

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.*



SEPTEMBER 2019





~NOTEWORTHY~

Electronics Recycling Event

As part of our continued effort to protect your PII (personal identifiable information) as well as recycling materials vs. adding to our land fills, the Town Clerk's Office coordinated with DoIT to hold an Electronics Recycling event. Thanks to **Assistant Town Clerk Robbie Schonher** and **Technology Operations Manager Andy Novak** for heading up this effort, along with other staff that assisted in making this event possible. Information will be erased/destroyed, materials recycled and any hazardous material disposed of properly.
See attached flyer for statistics from the event!



Pam Hall was inspired to part with her "portable" computer



Saving THIS from ending up in a landfill



A couple of our employees doing their part! Thanks Matt Gohl & Pam Hall!



Summary

Festival Park Commons General Improvement District 2020 Budget (of zero) going to GID and Council. The Town Clerk's Office will conduct their election in November to increase their property tax mill levy from 30 to 45 mills.

Special District Review Team evaluating the 2018 Annual Reports and will bring a summary report to Council. The Promenade Quinquennial review is complete and will be submitted to Council.

Election Commission met on September 30 to discuss any suggested edits to regulations or codes. Discussions will continue into 2020 and any recommendations will be brought to Council.

Special Event Committee will continue meeting as the "event season" slows with just a few more events to finish out the year. Planning for next year includes coordinating South Street closures so they do not impact downtown events, acquiring dedicated street closure devices for downtown that won't impact devices need for emergency closures or street closures in other parts of Town, and reviewing 2020 applications and planned Town events.

CORA requests continue to trend at a 278% increase, **Documents processed** and **Liquor Licensing** continue with a slight decrease from previous years.

PROTECT YOUR PII

Personally Identifiable Information

Congratulations and Thank You
to all the employees who participated in
the **Electronics Recycling Event** last week.

Not only is it important to protect your
Personally Identifiable Information
when you dispose of electronics, but also
to dispose of electronics in a responsible
manner, reducing the amount of
E-waste deposited in landfills.

**This event had employee participation
from all Town departments!** Watch for
the employee electronic recycling event
next year to be even bigger and better!

Some fun facts ~

- 68 Hard drives shredded
- 71 Cell phones shredded
- Items collected included:
 - Cameras
 - GPS units
 - Play Stations
 - Cable receivers
 - Xboxes
 - Stereos
 - Home security equipment
 - Cords & Cables, Keyboards,
Monitors & MORE



*A vintage computer recycled by
Pam Hall of Development Services.*

Sponsored by:

**The Office of the
Town Clerk and
DoIT.**





Elections

~Guardians of Democracy~
Designated Election Official
FCPA Filing Officer

Seven active Candidate and Issue Committees

Festival Park Commons (Encore) General Improvement District ballot issue in November

Records

*Historian, Archivist, Keeper of the
Laws, Legal Notices*

Route and execute Town documents

Codify Town laws

Archive Town records into Alchemy

Publish and post legal notices for
Ordinances, Annexations,
Liquor Licenses and Elections

CORA Requests

*Provide Transparency
to the Public*

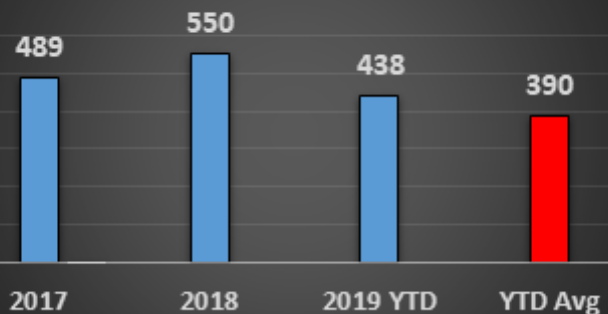
Coordinate with departments to fill
public records requests under
Colorado Open Records Act

No Knock Program

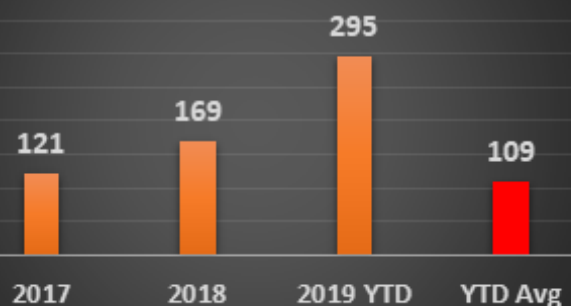
Program Created in 2008.

Total Addresses Registered 5,723

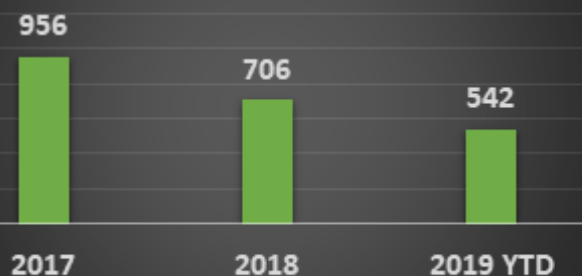
Documents Processed



Open Records Requests



No Knock Registrations





Liquor Licensing Authority

New Licenses

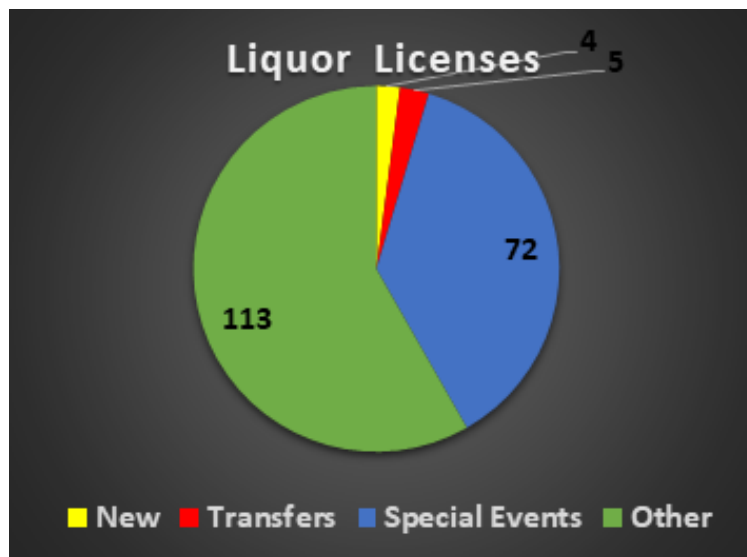
Whole Foods (*Opening TBD*)
Great Divide Brewery (*hearing 11/6*)
My Cafe (*hearing 11/6*)

Summer Patios

B&B, Castle Café,
Z'Abbracci's, Angie's

Average Licenses

New: 2017(3), 2018(7)
Transfers: 2017(11), 2018(9)
Special Events: 2017(77), 2018(77)
Other: 2017(136), 2018(137)



Upcoming Special Events Liquor Permits

September events

September 1	Farmers Market
September 6	First Friday, Festival Park
September 7-8	Chamber Artfest, Downtown
September 8	ZP3 Softball Tournament, Fairgrounds
September 9	Lip Sync Watch Party, Festival Park
September 14	Human Society Wine Tasting, Outlets
September 15	Farmers Market, Festival Park
September 15	Run for the Fallen, Downtown
September 21	DMA Art Festival, Downtown
September 21	AIM2Cure Sip2Cure, Grange
September 22	Farmers Market, Festival Park
September 25	Bubbles Wine Education, Grange
September 26	Fall Love Birds Painting, Grange
September 28	DMA Oktoberfest, Wilcox
September 29	Farmers Market, Festival Park

Remaining 2020 events

October 12	Barks and Brews, Outlets
October 17	Boo! Halloween Painting, Grange
October 19	VetFest, Fairgrounds
October 26	Buckin' Bulls, Fairgrounds
November 2	Murder Mystery Dinner, Grange
November 6	Treelighting, Outlets
November 23	Starlighting, Downtown
November 30	Carriage Rides
December 7	Carriage Rides
December 7	Storytellers, Festival Park
December 13	Holiday Wine Soiree, Grange
December 14	Carriage Rides
December 21	Carriage Rides

Not applied for yet