



1026 Park Ave · PO Box 99
Grand Lake, CO 80447
970-627-3435
www.townofgrandlake.com

September 11, 2023

To: Mayor Kudron and Board of Trustees
From: Caitrin Irish, Permit Tech-Admin Assistant
Re: Setting of Certain Fees for the Juniper Library Senior Lunch and Learn

*Attachments: Facility Rental Application
Certificate of Exemption For Sales and Use Tax Only*

Purpose

The Town has received a request from Juniper Library for the use of the Community House to hold their Senior Lunch and Learn from 12:00PM to 2:00PM on September 28th, 2023.

Background

The Juniper Library Senior Lunch and Learns is a valued service, providing education and enrichment to a very important part of our community. This Lunch and Learn will be centered around vocal health.

The standard fee for use of the Community House as adopted by the Board of Trustees is \$600.00 a day and \$300.00 a day for non-profit organizations. The Juniper Library is a non-profit. They will not be utilizing any additional amenities such as the AV equipment, only the building. The total fee for this use would be \$300.00.

Colorado state statute allows the Town to “aid and foster, by all lawful measures, associated charity organizations by appropriations and to grant the use of suitable rooms in the municipal buildings. No portion of any money so appropriated shall be given or loaned to any society, corporation, association, or institution that may be wholly or in part under sectarian or denominational control.” C.R.S. § 31-15-901(1)(c).

Staff Recommendation

Staff recommends if the Board grants Juniper Library’s request to waive this fee for this event.

Board Action

The Board has several options to consider including:

1. Granting the request by adopting the resolution; or
2. Deny the request.

Suggested motions:

- 1. I move to adopt Resolution 31-2023, A RESOLUTION SETTING CERTAIN FEES FOR THE JUNIPER LIBRARY’S USE OF THE COMMUNITY HOUSE ON SEPTEMBER 28, 2023.**

Or

- 2. I move to deny the request to waive the facility use fee.**

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 31-2023**

**A RESOLUTION SETTING CERTAIN FEES FOR THE JUNIPER LIBRARY'S USE
OF THE COMMUNITY HOUSE ON SEPTEMBER 28, 2023**

WHEREAS, Juniper Library has scheduled the use of the Community House on September 28, 2023 from 12:00PM to 2:00PM for their Senior Lunch and Learn; and,

WHEREAS, the rental fee for the use of the Community House for the scheduled time is set at \$300.00 for non-profit organizations; and,

WHEREAS, the Board of Trustees has the authority pursuant to Colorado State Statute § 31-15-901 (1)(c) and Section 2-3-2 of the Municipal Code to adopt a resolution waiving Town fees; and,

WHEREAS, upon consideration of staff comments and discussion amongst the Board members themselves, the Board concluded that waiving rental fees is in the best interests of the Town and its citizens;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO:

THAT, the Board hereby waives rental fees for the use of the Community House for Juniper Library's Senior Lunch and Learn on September 28, 2023 from 12:00PM to 2:00PM.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 11th DAY OF SEPTEMBER 2023.**

Votes Approving:

Votes Opposing:

Votes Abstaining:

Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Stephan Kudron, Town Mayor



Town Of Grand Lake Community House Facility Application and Use Agreement

According to the use policies for the Town of Grand public facilities and structures (outlined by section 11-6-2 in the Municipal Code), any group or governmental entity (User) desiring to use any public facility or structure shall comply with the terms of the of the Municipal Code and any Resolution enacted.

Please Note: There are blackout dates for facilities and structures throughout the year. Please contact the Town Hall for more information regarding those dates.

Please complete the below Application and Use Agreement and return to the Grand Lake Town Hall with payment. For questions, please contact the Town Hall. Phone: 970-627-3435 Email: town@toglco.com

Contact Information

Group or User: Juniper Library Contact Person: Sue Luton
Contact Mailing Address: 316 Garfield St
Town: Grand Lake State: CO ZIP Code: 80447
Contact Phone: 970-627-8353 Contact Email: sueluton@gold.org
Special Event (If Applicable): Senior Lunch and Learn

Facility Information

Rental Cost: Private or Pecuniary: \$600 Gov./Non-Profits/Special Dist.: \$300
Deposit: Damage and Cleaning Deposit: \$500 *A valid credit card must remain on file for any incidentals*

Optional Amenities Deposits/Fees

- Key Use \$50 Deposit
 Use of AV Equipment \$200 Fee
 Use of Kitchen \$100 Fee

Event Information

Is this user group a Government, Non-Profit, or special District? YES NO
Is this a private or public event? Private Public
If the event is public, please fill out the special event application as well
Is this a reoccurring event? YES NO
Is this a pecuniary use? (Will you be selling something?) YES NO

Event Name: Sept. Senior Lunch and Learn
Event Use: Senior Lunch and Learn
Explain clean-up & waste removal: Library will provide trash bags and dispose in Library dumpster

Event Information Continued

Please list the date(s), start & end time(s):

Date	Start Time	End Time
Sept 28	12 pm	2 pm

Date	Start Time	End Time

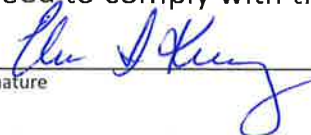
Please Identify businesses that may be providing services during the use of the facility or structure. Include all caterers, music services, rental companies, delivery services, etc. Provide all the information requested.

Business Type	Business Name	Phone	Address

NOTE:

- *No alcohol is allowed in Town Parks. The Community House is the only facility that allows alcohol to be provided in the Community House during a private event. If alcohol is to be sold, please contact the Town Clerk regarding liquor licensing.*
- *Clean up must be completed during the time rented. If the facility or structure is not left cleaned, the town will charge \$50.00 per hour per staff member.*
- *AV Equipment may only be used with approval from the Town and*
- *Any event open to the public will need a special event permit.*

ACKNOWLEDGEMENT: By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake Resolution of policies for the Town of Grand Lake Public Facilities and Structures and that the policies have been read, understood and are agreed to comply with the terms thereof.



 Signature

9-6-2023

 Date

ACKNOWLEDGEMENT: By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake Resolution of policies for the Town of Grand Lake Public Facilities and Structures and that the policies have been read, understood and are agreed to comply with the terms thereof.

 Signature

 Date

10160 (07/92)
COLORADO DEPARTMENT OF REVENUE
175 SHERMAN STREET
DENVER CO 80281

CERTIFICATE OF EXEMPTION FOR SALES AND USE TAX ONLY

THIS LICENSE IS
NOT TRANSFERABLE

USE ACCOUNT NUMBER for all references	LIABILITY INFORMATION	ISSUE DATE
98-11604-0000	53 009 8661 N 090395	OCT 04 1995

225 E JASPER AVENUE GRANBY CO

GRAND COUNTY LIBRARY
DISTRICT
BOX 1050
GRANBY CO 80446

Terence P. Hagen

Executive Director
Department of Revenue

▲ DETACH HERE ▲