

REGULAR MEETING

- I. CALL TO ORDER
- II. ROLL CALL
- III. REVIEW AGENDA
- IV. CONSENT AGENDA
  - a. Approve/Disapprove February 3<sup>rd</sup>, 2015 Minutes
  - b. Review/Consent of February 2015 Check Detail Report
  - c. Approve/Disapprove March 3, 2015 Unpaid Bills Report [Available 3/3/15]
  - d. Approve/Disapprove High Country Hustle Private Event
  - e. Approve/Disapprove High Country Hustle Special Event
  - f. Approve/Disapprove Cascada Report of Changes
  - g. Approve/Disapprove Cascada LLC Liquor License Renewal
  - h. Approve/Disapprove Underground Mining Museum Liquor License Renewal
  - i. RPD Support Letters
  - j. February Expense Reports
- V. REPORTS & PRESENTATIONS
  - a. Public Works Report - Ben Davis (verbal)
  - b. LWCRCo Report - Eric Grossman (verbal)
  - c. Mayor's Report - Eric Grossman (verbal)
  - d. Written Reports (Recreation, BI) - **Read ONLY**
- VI. PUBLIC HEARINGS AND RELATED BUSINESS
  - a. Approve/Disapprove Application for Arts Liquor License Creede Repertory Theatre d/b/a Ruth Humphreys Brown
- VII. OLD BUSINESS
  - a. Direct PZC to Recommend Available and Unavailable Retail Marijuana Locations Based on Federal Limitations
  - b. Direct PZC to Recommend Appropriate Zones to Allow Retail Marijuana According to Comprehensive Plan & Future Vision
  - c. Direct PZC to Combine Federal Limitation Locations and Zoning Locations and Submit to BOT for Consideration
  - d. Request For Proposal for Engineering Services Selection
- VIII. NEW BUSINESS
  - a. Approve/Disapprove Recycle Creede, Inc. Lease Amendment
  - b. Approve/Disapprove 2015 Retreat Goals
  - c. Approve/Disapprove Virginia Christensen Grant Application Qualifications
  - d. Approve/Disapprove Virginia Christensen Scoring Rubric
  - e. Approve/Disapprove Virginia Christensen Application Packet
- IX. MANAGERS REPORT
- X. ADJOURN

POSTED 2/27/14

---

OPEN TO THE PUBLIC

**BOARD OF TRUSTEES**  
**CITY OF CREEDE, COLORADO - A TOWN**  
**February 3, 2015**

REGULAR MEETING

The Board of Trustees of the City of Creede - a Town, County of Mineral, State of Colorado, met in regular session in the Creede Town Hall at the hour of 5:33 p.m. There being present at the call of the roll the following persons:

TRUSTEES PRESENT: Elizabeth Zurn, Catherine Kim, Eric Grossman, Teresa Wall,  
Molly McDonald, Kay Wyley, Heather DeLonga

Mayor Grossman, presiding, declared a quorum present:

Those members of staff also present were as follows: Clyde Dooley, Manager  
Randi Snead, Clerk/Treasurer

REVIEW AGENDA

Item d. of reports and presentations was moved to item a. of reports and presentations. Trustee DeLonga moved and Trustee Zurn seconded to approve the agenda as amended. The vote was unanimous. Mayor Grossman declared the motion carried.

CONSENT AGENDA

The consent agenda contained the following items:

- a. Approve/Confirm Approval December 2<sup>nd</sup>, 2014 Minutes
- b. Approve/Disapprove January 6<sup>th</sup> & January 29<sup>th</sup> 2015 Minutes
- c. Review/Consent of January 2015 Check Detail Report
- d. Approve/Disapprove February 3, 2015 Unpaid Bills Report
- e. Approve/Disapprove Cabin Fever Daze
- f. Approve/Disapprove CRT Ruth Multiple Special Events
- g. Approve/Disapprove Codification with Municode - \$930
- h. Approve/Disapprove Expense Reports

The January 29<sup>th</sup> minutes and item f. were removed from the consent agenda for separate consideration. Trustee Zurn and Trustee DeLonga seconded to approve the consent agenda as amended. The vote was unanimous. Mayor Grossman declared the motion carried. Trustee Wall moved and Trustee DeLonga seconded to approve the January 29<sup>th</sup>, 2014 minutes as presented. There were four yes votes and two abstentions (Zurn, Wyley). Mayor Grossman declared the motion carried. Trustee DeLonga moved and Trustee Wall seconded to approve CRT Ruth Multiple Special Events. There were five yes votes and one abstention (Zurn). Mayor Grossman declared the motion carried.

REPORTS AND PRESENTATIONS

CONCERNED CITIZENS MARIJUANA

Many residents of Creede and Mineral County were present and voiced their position on retail marijuana in Creede. An unofficial petition was submitted to the clerk for inclusion in the Marijuana Research Packet. After significant discussion, the matter was tabled to the February 17, 2015 Work Session.

PUBLIC WORKS REPORT

Public Works Director, Ben Davis reported on the following items:

- There hasn't been too much snow to remove.
- The hockey tournament went great and the organizers improved their cleanup from last year.
- There seems to be some upcoming issues with the wastewater permit, and more information will be provided once it is clarified.
- Cabin Fever Daze is coming up.
- Davis was asked to generate a plan for crosswalks and pavement repair. He was also asked if a remedy could be found for ice buildup near the Blue Yak.

## LOWER WILLOW CREEK RESTORATION COMPANY REPORT

Mayor Grossman reported that LWCRCo is considering asking the Board of Trustees to revisit the Memorandum of Understanding between the two entities and will discuss changes further at their next regular meeting.

## MAYOR GROSSMAN'S REPORT

Mayor Grossman reported on the following items:

- CML is opposing legislation that has been proposed to allow small ATV-like trucks on city streets.
- The first City-County joint meeting will take place March 4<sup>th</sup> at 5:30 p.m.
- He has been elected chairman of the SLV Council of Governments.
- Rural Philanthropy Days has been scheduled for September 2015.
- Coffee Talk with local leaders will take place Thursday, February 5, 2015 at Café Ole from 9AM-11AM.
- Candidates for the County Administrator will be available for public questions February 6, 2015 at the Elks Lodge at 5:00 p.m.
- Mineral County Commissioners discussed the FEMA letter with Mayor Grossman and asked that Attorney Heil add language to include more upriver floodplain areas.

## WRITTEN REPORTS

Written reports from Recreation and the Building Inspector were received and filed.

## NEW BUSINESS

### RECYCLE CREEDE REQUEST

Deanna and Chad Fairchild were present along with Jon Graham from Muley's Disposal Service. Recycle Creede and Muley's Disposal Service are moving forward with a curbside recycling partnership. Attorney Heil would like to see a few changes to MDS's Agreement for Waste Disposal Service. Manager Dooley and Heil are to work with Jon on the changes.

### APPROVE/DISAPPROVE RESOLUTION 2015-03 DOLA GRANT

Trustee Zurn moved and Trustee Wall seconded to approve Resolution 2015-03 Authorizing the Grant Application with the Department of Local Affairs. The vote was unanimous. Mayor Grossman declared the motion carried.

### APPROVE/DISAPPROVE 2015-04 2015 REVISED BUDGET

Trustee DeLonga moved and Trustee Zurn seconded to approve 2015-04 Adopting and Appropriating a Revised Budget for 2015. The vote was unanimous. Mayor Grossman declared the motion carried.

## MANAGER'S REPORT

Manager Dooley presented the following items:

**RFP:** Trustee Wall moved and Trustee Wyley seconded to direct Dooley to distribute the RFP for Engineering Services. The vote was unanimous. Mayor Grossman declared the motion carried.

## ADJOURN

There being no further business to come before the Board of Trustees at this time, Trustee Zurn moved and Trustee McDonald seconded that the meeting be adjourned at 7:46 p.m. The vote was unanimous. Mayor Grossman declared the motion carried.

Respectfully submitted:

/Randi Snead/

Randi Snead, City Clerk/Treasurer

**BOARD OF TRUSTEES  
CITY OF CREEDE, COLORADO - A TOWN  
February 17, 2015**

SPECIAL MEETING

The Board of Trustees of the City of Creede - a Town, County of Mineral, State of Colorado, met in regular session in the Creede Town Hall at the hour of 6:39 p.m. There being present at the call of the roll the following persons:

TRUSTEES PRESENT: Catherine Kim, Eric Grossman, Teresa Wall, McDonald,  
Heather DeLonga, Elizabeth Zurn, Kay Wyley

Mayor Grossman, presiding, declared a quorum present.

Those members of staff also present were as follows:

Clyde Dooley, Town Manager (by phone)  
Randi DePriest, Clerk/Treasurer

REVIEW AGENDA

Trustee McDonald moved and Trustee DeLonga seconded to approve the agenda as presented. The vote was unanimous. Mayor Grossman declared the motion carried.

NEW BUSINESS

APPROVE/DISAPPROVE ADJUDICATORY HEARING WITH CDPHE

Attorney Heil was available by phone and gave a synopsis of the newly issued wastewater permit and the challenges it presents. Attorney Heil, City Engineer Ron McLaughlin, and Manager Dooley all recommend requesting an adjudicatory hearing instead of accepting the new wastewater permit standards. Trustee Zurn moved and Trustee Wall seconded to direct the Town Attorney to file a demand for an adjudicatory hearing on the City of Creede Wastewater Treatment Facility Permit Number CO0040533. The vote was unanimous. Mayor Grossman declared the motion carried.

APPROVE/DISAPPROVE RETREAT AGENDA

Trustee Zurn moved and Trustee McDonald seconded to approve the February 28, 2015 Retreat Agenda. The vote was unanimous. Mayor Grossman declared the motion carried.

APPROVE/DISAPPROVE LETTER OF ENGAGEMENT WITH BLAIR AND ASSOCIATES

Trustee DeLonga moved and Trustee McDonald seconded to approve the Letter of Engagement with Blair & Associates as presented. The vote was unanimous. Mayor Grossman declared the motion carried.

ADJOURN

There being no further business to come before the Board of Trustees at this time, Trustee Zurn moved and Trustee DeLonga seconded that the meeting be adjourned at 7:05 p.m. The vote was unanimous. Mayor Grossman declared the motion carried.

Respectfully submitted:

/Randi Snead/

Randi Snead, City Clerk/Treasurer

**CITY OF CREEDE; A COLORADO TOWN**  
**Monthly Check Detail**  
**February 2015**

Type	Date	Num	Name	Memo	Amount
<b>Feb 15</b>					
Bill Pmt -C...	02/05/2015	8295	Creede Community Center	Rec Activity	-84.00
Bill Pmt -C...	02/05/2015	8296	Eric Grossman	CML Exec Board, COG, Coffee Talk Expenses	-72.14
Bill Pmt -C...	02/05/2015	8297	Kentucky Belle Market	Jan Charges/Acct. #15 & #20-Tax Exempt	-33.82
Bill Pmt -C...	02/05/2015	8298	Oceans & Rivers, LLC	Jan Fuel Charges	-426.97
Bill Pmt -C...	02/05/2015	8299	Tomkins Hardware & Lumber	Jan Charges/Acct #580	-247.61
Bill Pmt -C...	02/05/2015	8300	Wagner Equipment Co.	S03W0812733/Grader Maintenance	-2,000.00
Liability Ch...	02/06/2015	941-...	United States Treasury	84-6000575	-2,213.30
Paycheck	02/13/2015	8301	Benjamin J Davis		-1,074.61
Paycheck	02/13/2015	8302	Catherine Kim		-153.92
Paycheck	02/13/2015	8304	Donald L Braley		-414.60
Paycheck	02/13/2015	8305	Elizabeth R Zurn		-153.92
Paycheck	02/13/2015	8307	Eric R Grossman		-218.84
Paycheck	02/13/2015	8308	Heather DeLonga		-153.92
Paycheck	02/13/2015	8309	Mary E. McDonald		-153.92
Paycheck	02/13/2015	8310	Merolyn K Wyley		-153.92
Paycheck	02/13/2015	8312	Robert B Schlough		-1,020.58
Paycheck	02/13/2015	8313	Scott W Leggitt		-783.65
Paycheck	02/13/2015	8314	Teresa Wall		-153.92
Paycheck	02/13/2015	8303	Clyde E Dooley		-1,547.29
Paycheck	02/13/2015	8306	Eloise T Hooper		-527.78
Paycheck	02/13/2015	8311	Randi L Snead		-1,105.37
Bill Pmt -C...	02/13/2015	8315	Kimball Midwest	4012889/Shop Tools	-26.53
Bill Pmt -C...	02/13/2015	8316	Monte Vista Cooperative	Propane Charges/Rent/Parts	-725.12
Bill Pmt -C...	02/13/2015	8317	Valley Publishing	Legal #6128/Notice of Revised Budget	-8.00
Bill Pmt -C...	02/13/2015	8319	CenturyLink	300794269/February	-255.82
Bill Pmt -C...	02/13/2015	8320	Doctor Refrigerator, LLC	20080115/Consult Damaged Refridgerator	-35.00
Liability Ch...	02/13/2015	AFL...	AFLAC	BJB74/Supplemental Ins	-179.42
Liability Ch...	02/17/2015	941-...	United States Treasury	84-6000575/941 File	-2,424.36
Bill Pmt -C...	02/18/2015	8318	VISA		-720.10
Liability Ch...	02/18/2015	8328	GWRS (CCOERA)	98721-01/1220	-438.02
Liability Ch...	02/26/2015	CC...	GWRS (CCOERA)	98721-01/1220	-439.62
Bill Pmt -C...	02/26/2015	8329	Heather W. Delonga	Recreation Program Instruction (9 hrs @ \$20/hour)	-180.00
Bill Pmt -C...	02/26/2015	8330	Petty Cash	Petty Cash Expenditure Postage	-12.65
Bill Pmt -C...	02/26/2015	8331	San Luis Valley Auto Repair, L...	8804/Battery Replacement + Labor	-495.62
Bill Pmt -C...	02/26/2015	8332	SLVREC	Feb 15 Electricity Charges	-1,473.00
Bill Pmt -C...	02/26/2015	8333	Valley Imaging Products, LLC	Monthly Service Agreement	-120.00
Bill Pmt -C...	02/26/2015	8334	Valley Publishing	Legal #6224/Request for Proposals	-304.00
Liability Ch...	02/26/2015	8335	Colorado Department of Reve...	07-01555/Garnishment	-72.95
Liability Ch...	02/26/2015	8336	CEBT	City of Creede, 32705SG	-3,236.80
Paycheck	02/27/2015	8321	Benjamin J Davis		-1,093.30
Paycheck	02/27/2015	8323	Donald L Braley		-472.49
Paycheck	02/27/2015	8322	Clyde E Dooley		-1,547.29
Paycheck	02/27/2015	8324	Eloise T Hooper		-527.79
Paycheck	02/27/2015	8325	Randi L Snead		-1,105.35
Paycheck	02/27/2015	8326	Robert B Schlough		-1,020.59
Paycheck	02/27/2015	8327	Scott W Leggitt		-783.65
Liability Ch...	02/27/2015	941-...	United States Treasury	84-6000575/941 File	-2,150.88
					<b>-32,542.43</b>

**Feb 15**

<b>8318</b>	<b>02/18/2015</b>	<b>VISA</b>		
9337	01/09/2015		Recreation Supplies	-5.70
Recreation Supplies	01/09/2015		Recreation Supplies	-62.75
12419	01/09/2015		Postage-W2s	-7.40
13810976	01/15/2015		Recreation Supplies	-237.51
F46Q3	01/16/2015		Antivirus 5 PCs	-45.00
Paper	01/17/2015		Office Paper	-305.55
28108	01/28/2015		Taxes	-7.19
30370	02/02/2015		Misc Postage Forever Stamps	-49.00
<b>TOTAL</b>				<b>-720.10</b>

# Water and Sewer Fund Monthly Check Detail February 2015

Type	Date	Num	Name	Memo	Amount
<b>Feb 15</b>					
Bill Pmt -Check	02/26/2015	2988	DPC Industries, Inc.	DE73000057-15/Chlorine	-36.00
Bill Pmt -Check	02/26/2015	2989	SLVREC	December Electric Charges	-3,349.00
Bill Pmt -Check	02/18/2015	2986	CenturyLink	300794269/January	-125.02
Bill Pmt -Check	02/13/2015	2987	VISA		-538.61
Bill Pmt -Check	02/12/2015	2983	Accutest Mountain ...	Testing Costs	-205.00
Bill Pmt -Check	02/12/2015	2984	Merrick & Company	137691/January Svcs/Reimbursable School...	-13,870.50
Bill Pmt -Check	02/12/2015	2985	Sangre De Cristo L...	Testing Costs	-77.00
Bill Pmt -Check	02/05/2015	2979	Heil Law & Planning	City of Creede WS Legal Jan 2015	-660.00
Bill Pmt -Check	02/05/2015	2980	Sangre De Cristo L...	16384/Bac-T Analysis/Coolor	-50.00
Bill Pmt -Check	02/05/2015	2981	Tomkins Hardware ...	Jan Charges/Acct 580	-155.07
Bill Pmt -Check	02/05/2015	2982	Wagner Equipment ...	S03W0812733/Grader maintenance	-2,355.11
					<b>-21,421.31</b>
<b>Feb 15</b>					
<b>Bill Pmt -Check</b>	<b>2987</b>	<b>02/13/2015</b>	<b>VISA</b>		
Bill	17020	01/28/2015		Wastewater Testing Shipping	-12.06
Bill	29028	01/28/2015		Water Testing Shipping	-11.77
Bill	339436	01/29/2015		Wastewater Testing Shipping	-85.55
Bill	1/2 PR Subs	01/30/2015		1/2 Intuit Payroll Subscription	-235.23
Bill	30370	02/02/2015		UBS Postage	-136.00
				AR/AP WS Postage	-49.00
Bill	83051	02/18/2015		Testing Shipping Adjustment	-9.00
<b>TOTAL</b>					<b>-538.61</b>

**The Runoff Runoff Marathon and 6 K is an annual fundraiser for the Rio Grande Headwaters Restoration Project (RGHRP) and the Willow Creek Reclamation Committee (WCRC). It will be held at the Creede Ballpark on June 13, 2015 with the marathon beginning at 7 AM, the 6 K at 10 AM and everything ending around 2 PM. The ballpark will serve as the registration area, the bus loading area for marathon runners, the beginning for the 6 K and the finish line for everyone! Afterward we will have an amazing celebration for everyone with beer, food, silent auction, door prizes and education about RGHRP and WCRC projects. We anticipate that all runners will be finished with the run by 2 PM, but have put an end time of 4 PM in the application. The ballpark is a great facility to use for the event because it is centrally located, has, parking, grass, bathrooms and electricity.**

**We have applied for a special event permit so we can sell beer during the event. A beer garden will be set up and fenced off during the sale of beer.**

**The marathon will begin just above Road Canyon Reservoir and end at the Creede Ballpark. We have applied through the US Forest Service for the applicable permit and are awaiting approval. We discussed the event with Mineral County and they determined that no permits were needed for the event. We have contacted CDOT and they have not responded, but we will apply for a permit if one is needed for the race.**

**We are still working out logistics, but we anticipate five aid stations to provide water, food and first aid if runners need it. We have booked the bluegrass band Moors and McCumber to play again this year. The Runoff Runoff Marathon and 6 K will replace our annual High Country Hustle in an attempt to raise even more money for each of the nonprofits. In the past we have raised over \$6,000 and the money is split between the amazing restoration organizations for general operating expenses.**

**If you would like to learn more, donate, volunteer, or register, please visit [runoffrunoff.com](http://runoffrunoff.com).**

**Any questions can be directed to Guinevere Nelson Freer 658-0178**



**PRIVATE EVENT PERMIT  
APPLICATION**

City of Creede  
2223 N Main Street  
Creede, CO 81130  
(719)-658-2276

Name: Guinevere Nelson Freer

Address: 2223 North Main Street P.O. Box 518 Creede, CO 81130

Business/Organization (if applicable): Willow Creek Reclamation Committee

Phone: 719-658-0178 Email: guineverenelson@gmail.com

Description of Event: We are bringing back our annual race fundraiser and adding a marathon!  
The event is now called the Runoff Runoff Marathon and 6 k.

Date and Times of Set-Up: June 12, 2015 2-4 PM

Dates and Times of Event: June 13, 2015 7 AM-4 PM

Dates and Times of Tear-Down: June 13, 2015 4-6 PM

Location of Event: 1180 Main Street Creede Ball Park  
(attach map if applicable)

Estimated Number of People Expected to Attend this Event: 100

I have read, fully understand, and agree to the terms of this Private Event Permit, any attached pages, and the City of Creede's Public Property Event Policy and Procedures:

Applicant Guinevere Nelson Date 1/19/15 City Clerk [Signature] Date 1/19/15

SHERIFF'S DEPARTMENT NOTIFICATION: [Signature] Date 1/22/15

Pre-Event Site inspection by: City \_\_\_\_\_ Applicant \_\_\_\_\_ Date and Time: \_\_\_\_\_

Post-Event Site inspection by: City \_\_\_\_\_ Applicant \_\_\_\_\_ Date and Time: \_\_\_\_\_

FOR ADMINISTRATIVE USE ONLY		
Application Received	<u>1/19/15</u>	Fee <input checked="" type="checkbox"/> Date Paid <u>1/22/15</u>
License Agreement Attached?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Proof of Insurance Attached? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Board of Trustees Meeting Date	<u>2/3/15</u>	
Approved by Board of Trustees this	_____ day of _____,	20 _____
Attest:	City Clerk	

City of Creede, a Statutory Town  
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give the Board of Trustees and citizens the public content of the issue at hand.

=====

Type of Action Requested: Approve Special Events Permit to sell malt, vinous and spirituous liquor at a special event.

Applicant: Colorado Rio Grande Restoration Foundation for Runoff Runoff Marathon & 6k (formerly High Country Hustle)

Current Licensee: Same.

Factual Findings:

- Time, date and type of events to be permitted:  
8AM-6PM, June 13, 2015  
Marathon Beer Garden
- The premise for the event is town property as shown on attached premise map. The applicant is seeking permission to use the premises with a concurrent Private Permit Application.
- The notice of application for a Special Event has been posted on the premise for 10 or more days.
- Applicant is a non-profit in good standing with the State of Colorado
- Applicant is eligible to apply for a Special Events Permit.
- The location is eligible to be licensed.
- The Event Manager is Guinevere Nelson.
- Character of the applicant is not an issue for this request.
- All applicable fees have been paid.

Recommended Action

Consider approval of a Special Events Permit for Colorado Rio Grande Restoration Foundation.



City of Creede, a Statutory Town  
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give the Town Board and citizens the public content of the issue at hand.

=====

Type of Action Requested: Approve Change of Manager for Cascada, LLC

Applicant for Licensee Manager: Mary Stokes

Current Licensee Manager: Denise Dutwiler

Application details:

- This entity has had no changes in LLC officers
- Business address is 981 La Garita Avenue.
- Applicant has current sales tax license.
- Applicant is eligible to apply for a liquor license.
- The location is eligible to be licensed.
- Applicant does not hold any other liquor licenses in Colorado.
- Property is owned by Licensee

Factual Findings:

- Character of the applicant is not an issue for this consideration. A hearing is not required.
- Applicant manager has completed an individual history record.
- Operation of this business is in compliance with local zoning.
- All applicable fees have been paid.

Recommended Action

Consider approval of Change of Managers for Cascada, LLC.

City of Creede, a Statutory Town  
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give the Board of Trustees and citizens the public content of the issue at hand.

=====

Type of Action Requested: Renewal of Hotel/Restaurant Liquor License

Applicant: Cascada, LLC.

Current Licensee: Same.

Factual Findings:

- This entity has had no changes in officers or owners
- The Owner/Operating Manager is Denise Dutwiler.
- Business address is 981 La Garita Avenue.
- The licensee has possession of the premises by lease expiring in 2016.
- The business is in good standing.
- Character of the applicant is not an issue for this request.
- All applicable fees have been paid.
- The application for renewal was submitted in a timely manner.

Recommended Action

Consider approval of application for Renewal from Cascada LLC of a Hotel/Restaurant Liquor License.

City of Creede, a Statutory Town  
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as Social Security Numbers, Drivers License numbers, and dates of birth, liquor application forms will no longer be available to the public. This summary is intended to give the Board of Trustees and citizens the public content of the issue at hand.

=====

Type of Action Requested: Renewal of Tavern Liquor License

Applicant: Creede/Mineral Co. Underground Mining Museum

Current Licensee: Same.

Factual Findings:

- This entity has had no changes in officers or owners.
- The Operating Manager is Richard Brown.
- Business address is #13 Forest Service Road 503.
- The licensee has possession of the premises by ownership.
- The nonprofit is in good standing.
- Character of the applicant is not an issue for this request.
- All applicable fees have been paid.
- The application for renewal was submitted in a timely manner.

Recommended Action

Consider approval of application for Renewal from Creede/Mineral Co. Underground Mining Museum of a Tavern Liquor License.

Town Board of Trustees  
March 3, 2015  
Eloise Hooper

Game Night and Movie Night are going well. Rec has purchased 2 used Xbox game consoles, eight controllers, the cables to link everything to the TVs, and a few games. New these would have cost close to a \$1,000. We bought good quality used ones from reputable sellers for under \$250. Eight kids (instead of 4) will be able to play at once. They can even have 2 teams of 4 playing the same game. We will rotate players every 10 – 15 minutes so everyone who wants to play will get a chance. Board games and card games are also still available along with pool, fooseball and a movie. When warmer weather comes the kids will also be able to play Gaga Ball outside. That was very popular last fall. I am going to schedule some Monday Night Game Nights this summer.

Renaissance Kids had 4 youth getting very creative making Valentine's Day cards. They also made a healthy snack of dried fruit and apples mixed with yogurt and served in a waffle cone. There would have been more youth, but the middle school girls basketball tournament was also scheduled for the same day.

I spoke to Buck about Rec's summer schedule. Most of Rec's programs take place at the school. That is not going to be able to happen this year due to all of the moving and the property flux. The Art Camp in early June should be OK but everything else will have to be relocated or canceled. Tumbling, Open Gym and ThunderRead will be the largest problems.

Vendor information was sent out the first week of February. Enough food vendors were interested in a generator that I will rent one. Food vendors will pay for it with increased fees

I am going to meet with Johame, the new education director with CRT. We are going to plan some combined theatre activities for youth during the next school year.

Catherine is helping me to set up a Facebook page for Recreation. Recreation is finally moving into the 21<sup>st</sup> century.

I will be out of town from March 20 – 29.

**From:** [Ramona Weber](#)  
**To:** [Randi Snead](#)  
**Subject:** RE: Reports  
**Date:** Thursday, February 26, 2015 9:16:43 AM

---

Building report for February

Inspections were done on residential remodel permit- changes were suggested and follow up done

Inspections and consultations done on commercial remodel, All specs and changes are sufficient and above code requirements.

Fairly slow month overall with no new projects yet

Ramona

---

City of Creede, a Statutory Town  
Liquor License Summary

Note: Liquor License forms contain a mixture of confidential and public information. In an effort to protect the confidentiality of items such as social security numbers, driver's license numbers, and dates of birth, liquor application forms are longer available to the public. This summary is intended to give the Town Board and citizens the public content of the issue at hand.

=====

Type of Action Requested: Consider application for approval of a new Arts Liquor License to sell malt, vinous and spirituous liquor.

Applicant: Creede Repertory Theatre, Inc.

Application details:

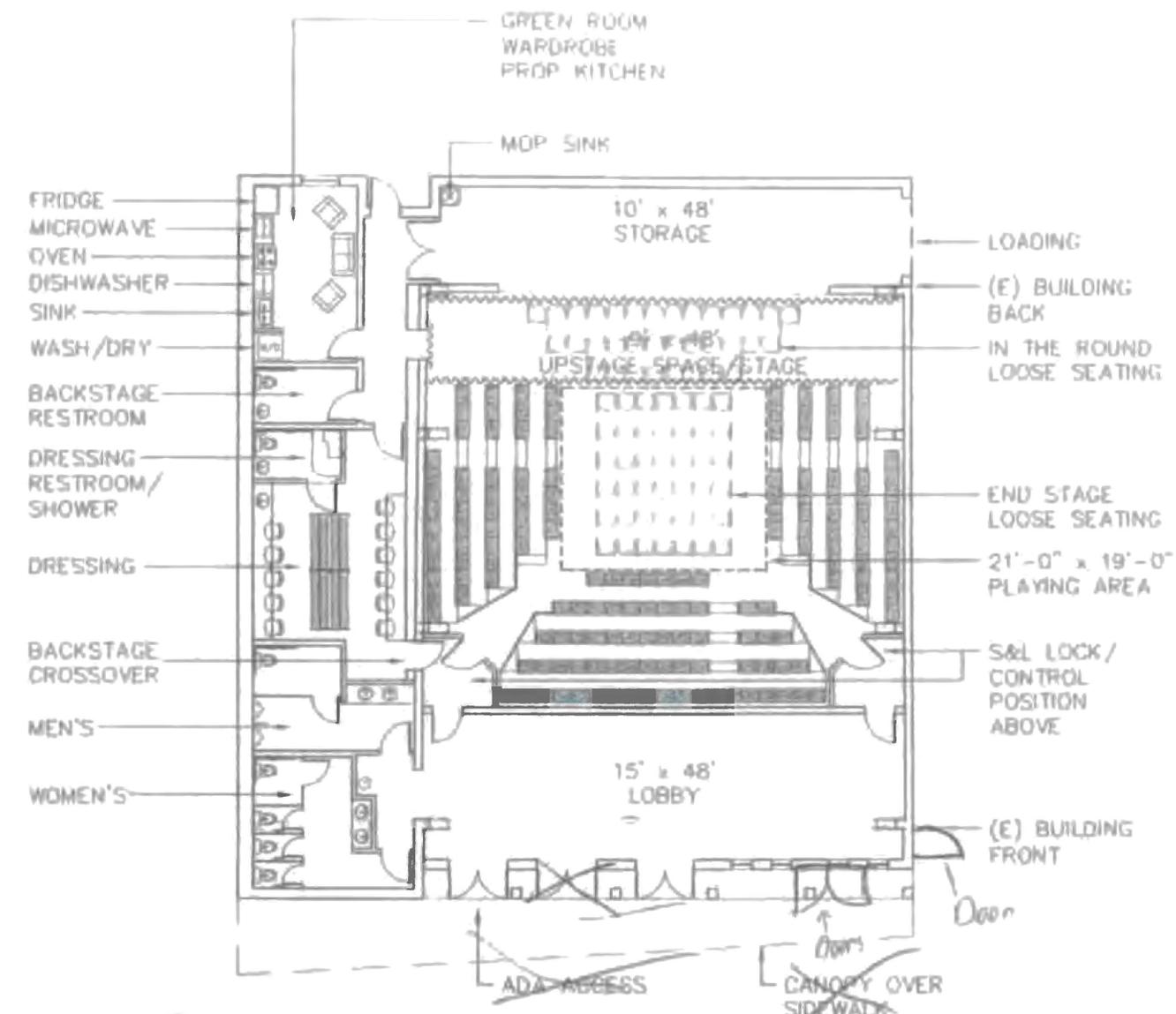
- Business address is 124 N. Main Street.
- The Licensed premises are proposed to be the current indoor structure at 120 S. Main Street. See attached drawing for details.
- Applicant has current sales tax license and FEIN.
- Applicant is eligible to apply for a liquor license.
- The location is eligible to be licensed.
- Applicant does hold another Arts liquor license in Colorado located at 124 N. Main Street, Creede, CO.
- Applicant is a 501(c)(3) nonprofit Corporation in good standing with the Secretary of State (SOS).
- Officers of the applicant Corporation are Catherine Augur (Executive Director) of Creede, CO and Richard M. Sloan (President) of Fairway, KS;
- Possession of the property is documented by lease agreement with a term expiring June 3, 2018.

Factual Findings:

- The applicant must prove needs and desires for a new license request.
- Operation of this business is in compliance with local zoning.
- This application was filed with the Town Clerk on March 3, 2015
- All applicable fees have been paid.
- Applicant previously held an Arts License at this location. Renewal documents were not submitted in 2013. The applicant seeks to reinstate this license and has taken steps to ensure timely renewal submission in the future.

Recommended Action

Consider approval of a new Arts Liquor License for Creede Repertory Theatre, Inc. located at 120 S. Main Street contingent upon the receipt and outcome of the information provided by Colorado Bureau of Investigations (CBI)-NCIC/CCIC in comparison to the information provided by the applicants' on the Individual History Record (Form 8404-I).



OPTION J



2008\_07\_01

REMOVABLE SEATING  
(34± IN THE ROUND)  
(42± END STAGE)



FIXED SEATING (157±)

**From:** [Cary Bush](#)  
**To:** [Clyde Dooley](#); [clerk@creedetownhall.com](mailto:clerk@creedetownhall.com)  
**Subject:** Recycle Creede Lease Amendment  
**Date:** Friday, February 27, 2015 11:31:26 AM  
**Attachments:** [Amendment to City Lease.docx](#)  
[ATT00012.txt](#)

---

Clyde and Randy,

I've attached an Amendment to the Lease to clarify the terms of Section 6. This will state that we MAY collect residential and commercial pickups of recyclables.

If an agreement with Jon comes to fruition, then this point will be moot and the agreement will supersede it because the two entities will have made that decision between themselves. But if things don't work out now, or don't work out sometime in the future, it seems reasonable that we be allowed to pick up recyclables within the City. This would not conflict with MDS getting a monopoly on trash collection, because although recyclables are part of the solid waste stream, they are treated very differently and require different equipment, expertise and connections to be recycled.

Because of the long-term commitment to honest and real recycling that Recycle-Creede has proven over the past nine years, I feel that this is an important distinction to be made.

Thank you.

Cary Bush  
303-503-9975  
[hummingbirdwoman@gmail.com](mailto:hummingbirdwoman@gmail.com)

PS. Sorry to use this address and confuse everyone, but my other

AMENDMENT  
To  
RECYCLE CREEDE, INC.  
LEASE AGREEMENT

This Amendment to the Recycle Creede, Inc. Lease Agreement dated July 2, 2009, clarifies the terms of Section 6 of the Lease Agreement as follows:

6. Tenant shall use said premises for the sole purpose of a recycling drop-off center and associated activities which may include the residential and commercial pick-up of recyclables within the City Limits of Creede, Colorado. The Tenant shall not permit the accumulation of trash or refuse outside the building and no storage of materials or equipment not directly associated with the recycling collection activities is permitted on the property.

# MEMO

## City of Creede

DATE: February 27, 2015  
TO: Mayor and Board of Trustees, Manager Dooley  
FROM: Randi Snead  
SUBJECT: Virginia Christensen

I had a few more questions for your consideration as I revised all of our VCT guidelines.

-I am assuming we are no longer requiring 990s and instead only requiring a Secretary of State Certificate of Good Standing (which exist for both state-supported non-for-profits and 501(c)-whatevers). Correct?

-I've simplified the grant size guidelines from Gwen's suggestions, I hope that is ok. I've also added a return requirement to all grant sizes.

-I'm suggesting that we wait on updating the follow-up reports to the various grant size requirements as they won't apply until the 2016 funding round.

-I neglected to notice until I began overhauling the VCT docs that the following part of the Guidelines language probably needs expansion/updating:

Funding will be considered for the following purposes:

- ◆ Parks or recreation facilities
- ◆ Community recreational activities
- ◆ Projects to leverage additional support through matching grants or generate additional funds through ongoing revenue streams
- ◆ Expansion of existing programs or projects
- ◆ Other projects as requested by the Board of Trustees

I propose the following or something like it:

Funding will be considered for the following purposes:

- ◆ Parks, playgrounds, or recreational facilities
- ◆ Other capital improvements
- ◆ Community activities or events
- ◆ Projects to leverage additional support through matching grants or generate additional funds through ongoing revenue streams
- ◆ Expansion of existing programs or projects
- ◆ Other projects on a case-by-case basis

Or make it even simpler by saying "Funding will be considered for any project that aligns with the criteria set forth by the Virginia Christensen Committee and the Board of Trustees." Possibly add, "Including, but not limited to program expansion or support, project start-ups, activities, events, facility creation or expansion, and operating funds." Let me know, and I will update accordingly.

Please help me look out for typos/errors in these revisions as they were completed much more hastily than I would have liked. Thank you!

## VIRGINIA CHRISTENSEN TRUST FUND CRITERIA & GUIDELINES

All applications must be submitted on the attached application form. Seven (7) copies of the application and all supporting data are due to the Town Clerk by **4:00 PM** on the deadline date noted below. When you submit your application you will be assigned a specific time to make your presentation before the Advisory Committee. Because of the varying length of time required to obtain all the information the Advisory Committee needs, your presentation could be before or after the scheduled time. Presentations are scheduled in fifteen minute increments. ***You are asked to be available at least 45 minutes before your scheduled presentation.***

### Spring and Fall Funding Schedules

- ◆ April 15– 4:00 PM – Deadline for submission of applications to Town Clerk
- ◆ TBA – 6:30 PM – Presentations before the Virginia Christensen Advisory Committee
- ◆ The Advisory Committee will make written recommendations to the Board of Trustees by (Date TBA).
- ◆ Board of Trustees will make their final decision and funding checks will be issued within ten business days.

Applicants will be evaluated and scored based on the following criteria:

- ◆ The project positively affects the Creede & Mineral County Area in one or more of the following ways: Entertainment, Recreation, Aesthetics, Economic Well-Being, Health, Education, Safety, Environment, Historic Preservation, or Art. Please refer to the sample rubric in this packet for more information.
- ◆ The project may be more heavily weighted for funding if the project is particularly strong in one of the following categories: a positive impact to locals, a likelihood of attracting visitors, a promising project requesting seed money, a substantial capital improvement, exemplary project success history, or significant matching funds.

Funding will be considered for the following purposes:

- ◆ Parks or recreation facilities
- ◆ Community recreational activities
- ◆ Projects to leverage additional support through matching grants or generate additional funds through ongoing revenue streams
- ◆ Expansion of existing programs or projects
- ◆ Other projects as requested by the Board of Trustees

Funding can be requested in three categories: small, medium, and large grants. Please refer to the “VCT Grant Category Requirements” for specific requirements and instructions for each grant category.

Funding applications will be accepted annually in April or at any time as determined by the Advisory Committee and/or the Board of Trustees.

**Everyone receiving funds from the Virginia Christensen Trust Fund will be required to submit a follow-up report on the project and the use of the funds at the next application round.** This report will be e-mailed to you during the application period and will be due on the same deadline date as the current funding round. If the Advisory Committee deems it necessary, a representative from the organization who received the funding may be required to attend the recommendations meeting to answer questions. If you are not notified to attend, your written report will be sufficient. In cases where project funding is distributed over more than one funding round, a progress report will be required. This follow-up report must support the use of funds as stated in your application, and receipts of funds will be required. Any funding not used as outlined in the Trust Fund application or any funds left over at the end of the project must be returned to the Virginia Christensen Fund pool (payable to The City of Creede).

Please refer to the “VCT FAQ” page for additional information and requirements.

All meetings are open to the public.

# VIRGINIA CHRISTENSEN SUBMISSION FAQ & GUIDELINES

## WHAT DO I NEED TO INCLUDE IN MY APPLICATION?

- Your complete application with any attached pages.
- A copy of your organization's Certificate of Good Standing from the Secretary of State.
- A copy of your organization's Board of Directors or other body of officers.

## WHAT DO I NEED TO INCLUDE IN MY FOLLOW UP REPORT?

- Your complete follow up report with any attached pages.
- All expenditure receipts.
- Additional information as required by grant size guidelines.
- Follow-up reports for funding received prior to the Spring 2015 Grant Funding Cycle are not subject to grant size requirements.

## HOW DO I SUBMIT MY MATERIALS?

- Please type all application and report materials if at all possible. If you do not have enough space on the forms, please attach additional pages.
- Please provide 8 paper copies of your grant application.
- Please provide 8 paper copies and one electronic copy of your grant follow up report. Please **DO NOT** make copies of receipts/tax information/documentation.
- One copy of any additional information (certificate of good standing, board of directors, and expenditure receipts) is required. It would be greatly appreciated if it was provided electronically, but if you are unable to do so, please provide one paper copy to the Town Clerk along with your application.
- To clarify:

<b>ITEM</b>	<b>PAPER?</b>	<b>ELECTRONIC?</b>
Application Forms	Yes, 8 copies	If possible, in addition
List of Officers or Board of Directors	Either, 1 copy	Either, 1 copy
Certificate of Good Standing	Either, 1 copy	Either, 1 copy
Follow-Up Reports	Yes, 8 copies	If possible, in addition
Receipts from previous expenditures	Either, 1 copy	Either, 1 copy

## HOW WILL MY APPLICATION BE SCORED?

In the spring of 2015, the Virginia Christensen Advisory Committee and the Board of Trustees implemented a project scoring system using the rubric included with this application package that reflects the values of the ideal projects sought by the Virginia Christensen Grant program. In addition to these scores, the Virginia Christensen Advisory Committee has the authority to weight funding more heavily if a project has particular value in the following areas:

- The project has a significant positive impact on Creede & Mineral County locals.
- The project is very likely to attract visitors to the Creede & Mineral County area.
- The project is in its initial stages and is requesting seed money for the growth of a project in the Creede & Mineral County Area.
- The project is a substantial long-term capital improvement for the Creede & Mineral County area.
- The applicant has an exemplary history of success with past projects.
- The project has received a significant amount of matching funding from other sources.

## HOW DO I CALCULATE RETURNS OF UNUSED FUNDS?

- In order to calculate expenditure returns, please follow the formula provided on the follow-up report:

$$\frac{\text{VC FUNDS}}{\text{TOTAL FUNDS}} = \frac{\text{VC FUNDS RETURNED}}{\text{TOTAL UNUSED}}$$

For VC Funds, use the amount of the grant received. Multiply the number by the projects total unused funds. Then divide that number by the total budgeted funds. Calculate the total funds from your "total project cost" on your grant application budget. For example, if your project budget detail on the application looked like this:

Item	Amount
Total Project Cost	\$15,400
Materials:	\$14,000
Labor:	\$1,000
Other:	\$400
Total Funds from other sources:	\$7000
TOTAL VC FUNDS REQUESTED:	\$8,400

and you received a grant in the full requested amount (\$8,400), and when the project was finished, it came in under budget at \$14,000, and thus \$1,400 was unused, you would make the following calculation: (VC FUNDS (\$8,400) x TOTAL UNUSED (\$1,400))/(TOTAL FUNDS(\$15,400))=\$736.64 VC FUNDS RETURNED. This formula is used to ensure that unused Virginia Christensen Funds are returned fairly to be used for future projects.

If you have any other questions or would like additional information, please contact the Town Clerk at 658-2276 or by email at [clerk@creedetownhall.com](mailto:clerk@creedetownhall.com).

## **VIRGINIA CHRISTENSEN TRUST FUND GRANT CATEGORY REQUIREMENTS**

### **SMALL GRANTS**

- **\$1-\$5,000**
- Typically seed money for startup projects, small projects and for cash match for other grants. Applicants are expected to:
  1. Fill out an application, provide a project budget, present to the VC board, and file all required follow-up reports.
  2. Demonstrate in their proposal that their project is applicable according to grant scoring guidelines.
  3. Return any unused funds to the Virginia Christensen Fund upon submission of final report.

### **MEDIUM GRANTS**

- **\$5,001-\$20,000**
- Typically projects that will make a demonstrable impact on the Creede & Mineral County Community. May include small capital projects, capacity building projects, staffing, fundraising, operating costs, etc... Applicants are expected to:
  1. Fill out an application, provide a project budget, present to the VC board, file all required follow-up reports, provide a project timeline, and demonstrate adherence to the timeline in the follow-up reports.
  2. Demonstrate in their proposal that their project is applicable according to grant scoring guidelines.
  3. Demonstrate 10% match (in-kind and/or cash)
  4. Demonstrate the impact the project had on the community (i.e., sales tax increase during project, event evaluation comments, number of employees retained, number of programs created, photos of art pieces curated, length of road restored, # of plants planted, # of volunteer hours contributed, % of building completed/restored, etc...) and include in the final report.
  5. Return all unused funds to the VC Fund Pool at the expiration of the project timeline. Extensions may be granted to the applicant but must be requested in regular follow-up report deadlines.

### **LARGE GRANTS**

- **\$20,001+**
- Projects in this category will be very competitive, and strictly evaluated. May include building buildings, saving historical places, renovating existing infrastructure, business startup, etc.... Applicants will be expected to:
  1. Fill out an application, provide a project budget, provide and stick to project timeline, present to the VC board, and file all required reports (progress and final).
  2. Demonstrate in their proposal that their project is applicable according to grant scoring guidelines.
  3. Demonstrate 25% match (in-kind and/or cash).
  4. Demonstrate the impact the project had on the community (i.e. sales tax increase during project, event evaluation comments, number of employees retained, number of programs created, photos of art pieces curated, length of road restored, # of plants planted, # of volunteer hours contributed, % of building completed/restored, etc....) and include in the final report.
  5. Return all unused funds to the VC Fund Pool at the expiration of the project timeline. Extensions may be granted to the applicant but must be requested in regular follow-up report deadlines.
  6. Demonstrate how the project outcome will be operated and maintained in the future.



**VIRGINIA CHRISTENSEN TRUST GRANT APPLICATION**

Applicant/Group: _____		
Small Grant (\$1-\$5000)	Medium Grant (\$5001-\$20,000)	Large Grant (\$20,001+)
Address: _____		Year Established: _____
Contact Person: _____		Phone #s: _____
Email Address: _____		Non-profit status? Yes _____ No _____
If no, indicate the name and contact information of the non-profit organization you are applying under.		

**Small, Medium, and Large Grant Applicants please answer the following questions:**

1. Please describe the project for which you are applying for Virginia Christensen funds.

2. Please provide the following budget information and any details you can provide for each item.

<b>Item</b>	<b>Amount</b>
<b>Total Project Cost</b>	
Material	
Labor	
Other:	
Matching Funds <i>Medium Grants 10% Required, Large Grants 25% Required</i>	
In-Kind	
Cash	
<b>TOTAL VC FUNDS REQUESTED</b>	

3. What are the expected results and benefits of your project? Who are the target beneficiaries?

4. Please describe how your project fits within the values of the Virginia Christensen Grant Program as described in the application packet.



# Manager's Report

To: Mayor and Board of Trustees  
Date: March 3, 2015  
From: Clyde Dooley

## **Preliminary Engineering Report – Recommendation**

I hope you all have had the necessary time to read and consider the Request For Engineering Services for the Willow Creek Flume Rehabilitation we received from Merrick Engineering and Bohannan Huston. We worked with the Department of Local Affairs for funding this project and budgeted a total of twenty-five (\$25,000) dollars.

Merrick Engineering quoted \$28,500 and Bohannan Huston quoted \$19,980. Thus Merrick was \$3,500 over and Bohannan Huston was \$5,020 under. Our town engineer works for Merrick Engineering and has done an outstanding job for us since the early 1990's. He continues to do an outstanding job for us as he is helping us with developing Rio Grande Avenue, our current concerns with our discharge permit as well future plans for our wastewater and water treatment plants. Merrick's proposal was signed by two engineers I'm not familiar with and I'm not sure Ron would be assigned this project

I think Ron is worth his weight in gold and I don't envision Creede ever not needing him, **however I have to recommend Bohannan Huston for this project.** I'm impressed with their eagerness, their holistic approach, and with their "history of researching affordable, innovative and effective solutions" (although I'm not a blanket fan). I also feel their relationship with the U. S. Army of Engineers is a critical asset to be considered as we tackle the backbone to our community. I also liked their knowledge and comment about helping us decide if it's in our best interests to rejoin the PL 84-99 program with the Army Corps in the future. We will always need a good relationship with the Army Corps (who will be a great partner when we approach FEMA) and I feel Bohannan Huston provides us this opportunity more than Merrick. I'm impressed with their thoughts for comparing and scoring the alternatives, including maintenance levels. Their "TenStep Project Management Methodology is also very intriguing and I hope to get a chance to learn it.

## **Wastewater Treatment Discharge Permit – FYI**

Eric Heil submitted our request to CDPHE / WQC for an adjudicatory hearing to request an administrative stay on our recent permit to allow us time to collect data to contest the new effluent limitations and monitoring requirements and other standards imposed.

We've asked for the hearing to be held here so we can physically show them our site specific treatment process. Ron, Ben, and Gwen have been collecting data and working on a sampling plan to be as prepared as we can for the hearing.

We are a small financially disadvantaged town and there appears to be exceptions to some of the standards in the new permit we'll be asking for at the hearing as well.

## **Rio Grande Ave. Public Hearing – Update**

Attached are the meeting notes from our first Planning Commission public hearing on the development of Rio Grande Avenue as well as the response and revised drawing

form Clay. The Planning Commission will discuss these next week to decide the next course of action and possible public hearing.

### **Source Water Protection Plan – Update**

Many that Colleen had invited were not present. Ron Carpenter's participation was valuable. Colleen addressed incorrect state information on the well locations. She visited state operated data bases and reviewed what Robert sent her via email. She showed the present audience her options to determine the valley's protection areas to consider in implementing a water protection district. Input is critical from county officials. None were present at the meeting. The U.S. Forest Service representative indicated they were on board. However, we couldn't move forward to decide on the areas to include in the water protection district. Because a city work session followed we ended our meeting. After the meeting and the next day Colleen, Randi, and Robert discussed the need to hold these meetings separately from other meetings to give us more time to concentrate on the issues and discuss thoroughly the topics and also to encourage all the stakeholders to participate in this process. When the new county administrator has been given a chance to settle, we encourage all county officials to participate.

The next meeting is tentatively set for March 17, 2015 at 6:30 PM. There was discussion between Mayor Grossman and Mrs. Williams about a conference call. She will be in Pueblo that day. March 10, 2015 I believe, but the information needs to be confirmed.

### **MCFA & Lagoons Annexation – Update**

I got the survey of our lagoon property and Jim Mietz submitted a topography site map of the fairgrounds. Their northern metes and bounds description does not match the southern description for our lagoons, so I'll get with Keith to see what needs to be done to remedy that. Once this map is corrected I'll present it to the Planning Commission for their ideas and we'll start working on the annexation agreement.

### **Ron Stobbe Property – FYI**

Ron was in last week and needs to clarify his property. He has warranty deeds and a recent survey that includes a portion of North Third Street, Creedmoor. He's done a great job of getting the proper documents in order and this may prove to be one of our easiest property boundary concerns we've encountered. However, I'd like to run this by the Planning Commission before bringing in back to the Trustees.

### **North Creede Survey – Reminder**

This project has lost its place in our line of priorities, but I keep it in my report to help me not forget about it. Just me.

**January Finances – FYI**

		<b>YTD</b>
General Fund	60,187	60,187
Capital Improvement Fund	54,453	54,453
Conservation Trust Fund	1	1
Virginia Christensen Fund	(89,965)	(89,965)
Water & Sewer Fund	<u>26,860</u>	<u>26,860</u>
Net	51,536	51,536

**City Sales Tax:** was \$10,214 in January and that's up \$3,460 for the same period last year.

**City Funds** total \$2,181,169 through the end of January. That's up \$239,637 for the same period last year and up \$20 from last month. [This is the tool I use to keep track of the funds we have in the bank. I use this spreadsheet to not only keep track of our short term financial stability, but also the long term fiscal sustainability. Fiscal sustainability strategies build the capability of a government to consistently meet its financial responsibilities, both in the short term by adjusting spending to revenues and revenues to spending, and in the long term by protecting future capital improvement plans and future generations of fiscal abilities.]

**Budget Fund Balances:** Budget fund balances are provided to us once a year after our audit. Please let me know if you'd like to see the spreadsheets &/or audits.

Please stop by the office if you'd like to look at any of these spreadsheets.

Merrick-McLaughlin Water Engineers  
2420 Alcott Street  
Denver, Colorado 80211  
Tel: +1 303-964-3333  
Fax: +1 303-964-3355  
[www.merrick.com](http://www.merrick.com)

**Meeting Notes: Replat and Vacation  
Rio Grande Avenue to Loma  
Creede Planning and Zoning Hearing  
February 10, 2015, 5:30 PM**

Approximately 15 citizens in attendance, primarily property owners adjacent to and east of the proposed plat. Clay Wade, MMWE, presented an analysis of the original proposed subdivision plat in regard to existing water and sewer mains. Wade explained that proposed plat would locate these existing mains completely or partly inside the new lots which is a situation to be avoided. Wade presented the two plat alternatives generated by MMWE to protect these existing water and sewer mains outside of any new development lots.

Once understood, the audience seemed to be in general agreement with the vacation of existing Rio Grande Avenue and replat into "Rio Grande Lane", with vacation of unused property back to adjacent properties to the east. Seemed to be general understanding and agreement that new Rio Grande Lane would be a non-driving utility corridor, functioning as an open space buffer between the existing neighborhood and whatever development occurs on the new created lots.

Audience discussion focused more on potential future land uses on the lots to be created rather than on the technical merits of the proposed plat. Alternatives moved between possible tax-generating land uses such as residential use versus parking lot(s) to support summer visitors. Discussion also included possibility/desirability of playground use on part of the land. Much discussion regarding Loma Street drainage where a long north-south 24" CMP culvert crosses Loma at a flat diagonal angle. The culvert is described as being installed at such a flat grade that an adjacent property owner takes responsibility to keep the inverts free of ice and debris so the water will flow properly. This discussion of drainage led to questioning of whether the detention/snow storage area shown on the MMWE plan alternatives was feasible or desirable.

It was requested that MMWE present a separate proposal to analyze and resolve the apparent drainage issues associated with the 24" CPM culvert and the elevated grade of Loma as it crosses the abandoned railroad tracks. Rather than a separate Loma drainage design effort, MMWE suggests that this current design effort be recognized as a preliminary plat and that grading and drainage issues are best left to the final plat stage where final detailed engineering is resolved. Loma itself can be included in the replat effort to analyze and address not only the 24" CMP culvert but the drainage issues involved with the other culverts present in the Loma ROW. Including Loma in the replat will also be the opportunity to clarify and resolve the right-of-way description of both sides of Loma.

By the end of the meeting there appeared to be a preference for the MMWE concept that extends West 4<sup>th</sup> Street through to Loma rather than dead-ending it as shown on the "Alternate" layout. It was also suggested to extend the alley between 4<sup>th</sup> and 5<sup>th</sup> through to Loma and to provide unpaved driving access from West 3<sup>rd</sup> Street to the alley between 3<sup>rd</sup> and 4<sup>th</sup>.

Clay Wade  
Merrick-McLaughlin Water Engineers

February 18, 2015

City of Creede  
Clyde Dooley, Manager  
Box 457  
Creede, Colorado 81130

Merrick-McLaughlin Water Engineers  
2420 Alcott Street  
Denver, Colorado 80211  
Tel: +1 303-964-3333  
Fax: +1 303-964-3355

**RE: Replat Rio Grande Avenue**

[www.merrick.com](http://www.merrick.com)

Dear Clyde:

In response to the comments received at the Planning Commission meeting of February 10, we have prepared a revised drawing sheet for the replatting of existing Rio Grande Avenue between West 5<sup>th</sup> Street and West 3<sup>rd</sup> Street. This drawing illustrates the following ideas:

1. The drawing is based on extending West 4<sup>th</sup> Street through to a new intersection with Loma Street rather than the dead-end condition that we suggested. We believe that we heard a clear preference for 4<sup>th</sup> Street to extend.
2. The drawing similarly shows the alley between West 4<sup>th</sup> Street and West 5<sup>th</sup> Street extending through to a new connection with Loma. This new alley would be platted as 20 feet wide to protect access to the existing sewer line below.
3. The drawing shows a 15-foot wide gravel drive connecting between West 3<sup>rd</sup> Street and the west end of the alley between West 3<sup>rd</sup> and West 4<sup>th</sup>. This drive will provide vehicle access to 302 and 306 Rio Grande.

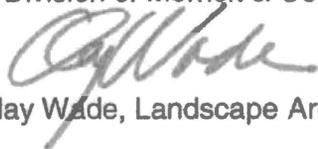
In the meeting, various land use alternatives were discussed for the new lots to be created by this plat. Platting is concerned with providing proper access and utility service to the property, separate from land use/zoning. If this latest draft subdivision plat seems to provide the proper layout of lots and utility corridors, we suggest that the plat be processed through Planning Commission and City Council as a Preliminary Plat. If approved as a Preliminary Plat, then the Final Plat process can resolve construction details like grading and drainage. It may be appropriate to process a companion rezoning action to allow a range of land uses that would be appropriate for the new lots.

Regarding the long culvert below Loma Street in front of the Leggett Property, the map actually shows the elevations of the end points of that culvert. The north end is at elevation 8813.25 and the south end is at elevation 8808.57. This 4.68 feet of drop from north to south across the length of approximately 210 linear feet calculates to a slope grade of 2.2%. Typically this pipe slope would perform adequately for a drainage culvert. Debris or vegetation at the inlet or outlet may be interfering with the flow, or the culvert pipe may need to be jet cleaned of interior debris.

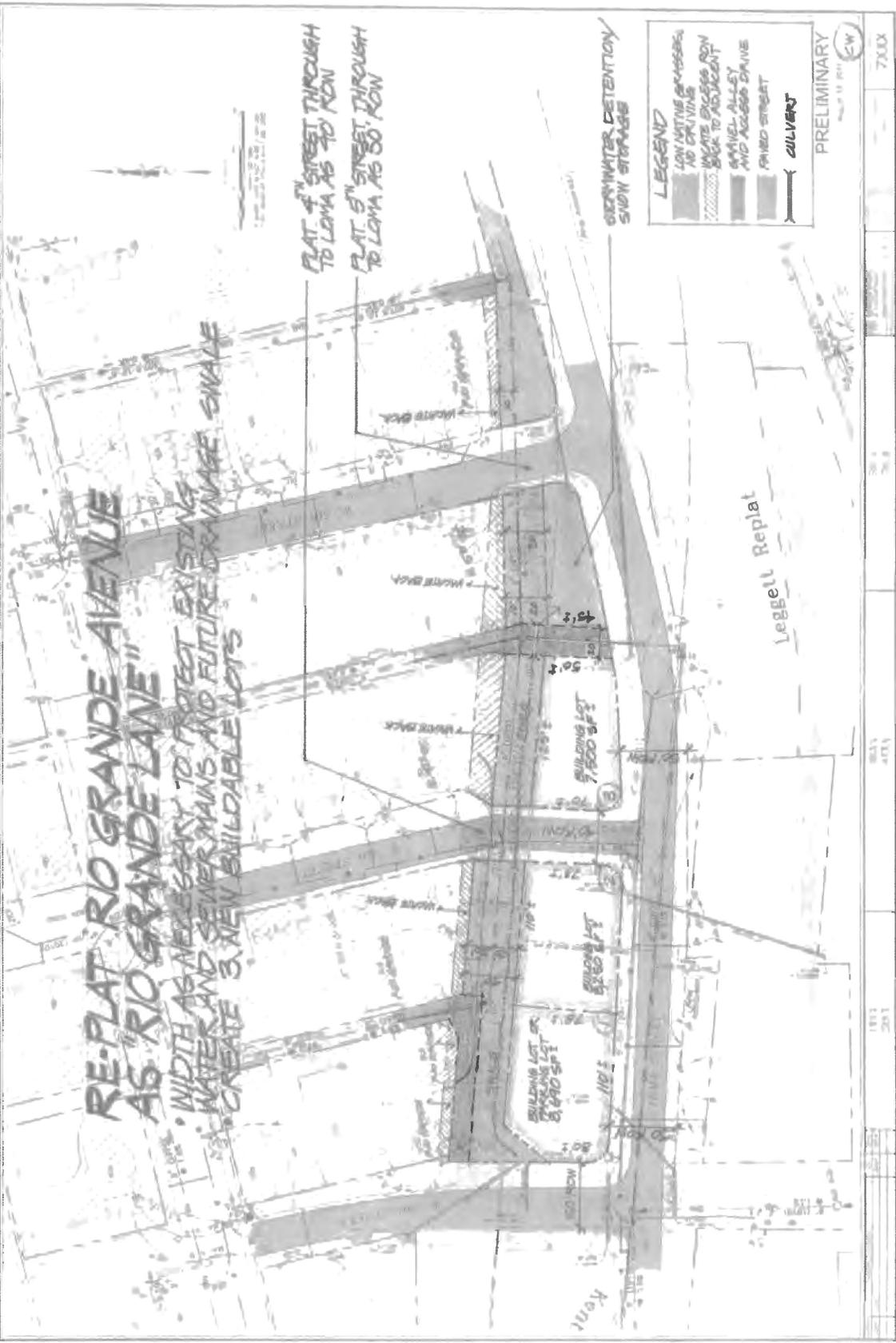
Depending on the outcome of the scheduled Planning Commission hearings based on these sketches, we are available to work with a surveyor and prepare an actual Preliminary Subdivision Plat for formal consideration.

Sincerely,

**McLaughlin Water Engineers**  
A Division of Merrick & Company



Clay Wade, Landscape Architect



**RE-PLAT "RIO GRANDE AVENUE" AS "RIO GRANDE LANE"**

- WIDTH AS NECESSARY TO PROTECT EXISTING WATER AND SEWER MAINS AND FUTURE DRAINAGE SWALE
- CREATE 3 NEW BUILDABLE LOTS

PLAT 4<sup>TH</sup> STREET THROUGH TO LOMA AS 40' ROW

PLAT 5<sup>TH</sup> STREET THROUGH TO LOMA AS 80' ROW

SKIMMERS  
WATER DETENTION  
SNOW STORAGE

**LEGEND**

- LOW VOLTAGE CABLES
- NO GRAVITY
- WATER DETENTION ROW
- SKIMMERS TO ADJACENT
- SMALL ALLEY AND ACCESS DRIVE
- PAVED STREET
- CULVERT

PRELIMINARY  
DATE 11/2011  
C/W

1911	201	835	401	30	70	700X
------	-----	-----	-----	----	----	------

## City Funds by account

2/20/2015

<b>2015</b>		Acct. No.	1/31/15	2/28/15	3/31/15	4/30/15	5/31/15	6/30/15	7/31/15	8/31/15	9/31/15	10/31/15	11/30/15	12/31/15
1	ColoTrust	548001	204,004											
2	Conservation Trust	204498	9,459											
3	Capital Improvement	200263	536,471											
4	WS Checking	204501	359,576											
5	WS Savings	360422	23,818											
6	Deep Creek (Res)	360430	51,948											
7	Virginia Christensen	254010	236,717											
8	WS 2% Savings	360449	42,047											
10	CD 4/5/04	651232	69,727											
11	Gen. Fund Checking	204188	647,402											
<b>Total Funds</b>			<b>2,181,169</b>	-	-	-	-	-	-	-	-	-	-	-

**City funds are up \$239,637 (2,181,169 - 1,941,532) for the same period last year  
and up \$20 (2,181,169 - 2,181,149) from last month**

	Beginning	Ending	
2004	446,511	558,464	111,953
2005	558,464	656,467	98,003
2006	656,467	892,639	236,172
2007	892,639	1,008,282	115,643
2008	1,008,282	1,023,796	15,514
2009	1,023,796	1,277,112	253,316
2010	1,277,112	1,497,354	220,242
2011	1,497,354	1,680,710	183,356
2012	1,680,710	1,368,684	(312,026)
2013	1,368,684	1,717,812	349,128
2014	1,717,812	2,181,149	463,337
2015	2,181,149	2,181,169	20
		<u>1,734,658</u>	
	<u>446,511</u>	<u>2,181,169</u>	<u>1,734,658</u>

Paving

In Bank

Up                      488%

Profit

Up                      388%