



Meeting Date: 7/14/2025

To: Mayor Bergquist & Town Trustees

From: Sarah Weekes, Event Manager

ITEM:

**CONSIDERATION TO APPROVE A NEW SPECIAL EVENT PERMIT AND
RESOLUTION 31-2025, A RESOLUTION SETTING CERTAIN FEES FOR COLORADO
AEROLABS “PIRATE DUCK FLOTILLA” EVENT ON JULY 18, 2025**

BACKGROUND:

Colorado AeroLab is a nonprofit educational organization based in Denver that designs and delivers experiential, out-of-school-time learning opportunities for K-12 students, families, and educators across Colorado. As a statewide network of blended education centers in partnership with local school districts, each AeroLab site acts as a hands-on learning lab focused on multidisciplinary engineering design and collaborative problem-solving. Programs prepare students for success in college, career, and community life—particularly within Colorado’s growing aeronautics industry.

The Pirate Duck Flotilla is a beloved, family-friendly event hosted by Colorado AeroLab at Headwaters Marina in Grand Lake. Families and kids join to build and decorate cardboard boats and custom “pirate ducks” for a whimsical community launch. With hands-on STEM activities, storytelling, and a strong sense of local pride, the Flotilla sparks creativity and connection while celebrating the adventurous spirit of Grand Lake.

They request the Board waive the special event permit fee of \$250 as they are a non-profit organization.

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.*

FISCAL NOTE

In 2025, the Board of Trustees has not waived any fees for Colorado AeroLab.

SUGGESTED MOTIONS

I make a motion to approve/(deny) **A NEW SPECIAL EVENT PERMIT AND RESOLUTION 31-2025, A RESOLUTION SETTING CERTAIN FEES FOR COLORADO AEROLABS EVENT “PIRATE DUCK FLOTILLA” EVENT ON JULY 18, 2025**