

**OAK CREEK BOARD OF TRUSTEES**  
**NOVEMBER 14, 2024**  
**REGULAR BOARD MEETING**  
**AGENDA**  
**6:00 P.M.**

November 12, 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, November 11, 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 October 10, 2024 Regular Meeting Minutes
- B. Approval of September 2024 Financial Statements
- C. Approval of October 2024 Financial Statements
- D. Approval of accounts payable, manual warrants and payroll for October, 2024
- E. Ratification of approval of a Memorandum of Understanding between the South Routt School District and the Town of Oak Creek concerning club and activity support services in the middle and high school provided by the Oak Creek Parks & Recreation Department
- F. Renewal of the retail liquor license for Oak Creek Community Partners, LLC dba The Oak Creek Tavern, located at 105 E Main Street, Oak Creek
- G. Renewal of the beer and wine license for Dueling D's BBQ and Grill LLC located at 116 E Main Street, Oak Creek

**4. SOUTH ROUTT COMMUNITY CORPORATION – TIM CORRIGAN, CHAIRMAN & SOUTH ROUTT MEDICAL HEALTH SERVICES DISTRICT – KATHRYN SCHLATTER, DISTRICT MANAGER (15 Minutes)**

Update and discussion regarding potential transfer of South Routt Community Center, 227 Dodge Avenue, Oak Creek from the South Routt Community Corporation to the South Routt Medical Health Services District

**5. WORK SESSION – SOUTH ROUTT HOUSING NEEDS ASSESSMENT – TRAMWAY PARCEL DISCUSSION (45 Minutes)**

Work session with Ayres Associates Inc. consultant team representatives on the Tramway Parcel, 24120 County Road 25

**6. PUBLIC HEARING & DISCUSSION - 2025 BUDGET (20 MINUTES)**

- a. Discussion regarding changes in Parks & Recreation operations, facilities management and annual registration fee implementation and associated budget impacts
- b. Public Hearing to accept comments from members of the public regarding the proposed 2025 Budget

**7. 2023 AUDIT (10 Minutes)**

Review of Auditor's memorandum and consideration for acceptance and approval of 2023 Audit

**8. HOUSING COORDINATOR & PLANNER JOB DESCRIPTION (10 Minutes)**

Consideration for approval of the Housing Coordinator & Planner job description

**9. STAFF & BOARD MEMBER REPORTS**

- a. Town Board Special Meeting – November 21, 2024 @ 6 p.m.
  - i. Historic Society of Oak Creek & Phippsburg Land Use of Major Impact Public Hearing
  - ii. Nicole Seltzer, Upper Yampa Water Conservancy District Update
  - iii. 2025 Comprehensive Plan Update – Request for Proposals Review

**10. 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.