

Town of Manassa
Town Board Agenda
Special Meeting Town Board
May 3, 2023
7:00 PM
Agenda

Meeting called to Order:

Roll Call:

Pledge of Allegiance

Motion to approve the agenda-

Motion to approve Minutes -

Public Comments:

Must sign in, in order to be heard and only five requests will be heard. A five-minute time limit is imposed and no immediate action and or comment will be provided by the Board.

*Agenda subject change if need be.

New Business: website

Opera house contract

Disbursement account

Old Business:

Pay Bills:

Grant Report:

Maintenance Report:

Police Report:

Town Clerk Report:

A motion to adjourn

Town of Manassa Town Board Agenda Special Meeting Town Board May 3, 2023

7:00 PM
Agenda

Meeting called to Order: Dan 7:14pm

Roll Call: Dan, Jeremy, Greg, Jesse, Jeff, Carl, Robert, Theresa, April

Pledge of Allegiance

Motion to approve the agenda - by Greg 2nd Jeremy all in favor
Motion to approve Minutes -

Public Comments:

Must sign in, in order to be heard and only five requests will be heard. A five-minute time limit is imposed and no immediate action and or comment will be provided by the Board.

*Agenda subject change if need be.

Motion to approve pay portal on website Greg, 2nd Jeff all in favor
Motion to set up - Jeremy open discussion

New Business: website - pay portal.

Opera house contract
Disbursement account

Jeremy open 2nd Jesse
Contact. all in favor

Old Business:

Day Rate 250⁰⁰

Dr. license ID

Add Museum - to Departments

Traffic Report:

Maintenance Report:

Update ordinances on posting place

Police Report:

Guidelines to be posting on website

Town Clerk Report:

town event sponsored event.

exp. option to bring to approval by

town board 1 month

motion to adjourn motion to adjourn at 8:20 Jeff 2nd Jesse all in favor

48hr prior to posting agenda. Jesse

minutes - after following motion

Motion to

Manassa Opera House
139 N 4th Street- P.O. Box 130 Manassa, CO 81141
Building Rental Contract Agreement

Rental Information:

Name of Renter: _____
Address: _____
Rental Dates: _____ Rental Time: _____ Setup/Cleanup: _____
Description of Event: _____

Rental Rates:

LOCATION	RATE	HOURS RENTED	TOTAL
Gym & Kitchen	\$30/hr		
Gym Only	\$25/hr		
Trash/Dumpster	\$15	-	
Security Deposit For Events	\$100	-	\$100

Total Fee Collected: _____

Please Read and Initial the following rules:

- _____ Renters are responsible for removing their own trash from the building unless a dumpster fee has been paid. If trash is left behind the fee will be taken out of the security deposit.
- _____ Alcoholic beverages will not be served or consumed on Manassa town property.
- _____ Renter must assume responsibility in the care and maintenance of the building during use.

Signature of Renter: _____ **Date:** _____

TOWN OF MANASSA
TOWN BOARD SPECIAL MEETING MINUTES
MAY 3, 2023

Meeting call to order by Dan Bond @ 7:14 pm

Roll Call: Dan Bond, Jeramy McDaniel, Greg Rogers, Jesse Hernandez, Jeff Sowards, Carl Bagwell absent. Tamera Smith, Ariel Ruvolo

Motion to approve the agenda made by Greg Rogers and 2nd by Jeramy McDaniel all in favor non opposed

No motion on minutes at this meeting

New Business: Website: Viewed what Ariel has put together on the website and discussed the pay port agreement for the website to be able to accept payment on line. Motion was made by Greg Rogers to approve the pay port agreement 2nd by Jeff Sowards all in favor non opposed.

Opera House contract to put on the website, the board looked over it and wanted to add a day rate (24hr) of \$250.00, and Dr. License ID. Motion was made by Jeramy McDaniel to approve the Opera house rental contract with these additions 2nd by Jesse Hernandez all in favor none opposed.

Disbursement Account: Ariel has advised the board that a disbursement account would be a good idea to have for the town to accept payments online and Venmo so that the general fund account is separate and Tamera would be able to move funds for this account into the General fund account. Motion made by Jeramy McDaniel to approve opening a disbursement account at Community Banks of Colorado 2nd by Greg Rogers all in favor none opposed. The letter to Community Banks of Colorado was drawn up and states:

The Town Board of the Town of Manassa has authorized and is requesting the creation of an additional Public Funds Checking account to be titled Town of Manassa Disbursement Account the following will be authorized signers: Dan Bond, Jeramy McDaniel, Thomas Greg Rogers, Jesse Hernandez, Carl Bagwell, Jeffrey C Sowards.


Cont.' minutes

page 2


Website: the board would like to add the Museum to the Departments on the site. Update ordinances on posting place.

Board wants to set guidelines for the what can be posted on the website, town sponsored events...exception to this would be too present want they would like to be on the site with approval from the board 1 month prior to event. Also, a 48hr notice of wanting to be on the agenda for that month's board meeting, the meetings need to be posted 24 hrs. in advance.

Motion to adjourn meeting by Jeff Sowards @ 8:20 pm 2nd by Jeramy McDaniel all in favor none opposed.



Dan Bond, Mayor May 24 2023 Date



Tamara Smith, Town Clerk 5/24/2023 Date