

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.*



MARCH 2020





Elections

Guardians of Democracy
Designated Election Official
FCPA Filing Officer

Six active Candidate and Issue Committees

Election of Councilmembers for Districts 1, 2, 4 and 6 on November 3, 2020

Nomination petitions can be picked up beginning August 4 and must be turned in by August 24.

Records

Historian, Archivist, Keeper of the Laws, Legal Notices

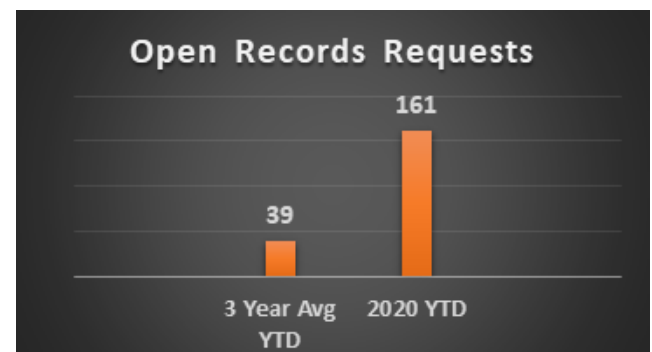
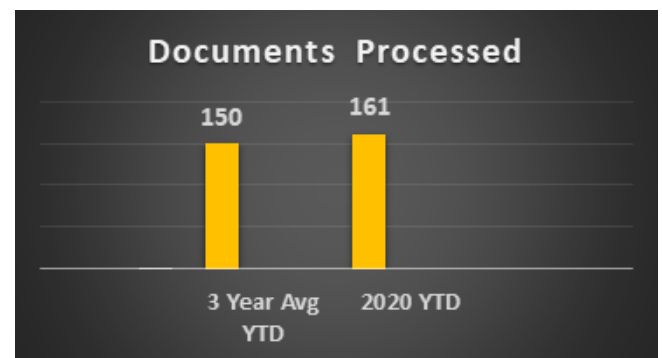
Route and execute Town documents

Codify Town laws

Archive Town records into Alchemy

Publish and post legal notices

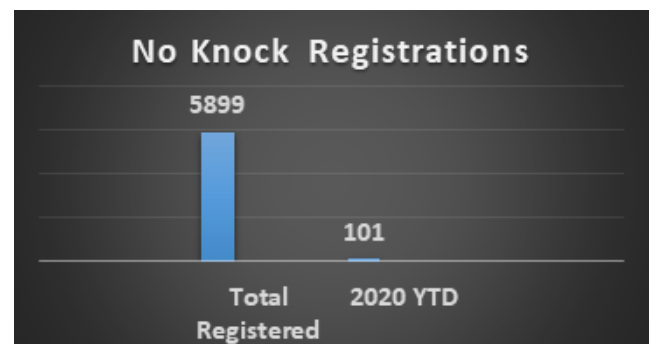
Process recordings and agreements for Legal



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



Liquor Licensing Authority

New Licenses

Waiting on CO to Issue:

Whole Foods
Great Divide Brewery in Riverwalk The
Oaks in Plum Creek
Tribe in Riverwalk
Crystal Valley Wine & Spirits
Genji sushi in Whole Foods
** All have been issued Stocking Permits*

Pending Hearing

La Loma

Special Events

Future Special Events

Pending COVID-19 Status



New: 2017(3), 2018(7), 2019 (8)
Transfers: 2017(11), 2018(9), 2019 (6)
Special Events: 2017(77), 2018(77), 2019 (77)
Other: 2017(136), 2018(137), 2019 (154)