

**OAK CREEK BOARD OF TRUSTEES**  
**OCTOBER 10, 2024**  
**REGULAR BOARD MEETING**  
**AGENDA**  
**6:00 P.M.**

October 7, 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, October 10, 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 July 25, 2024 and September 12, 2024 Regular Meeting Minutes
- B. Approval of August 2024 Financial Statements
- C. Approval of accounts payable, manual warrants and payroll for September, 2024
- D. Renewal of the retail liquor license for Spiro's Liquor, Inc. located at 109 W Main Street

**4. 215 BELL AVENUE – LAND USE CHANGE OF MINOR IMPACT – EMILIE BUSCAJ & SHANNON OLIVER (10 Minutes)**

Public Hearing, review and consideration of Planning Commission's recommendation on an application for a Land Use Change of Minor Impact for the construction of a 550 sq. ft. home addition to an existing 744 sq. ft. structure closer to the lot line than allowed by the front setback requirements for residential use(s) in Performance District 2.

**5. OAKTOBERFEST REVOCABLE PERMIT – CLAIRE SCANLON, MICA GARDENSCAPES – 101 E MAIN (10 Minutes)**

Consideration for approval and authorization to sign a Revocable Permit authorizing Claire Scanlon, Mica Gardenscapes, to close a N Sharp Street, between Main Street and the alley, to hold Oaktoberefest activities on Saturday, October 19, 2024

**6. TEXTER MOUNTAIN CONSTRUCTION – REVOCABLE PERMIT – LIBRARY BUILDING (5 Minutes)**

Ratification of approval and signing of a Revocable Permit for Texter Mountain Construction as contractor for the South Routt Library District for use of Town Property adjacent to 117 W Main Street to complete a siding, window and door project

**7. RESOLUTION 2024-010 - SOUTH ROUTT LIBRARY DISTRICT BOARD APPOINTMENT – BITSY GRIFFIN SNYDER (5 Minutes)**

Consideration for approval and authorization to sign Resolution 2024-010, A Resolution Appointing Members to the South Routt Library District Board of Trustees by the Town of Oak Creek – Bitsy Griffin Snyder

**8. BUDGET PRESENTATION (15 Minutes)**

Presentation of proposed 2025 Budget

**9. STAFF & BOARD MEMBER REPORTS**

**10. EXECUTIVE SESSION (30 Minutes)**

For discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) regarding the Town Administrator/Clerk position and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

**11. ADJOURNMENT**

Notice: Three or more members of the Town Board may be meeting informally at The Oak Creek Tavern or Franciosi Brothers 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.