

**Collbran Board of Trustees Meeting Minutes**  
**Tuesday, November 7, 2017**  
**Regular Meeting**  
**7:00 PM Collbran Town Hall**

Mayor Sturm called the Regular Meeting of November 7, 2017 of the Collbran Board of Trustees to order at 7:15pm. The Pledge of Allegiance was recited.

**PRESENT ON ROLL CALL:** Trustees Schowalter, P. Sturm, Pell, Evans, and Mayor V. Sturm.

**ABSENT:** none

**OTHERS PRESENT:** Administrator Farrar, Town Clerk/Treasurer Phillips, Marshal Appelhanz, Tilda Evans, Bill Hoffman, and Dave Edwards.

**APPROVAL OF MINUTES**

**MOTION:** Trustee Evans moved to approve the Minutes from the Regular Meeting of October 10, 2017; seconded by Trustee P. Sturm.

**ROLL CALL VOTE:** 5 Yes votes – Sturm, Pell, Evans, Schowalter, and V. Sturm. 0 No votes.  
**Motion passed.**

**PERSONS PRESENT NOT ON AGENDA**

No one came forward.

**APPLICATION FOR RENEWAL OF A RETAIL LIQUOR LICENSE (TAVERN) – COLLBRAN CAFÉ LLC (dba: COLLBRAN CAFÉ) – 108 MAIN STREET – BRITANY MILLER**

Admin. Farrar explained that Collbran Café is asking for a renewal of their tavern liquor license. Trustee Evans asked if the Marshal's Office has any issues with the renewal of the license. Admin. Farrar said that he spoke with Marshal Appelhanz and there were no objections to the renewal. He also mentioned that if there is an issue with an establishment that has a liquor license, it will be brought to the Board's attention. Town Clerk/Treasurer Phillips said that the only difference from when they applied for the license a year ago was that they have purchased the property. Admin. Farrar said that staff recommends approval of the liquor license renewal.

**MOTION:** Trustee Evans moved to approve the application for renewal of a retail liquor license for Collbran Café LLC; seconded by Trustee Pell.

**ROLL CALL VOTE:** 5 Yes votes – Pell, Evans, Schowalter, P. Sturm, and V. Sturm. 0 No votes.  
**Motion passed.**

**DISCUSSION ABOUT DOWNTOWN COLLBRAN PARKING STANDARDS**

Admin. Farrar briefly reviewed the history of the Grand Mesa Tavern liquor license and noted that location was originally a laundromat and the Board required that three parking spaces be located across the street off the alley on the owner's property because of a concern about limited parking. Admin. Farrar briefly reviewed code sections on parking requirements and noted that downtown parking is often on-

street or off the alley behind the business. He said many of the downtown businesses predate the regulations or have not had a change in use and therefore do not provide off-street parking. He mentioned that if the Board were interested in changing the regulations, staff should research successful downtown parking strategies and other small communities. Trustee Pell said that he does not want the parking standards to hinder new growth. Trustee Evans mentioned that he is fine with the standards as-is. Trustee Schowalter said that she does not like to have parking requirements that are not enforced. There was a short discussion about the outdoor patio permit for the Collbran Café with reference to occupying two on-street parking spaces. Dave Edwards, Mayor Pro-Tem of Palisade, discussed the two patios that they permitted and explained that they did not have parking problems as a result. Trustee Pell said he does not want the parking standards to restrict the Trustees. Admin. Farrar said that staff can address downtown parking if it becomes a problem and that unused spaces at the Auditorium could be used for downtown parking. The Board's consensus was to leave the regulations as they are.

### **ARENA ADVISORY COMMITTEE (AAC) MINUTES**

AAC member Tilda Evans said that the AAC would like to keep the Arena Master Plan moving forward and said that absent a GOCO grant request, they would like to fund smaller projects. She said they are recommending \$12,000 for a watering system for the Arena and other smaller improvements to keep the enthusiasm up. Mayor V. Sturm suggested that the Board and the AAC get together to consider which improvements should be addressed first and a grant application could be submitted for those improvements. Ms. Evans noted there is a need for new grandstands and enlarged restrooms at the concession stand. Admin. Farrar asked about a new sound system. Ms. Evans said that except for the Heritage Days Rodeo Committee, other user groups are satisfied with the existing system. Admin. Farrar explained that prior Trustees established an objective of leveraging reserve fund dollars by using them as matching funds on grants. He noted that in addition to GOCO grants, Collbran could pursue Federal Mineral Lease grants for smaller Arena improvements. Dave Edwards of Palisade encouraged Collbran to pursue FML grants. Admin. Farrar mentioned there is a spring FML grant cycle; Board consensus was to pursue a grant for Arena improvements. Trustee Pell suggested that fixing the bleachers and the concession stand would be a good place to start. The consensus of the Board was to work with the AAC on project priorities for grant funding purposes. Admin. Farrar said the Town could also pursue a GOCO grant in the fall. Ms. Evans noted that the AAC is not interested in a pavilion at the Fairgrounds, and they believe the concession stand could work with improved electrical and plumbing.

### **TRUSTEE COMMENTS**

Trustee Pell asked the Board to consider his suggestion that the Trustees consider a more conservative budgeting policy. Trustee Evans said he is encouraged by the progress that was made with the budget.

### **STAFF REPORTS**

#### **Town Administrator**

Admin. Farrar said that he would like to recognize Town Clerk/Treasurer Phillips' accomplishment of obtaining Master Municipal Clerk (MMC) certification. (The Board congratulated him.) Admin. Farrar said the FML police vehicle grant contract was ready for his signature. He asked the Board for authorization to move forward; the Board granted him to do so. He mentioned that the State recently announced availability of grants for water quality improvements. He said he would investigate funding for the dechlorinator at the lagoons and/or a cover on the clear well. He said he hopes to be finished with the Auditorium grant soon. He noted that Dick Stites delivered old pictures of the Auditorium under

construction, and another of Main Street before the Auditorium was there. Admin. Farrar said he will include some of the pictures with the grant application.

**Town Marshal**

Marshal Appelhanz reviewed his monthly report with the Board. He is currently advertising for the open Deputy Marshal position and has had one response. He said the position is posted at western slope police academies, and on the Colorado Municipal League (CML) website. Admin. Farrar asked about challenges without a deputy. Marshal Appelhanz said that this time of the year it is a challenge because of required year-end reporting. He identified a concern that a new deputy may use the job as a stepping stone for a better opportunity. He noted that he recently attended a train-the-trainer session that included information on community-oriented policing. He encouraged the Board and the community to call-in suspicious activity because it could be part of larger criminal activity.

**APPROVE EXPENDITURES**

**MOTION:** Trustee P. Sturm moved to approve the expenditures for the Town of Collbran from October 9, 2017 through November 7, 2017; seconded by Trustee Schowalter.

**ROLL CALL VOTE:** 5 Yes votes – Evans, Schowalter, P. Sturm, Pell, and V. Sturm. 0 No votes. Motion passed.

**ADJOURN**

**MOTION:** Trustee Evans moved to adjourn the Town of Collbran Board of Trustees Regular Meeting of November 7, 2017; seconded by Trustee Pell.

**ROLL CALL VOTE:** 5 Yes votes – Schowalter, P. Sturm, Pell, Evans, and V. Sturm. 0 No votes. Motion passed.

The Regular Meeting of November 7, 2017 adjourned at 8:29pm.



Approved



Attest

