OAK CREEK BOARD OF TRUSTEES
DECEMBER 14, 2023
REGULAR BOARD MEETING
AGENDA - AMENDED
5:00 P.M.

December 10, 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, December 14, 2023 beginning at 5:00 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. **WASTE MANAGEMENT RESPONSE TO TOWN BOARD CONCERNS (10 Minutes)** Waste Management officials will respond to concerns regarding the WM carts, concerns the carts will not hold up in the winter environment, bear proofing of carts and replacement cost of trash and recycling carts.

4. **RESOLUTION 2023-014 ADOPTING SUPPLEMENTAL 2023 BUDGET APPROPRIATIONS TO DEFRAY EXPENDITURES IN EXCESS OF AMOUNTS BUDGETED IN THE ELECTRIC, WATER AND TRASH FUNDS (5 Minutes)**
   Due to unanticipated opportunities in the Electric, Water Funds and Trash Fund it is recommended that the Board approves a supplemental appropriation for Town funds for the 2023 fiscal year to remain compliant with C.R.S. 29-1-109.

5. **REVIEW OF THE TOWN'S MARIJUANA LICENSE FEES (10 Minutes)** Local marijuana cultivation operators have requested that the Town Board consider reducing the annual license fees, last revised in 2016, in response to competition from outdoor cultivation operations.

6. **RESOLUTION 2023-015 2024 BUDGET (10 Minutes)**
   Consideration for approval and authorization to sign Resolution 2023-015, A Resolution Summarizing Expenditures and Revenues for Each Fund and Adopting a Budget for the Town of Oak Creek, Colorado for the Calendar Year Beginning on the First Day of January, 2024 and Ending on the Last Day of December, 2024.

7. **RESOLUTION 2023-016 APPROPRIATING FUNDS FOR 2024 BUDGET YEAR (5 Minutes)**
   Consideration for approval and authorization to sign Resolution 2023-016, A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amounts and for the Purposes as Set Forth for the Town of Oak Creek, Colorado for the 2024 Budget Year.

8. **RESOLUTION 2023-017 LEVY OF GENERAL PROPERTY TAXES (5 Minutes)**
   Consideration for approval and authorization to sign Resolution 2023-017, A Resolution Levying General Property Taxes for the Year 2021 to Help Defray the Costs of Government for the Town of Oak Creek, Colorado for the 2024 Budget Year.

9. **RESOLUTION 2023-018 SETTING THE MONTHLY RESIDENTIAL TRASH REMOVAL CHARGE (5 Minutes)**
   Consideration for approval and authorization to sign Resolution 2023-018, A Resolution Setting the Monthly Residential Trash Removal Charge.

10. **RESOLUTION 2023-019 ADOPTING AN UPDATED EMPLOYEE SALARY SCHEDULE IN ACCORDANCE WITH SECTION 2.26.040, TOWN OF OAK CREEK MUNICIPAL CODE (5 Minutes)**
    The proposed updates to the current salary schedule reflect the competitive employment environment and are necessary to attract and retain employees of choice. The salary schedule includes an across the board cost of living adjustment and certain position updates previously reviewed by the Board.

11. **RESOLUTION 2023-020 DELEGATING AUTHORITY AND RESPONSIBILITY TO THE TOWN ADMINISTRATOR/CLERK OR DEPUTY CLERK TO APPOINT ELECTION JUDGES (5 Minutes)**
    Consideration by the Board of Trustees to delegate the authority and responsibility to the Town Administrator/Clerk, or Deputy Town Clerk in the absence or inability of the Town Administrator/Clerk, to appoint election judges for the upcoming Town of Oak Creek regular municipal election which will be held April 5, 2022.

12. **RESOLUTION 2023-021 DIRECTING AND AUTHORIZING THE TOWN CLERK OF THE TOWN OF OAK CREEK TO CONDUCT THE REGULAR MUNICIPAL ELECTION SCHEDULED FOR APRIL 2, 2024 AS A MAIL BALLOT (5 Minutes)**
    Consideration to authorize and direction to conduct the Regular Municipal Election of the Town of Oak Creek, Colorado, scheduled for April 2, 2024, as a mail ballot election pursuant to Title 31, Section 907-913, Colorado Revised Statutes.

13. **RESOLUTION 2023-022 APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE SOUTH ROUTT MEDICAL CENTER HEALTH SERVICE DISTRICT TO BE A CONDUIT FOR AN OFFICE OF ECONOMIC DEVELOPMENT AND INTERNATIONAL TRADE GRANT (10 Minutes)** Consideration to authorize and direct staff to work with OEDIT and District officials to complete an IGA for the Town to be a pass through agency for receipt of OEDIT grant funding of facility expansion planning and engineering.

14. **CONSENT AGENDA (5 Minutes):**
    A. Approval of vacation time carryover to 2024 for employees that have in excess of 80 hours.
    B. Approval of October, 2023 Financials.
    C. Approval to vote for the adoption of NMPP's Fourth Amended and Restated Articles of Incorporation.
    D. Approval of Mayberry & Company, LLC's Audit Engagement Letter for the 2023 Audit.

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

16. **ADJOURNMENT**

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.**

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