CITY OF CENTRAL, COLORADO
NOTICE OF A REGULAR MEETING of the CITY COUNCIL to be held on
**Wednesday, January 2, 2019 @ 7:00 p.m.**
141 Nevada Street, Central City, Colorado
AGENDA

The City Council meeting packets are prepared several days prior to the meetings and available for public inspection at City Hall during normal business hours the Monday prior to the meeting. This information is reviewed and studied by the City Council members, eliminating lengthy discussions to gain basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis. Agendas are posted on the City's website, the City Hall bulletin board and at the Post Office the Friday prior to the Council meeting.

**6:30pm Work Session – Oath of Office**

Mayor Jeremy Fey
Council Members: Judy Laratta, Jackie Mitchell, Jack Hidahl

7:00pm Council Meeting

1. Call to Order.

2. Roll Call.  
   Mayor  
   Mayor Pro-Tem  
   Council members  
   Jeremy Fey  
   (to be appointed)  
   Judy Laratta  
   Jeff Aiken  
   Jackie Mitchell  
   Jack Hidahl

3. Pledge of Allegiance

4. Additions and/or Amendments to the Agenda

5. Conflict of Interest

6. Consent Agenda: The Consent Agenda contains items that can be decided without discussion. Any Council member may request removal of any item they do not want to consider without discussion or wish to vote no on, without jeopardizing the approval of other items on the consent agenda. Items removed will be placed under Action items in the order they appear on the agenda (this should be done prior to the motion to approve the consent agenda):

   Regular Bill lists through December 19; and
   City Council minutes: December 18, 2018

PUBLIC FORUM/AUDIENCE PARTICIPATION — (public comment on items on the agenda not including Public Hearing items): the City Council welcomes you here and thanks you for your time and concerns. If you wish to address the City Council, this is the time set on the agenda for you to do so. When you are recognized, please step to the podium, state your name and address then address the City Council. Your comments should be limited to **three (3) minutes per speaker.** The City Council may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and your questions may be directed to the City Manager for follow-up. Thank you.

ACTION ITEMS: NEW BUSINESS –

7. Annual Appointments:
   a. Mayor Pro-Tem appointment (Pursuant to City Charter, Section 3.5(b)).
   b. Legal Publication for 2019
   c. DRCOG Representative
   d. Gilpin Ambulance Authority Representative and Alternate
   e. I-70 Coalition Representative and Alternate
   f. Local Emergency Planning Committee (LEPC) Advisory Representative
8. **Resolution No. 19-01:** A resolution designating the public place for posting of notices of regular and special meetings of local public bodies of the City. (Bechtel)

9. **Resolution No. 19-02:** A resolution of the City Council of the City of Central, Colorado establishing certain financial procedures specific to check signatories. (Robbins)

**STAFF UPDATES**

**COUNCIL COMMENTS** – limited to 5 minutes each member.

**PUBLIC FORUM/AUDIENCE PARTICIPATION** – for non-action items not Action or Public Hearing items on this agenda (same rules apply as outlined in the earlier Public Forum section).

**ADJOURN.** Next Council meeting January 15, 2019.

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Please call Reba Bechtel, City Clerk at 303-582-5251 at least 48 hours prior to the Council meeting if you believe you will need special assistance or any reasonable accommodation in order to be in attendance at or participate in any such meeting.
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<tr>
<th>Check Date</th>
<th>Ck #</th>
<th>Payee</th>
<th>Description</th>
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<td>Front Range Fire Apparatus</td>
<td>Peterbuilt Tactical Tender</td>
<td>297,143.00</td>
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Grand Totals: 391,807.92
CALL TO ORDER
A regular meeting of the City Council for the City of Central was called to order by Mayor Heider at 7:05 p.m., in City Hall on December 18, 2018.

ROLL CALL
Present: Mayor Heider
       Mayor pro tem Voorhies
       Alderman Aiken

Absent: Alderman Laratta

Staff Present: City Manager Miera
       Attorney McAskin
       City Clerk Bechtel
       Finance Director Robbins
       Public Works Director Hoover
       Captain Tom Ihme GCSO
       Fire Chief Allen

Pledge of Allegiance was recited by all present.

ADDITIONS AND/OR AMENDMENTS TO THE AGENDA
The agenda was approved as presented.

CONFLICTS OF INTEREST
No Council Member disclosed a conflict regarding any item on the agenda.

CONSENT AGENDA
Mayor pro tem Voorhies moved to approve the consent agenda containing the regular bill lists through December 13; the City Council minutes for the meeting on December 4, 2018; and the Third Addendum to the City Manager Employment Agreement. Alderman Aiken seconded, and without discussion, the motion carried unanimously.

PUBLIC FORUM/AUDIENCE PARTICIPATION
No one requested time to address the Council.

PUBLIC HEARING
Ordinance No. 18-14: An ordinance of the City Council of the City of Central, Colorado amending Section 3.6 of the Home Rule Charter of the City of Central pursuant to voter approval granted on November 6, 2018. Attorney McAskin explained that this ordinance codifies an amendment to the Home Rule Charter clarifying and amending the language concerning the procedure to fill city council vacancies, which was
approved by voters on November 6, 2018. The language set forth in ballot question 1B allows the City Council to either appoint a person to fill the vacancy or call a special election. This amendment to the Charter streamlines the process of filling vacancies on City Council, has the potential to save taxpayers the expense associated with holding a special election in order to fill such vacancies, and provides for more flexibility in how City Council vacancies are filled.

The current language in Section 3.6 of the Charter requires the City Council to call a special election to fill a vacancy on City Council (other than for the position of Mayor) if the term for that position has more than 180 days left when the vacancy occurs. Special elections require a significant expenditure of City funds and additional staff time.

Mayor Heider opened the Public Hearing at 7:08 p.m. Hearing no comment, Mayor Heider closed the Public Hearing at 7:09 p.m.

Alderman Aiken moved to adopt Ordinance No. 18-14: An ordinance of the City Council of the City of Central, Colorado amending Section 3.6 of the Home Rule Charter of the City of Central pursuant to voter approval granted on November 6, 2018 on second reading. Mayor pro tem Voorhies seconded, and without discussion, the motion carried unanimously.

**ACTION ITEMS: NEW BUSINESS**

**Historic Preservation Commission Appointment**
Mayor pro tem Voorhies moved to retain Alex Thome, David Forsyth and Deb Wray on the Historic Preservation Commission. Alderman Aiken seconded, and without discussion, the motion carried unanimously.

**Planning Commission Appointment**
Mayor pro tem Voorhies moved to retain Lisa Leben and Bobbie Hill on the Planning Commission. Alderman Aiken seconded, and without discussion, the motion carried unanimously.

Mayor Heider stated appreciation on behalf of the City to all the commission members for their service.

**Main Street Central City Annual Report**
Lisa Roehmoldt, MSCC Director, provided a summary of 2018 events, expenditures and plans for 2019 and a thank you to the City and Zeke Keeler for ongoing support.

Barbara Thieleanny added that the Main Street volunteers help with other City and CCBID events including City Clean-up.

**Gilpin Arts Annual Report**
Eric Miller, President for GCAA, reviewed the events for 2018 which celebrated the 71st Juried Art Show and thanks to the City, Washington Hall has heat and will now be a year-round gallery. Ongoing thanks for continuing support from the City of Central, countless volunteer hours from board members and artists, and the tireless work of our gallery managers.
Gilpin History Annual Report
Deb Wray, President, provided a summary of events in 2018 and thanked Council for continued support of the Gilpin Historical Society and our mission of preserving and exhibiting Gilpin County’s history.

Resolution No. 18-35: A resolution of the City Council of the City of Central, Colorado approving extensions of engineering-related Professional Services Agreements (JVA, Inc. and Deere & Ault Consultants, Inc.).
Public Works Director Hoover and Utilities Director Nelson reviewed the renewal of the Services Agreements for JVA, Inc. (for City engineering services) and Deere & Ault Consultants, Inc. (for on-call water rights related engineering services). There are no retainer fees for these agreements. Fees collected based on the on-call services provided with not to exceed amounts.

Based on each of the consultant’s satisfactory performance and the ongoing need for engineering and water engineering services, the City desires to extend the term of the Prior Agreements through December 31, 2019 for the specific not to exceed compensation amounts specifically set forth in Section 1 of this Resolution.

Mayor pro tem Voorhies moved to approve Resolution No. 18-35: A resolution of the City Council of the City of Central, Colorado approving extensions of engineering-related Professional Services Agreements (JVA, Inc. and Deere & Ault Consultants, Inc.). Alderman Aiken seconded, and without discussion, the motion carried unanimously.

Resolution No. 18-36: A resolution of the City Council of the City of Central, Colorado approving extensions of Professional Services Agreements.
Community Development Director Rears recommended renewal of the contracts for 2019 for the four firms/people providing important services for the City related to GIS, IT Support, Grants, and Building Inspection Services.

Digital Data Services, Inc. - $20,000 – Not to exceed Amount
Complete Business Systems, Inc. - $28,380 – Not to exceed Amount
Deon Wolfenbarger - $14,875 – Not to exceed Amount
Colorado Code Consulting, LLC – No cost, services billed and paid for as part the building permit fees collected

These costs are included in the proposed 2019 City budget under the following departments and account descriptions.

- Business / Economic Development & Grant Management - Professional Services or depending on the project Belvidere Theater Improvement - Historic Preservation
- GIS – Community Development – Professional Services - Other Professional SVCS/GIS
- IT – Finance/Human Resources – Professional Services – IT Services & Support
- Building – Community Development – Professional Services - Building Permits
Mayor pro tem Voorhies moved to approve Resolution No. 18-36: A resolution of the City Council of the City of Central, Colorado approving extensions of Professional Services Agreements. Alderman Aiken seconded, and without discussion, the motion carried unanimously.

Resolution No. 18-37: A resolution of the City Council of the City of Central, Colorado approving an extension of the Services Agreement with One Way, Inc. for residential trash disposal services. Public Works Director Hoover explained that the one-year contract with One Way Inc. to provide residential trash collection and recycling services will expire on December 31, 2018. The new contract includes the weekly collection of up to 128 gallons per household of trash at the current not to exceed amount of $66,780.00 or $5,565.00 per month for residential trash disposal services, and authorizes the City Manager to execute a written amendment to the Prior Agreement reflecting extension of term and adjusted fees for calendar year 2019 and the addition of services for the residential units associated with the Central City Opera House Association.

The budgeted amount for residential trash/recycling service is $66,780 for the year with the addition of household trash for CCOHA for June-August at the rate of $679.80 per month which will be paid back to the City from CCOHA.

One Way, Inc. has provided this service for the last eight years. Staff has worked with One Way to resolve complaints in 2018.

Alderman Aiken questioned if the Opera can obtain a bear proof dumpster. Director Hoover stated that Waste Management does not have any bear proof dumpsters and the Opera is checking with other companies.

Alderman Aiken moved to approve Resolution No. 18-37: A resolution of the City Council of the City of Central, Colorado approving an extension of the Services Agreement with One Way, Inc. for residential trash disposal services. Mayor pro tem Voorhies seconded, and without discussion, the motion carried unanimously.

Resolution No. 18-38: A resolution of the City Council of the City of Central, Colorado amending the 2018 Budget and approving a supplemental appropriation to assist the City with completion of the Water Intakes Project.

Finance Director Robbins reviewed the background of this request for approval of the supplemental appropriation to ensure that both the revenue (proceeds) from the City’s interest free loan agreement with Colorado Water Resources and Power Development Authority and the expenditures associated with the City’s completion of the Water Intakes Project are properly set forth and documented in the City’s 2018 Budget.

The City’s 2018 Budget requires adjustments to anticipated revenues and expenditures to properly account for the revenues (proceeds) from the loan agreement referenced above, and expenditures associated with replacement and rehabilitation of diversion structures and associated appurtenances. Specifically, it is the Water Fund of the City that requires adjustments. The supplemental appropriations approved by Resolution No. 18-38 are highlighted in the table below:
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<tr>
<th>Water Fund – 2018 Revenues</th>
<th>2018 Adopted Budget</th>
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<th>Total Supplemental Appropriation</th>
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<td>Drinking Water Revolving Fund Loan (Water Intakes)</td>
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<th>Water Fund – 2018 Expenditures/Capital Projects</th>
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<td>Water Intakes (Drinking Water Revolving Fund Loan)</td>
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City Council is authorized pursuant to Section 10.10 of the City’s Home Rule Charter and C.R.S. § 29-1-109 to amend the budget after it is adopted. Adoption of Resolution No. 18-38 is necessary to ensure the City remains in compliance with applicable state budget laws. A public hearing is required. Notice of the hearing was published in accordance with applicable Title 29 requirements.

Mayor pro tem Voorhies moved to approve Resolution No. 18-38: A resolution of the City Council of the City of Central, Colorado amending the 2018 Budget and approving a supplemental appropriation to assist the City with completion of the Water Intakes Project. Alderman Aiken seconded, and without discussion, the motion carried unanimously.

**REPORTS**
Manager Miera responded to Council questions:
1. Richville-Williams house – meeting today with applicant, process moving forward
2. Water Intakes – operations as expected

Public Works Director added that staff has test driven 6 sweepers and will soon have a final proposal for the purchase of the new street sweeper within budget.

**COUNCIL COMMENTS**
Appreciation of Service:
Kathy Heider for 2 years as Mayor and 4 years on City Council
Shirley Voorhies for 8 years on City Council and 14 Years on HPC & Planning Commission
Manager Miera and Alderman Aiken presented Mayor Heider and Mayor pro tem Voorhies with Certificates of Appreciation and thanked them for their dedication to the City.

Mayor Heider read a statement of review of her time on Council.

Mayor pro tem Voorhies added her thanks for the community confidence that was placed in her and allowing her to serve.

**PUBLICFORUM/AUDIENCEPARTICIPATION**
Deb Wray, 706 Martin Drive, provided some additional information to her Gilpin History report and the funding received from City of Black Hawk for painting of the Stroehle House.

Jackie Mitchell, 330 Casey Street, thanked Mayor Heider and Mayor pro tem Voorhies for their service to the City.

There being no further business, Mayor pro tem Voorhies moved to adjourn the December 18th regular City Council meeting. Alderman Aiken seconded, and without discussion, the motion to adjourn was approved unanimously at 8:00 p.m.

The next regular City Council meeting is scheduled for Wednesday, January 2, 2019 at 7:00 p.m.

Jeremy Fey, Mayor

Reba Bechtel, City Clerk
AGENDA ITEM # 8
CITY COUNCIL COMMUNICATION FORM

FROM: Reba Bechtel, City Clerk
DATE: January 2, 2019

ITEM: Resolution No. 19-01: A resolution designating the public place for posting of notice of regular and special meetings of local public bodies of the City.

NEXT STEP: Council Motion

___ ORDINANCE
X MOTION
___ INFORMATION

I. REQUEST OR ISSUE: The proposed resolution in an annual event for posting places as required by Section 24-6-402(2)(c) C.R.S.

II. RECOMMENDED ACTION / NEXT STEP: Approve Resolution 19-01.

III. FISCAL IMPACTS: N/A

IV. BACKGROUND INFORMATION: This resolution is proposed with no changes from last year.

V. LEGAL ISSUES: None

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: None

VII. SUMMARY AND ALTERNATIVES:
Council may take one of the following actions:
1. Move to approve.
2. Amend the Resolution
3. Move to deny.
CITY OF CENTRAL, COLORADO
RESOLUTION NO. 19-01

A RESOLUTION DESIGNATING THE PUBLIC PLACES FOR POSTING OF NOTICES OF REGULAR AND SPECIAL MEETINGS OF LOCAL PUBLIC BODIES OF THE CITY

WHEREAS, the City Council of the City of Central annually posts the locations of meeting notices of its local bodies;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Central, Colorado as follows:

Section 1. Notices of regular and special meetings of the local public bodies of the City of Central, listed below, and of all committees thereof, shall be posted in the public places; at City Hall, 141 Nevada Street, Central City, Colorado and at Central City Post Office, 149 Gregory Street, Central City, Colorado.

City Council
Local Liquor Licensing Authority
Central City Retail Marijuana Store Licensing Authority
Planning Commission
Historic Preservation Commission

Section 2. This Resolution is intended to be and constitutes the designation of public places for posting of notice of meetings required by Section 24-6-402(2)(c) C.R.S.

ADOPTED AND APPROVED this 2nd day of January, 2019.

CITY OF CENTRAL, COLORADO

By: ________________________________
Jeremy Fey, Mayor

ATTEST:

By: ________________________________
Reba Bechtel, City Clerk

APPROVED AS TO FORM:

By: ________________________________
Marcus McAskin, City Attorney
AGENDA ITEM # 9
CITY COUNCIL COMMUNICATION FORM

FROM: Abigail R. Robbins, Finance Director
DATE: January 2, 2019
ITEM: Resolution 19-02 A Resolution of the City Council of the City of Central, Colorado Establishing Certain Financial Procedures Specific to Authorize Check Signatories and the Use of Credit Cards.

NEXT STEP: Make a motion to adopt Resolution 19-02, A Resolution of the City Council of the City of Central, Colorado Establishing Certain Financial Procedures Specific to Authorized Check Signatories and the Use of Credit Cards.

__ ORDINANCE
X MOTION
__ INFORMATION

I. REQUEST OR ISSUE: Resolution 19-02 establishes those elected officials and employees authorized to sign checks as well as those authorized as a signatory on bank accounts for the City. Resolution 19-02 designates Mayor Jeremy Fey and Mayor Pro-tem ______ as an authorized signatory on bank accounts.

It is also necessary at times for City employees to use a credit card in order to make purchases or reservations on behalf of City business. Resolution 19-02 recognizes that in these cases, only one (1) authorized signature will be required and lists the City employees who are authorized to have and use a City credit card for such purchases.

II. RECOMMENDED ACTION / NEXT STEP: Make a motion to adopt Resolution 19-02, A Resolution of the City Council of the City of Central, Colorado Establishing Certain Financial Procedures Specific to Authorized Check Signatories and the Use of Credit Cards.

III. FISCAL IMPACTS: There are no immediate fiscal impacts. Indirect financial impacts could be realized based on adherence to this recommended internal control practice.

IV. BACKGROUND INFORMATION: Please see Resolution 19-02.

V. LEGAL ISSUES: None.
VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** None.

VII. **SUMMARY AND ALTERNATIVES:**
1. Make a motion to adopt Resolution 19-02.
2. Adopt Resolution 19-02 with amendments.
3. Table for further discussion.
4. Do not adopt Resolution 19-02.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL
ESTABLISHING CERTAIN FINANCIAL PROCEDURES SPECIFIC TO
AUTHORIZED CHECK SIGNATORIES

WHEREAS, it is necessary for the City of Central to issue payments to vendors, employees and others by check;

WHEREAS, in order to ensure that the checks issued are accurate and authentic, two (2) signatures are required on all checks issued; and

WHEREAS, to reduce the potential for error and/or fraud and to adhere to good internal control practices for accounting purposes it is necessary for the City Council to designate those specific persons who are authorized to sign checks; and

WHEREAS, certain staff members of the City of Central often need to make purchases at locations at which the City does not have an account; and

WHEREAS, a credit card is required for some types of purchases and/or reservations and Council recognizes that obtaining two (2) signatures is not possible when using a credit card but wishes to allow staff to use credit cards when necessary;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO, THAT:

Section 1.

1. All checks require two signatures; one of which must belong to an elected official, and one of which must belong to a City employee. Any accounts that are, or may be established to control funds from other governmental agencies, will be exempted from this requirement if they are organized as required by the funding agency. The signature of the elected official may be a stamped signature for convenience.

2. The following City officials are authorized to sign checks on the City’s bank accounts: Mayor Jeremy Fey, Mayor Pro-tem ________, City Manager Daniel R. Miera and Finance Director Abigail R. Robbins.

3. All wire transfers will require authorizations from any two of the following: Mayor Jeremy Fey, Mayor Pro-tem ________, City Manager Daniel R. Miera and Finance Director Abigail R. Robbins.

4. Purchases made by credit card require only one authorized signature.
5. City officials authorized to sign and approve purchases made using a City credit card are as follows: Daniel R. Miera, City Manager; Abigail R. Robbins, Finance Director; Gary Allen, Fire Chief; Jason Nelson, Public Utilities Director; Ray Rears, Community Development Director; and Sam Hoover, Public Works Director.

6. A coded and approved receipt must be furnished to the Finance Department for all purchases made using a City credit card within twenty-four (24) hours of the purchase or in accordance to the Finance Department’s credit card policy.

7. If an authorized card holder fails to submit a receipt for any purchase made then the individual shall lose the authority to use a City card. The City Manager has the authority to allow or disallow use of any City credit card at any time.

Section 2. Severability. If any portion of this Resolution is found to be void or ineffective, it shall be deemed severed from this Resolution and the remaining provisions shall remain valid and in full force and effect.

Section 3. Effective Date. This Resolution shall take effect immediately upon adoption by City Council, whereupon City Staff is directed to take all steps necessary to implement the internal financial control practices set forth in this Resolution No. 19-02.

ADOPTED THIS 2nd DAY OF JANUARY, 2019.

CITY OF CENTRAL, COLORADO

By: ______________________________
Jeremy Fey, Mayor

ATTEST:

By: ______________________________  By: ______________________________
Reba Bechtel, City Clerk       Marcus McAskin, City Attorney

APPROVED TO FORM: