

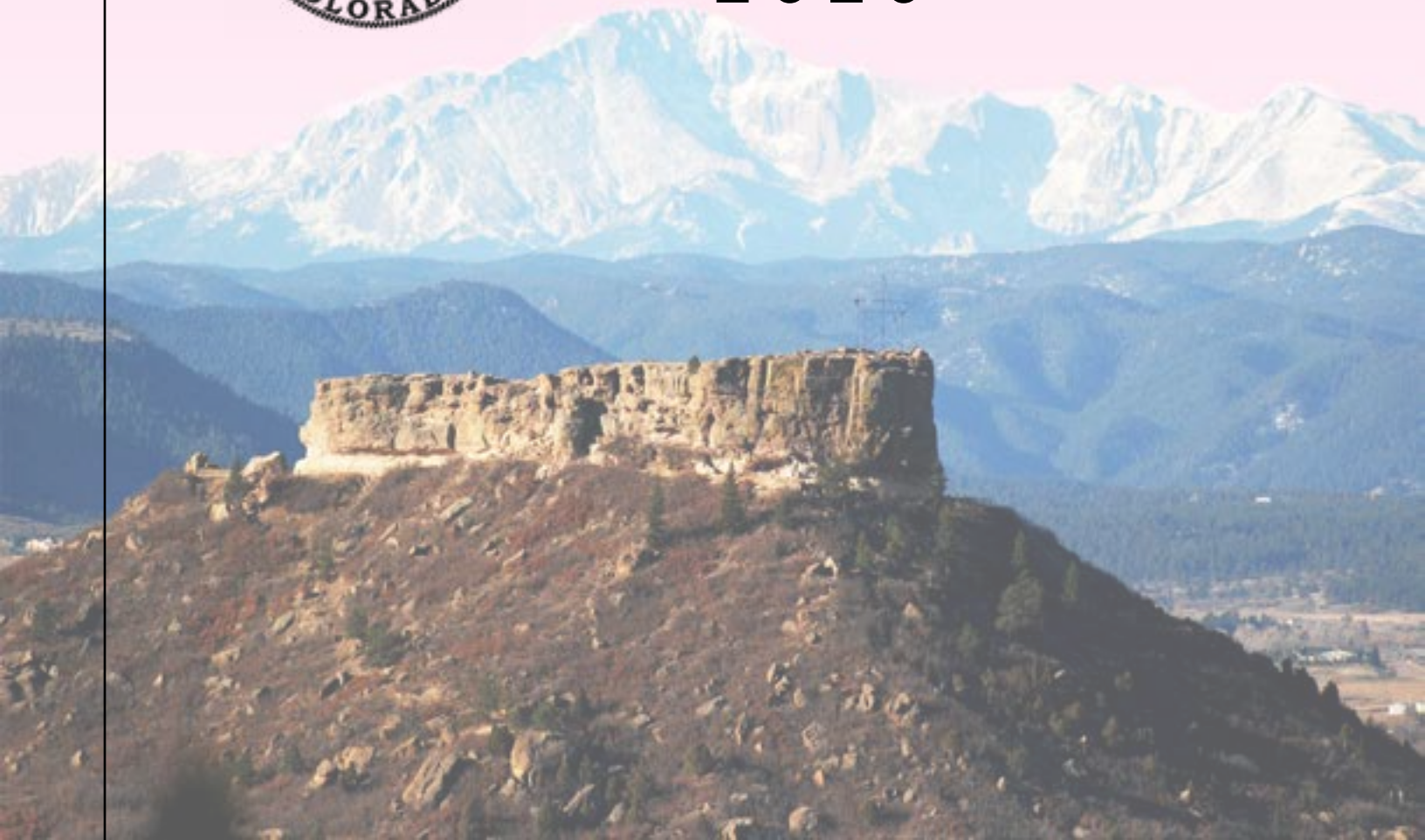
M O N T H L Y R E P O R T F O R T H E

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.*



**NOVEMBER
2020**





Elections

www.CRgov.com/elections

Guardians of Democracy
Designated Election Official
FCPA Filing Officer

November 3, 2020 Election

Budget \$70,000 Actual \$52,172

Voter Turnout 91%

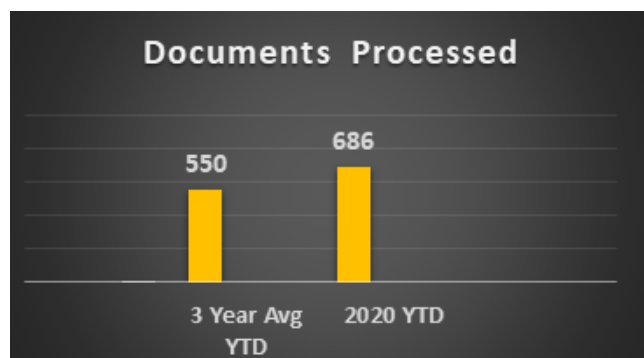
Records

www.CRgov.com/municipal code

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

Documents Processed



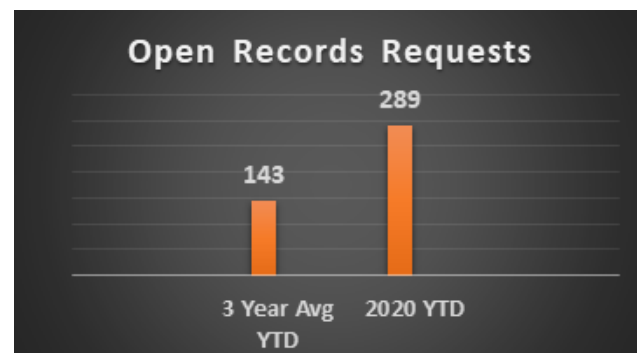
CORA Requests

www.CRgov.com/openrecords

Provide Transparency to the Public

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

Open Records Requests

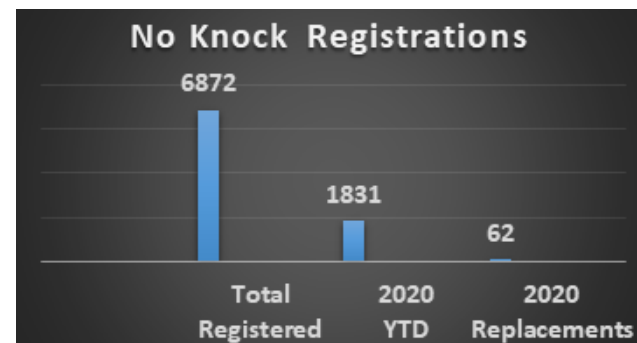


No Knock Program

www.CRgov.com/noknock

Program Created in 2008

No Knock Registrations





Liquor Licensing Authority

www.CRgov.com/liquor

Assistance to Businesses

Communications: Emails sent to all licensees providing information on current Health and Executive Orders.

Modifications: Working with State to extend COVID modifications and summer patio modifications.
Team meeting with Union to negotiate issues for outdoor modifications relating to roundabout installation and with Perry Street Social District to discuss their plans.

State waiving renewal fees for On Premise licenses until Dec 7, 2021

Outdoor Modifications

NOTE: All COVID modifications have been extended to October 2021 per Executive Order

State waiving modification fees until Dec 7, 2021

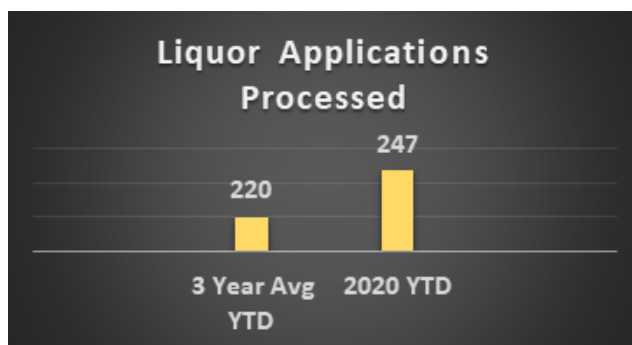
B&B Cafe Patio
Z'Abbracci's Patio + COVID modification
Scileppi's Patio + COVID modification
Crowfoot Patio
Crush COVID modification
Castle Café Patio + COVID modification
Angies COVID modification
Union COVID modification
My Cafe COVID modification
Black Eyed Pea permanent modification
Whiskey Lodge COVID modification 105
West Public Consumption Area
Cork and Keg COVID modification

New Licenses

La Loma issued
Los Santos - pending CO
Tribe in Riverwalk - pending CO
Perry Street Social District - Dec 15 hearing
Sprouts - Dec 15 hearing

Transfers

The Backyard/Maddie's - pending State approval
Ohana Grille/My Cafe - pending State approval



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)



Other Activities

National Clerk Virtual Summit

Asked to be on a panel of Town Clerks for a national conference to share experience adjusting to remote working. Shared how to modify processes to continue service levels, provide online services and hold virtual Council meetings.

Denver Charter Commission

Asked to speak to the Denver Charter Commission to discuss the process and advantages of switching to November elections for efficiency, cost savings, voter engagement and voter turnout, meeting budget deadlines prior to new Council taking office, and developing a municipal election code.

Election

Participated in Risk Limiting Audit for County coordinated election to ensure accuracy of election results.

Member of Canvass Board to verify and certify County election results.