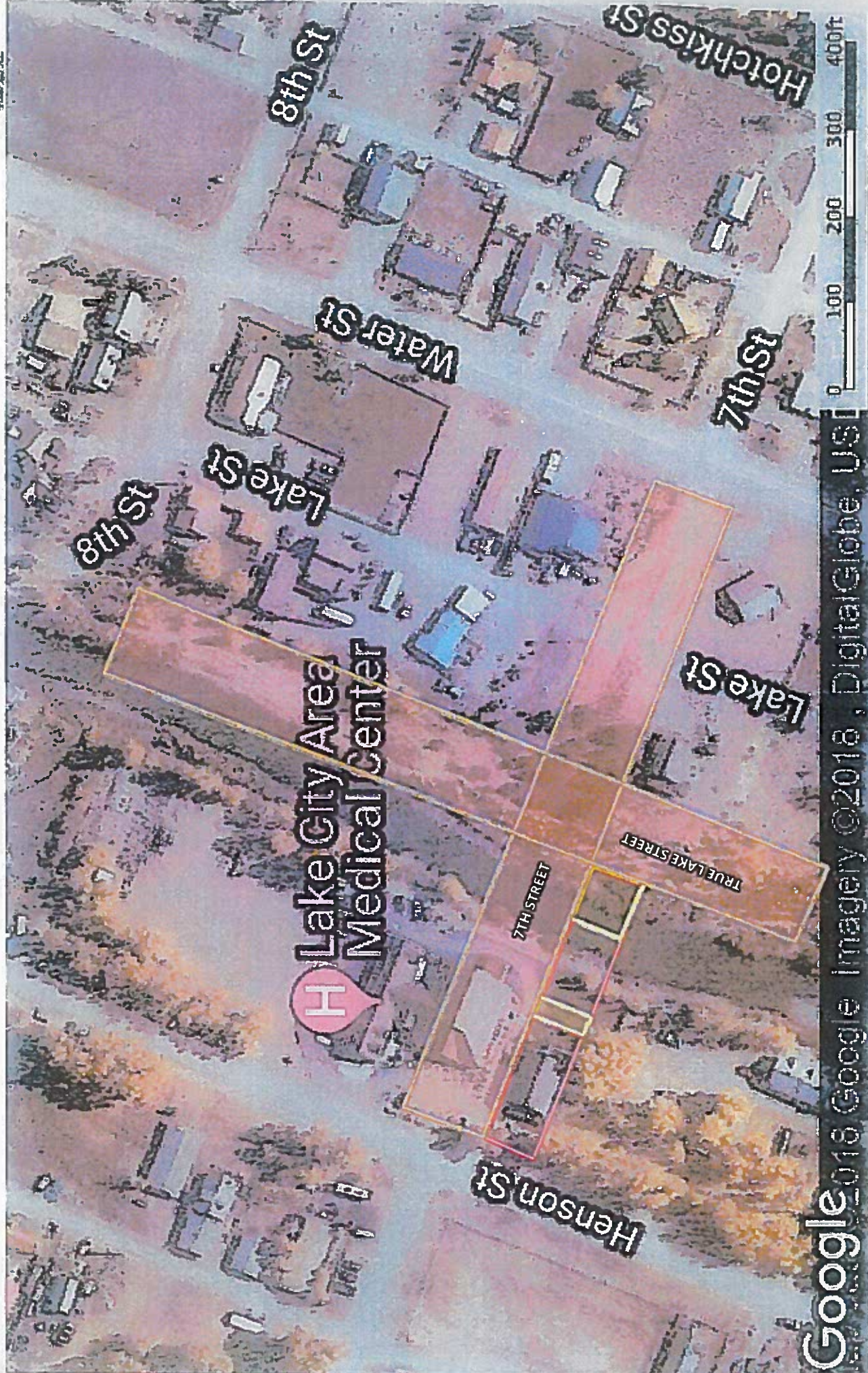
As such, I would encourage the Town to work out whatever agreement they can to ensure public access along this key section of the river, and continue to pursue contiguous fishing access for this very valuable fishing section from the Ball Flats bridge upstream to the footbridge.

Thank you for hearing!



Lyndon Lampert

River Home in town w/ street map
Colorado, AC +7-



0 100 200 300 400ft

Google 2018 Google Imagery ©2018, DigitalGlobe, US

- Boundary
- Boundary
- Boundary
- Boundary



3. APPROVAL OF MINUTES:

A. October 17, 2018 – Regular Meeting

**TOWN OF LAKE CITY BOARD OF TRUSTEES MINUTES
LAKE CITY, HINSDALE COUNTY, COLORADO
October 17, 2018**

**I. WORKSHOP
6:00 – 7:12 p.m.**

1. Discuss 2019 preliminary budget
2. Discuss Camille Richard Pete's Lake proposal
3. Discuss extending the lease on the Community Garden – Camille Richard

II. REGULAR BOARD OF TRUSTEES MEETING

7:20 p.m.

III. Call to Order:

The regular meeting of the Board of Trustees of the Town of Lake City was called to order by Mayor Vierheller at 7:20 p.m., in the Armory Multi-Purpose Room, 230 Bluff Street, Lake City, Colorado.

IV. Roll Call:

Present: Mayor Vierheller and Trustees: Moore, Heaton, Roberts, Rae, Priest, and Hollingsworth.

**Mayor Vierheller took a moment to say good-bye to long time, loyal Town resident, Roger vonRiesen.*

Town Staff present: Town Manager Mitchell, Public Works Director Levine, Parks and Recreation Director Hake and Town Clerk Turrentine.

V. Consideration of Minutes October 3, 2018

Motion: Approve minutes of October 3, 2018

Motion: Trustee Priest

Second: Trustee RAe

Vote: Yes – Vierheller, Moore, Heaton, Roberts, Rae, Priest, and Hollingsworth

Motion carried.

VI. Consideration of Bills Payable for October 17, 2018

Motion: Approve Bills Payable of October 17, 2018 in the amount of \$65,414.57

Motion: Trustee Roberts

Second: Trustee Heaton

Vote: Yes – Vierheller, Moore, Heaton, Roberts, Rae, Priest, and Hollingsworth

Motion carried.

VII. COMMITTEE REPORTS:

- a. Lake San Cristobal Water Activity Enterprise - Henry Woods ✓
- b. Historic Preservation Commission – Midge Murphy ✓
- c. Chamber of Commerce – Jeff Heaton – no meeting ✓
- d. Marketing Committee – Jud Hollingsworth ✓

- e. Region 10 – Alan Rae – no report/meeting
- f. Town Manager update – ✓
- g. Mayor/Trustee Reports ✓
 - 1. Trustee Hollingsworth
 - 2. Trustee Rae

VIII. CORRESPONDENCE:

- a. Thank you note from Hinsdale County Administrator, Scroggins
- b. Email from Peter Nesbitt

IX. CITIZEN COMMUNICATION:

- a. Henry Woods

X. ADDITIONS TO THE AGENDA: None

XI. ACTION ITEMS:

- a. Discussion and possible action to consider advertising for two positions for Historic Preservation that expire December 31, 2018.

Motion: Approve two weeks of advertising for two positions in Historic Preservation Commission which expire December 31, 2018.

Motion: Trustee Priest

Second: Trustee Hollingsworth

Vote: Yes – Vierheller, Moore, Heaton, Roberts, Rae, Priest, and Hollingsworth

Motion carried.

- b. Discussion and possible action to consider renewal of Liquor License: JV Ventures Inc (Silver Spur) Liquor Store (City) 301 N Gunnison Ave, Lake City. No Violations Exp 12/10/18 (Town Clerk)

Motion: Approve renewal of Liquor License for JV Ventures (Silver Spur) Liquor Store (City) 301 N Gunnison Ave, Lake City, Co.

Motion: Trustee Rae

Second: Trustee Hollingsworth

Vote: Yes – Vierheller, Moore, Heaton, Roberts, Rae, Priest, and Hollingsworth

Motion carried.

XII. EXECUTIVE SESSION

- a. Executive Session, pursuant to C.R.S. § 24-6-402(4)(f), to discuss a personnel matter.

Motion: Go into executive session, pursuant to C.R.S. § 24-6-402(4)(f), to discuss a personnel matter.

Motion: Trustee Moore

Second: Trustee Rae

Vote: Yes – Vierheller, Moore, Heaton, Roberts, Rae, Priest, and Hollingsworth

Motion carried.

XIII. ADJOURNMENT:
Mayor Vierheller move to adjourn at 8:42 p.m.

Mayor – Bruce Vierheller

ATTEST:

Town Clerk – Jamie Turrentine

4. Bills Payable November 7, 2018

Town of Lake City
Bills Payable & Payroll Report - November 7, 2018

Bills Payable

<u>Name</u>	<u>Description</u>		Amount
Accutest Mountain States	Testing	\$	38.00
"	Testing	\$	187.50
"	Testing	\$	222.50
Aflac	Insurance Premium October 2018	\$	579.44
Arborist Services	Library tree 1/2	\$	2,394.38
"	Tree maintenance	\$	6,781.25
Back County Base Camp	WOOD	\$	100.00
Blue Spruce Building Materials, Inc	R&M Supplies	\$	19.23
	supplies	\$	310.72
Card Member Service	Google - Bill Flash	\$	87.50
"	Itunes - storage	\$	0.99
"	meeting	\$	153.53
"	Office supplies	\$	24.70
"	Paint - Sherwin Williams	\$	141.95
"	SAT phone	\$	38.04
"	SealCo	\$	990.00
"	SKI HILL exp	\$	80.62
"	UNISAFE	\$	180.70
"	UPS AGGREGATE	\$	115.14
"	USPS	\$	100.00
CEBT	Health Insurance	\$	4,073.00
CH Diagnostic & Consulting Service	Testing	\$	100.00
	Testing	\$	270.00
	Testing	\$	805.00
City of Gunnison	Water Lab Fees SEPT 2018	\$	45.00
DIRT	Small Chgs Grant	\$	2,500.00
Grand Junction Pipe & Supply	Supplies	\$	263.24
"	Supplies	\$	500.65
Hinsdale County	Fuel	\$	162.95
"	road & bridge machine hire	\$	345.00

Rundle Construction	Partial Pymt #12 - FINAL	\$	20,000.00
Silver World Publishing	historic preservation	\$	40.20
"	legal notices	\$	57.20
"	SEWER request for bids	\$	45.60
Simply Broadband Solutions	Internet, VOIP Connect NOV	\$	100.00
Utility Notification Center of CO	RTL Transmissions	\$	20.30
Verizon	Employee cell phones	\$	159.90
Western Slope Fire & Saftey	Extinguisher	\$	65.50
		\$	42,099.73

Net Payroll September October 24, 2018 & November 7, 2018

\$ 16,252.18

Payroll Benefits & Taxes

IRS 941	\$	1,792.14
State WH	\$	541.00
PERA	\$	2,840.83

Total Payroll Benefits & Taxes October 24, 2018 & November 7, 2018

\$ 5,173.97

Grand Total Bills Payable November 7, 2018

\$ 63,525.88

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
100-217-400-000 Acc Insurance Payable								
64	Aflac	831612	Insurance Premium October 2018	10/25/2018	579.44	579.44	11/07/2018	
406	CEBT	26062	Health Insurance	10/23/2018	4,073.00	4,073.00	11/07/2018	
Total 100-217-400-000 Acc Insurance Payable:					4,652.44	4,652.44		
100-411-100-370 Travel and Meetings - BOT								
3019	Card Member Service	10162018	meeting	10/16/2018	153.53	153.53	11/07/2018	
Total 100-411-100-370 Travel and Meetings - BOT:					153.53	153.53		
100-411-200-330 Publicity, Subscriptions & Due								
3019	Card Member Service	10162018	Itunes - storage	10/16/2018	.99	.99	11/07/2018	
Total 100-411-200-330 Publicity, Subscriptions & Due:					.99	.99		
100-411-400-311 Postage - Town Admin.								
3019	Card Member Service	10162018	USPS	10/16/2018	100.00	100.00	11/07/2018	
Total 100-411-400-311 Postage - Town Admin.:					100.00	100.00		
100-411-400-331 Legal Notices - Town Hall								
2353	Silver World Publishing	23069	legal notices	11/01/2018	57.20	57.20	11/07/2018	
Total 100-411-400-331 Legal Notices - Town Hall:					57.20	57.20		
100-411-400-346 Employee Cell Phone Stipend								
3020	Verizon	9816057638	Employee cell phones	10/07/2018	159.90	159.90	11/07/2018	
Total 100-411-400-346 Employee Cell Phone Stipend:					159.90	159.90		
100-411-400-347 Computers and Software R&M								
3019	Card Member Service	10162018	Google - Bill Flash	10/16/2018	87.50	87.50	11/07/2018	
2986	Simply Broadband Solutions	11012018	Internet, VOIP Connect NOV	11/01/2018	100.00	100.00	11/07/2018	
Total 100-411-400-347 Computers and Software R&M:					187.50	187.50		
100-411-400-947 Office Equipment - Town Hall								
3019	Card Member Service	10162018	Office supplies	10/16/2018	24.70	24.70	11/07/2018	
Total 100-411-400-947 Office Equipment - Town Hall:					24.70	24.70		
100-419-400-220 Operating Supplies								
154	Arborist Services	380	Tree maintenance	10/30/2018	6,781.25	6,781.25	11/07/2018	
274	Blue Spruce Building Materials, In	103118 PARKS	supplies	10/31/2018	310.72	310.72	11/07/2018	
2821	Western Slope Fire & Safety	34500	Extinguisher	09/25/2018	65.50	65.50	11/07/2018	
Total 100-419-400-220 Operating Supplies:					7,157.47	7,157.47		
100-419-400-230 R & M Supplies-Comm Fac & Parks								
274	Blue Spruce Building Materials, In	103118 PARKS	R&M Supplies	10/31/2018	19.23	19.23	11/07/2018	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 100-419-400-230 R & M Supplies-Comm Fac & Parks:					19.23	19.23		
100-419-400-360 R & M Services-Comm Fac& Parks								
154	Arborist Services	379	Library tree 1/2	10/30/2018	2,394.38	2,394.38	11/07/2018	
814	DIRT	10042018	Small Chgs Grant	10/04/2018	2,500.00	2,500.00	11/07/2018	
Total 100-419-400-360 R & M Services-Comm Fac& Parks:					4,894.38	4,894.38		
100-431-400-230 R&M Supplies								
3019	Card Member Service	10162018	Paint - Sherwin Williams	10/16/2018	141.95	141.95	11/07/2018	
1087	Grand Junction Pipe & Supply	3680692	Supplies	10/17/2018	500.65	500.65	11/07/2018	
1087	Grand Junction Pipe & Supply	3680692	Supplies	10/17/2018	263.24	263.24	11/07/2018	
Total 100-431-400-230 R&M Supplies:					905.84	905.84		
100-431-400-453 MISC. - MAINT OF CONDITION								
3019	Card Member Service	10162018	SealCo	10/16/2018	990.00	990.00	11/07/2018	
1231	Hinsdale County	INV04256	road & bridge machine hire	09/28/2018	345.00	345.00	11/07/2018	
Total 100-431-400-453 MISC. - MAINT OF CONDITION:					1,335.00	1,335.00		
100-451-200-220 Operating Supplies - Ski Hill								
178	Back County Base Camp	11022018	WOOD	11/02/2018	100.00	100.00	11/07/2018	
3019	Card Member Service	10162018	SKI HILL exp	10/16/2018	80.62	80.62	11/07/2018	
Total 100-451-200-220 Operating Supplies - Ski Hill:					180.62	180.62		
100-451-200-345 Telephone - Ski Hill								
3019	Card Member Service	10162018	SAT phone	10/16/2018	38.04	38.04	11/07/2018	
Total 100-451-200-345 Telephone - Ski Hill:					38.04	38.04		
100-460-100-397 Commission Expense								
2353	Silver World Publishing	23069	historic preservation	11/01/2018	40.20	40.20	11/07/2018	
Total 100-460-100-397 Commission Expense:					40.20	40.20		
600-433-410-358 Tests - Water Wells								
28	Accutest Mountain States	521-60103615	Testing	10/19/2018	187.50	187.50	11/07/2018	
28	Accutest Mountain States	521-60103616	Testing	10/19/2018	38.00	38.00	11/07/2018	
28	Accutest Mountain States	521-60103815	Testing	10/31/2018	222.50	222.50	11/07/2018	
433	CH Diagnostic & Consulting Servi	20180966	Testing	09/26/2018	805.00	805.00	11/07/2018	
433	CH Diagnostic & Consulting Servi	20181030	Testing	08/22/2018	100.00	100.00	11/07/2018	
433	CH Diagnostic & Consulting Servi	20181031	Testing	09/13/2018	270.00	270.00	11/07/2018	
493	City of Gunnison	19784	Water Lab Fees SEPT 2018	10/29/2018	45.00	45.00	11/07/2018	
Total 600-433-410-358 Tests - Water Wells:					1,668.00	1,668.00		
600-433-440-495 Misc. Expenses - Water Dist.								
2353	Silver World Publishing	23069	SEWER request for bids	11/01/2018	45.60	45.60	11/07/2018	
Total 600-433-440-495 Misc. Expenses - Water Dist.:					45.60	45.60		
100-433-530-229 Operating Supplies - WWTP								
3019	Card Member Service	10162018	UNISAFE	10/16/2018	180.70	180.70	11/07/2018	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 600-433-530-229 Operating Supplies - WWTP:					180.70	180.70		
600-433-530-312 Freight - WWTP								
3019	Card Member Service	10162018	UPS AGGREGATE	10/16/2018	115.14	115.14	11/07/2018	
Total 600-433-530-312 Freight - WWTP:					115.14	115.14		
600-433-600-229 Operating Supplies-W & S Admin								
2927	Utility Notification Center of CO	218100551	RTL Transmissions	10/31/2018	20.30	20.30	11/07/2018	
Total 600-433-600-229 Operating Supplies-W & S Admin:					20.30	20.30		
600-433-600-231 Fuel - W & S Admin								
1231	Hinsdale County	INV04258	Fuel	09/30/2018	162.95	162.95	11/03/2018	
Total 600-433-600-231 Fuel - W & S Admin:					162.95	162.95		
600-700-000-400 Waterline/Well Replacement								
2965	Rundle Construction	10312018	Partial Pymt #12 - FINAL	10/31/2018	20,000.00	20,000.00	11/07/2018	
Total 600-700-000-400 Waterline/Well Replacement:					20,000.00	20,000.00		
Grand Totals:					42,099.73	42,099.73		

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

5. EMPLOYEE REPORTS:

MONTHLY REPORT

OCTOBER 2018

Lake City Parks and Recreation

Ski Hill

We did get the wire rope inspected in October and there weren't any problems with it. Nipper Alsop performed the inspection for free.

The state tramway inspector showed up for our pre start-up inspection on the same day that the power was out due to the work at Pleasant View Resort. He wasn't able to inspect the lift because of this. He will be back in early December when he does an inspection at Crested Butte.

Don has everything ready for start up and the plan is to open December 22nd if there is enough snow.

The ad for the full-time parks and rec / public works was going in the newspaper on Friday Nov 2 and Friday November 9 with a statement "pending budget approval". I also will need a part time ski hill/parks employee all before start-up this season.

Armory

The Halloween Carnival was held in the armory on October 31st from 4-5:30pm.

Ice Rink

The rink liner was ordered, and the boards are on site ready to be assembled. Usually it's not cold enough to make ice rink ice until around Thanksgiving.

Ice Park

I've been working on the piping once again trying to simplify the system and fix leaks. I'm replacing the main line and eliminating 20 of the feeder lines. We can only supply 4 hose lines with our supply line.

My goal is to have it completed by Nov 9th and start running water soon after.

Parks

We still have a few truck loads of mulch to try to spread before winter. The Town Park bathrooms have been closed for the season.

Trees

Tyler and his crew were here October 24,25,26. They removed the Vittles/Library tree, worked on the tree at the Town Park playground, removed the tree at Murphys Realty, removed two large cottonwoods at Swanks house, and inspected the worlds largest cottonwood along Gunnison Ave. They weren't able to get to the top of Round Top because of snow. Next year's tree budget will be spent doing the work around the radio antennas.

As far as the world's largest cottonwood tree incident, this is what I know. Tyler asked me if they could climb the tree and inspect it since he hadn't been in it for several years. He then said that he wouldn't charge the Town for the inspection since it isn't on our priority list. I'm all about free tree work so I told him to go ahead. I went past the tree around 5:30pm and saw that they had their ropes strung up. I had no idea that they would be in the tree that late and he never mentioned times. He apologized profusely the next day for causing any problems and said that thinking back on it he wouldn't have done it that late.

Other



Building Department

11-1-18

Town of Lake City Board of Town Trustees

Building Officials' Report

Permit Numbers/Activity

Permit and inspection activity this month, 4 new permits issued, 6 building inspections performed and 3 C.O.'s issued.

Permit fee and Valuation Data since September 10th (I created a new spreadsheet to help track this information on September 10th):

Town of Lake City					
Date	Permit #	Permit Fee	Description	Valuation	Use Tax
9/13/2018	18T-SFRA 0035	\$602.00	24 x 12 Screened Porch Addition	\$50,000.00	\$1,000.00
10/2/2018	18T-SFRA 0036	\$424.00	Residential Remodel	\$32,000.00	\$718.40
10/18/2018	18T-F 0038	\$98.40	125 feet of basketweave fence	\$2,400.00	\$40.00
10/18/2018	18T-SFA 0039	\$118.64	New shed and siding on coal shed	\$2,120.60	\$84.83
Totals		\$1,243.04		\$86,520.60	\$1,843.23

Code Enforcement Issues and Actions

- Nancy Zeller property. Forest moved the trailer with the shed on it off the property yesterday, still more cleanup to do. Nancy Zeller has left Lake City for the winter. I am not sure when she will return.
- Bluff Street, 2 junk & rubbish properties, I will be working with Wally and Robyn Hudgeons to get them to clean up their properties. The third property has a shed that has been placed within setbacks. The neighbor was able to locate some property pins with Bill Hagendorf. I will contact Bill to have him show me where those pins are exactly so I can take measurements. I was not able to find the pins and the neighbor is not in town.
- Darwin's property on Gunnison Avenue. Darwin has submitted to the Historic Preservation Committee for a COA and he has taken out a building permit for his shed and residing the coal shed. His permit is conditional pending review and approval of his COA.

Notable Projects & Meetings

I am looking into Building Permit, Plan Review and inspection tracking software from MyGovernmentOnline. I have negotiated a new contract with them to provide software separately configured for the Town of Lake City, and Hinsdale County under one contract with Hinsdale County so there will be no cost to the Town of Lake City for this software. The other bid for new software was cost prohibitive with a one time and first year cost of over \$7,200 so it was rejected. This software will cost \$100 per month total, provided that both jurisdictions combined total permit count does not exceed 100 permits per year. If the permit count is exceeded there will be additional fees for going over our limit.

This software will:

- Automate most of the paperwork, including scheduling, inspection results, monthly reporting, etc.
- Allow permit applications to be processed online and provide consistency for all applicants and speed up the permitting process. It can also be modified in the future to provide for online payment of fees if so desired.
- Inspections can be scheduled online or via mobile phone. The software will check for conflicts in scheduling and check to make sure that no previous inspections have been skipped.
- Inspection results and any required corrections will be automatically sent to the owner and/or contractor by text to voice message to mobile phone, or via an email report.
- Provide secure, offsite backup and digital record storage for all permit and inspection records, including project plans, inspection results, certificates of occupancy issued, etc.
- There are a lot more capabilities to this software, and I have been through an online demonstration of it's capabilities There are also modules that can be added for code enforcement and online grant searches and applications, in particular historic preservation grants.
- The software is fully customizable for each jurisdiction's needs and will greatly help eliminate omissions and errors, missed inspections and greatly increase consistency.

At this time the software IGA is pending review and approval by the Hinsdale County Attorney prior to acceptance. The contract period is for one year and can be renewed or opted out of if it does not meet our needs or expectations.



Town Clerk Report

November 7, 2018

BOARD OF TRUSTEES MEETINGS

- Prepared agendas, packets, iPad's, logistics, bills payables reports, and public notices for BOT regular meetings. Recorded meeting audio and create minutes, post both to the web site.
- Work closely with Town Manager and Attorneys on setting Agenda's
- Set up Multi-Purpose room for various meetings

RECORDS MANAGEMENT

- Updated Website with Agenda, Packet, Minutes, Meeting Recordings, Bills Payable, Financials
- Update Facebook and website with Town Recreation activities

MISC. TOWN CLERK DUTIES

- Process (1) weight room memberships
- Receive three (3) new COA's, send to Midge Murphy
- Process (2) two liquor application renewal
- Process one (3) Facility Use Permits for Town events
- Create one (1) Facility Use invoice for Lake City School, 2018/2019
- Process twelve (9) citations for Municipal Court
- Process (1) CORA request
- Process (1) Petition to Initiate application
- Approve (1) Petition to Initiate
- Extensive communication with attorneys regarding petition
- Submit (5) five support tickets to Caselle
- Create document re town liquor license for Donna Sue with Public Health
- Prepare renewal letters for Vacation Rentals - 2019
- Prepare renewal reminder letters for Liquor License - 2019

MISC. TOWN HUMAN RESOURCE DUTIES

- Process two payrolls for the month of October, including real checks to be signed and distributed and direct deposits

BOOKKEEPING & ACCOUNTS RECEIVABLE

- Process \$184,457 in deposits as of October 31, 2018
- Processed accounts payable from vendors, allocating expenses to appropriate accounts, mailed Accounts Payable checks and or pay four accounts on line
- Create and process various journal entries for the General Ledger
- Continue working closely with town manager to manage budget line items, do journal entries to correct line items
- Continue to work with Audit firm on 2017 audit doing journal entries moving numbers from this year back into 2017.

OFFICE MANAGEMENT & MISCELLENOUS DUTIES

- Continual interaction with citizens visiting the office
- Maintain office supplies

WATER & SEWER ACCOUNTS & BILLING

- Close interaction with utility customers
- Continual
- Upload reader with meter read file to do read last week in October
- Bill utility customers

Respectfully submitted,



6. CORRESPONDENCE RECEIVED:

7. CITIZEN COMMUNICATION:

9. ACTION ITEMS:

TOWN OF LAKE CITY, COLORADO

ORDINANCE NO. 2018-04

AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF LAKE CITY, COLORADO, APPROVING THE LOAN AGREEMENT BETWEEN THE COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY AND THE TOWN OF LAKE CITY, ACTING BY AND THROUGH ITS WATER AND SEWER ENTERPRISE AND AUTHORIZING THE MAYOR AND THE TOWN MANAGER TO EXECUTE RELATED DOCUMENTS.

WHEREAS, the Town of Lake City (the "Town") has applied for funding from the Colorado Water Resources and Power Development authority for the design and engineering costs associated with rehabilitation of the Town sewer collection system.

WHEREAS, the Town desires to enter into the Loan Agreement to fund the design and engineering costs to commence the Project;

WHEREAS, the loan contemplated in the Loan Agreement will be 100% forgiven at the time of the Loan Closing and will not constitute a multi-fiscal year obligation pursuant to TABOR; and

WHEREAS, the Board of Trustees finds and determines that it would be in the best interests of the Town of Lake City and its residents to enter into the Loan Agreement.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF LAKE CITY, COLORADO:

Section 1:

The Loan Agreement between the Colorado Water Resources and Power Development Authority and the Town, a copy of which is attached hereto and incorporated herein as Exhibit A, is hereby approved and adopted, and the Mayor is authorized to execute the same on behalf of the Town.

Section 2:

The Mayor and the Town Manager are further authorized to execute any related documents required to close on the loan.

INTRODUCED, READ, ADOPTED AND ORDERED PUBLISHED this 7th day of November, 2018.

This ordinance shall become effective thirty days from publication. Introduced and adopted by the Board of Trustees of the Town of Lake City, Colorado, this 7th day of November, 2018.

TOWN OF LAKE CITY, COLORADO

Bruce Vierheller, Mayor

ATTEST:

Jamie L. Turrentine, Town Clerk

APPLICATION FOR A SPECIAL EVENTS PERMIT

Department Use Only

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT AND ONE OF THE FOLLOWING (See back for details.)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> SOCIAL | <input type="checkbox"/> ATHLETIC | <input type="checkbox"/> PHILANTHROPIC INSTITUTION |
| <input type="checkbox"/> FRATERNAL | <input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER | <input type="checkbox"/> POLITICAL CANDIDATE |
| <input type="checkbox"/> PATRIOTIC | <input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY | <input type="checkbox"/> MUNICIPALITY OWNING ARTS FACILITIES |
| <input type="checkbox"/> POLITICAL | <input type="checkbox"/> RELIGIOUS INSTITUTION | |

LIAB TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:
 2110 MALT, VINOUS AND SPIRITUOUS LIQUOR \$25.00 PER DAY
 2170 FERMENTED MALT BEVERAGE (3.2 Beer) \$10.00 PER DAY

DO NOT WRITE IN THIS SPACE
 LIQUOR PERMIT NUMBER

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE
 Friends of the John Wagner Public Library
 State Sales Tax Number (Required)
 EXEMPT

2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE
 (include street, city/town and ZIP)
 PO Box 607
 Lake City CO 81235

3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT
 (include street, city/town and ZIP)
 206 Silver St
 Lake City CO 81235

NAME	DATE OF BIRTH	HOME ADDRESS (Street, City, State, ZIP)	PHONE NUMBER
4. PRES./SECY OF ORG. or POLITICAL CANDIDATE Joanie Anastasion	1/24/55	1700 Balsam Dr LC CO 81235	970-944-2230
5. EVENT MANAGER Tanya Bolger	8/1/50	800 Lake St LC CO 81235	944-2677

6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR?
 NO YES HOW MANY DAYS? _____

7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE?
 NO YES TO WHOM? _____

8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? Yes No

LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date	Date	Date	Date
Hours From	Hours From	Hours From	Hours From
To	To	To	To
12/6/2018			
5:00 p.m.			
7:00 p.m.			

OATH OF APPLICANT
 I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

SIGNATURE: *Tanya M Bolger* TITLE: Treasurer DATE: 11/6/18

REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY OR COUNTY)
 The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended.
THEREFORE, THIS APPLICATION IS APPROVED.

LOCAL LICENSING AUTHORITY (CITY OR COUNTY) CITY COUNTY TELEPHONE NUMBER OF CITY/COUNTY CLERK

SIGNATURE _____ TITLE _____ DATE _____

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

LIABILITY INFORMATION			
License Account Number	Liability Date	State	TOTAL
		-750 (999)	\$

APPLICATION INFORMATION AND CHECKLIST

THE FOLLOWING SUPPORTING DOCUMENTS MUST BE ATTACHED TO THIS APPLICATION FOR A PERMIT TO BE ISSUED:

- Appropriate fee. *\$25 payable to Town of Lake City*
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions.
Note: If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
- If not incorporated, a NONPROFIT charter; or
- If a political candidate, attach copies of reports and statements that were filed with the Secretary of State.

FI Certificate of Liquor Liability Insurance

- APPLICATION MUST FIRST BE SUBMITTED TO THE LOCAL LICENSING AUTHORITY (CITY OR COUNTY) AT LEAST THIRTY (30) DAYS PRIOR TO THE EVENT.
- THE PREMISES TO BE LICENSED MUST BE POSTED AT LEAST TEN (10) DAYS BEFORE A HEARING CAN BE HELD. (12-48-106 C.R.S.)
- AN APPROVED APPLICATION MUST BE RECEIVED BY THE LIQUOR ENFORCEMENT DIVISION AT LEAST TEN (10) DAYS PRIOR TO THE EVENT.
- CHECK PAYABLE TO THE ~~COLORADO DEPARTMENT OF REVENUE~~
Town of Lake City

(12-48-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 46 and 47 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

If an event is cancelled, the application fees and the day(s) are forfeited.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/20/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountain West In & Fin Serv LLC 100 E Victory Way Craig, CO 81625	CONTACT NAME: PHONE (A/C, No, Ext): (970) 824-8185		FAX (A/C, No): (970) 824-8188
	E-MAIL ADDRESS:		
INSURED Hinsdale County Library District dba Lake City Public Library PO Box 607 Lake City, CO 81235	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Acuity Insurance Co.		14184
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD W/O	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		K69303	06/19/2018	06/19/2019	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 10,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMPROP AGG	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> OCC <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATE OTH-ER	
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - FA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Lake City PO BOX 544 Lake City, CO 81235	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--



ACUITY.

A Mutual Insurance Company

**COMMERCIAL GENERAL LIABILITY
CHANGES**

First Named Insured and Address:

HINSDALE COUNTY LIBRARY DISTRICT
DBA LAKE CITY PUBLIC LIBRARY
PO BOX 607
LAKE CITY CO 81235

Agency Name and Number:

MOUNTAIN WEST INS & FIN SERVICES
7177-AL

Policy Number: K69303

Change Effective Date: 06-19-17

PREMIUM SUMMARY

This is not a bill. If premium is due, a billing notice will be sent separately.

No Additional or Return Premium
Direct Billed

CHANGES:

ADDED THE FRIENDS OF THE LIBRARY AS ADDITIONAL INSURED

HINSDALE COUNTY LIBRARY DISTRICT
DBA JOHN WAGNER PUBLIC LIBRARY
PH. (970) 944-2615
206 SILVER STREET
PO BOX 607
LAKE CITY, CO 81235


82-201/1021

6833

DATE 11/6/2018

PAY TO Town of Lake City \$ 25⁰⁰
THE ORDER OF

© 2018 Community Banks of Colorado

Twenty five and no/100 DOLLARS  Secure Transfer
Prevents
Debit to Bank



**Community Banks
of Colorado**

A Division of First Bank, Member FDIC
877.877.0395

cobnks.com

MEMO Special events permit

Raymond M. Bolger MP

SPECIALTY UNIT

**RETAIL LIQUOR OR 3.2 BEER
 LICENSE RENEWAL APPLICATION**

Fees Due	
Renewal Fee	500.00
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
Amount Due/Paid	

CLIMB ELEVATED EATERY
 PO BOX 305
 LAKE CITY CO 81235

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

Licensee Name CLIMB, LLC		DBA CLIMB ELEVATED EATERY		
Liquor License # 03-05929	License Type Tavern (city)	Sales Tax License # 31201173	Expiration Date 01/31/2019	Due Date 12/17/2018
Operating Manager Linda Lovegreen	Date of Birth 6-19-63	Home Address 800 Edmondson Way Lake City, CO 81235		
Manager Phone Number 617-865-5507		Email Address lindalovegreen@gmail		
Street Address 808 GUNNISON AVENUE UNIT B LAKE CITY CO 81235				Phone Number 9709445566
Mailing Address PO BOX 305 LAKE CITY CO 81235				

- Do you have legal possession of the premises at the street address above? YES NO
 Is the premises owned or rented? Owned Rented* *If rented, expiration date of lease _____
- Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. YES NO
NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. YES NO
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. YES NO
- Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. YES NO

AFFIRMATION & CONSENT

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business Linda Lovegreen	Title Owner-Manager
Signature <i>[Signature]</i>	Date 10-18-19

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For	Date
Signature	Title
	Attest