

**OAK CREEK BOARD OF TRUSTEES**  
**MAY 25, 2023**  
**REGULAR BOARD MEETING**  
**AGENDA**  
**6:00 P.M.**

May 19, 2023  
STATE OF COLORADO  
COUNTY OF ROUTT

To the Board of Trustees of the Town of Oak Creek and to all Other Persons to whom it may concern:

Notice is hereby given that a **Regular Meeting** of the Board of Trustees, Town of Oak Creek, Routt County, Colorado, will be held on Thursday, May 25, 2023 beginning at 6:00 p.m. in the Hearing Room, Town of Oak Creek Offices, 129 Nancy Crawford Blvd., Oak Creek, Colorado. The Board of Trustees will be attending either in person or via web based meeting through Zoom (zoom.us). **Agenda is subject to change up to 24 hours before scheduled hearings.** The public is invited to attend/participate via Zoom or Facebook Live. The Facebook Live event will be broadcast through the Town of Oak Creek's Facebook page.

**Join Zoom Meeting** - <https://us02web.zoom.us/j/81449378638>

Meeting ID: 814 4937 8638

One tap mobile (for call in meeting): +1-669-900-6833,,81449378638# US (San Jose), +1-346-248-7799,,81449378638# US (Houston)

**1. CALL TO ORDER (5 Minutes):**

- A. Roll Call
- B. Pledge of Allegiance

**2. AUDIENCE PARTICIPATION (5 Minutes):**

(This section of the agenda is set aside for questions or comments by the public, regarding issues other than agenda items. Please limit comments to three minutes. The Board of Trustees will take comments under consideration but will not make any decision or take any action at this time. Anyone who would like to address the Board of Trustees concerning any agenda item will be given the opportunity to speak for three minutes at the scheduled time for that item.)

**3. PUBLIC HEARING AND CONSIDERATION TO APPROVE AN APPLICATION FOR A SOUTH-BY-SOUTH ROUTT SPECIAL EVENT PERMIT TO BE HELD IN DECKER PARK ON JULY 15, 2023. (10 Minutes)**

The Labor Day Committee is applying for a Special Events Permit to allow for the sale of alcohol at the South-By-South Routt event to be held on July 15, 2023 at Decker Park and requests waiver of the \$100 permit fee.

**4. PUBLIC HEARING AND CONSIDERATION TO APPROVE AN APPLICATION FOR LABOR DAY WEEKEND SPECIAL EVENTS PERMITS FOR ACTIVITIES TO BE HELD ON MAIN STREET AND IN THE MAIN STREET PARK ON SEPTEMBER 1<sup>st</sup> AND 2<sup>nd</sup>, 2023 AND IN DECKER PARK ON SEPTEMBER 4, 2023. (10 Minutes)**

The Labor Day Committee is applying for Special Events Permits to allow for the sale of alcohol at the Annual Labor Day Weekend events to be held on September 1-2 & 4, 2023 on Main Street between 200 East and 300 West streets, at the Main Street Park and at Decker Park. The Labor Day Committee requests waiver of the three (3) \$100 permit fees.

**5. CONSIDERATION TO ADOPT RESOLUTION 2023-007 MODIFYING TOWN BIDDING AND PURCHASING POLICIES (5 Minutes)** Due to inflation staff is requesting the Town's formal bidding policy be amended to increase the amount required for formal bidding be increased from \$5,000 to a greater amount.

**6. CONSIDERATION TO ADOPT RESOLUTION 2023-008 DELEGATING AUTHORITY TO THE MAYOR, MAYOR PRO-TEM, TOWN ADMINISTRATOR/CLERK AND ACCOUNTS PAYABLE/DEPUTY CLERK TO ACT AS SIGNERS ON TOWN, BANK OF THE SAN JUANS ACCOUNTS AS STATED HEREIN (5 Minutes)** Per recommendation of the Town's auditors, Town Treasurer and Town Administrator/Clerk the Town Treasurer is recommended to be removed as a signer on the Town's Bank of the San Juans accounts and the Accounts Payable/Deputy Clerk will be added as a signer.

**7. CONSIDERATION TO ADOPT RESOLUTION 2023-009 SETTING THE APPLICABLE FEES FOR MEDICAL AND RETAIL MARIJUANA BUSINESS LICENSES (5 Minutes)** Per Colorado's SB-178, effective January 1, 2023, medical marijuana cultivation facilities may transfer plants to a retail marijuana cultivation facility and in accordance with the Town's Municipal Code marijuana business license fees shall be adopted by a resolution of the Board. A \$100 annual business license fee, to cover administrative expenses, is recommended.

**8. CONSENT AGENDA (5 Minutes):**

- A. Approval of May 11, 2023 Town Board meeting minutes.

**9. STAFF & BOARD MEMBER REPORTS (10 Minutes)**

**10. ADJOURNMENT**

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**Notice:** Three or more members of the Town Board may be meeting informally at the Colorado Bar or The Oak Creek Tavern following the regularly scheduled Board Meeting. Members of the public are welcomed.

**Please Note:** All programs, services and activities of the Town of Oak Creek are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call our office at (970) 736-2422 or TDD access through RelayColorado by dialing 7-1-1 to coordinate your needs. Please notify us of your request as soon as possible to allow us time to meet your request. **This institution is an equal opportunity provider and employer.**