

SPECIAL MEETING

- I. CALL TO ORDER
- II. ROLL CALL
- III. REVIEW AGENDA
- IV. NEW BUSINESS
 - a. Approve/Disapprove Liquor License Renewal – The Far Dog, LLC.
- V. EXECUTIVE SESSION
 - a. Executive session to discuss personnel matters pursuant to Colorado Revised Statute §24-6-402(2)(f) concerning Heather DeLonga
- VI. ADJOURN

REGULAR WORK SESSION

- Activities Job Description Revisit
 - Gym Names & Update
- Virginia Christensen Rubric Changes
- Virginia Christensen Follow-Up Report Changes
- Flume Design Build Program Discussion – Bohannan Huston
 - CRT Lease Agreement
 - April Meeting
 - Chamber Donation Request
 - Chamber ATM Location
 - Model of Creede
- Add Employee Optional Investment Program
 - Any Other Business

Posted 2/12/16

OPEN TO THE PUBLIC

RECREATION COORDINATOR

SUMMARY: The Recreation Coordinator is responsible for helping creating and implementing recreation plans for the City of Creede as well as developing existing and future year-round recreation opportunities for all ages.

DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Work with all City departments to help implement ongoing recreation activities.
2. Promote, organize, schedule and supervise recreational activities for all ages.
3. Support and expand existing recreation activities.
4. Facilitate growth of new recreation activities.
5. Perform financial functions including program fees, budgeting, and fundraising efforts.
6. Maintain community-wide schedule of recreation events.
7. Recruit and supervise recreational volunteers.
8. Help with parades and special events.

WORK SCHEDULE: Normal working hours are Monday through Friday 7:00 am to 4:00 pm with one hour for lunch. This schedule may be adjusted in order to fulfill responsibilities outside the office with approval from the City Manager. Recreation Coordinator may be required to work nights, weekends, and/or holidays during certain events and will coordinate reasonable hours with City Manager.

City of Creede, a Statutory Town
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give the Board of Trustees and citizens the public content of the issue at hand.

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Type of Action Requested: Renewal of Hotel/Restaurant Liquor License

Applicant: Far Dog, LLC.

Current Licensee: Same.

Factual Findings:

- This entity has had no changes in officers or owners.
- The Owner/Operating Manager is Jess Biernat.
- Business address is 115 N Main Street.
- The licensee has possession of the premises by ownership.
- The business is in good standing.
- Character of the applicant is not an issue for this request.
- All applicable fees have been paid.
- The application for renewal was submitted in a timely manner.

Recommended Action

Consider approval of application for Renewal from Far Dog LLC of a Hotel/Restaurant Liquor License.

MEMO

City of Creede

DATE: February 9
TO: Mayor and Board of Trustees
FROM: Randi
SUBJECT: VC Material Update

VC CHANGES

After making many changes to our Virginia Christensen Grant process as well as our forms, I have a few housekeeping changes I need to make prior to the upcoming funding round.

At the regular May 2015 meeting, the Board of Trustees along with three members of the VC Advisory Committee directed me to change the rubric scoring system from 1-10 to 0-4. I've made those changes and attached them.

Additionally, new matching fund requirements for certain grant amounts as well as grant criteria changes necessitated a few changes in our Follow-Up Report. I've highlighted those changes as well.

I will just need administrative direction to make changes to these forms so that I can revise my application material in plenty of time for the next funding round. Thank you!

APRIL MEETING

As usual, your April meeting will need to be rescheduled because the election takes place that day. There's an additional complication with election law changes – the results of the election are not official until 10 days after the election. Although it's really improbable, I'd rather not swear anyone in before they are officially elected and have to figure out how to undo it.

Therefore, Clyde and I are suggesting that the April schedule is as follows:

April 5, 2016- ELECTION

April 9, 2016-Regular PZ

April 19, 2016-BOT Meeting (Could have a work session component added in, the May meeting is only two weeks from this night)

We can always schedule a special meeting during March if we have anything pressing, but we have gotten quite a bit accomplished this year so far!

CLERK LEAVE

As many of you know, I'll be a bit busy sometime around the end of this month. I've been working with Clyde closely on the details of my leave, and I'll be taking a creative approach to it in order to cover critical tasks and election responsibilities. Therefore, I won't be completely MIA for the duration, but I will not be covering office hours or as available as normal. However, I am around occasionally, so please do contact me if you need something. The best way to get a hold of me during this time is probably via text message. I'll provide that number via private message. I'll also be available intermittently on my city email, or you can try my personal email too. Thank you for our great leave program and all your support thus far!

VIRGINIA CHRISTENSEN TRUST FUND GRANT APPLICATION SCORING RUBRIC

APPLICANT: _____ **PROJECT:** _____ **SCORER:** _____

Instructions: Indicate in the table below, on a scale of zero to four, with one not impacting at all and four being most impactful, how well the project addresses the values in the first column in the Creede & Mineral County area.

VALUE	4	3	2	1	0	TOTAL	COMMENTS
ENTERTAINMENT							
RECREATION							
COMMUNITY BEAUTIFICATION							
ECONOMIC WELL-BEING							
HEALTH							
EDUCATION							
SAFETY							
ENVIRONMENT							
HISTORIC PRESERVATION							
ART							
TOTAL							

VIRGINIA CHRISTENSEN TRUST GRANT FOLLOW UP REPORT

Applicant/Group: _____
Project Name: _____
<input type="checkbox"/> Small Grant (\$1-\$5000) <input type="checkbox"/> Medium Grant (\$5001-\$20,000) <input type="checkbox"/> Large Grant (\$20,001+)
<input type="checkbox"/> Progress <input type="checkbox"/> Final

TOTAL ESTIMATED PROJECT COST \$ _____

PROJECT INCOME

Virginia Christensen Grant (Date received: _____) \$ _____

Total Matching Funds Received (Medium Grants 10% Required, Large Grants 25% Required) \$ _____

TOTAL \$ _____

PROJECT EXPENSES

Description	Cost
TOTAL	

Attach invoices and receipts of expenses. Attach a separate expense itemization if necessary.

Describe the impact your project had on the community: (Use a separate sheet if necessary. See "Grant Category Requirements" for additional information & requirements.)

Explain any differences between the project budget submitted with your application and actual income/expenses.

If your project is final and your expenses are less than your income, VC funds **must** be returned to the funds pool for re-distribution (payable to City of Creede) at a ratio equal to that of the project's funding, i.e.:

$$\frac{\text{VC FUNDS}}{\text{TOTAL FUNDS}} = \frac{\text{VC FUNDS RETURNED}}{\text{TOTAL UNUSED}}$$

Please provide an **electronic copy** of all receipts to this report if possible. If not, please provide **ONE** copy of paper receipts. It is not necessary to submit any other reports, slides, clippings, etc. at this time. Please retain these in your files for at least two years. They are subject to inspection by the Advisory Committee or Board of Trustees at any time. File 7 copies of this report with the Town Clerk by the requested deadline.

Signature: _____ Title: _____ Date: _____