



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

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February 12, 2024

To: Mayor Kudron and Board of Trustees  
From: Alayna Carrell, Town Clerk  
Re: Setting of Certain Fees for the Rocky Mountain Folk Schools, "Mixed Media Mosaics" Class

### **Purpose**

The Town has received two applications from Rocky Mountain Folk School for a Special Event Permit and a Town Facility Rental for the use of the Grand Lake Community House to hold a "Mixed Media Mosaics" class from June 6, 2024, to June 8, 2024.

### **Background**

Rocky Mountain Folk School continues to provide the community with year-round learning experiences. They are requesting fees be waived for their "Mixed Media Mosaics" class to be held on the following dates:

June 6, 2024, from 7:30AM to 6:00PM  
June 7, 2024, from 7:30AM to 6:00PM  
June 8, 2024, from 7:30AM to 6:00PM

### **Event Specifics**

- Set up: will begin the morning of Thursday, June 6, 2024, at 7:30AM.
- Clean up: is scheduled to take place after the event ends on Saturday, June 8, 2024.
- Signage: There is only one temporary sign to be placed in front of the Community House.
- No alcohol will be served at this event.
- The applicant states there will be no impact on local businesses, except the additional vehicles parked on the streets surrounding the town square.

### **Fees**

The standard fee for use of the Grand Lake Community House as adopted by the Board of Trustees is \$600.00 a day and \$300.00 a day for non-profit organizations. The Rocky Mountain Folk School is a non-profit. The total facility rental fee for the 3 days would be \$900.00.

The standard fee for a *new special event permit* as adopted by the Board of Trustees is \$250.00.

The grand total requested to be waived for this event is \$1,150.00.

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 Comments**

Per town code, all applications are to be submitted 30 days prior to the event for review and issuance. The original application was submitted February 7, 2024. All required supporting documentation was received and processed to move forward with Board approval.



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### **Board Review Special Event Permit**

When reviewing the application, the Board of Trustees is to consider the following:

***Municipal Code 11-6-3(C): Special Event Permit Application Review and Approval.***

***1. Review Considerations. The following factors shall be considered prior to approval of a SEP:***

- (a) The predominant use of the primary facility being used; and***
- (b) The proposed event and the event hours; and***
- (c) Neighborhood compatibility; and***
- (d) Effect of the proposed event on the community; and***
- (e) The Town's anticipated cost in staff time and equipment use; and***
- (f) The benefit to non-profit from the event; and***
- (g) The benefit to local businesses from the event; and***
- (h) Duplication of services or sale items; and***
- (i) Nature of the past event issues or similar past event issues.***

### **Staff Recommendation**

Staff recommends the Board grants Rocky Mountain Folk School's request to waive both fees for their event.

### **Suggested Motions:**

***1. I move to adopt RESOLUTION 10-2024, A RESOLUTION WAIVING THE SPECIAL EVENT FEE AND THE FACILITY RENTAL FEE FOR ROCKY MOUNTAIN FOLK SCHOOL'S SPECIAL EVENT, "MIXED MEDIA MOSAICS".***

***Or***

***2. I move to adopt RESOLUTION 10-2024, A RESOLUTION WAIVING THE SPECIAL EVENT FEE AND THE FACILITY RENTAL FEE FOR ROCKY MOUNTAIN FOLK SCHOOL'S SPECIAL EVENT, "MIXED MEDIA MOSAICS", as presented, with the following conditions \_\_\_\_\_.***

***Or***

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

**TOWN OF GRAND LAKE  
BOARD OF TRUSTEES  
RESOLUTION NO. 10-2024**

**A RESOLUTION WAIVING THE SPECIAL EVENT FEE AND THE FACILITY RENTAL FEE  
FOR ROCKY MOUNTAIN FOLK SCHOOL'S SPECIAL EVENT  
"MIXED MEDIA MOSAICS"**

**WHEREAS**, the Board of Trustees of the Town of Grand Lake, Colorado (the "Board") pursuant to Colorado Statute is vested with the authority of administering the affairs of the Town of Grand Lake, Colorado (the "Town"); and

**WHEREAS**, Rocky Mountain Folk School (the "Applicant") has applied for a special event permit (the "Application"); and

**WHEREAS**, pursuant to the Town Code the fee for a new special event is \$250.00 (the "Special Event Fee"); 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 the Town fee; and,

**WHEREAS**, upon consideration of staff comments and discussion amongst the Board members, the Board concluded that waiving the special event fee for the Applicant is in the best interests of the Town and its citizens; and

**WHEREAS**, in conjunction with the Application, the Applicant desires to rent certain Town owned property commonly referred to as the Grand Lake Community House (the "Property") from June 6, 2024, to June 8, 2024 (3 days), from 7:30AM to 6:00PM; and

**WHEREAS**, the Town sets forth rental fees for the use of the Property at a rate of \$300/day (the "Rental Fee"); and

**WHEREAS**, upon consideration of staff comments and discussion amongst the Board, the Board has concluded that waiving the Rental Fee 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:**

Section 1. The Board hereby waives the Special Event Fee for Rocky Mountain Folk School's, "Mixed Media Mosaics" class to be held June 6, 2024, to June 8, 2024.

Section 2. The Board hereby waives the Rental Fee for the use of the Property from June 6, 2024, to June 8, 2024, from 7:30AM to 6:00PM.

Section 3. Severability: If any section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution. The Board of Trustees declares that it would have passed this Resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 4. Repeal: Existing resolutions or parts of resolutions covering the same matters as embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF  
THE TOWN OF GRAND LAKE THIS 12TH DAY OF FEBRUARY 2024.**

Votes Approving:  
Votes Opposing:  
Votes Abstaining:  
Absent:

(SEAL)

**ATTEST:**

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Alayna Carrell, Town Clerk

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Stephan Kudron, Town Mayor