

M O N T H L Y R E P O R T F O R T H E

OFFICE OF TOWN CLERK

*Providing exceptional public service
to our community and internal partners,
with a commitment to integrity, honesty,
and accountability, while conforming to the
highest standards of conduct and ethics.*



OCTOBER 2022





Elections

www.CRgov.com/elections

Guardians of Democracy

Designated Election Official

FCPA Filing Officer

November 8, 2022 Regular Council Election

Candidates as they will appear on the ballot :

Jason Gray	Mayor
Dean Legatski	District 3
Kevin Bracken	District 3
Caryn Johnson	District 5
Max Brooks	District 5
Caryn Ann Harlos	District 5

Logic & Accuracy Test - Completed Sept 30

Write In Candidate Deadline Oct 10 - None

Ballots mailed beginning Oct 17

FCPA Reports Due: Oct 7, 18, 28; Nov 4, 23

Information can be found at DouglasVotes.com

Records

www.CRgov.com/municipal code

Historian, Archivist, Keeper of the

Laws, Legal Notices

+72% YTD
2021-2022

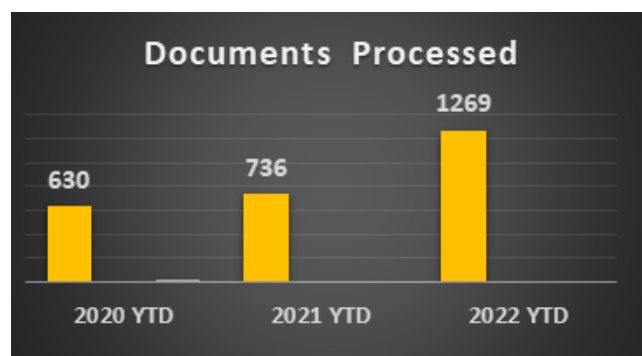
Route and execute Town documents

Codify Town laws

Archive Town records into Alchemy

Publish and post legal notices

Process recordings and agreements for Legal



CORA Requests

www.CRgov.com/openrecords

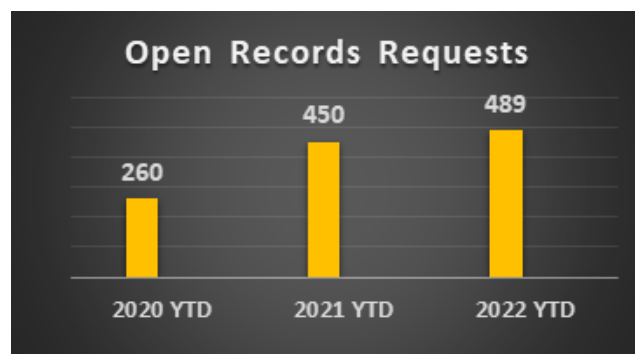
Provide Transparency to the Public

Coordinate with departments to fill

public records requests under

Colorado Open Records Act

+9% YTD
2021-2022



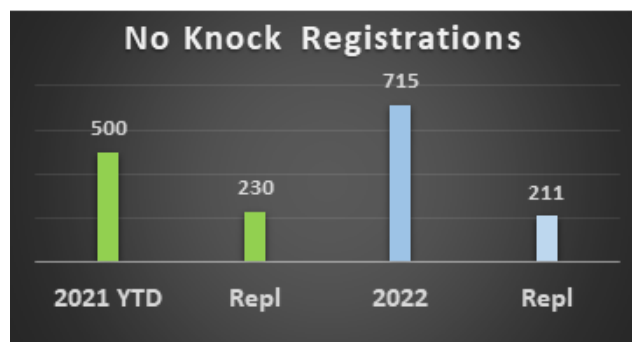
No Knock Program

www.CRgov.com/noknock

Program Created in 2008

8,235 Total

+43% YTD
2021-2022





Liquor Licensing Authority

(NOTE: Hearings will now be posted on the website calendar for all New Licenses and Special Event Liquor Permits as well as the required posting at the location of the premise and the newspaper for New Licenses.)

Modifications

Permanent Modifications - Outdoor Patios

B&B - issued	Castle Café - issued
Angies - issued	Z'Abbracci's - issued
Union - issued	Provision - issued
Guadalajara - issued	Scileppi's - issued
Cork & Keg - issued	Crowfoot

New Licenses

Bear'l Cellars - Vintner Restaurant
105 West - Changed to Brew Pub

Pending:

Perry Street Social District - pending CO
Scissors & Scotch - pending CO
The Backyard - Change to Tavern

Hearings

Dilly Dally DIY Workshop - New B&W - 11/9

2022 Businesses that Changed Owners

Vista Vino	<u>Pending</u>
Colorado Cork and Keg	Los Santos (to The Park)
Tasty House	South Garden
	Plum Creek Golf
	Scissors and Scotch

2022 Surrendered Licenses

Tokyo Joe's
Qdoba - Allen Street and New Memphis locations

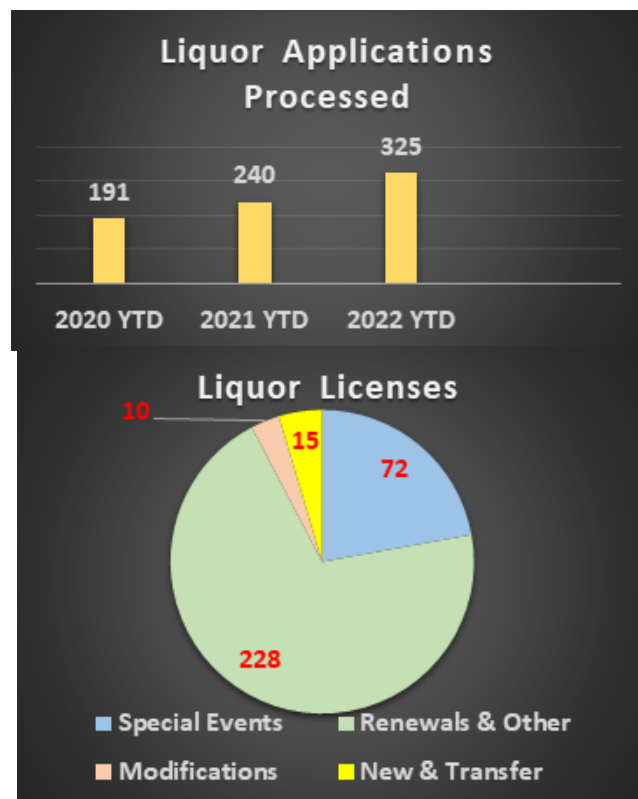
2022 Closed Businesses

Carlos Miguel's
Siena

+35%
2021-
2022

Events

10/1	Mom Prom	Kirk Hall
10/7	FESTIVAL - Food Truck Frenzie	The Grange
10/15	FESTIVAL - 105 West & Epic Sky Trek PSM	
10/18	RESCUE COLORADO	EVENT CENTER
10/28	MURDER MYSTERY DINNER	GRANGE
10/22	Ghost Down Hoedown	Event Center
10/22	Octoberfest at the Rock	Outlets
11/12	Treelighting	Outlets
11/19	Starlighting	Downtown
11/24	TURKEY ROCK TROT	Fairgrounds
12/9	HOLIDAY WINE SOIREE	GRANGE
12/10	SKURICH BANQUET	Kirk Hall



Revenues

2017 \$18,270	
2021 \$30,751	+11% 2021-2022
2022 Est. \$34,000	

	2017	2018	2019	2020	2021
New:	3	7	8	12	14
Transfers:	11	9	6	6	4
Special Events:	77	77	77	32	61
Modifications:	7	11	10	22	7
Other:	155	145	143	187	202



2022 Shred Event!

2nd successful year for the Employee Shred Event!

Shredded over 4600 # - over 2 tons this year!

1st Shred Event in April 2019 - Shredded 3,000 #

Interesting tidbit: The truck delivers shredded paper to the All American Records Management facility to shred again. It is baled and shipped to paper mills across the country for a variety of uses, one of which during the pandemic was paper towels and toilet tissue.

The Town adopted the Colorado Records Retention Schedule and several Town documents were destroyed.

- The Town Clerk's Office: 2018 Special Election Ballots, Undelivered Ballots, and unused supplies; 2017 At Large Mayor Petition; 2016 Recall Petition for Donahue; and 2016 Solicitor Applications
- 36 employees participated with a line out to Liggett Road!

Coming Summer 2023: 3rd Electronic eRecycling Event! 1st event September 2019, 2nd event August 2021. Will work with facilities to anchor a trailer at each remote facility so more employees can participate, try to accommodate staff who do shift work, coordinate with Town classes or events, and involve the Green Team ambassadors.

Kudos to Robbie Schonher coordinating with departments to ensure a great benefit to our employees and their departments!

