



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

October 9, 2023

To: Mayor Kudron and Board of Trustees
From: Caitrin Irish, Permit Tech-Admin Assistant
Re: Setting of Certain Fees for the Grand Chorale's Annual Christmas Concert

Attachments: Community House Facility Application

Purpose

The Town has received a request from the Grand Chorale for the use of the Community House to hold their annual Christmas Concert on December 10th, 2023, from 4:30PM to 9:00PM.

Background

The Grand Chorale's Annual Christmas Concert has provided a cappella Christmas entertainment to our community for years. It is one of the many holiday traditions hosted at the Community House.

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 Grand Chorale is a non-profit. They will be utilizing the AV equipment, which according to the fee schedule adopted by the Board of Trustees, will add an additional \$200.00 fee. The total fee for the evening's use would be \$500.00.

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 the Grand Chorale's request to waive the fee for these events.

Board Action

The Board has several options to consider including:

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

Suggested motions:

1. ***I move to adopt Resolution 37-2023, A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND CHORALE'S USE OF THE COMMUNITY HOUSE FOR THEIR ANNUAL CHRISTMAS CONCERT.***

Or

2. ***I move to adopt Resolution 37-2023, A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND CHORALE'S USE OF THE COMMUNITY HOUSE FOR THEIR ANNUAL CHRISTMAS CONCERT, as presented, with the following conditions _____.***

Or

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



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: The Grand Chorale Contact Person: Jeffrey Shaw
Contact Mailing Address: _____
Town: Granby State: CO ZIP Code: 80446
Contact Phone: _____ Contact Email: _____
Special Event (If Applicable): Grand Chorale Annual Christmas Concert

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? yearly YES NO
Is this a pecuniary use? (Will you be selling something?) YES NO

Event Name: The Grand Chorale Christmas Concert

Event Use: A Capella Chorus

Explain clean-up & waste removal: No waste. We set up risers and chairs and all tear down. Chairs will be put back where we found them

Event Information Continued

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

Date	Start Time	End Time
Sun 12/10	4:30PM Set up	9PM

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
None			

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 

Date 9-29-23

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 9-29-23

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 37-2023**

**A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND CHORALE'S USE OF THE
COMMUNITY HOUSE FOR THEIR ANNUAL CHRISTMAS CONCERT**

WHEREAS, The Grand Chorale has scheduled the use of the Community House to hold their Annual Christmas Concert December 10, 2023; and,

WHEREAS, the rental fee for the use of the Community House and AV equipment for the scheduled event is set at \$500.00 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 the Grand Chorale's Annual Christmas Concert to be held December 10, 2023, from 4:30PM to 9:00PM.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 9th DAY OF OCTOBER 2023.**

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Stephan Kudron, Town Mayor