

**OAK CREEK BOARD OF TRUSTEES**  
**AUGUST 22, 2024**  
**REGULAR BOARD MEETING**  
**AGENDA**  
**6:00 P.M.**

August 19, 2024  
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, August 22, 2024 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

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

- A. Approval of August 12, 2024 Special Meeting Minutes
- B. Approval of June 2024 Financial Statements
- C. Approval of accounts payable, manual warrants and payroll for July, 2024
- D. Approval of renewal of Liquor License for Bonfiglio Drug Inc. at 118 W Main Street, Oak Creek

**4. SHERIFF RESERVOIR MATTERS (10 Minutes)**

- A. Ratification of approval and signing of an Engineering Services Agreement between the Town of Oak Creek and W.W. Wheeler & Associates Inc. for the provision of Sheriff Spillway Rehabilitation Funding Support in an amount not-to-exceed \$10,000
- B. Consideration for approval of Sheriff Reservoir Dam Operations & Maintenance Manual (O&M Manual) and authorization to sign Financial Plan Supplement to O&M Manual

**5. DRINKING WATER & WASTEWATER TREATMENT IMPROVEMENTS PLANNING – AQUAWORKS DBO, INC. (10 Minutes)**

Consideration to authorize the amendment and extension of an Agreement for Services with AquaWorks DBO, Inc. to undertake Drinking Water & Wastewater Treatment Improvements Planning tasks identified in the Water and Wastewater System Review Letter Report, June 2023 for the not-to-exceed amount of \$50,000

**6. OAK CREEK FIRE PROTECTION DISTRICT COMMENT LETTER – PROPOSED IMPACT FEES (10 Minutes)**

Consideration approval of comment letter in response to notification that the Oak Creek Fire Protection District's proposal to adopt and implement an impact fee schedule on new construction

**7. RESOLUTION 2024-009 – WHISTLE HILL ALLEY (5 Minutes)**

Review and consideration for approval and authorization to sign a Professional Services Agreement by and between Page-Allen Associates LLC and the Town of Oak Creek to provide Administrative Services

**8. APPROVAL TO HIRE CUSTODIAL WORKER AT STEP 9 (10 Minutes)**

Consideration of approval to hire a part-time Custodial Worker at Step 9 (\$20.34/hr) of the 2024 Salary Schedule beginning August 26, 2024

**9. COMMUNITY DONATION – OAK CREEK LABOR DAY – OC NEIGHBORS CORP (5 Minutes)**

Discussion and consideration of request to provide community support financial assistance for liability insurance costs in an amount not to exceed \$1002 to OC Neighbors Corp for 2024 Oak Creek Labor Day events

**10. 113 W FIRST STREET – NON-CONFORMING LOT DETERMINATION (5 Minutes)**

Consideration and ratification of determination of a non-conforming lot as buildable for a property located at 113 W First Street, Oak Creek

**11. MEMORANDUM OF UNDERSTANDING – YAMPA VALLEY REGIONAL TRANSPORTATION AUTHORITY (RTA)**

Consideration for approval and authorization to sign a Memorandum of Understanding to establish the Formation Committee of the Yampa Valley Regional Transportation Authority

**12. INTERGOVERNMENTAL AGREEMENT FOR 2024 GENERAL ELECTION – ROUTT COUNTY CLERK & RECORDER**

Consideration for approval and authorization to sign an Intergovernmental Agreement for 2024 General Election to present a ballot question to eligible electors in November 2024 in coordination with the Routt County Clerk and Recorder.

**13. BUDGET WORK SESSION (30 Minutes)**

**14. STAFF & BOARD MEMBER REPORTS**

**15. ADJOURNMENT**

Notice: Three or more members of the Town Board may be meeting informally at the Colorado Bar or The Oak Creek Tavern, Franciosi Brothers or Double D's following the 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.