

**CITY OF CENTRAL, COLORADO**  
NOTICE OF A REGULAR MEETING of the CITY COUNCIL to be held on  
**Tuesday, January 15, 2013 @ 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 access channel, on the City Hall bulletin board, at the Post Office and at Washington Hall the Friday prior to the Council meeting.

**7:00pm Council Meeting**

1. Call to Order.
2. Roll Call.

Mayor	Ron Engels
Mayor Pro-Tem	Bob Spain
Council members	Bob Giancola
	Shirley Voorhies
	Rita Lee
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 of December 20, 27 & January 3, 10; and  
City Council minutes: December 18, 2012.

**Appreciation of Service: Bob Giancola for 5 years, Rita Lee for 1 year**  
**Oath of Office: New Council Members Gloria Gaines and Kathy Heider**

**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 2013
  - c. DRCOG Representative
  - d. Gilpin Ambulance Authority Representative and Alternate
8. Ordinance No. 13-01: An ordinance amending Section 1-46 and Section 2-21 of the Municipal Code concerning posting of meetings and ordinances. (Michow)
9. Resolution No. 13-01: A resolution designating the public place for posting of notices of regular and special meetings of local public bodies of the City. (Bechtel)

10. Ordinance No. 13-02: An ordinance amending Sections 10-21 and 10-22 of Chapter 10 of the Municipal Code regarding marijuana and marijuana accessories.(Michow)
11. Ordinance No. 13-03: An ordinance amending Chapter 16 of the Municipal Code regarding the regulation of marijuana cultivation for personal use in residential structures.(Michow)
12. Resolution 13-02: A resolution of the City Council of the City of Central, Colorado approving an Intergovernmental Agreement by and between the City of Central and the Board of County Commissioners of Douglas County, Colorado for access to SOTAR, a sex offender registration software system. (Krelle)
13. Resolution 13-03: A resolution of the City Council of the City of Central establishing certain financial procedures specific to authorized check signatories and the use of credit or debit cards. (Flowers)
14. Authorizing the purchase of a Ford F-150 truck for the Water Dept for \$34, 668 (Kisselman)

**REPORTS –**

15. 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 February 5, 2013.

Posted 1/11/13

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.

**CITY OF CENTRAL  
CASH ON HAND  
1/10/2013**

<b>Total Beginning ENB Cash on Hand 12/13/2012</b>	<b>13,214.62</b>
Deposits to ENB	13,461.44
Wires Out ENB	(21,270.34)
Cleared Checks	-
<hr/>	
12/13/2012	5,405.72
<less previously approved & outstanding>	(3,570.70)
<b>Total ENB Cash on Hand 1/09/2013</b>	<b>1,835.02</b>

<b>Total Beginning CO Biz Cash on Hand 12/13/2012</b>	<b>514,185.51</b>
Deposits to COB	353,851.32
Wires Out COB	(151,041.98)
Cleared Checks	(216,728.33)
<hr/>	
12/13/2012	500,266.52
<less previously approved & outstanding>	(47,996.56)
<b>Total COB Cash on Hand 1/9/2013</b>	<b>452,269.96</b>

<b>Total Beginning Colotrust Cash on Hand 12/13/2012</b>	<b>780,786.67</b>
Wires into Account	4,318.60
Wires out of Account-Into Evergreen National	
<b>Total Colotrust Cash on Hand 1/9/2013</b>	<b>785,105.27</b>

\*\*\*The City is currently in the process of switching the operating account from Evergreen National Bank to Colorado Business Bank. As such, you will see less and less activity out of Evergreen National and on the next cash flow report both of the operating accounts will be reflected. Once all transactions have cleared Evergreen National Bank, it will be removed from this sheet.

**TOTAL CASH ON HAND 1/9/2013** **1,239,210.25**

**CITY OF CENTRAL  
DEBIT CARD PURCHASES  
12/14/12 thru 1/9/13**

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
12/14/2012	Northern Tool	PW Supplies	93.90
12/17/2012	5.11 Tactical	PD Uniforms	149.18
12/17/2012	Walmart	PW Supplies	62.02
12/19/2012	Safeway	Drinks for Council Open House	32.30
12/19/2012	Target	Santa Cop Gift	19.68
12/19/2012	Office Max	PD Office Supplies	17.34
12/21/2012	Annie Oakleys	Batteries	10.39
12/24/2012	The Lodge Casino	Employee Holiday Lunch	130.66
12/24/2012	Reserve Hotel/Casino	Lodging for Police Officer	31.76
12/26/2012	Walmart	Santa Cop Gift	43.36
12/26/2013	Walmart	Santa Cop Gift	63.73
12/31/2012	Walmart	Santa Cop Gift	26.06
1/4/2013	HSG Registration	Water Training	400.00
1/4/2013	Gemplers	Water Dept Uniforms	189.90
1/7/2013	HSG Registration	Water Training	800.00
1/7/2013	Johnny Z's	PD Lunch for Hiring Board	34.33
1/7/2013	Sears	Refrigerators for town home/pw shop	925.51
1/8/2013	Earthlink.net	Internet Access	21.95
1/9/2013	Napa Auto Parts	PW Supplies	79.50
1/9/2013	USPS	Shipping	6.85
1/9/2013	CO Assoc. of Police Chiefs	PD Chief Dues	195.00
1/9/2013	Central Parts	PW Supplies	336.91
1/9/2013	Napa Auto Parts	PW Supplies	100.92
<b>TOTAL</b>			<b>3,771.25</b>

CASH FLOW  
CHECK LISTING

Inv Date	Inv #	Ck. Date	CK#	Vendor	Description	Amount	Mail Date
		12/21/12	125832	ICMA-401	Retirement Contributions	2,397.43	clrd
		12/21/12	125833	ICMA-457	Retirement Contributions	1,443.86	clrd
		12/21/12	125834	ICMA-IRA	Retirement Contributions	281.00	clrd
		12/21/12	125835	Grossman & Grossman	Employee Garnishment	445.88	clrd
11/30/12	7300095512	12/20/12	125836	DPC Industries	Chlorine for Water Plant	24.00	
12/17/12	5751134311	12/20/12	125837	Clear Creek Supply	Water Plant Supplies	50.74	
10/29/12	102912	12/20/12	125838	CML	City Membership	836.00	
12/8/12	8023955602	12/20/12	125839	Staples Advantage	Calendars	25.99	
12/12/12	121212	12/20/12	125840	Steve Allen	Firefighter Reimbursement for Gear	250.00	
12/7/12	43739	12/20/12	125841	Front Range Fire Apparatus	Airor Pumper Repair	220.00	
8/13/12	081312A	12/20/12	125842	Medved	Chevy and Impala Repairs	1,561.35	
12/7/12	97076597	12/20/12	125843	Nalco Chemical	Chemicals for Water Plant	1,761.30	
12/11/12	LN271558	12/20/12	125844	Neve's Uniforms	PD Uniforms	134.95	
12/10/12	91294	12/20/12	125845	Office Stuff	FD Jacket and Calendars	213.28	
12/20/12	217982487	12/20/12	125846	US Bank	Photocopier Lease	377.02	
12/10/12	5741864	12/20/12	125847	HD Supply	Water Plant Supplies	2,611.85	
1/13/12	702403763	12/20/12	125848	USPS	Bus Shelter Lease	133.33	
12/12/12	9018158288	12/20/12	125849	Grainger	Water Plant Supplies	349.13	
12/5/12	CC12912PC	12/20/12	125850	Weekly Register Call	Help Wanted-HPC and PC	176.00	
12/2/12	224001	12/20/12	125851	Galls Inc.	Siren for FD	186.48	
11/30/12	7517	12/20/12	125852	All Traffic Data	Century Garage Traffic Counts	7,000.00	
9/21/12	30418	12/20/12	125853	PDR Distribution	PD Manual	59.95	
12/5/12	312829900	12/20/12	125854	LN Curtis & Sons	FD-Collapsible Shark	2,045.82	
11/30/12	21317	12/20/12	125855	Widner Michow and Cox	Legal Counsel and Litigation	9,399.27	
12/20/12	663373	12/20/12	125856	Aflac Insurance	Supplemental Insurance Premiums	489.62	
12/13/12	82850	12/20/12	125857	CO State Forest Service	FD Hose	499.51	
12/1/12	576074	12/20/12	125858	FSH Communications	Toll Free Telephone Service	70.00	
12/17/12	8131	12/20/12	125859	Allen Technology	IT Maintenance	629.97	
12/13/12	D06645	12/20/12	125860	YESCO	Sign Maintenance	80.00	
12/5/12	1374	12/20/12	125861	CEOSelf	Website Hosting	1,200.00	
10/9/12	DX30791	12/20/12	125862	Accutest Mountain States	Backwash Pond, Water Testing	190.00	
12/20/12	122012	12/20/12	125863	Alan Lanning	Mileage Reimbursement Jan, Dec coverage	303.75	clrd
12/12/12	21464	12/20/12	125864	Morning Star Elevator	2nd Half Elevator Repairs	9,870.00	
12/20/12	122012	12/20/12	125865	APWA	2013 Membership	164.00	
12/17/12	2160	12/20/12	125866	Colorado Coach Transportation	January Shuttle Service	35,929.62	clrd
12/20/12	2	12/20/12	125867	Tymco, Inc.	Streetsweeper Lease Payment	28,956.61	
		1/4/13	125868	ICMA-401	Retirement Contributions	2,433.13	
		1/4/13	125869	ICMA-457	Retirement Contributions	1,279.17	
		1/4/13	125870	ICMA-IRA	Retirement Contributions	281.00	
		1/4/13	125871	Grossman & Grossman	Employee Garnishment	555.54	
12/3/12	7370049641	1/10/13	125872	DPC Industries	Sodium Bisulfate	241.17	
12/14/12	459400	1/10/13	125873	Artech Business Forms	Tax Forms	93.71	

CASH FLOW  
CHECK LISTING

12/26/12	50914	1/10/13	125874	AV-Tech Electronics	FD Radio Equipment	18,855.11
12/15/12	13101	1/10/13	125875	Blackwell Oil	Fuel	4,735.25
12/27/12	11141689	1/10/13	125876	Bobcat of the Rockies	Pallet Forks and Frame for Bobcat	7,742.00
12/28/12	11172	1/10/13	125877	Canyon Systems	Water Parts and Gas Detector	2,795.90
12/20/12	557303	1/10/13	125878	Christopher Dodge Inc.	Wiring Repair in Vehicle	40.52
12/17/12	W12386	1/10/13	125879	CIRSA	WC Claim Costs	1,176.70
12/12/12	5751134044	1/10/13	125880	Clear Creek Supply	PW Supplies	95.05
1/8/13	4thqtr2012	1/10/13	125881	CO Dept of Revenue	4th Qtr VC State Sales Tax	32.00
12/15/12	802402666	1/10/13	125882	Staples Advantage	Calendars	25.38
12/26/12	8084327	1/10/13	125883	Hach Company	Water Plant Supplies	172.43
12/12/12	121212	1/10/13	125884	Low Cady	Historic Preservation Commission	50.00
12/2/12	122812	1/10/13	125885	Home Depot	PW Supplies	1,272.78
12/16/12	121612	1/10/13	125886	MC1	Toll Free Telephone Service	28.90
12/17/12	LN271794	1/10/13	125887	Neve's Uniforms	Hat Badge for PD	1.00
12/10/12	91410	1/10/13	125888	Office Stuff	FD Apparel, Binders and Toner	1,958.99
1/2/13	10213	1/10/13	125889	Xcel Energy	Electricity	9,413.81
12/2/12	122112	1/10/13	125890	Purchase Power	Postage	66.00
12/19/12	5522112	1/10/13	125891	HD Supply Water Works	Water Plant Parts	28.11
12/16/12	121612	1/10/13	125892	Century Link	Telephone and Fax Lines	766.08
12/19/12	9023869606	1/10/13	125893	Grainger	Pressure Gauges	134.46
12/29/12	CCMSW1&2	1/10/13	125894	Weekly Register Call	Help Wanted Ads for PW	264.00
12/14/12	121412	1/10/13	125895	Stephen Williamson	Water Legal Counsel and Litigation	3,568.50
12/19/12	436082	1/10/13	125896	Honnen Equipment	Equipment Repair, Pilot Control Valve	1,606.94
12/6/12	160S12	1/10/13	125897	Roberts Services	Water Plant-Filter Media	3,916.00
1/16/12	159660	1/10/13	125898	Galls Inc.	Flashlights for PD and Flag Bars	487.47
12/19/12	13936	1/10/13	125899	Med-Tech Resource	FD Medical Supplies	720.14
12/21/12	A146353	1/10/13	125900	McCandless	Heavy Equipment Parts	161.32
12/11/12	1155	1/10/13	125901	AAA Trophies	Trophy and Name Plate-FD	66.00
12/15/12	121511B	1/10/13	125902	Gilpin County Clerk and Recorder	2012 Election Fees	1,585.20
12/12/12	121212	1/10/13	125903	Gilpin County Historical Society	Historic Preservation & Wash Hall Employee	1,664.75
12/20/12	7752	1/10/13	125904	Deere & Ault	Water General Consulting and Accounting	1,575.00
12/26/12	Den013378	1/10/13	125905	Royce Industries	Nozzle	33.83
12/31/12	8176	1/10/13	125906	Allen Technology	Plotter Installation, Sleuth Upgrade	3,319.84
12/21/12	2052	1/10/13	125907	Three Brothers	Envelopes	450.00
12/19/12	56375158	1/10/13	125908	A&E Tires	Tire Repairs	1,061.60
12/28/12	122812	1/10/13	125909	Caitlyn Miller	Volunteer Firefighter Reimbursement	250.00
12/21/12	150632	1/10/13	125910	Arvada Rent Alls	Air Cleaner	19.90
12/17/12	9822447	1/10/13	125911	Stanley Convergent	Smoke Detector and Elevator Testing	1,382.00
12/12/12	121212	1/10/13	125912	Gloria Gaines	Historic Preservation Commission	50.00
10/8/12	2893	1/10/13	125913	Teryx	Speakers for Laptop-FD	62.49
11/30/12	113012	1/10/13	125914	Airgas Intermountain	Oxygen and Nitrogen	38.05
12/4/12	140005	1/10/13	125915	Symbol Arts	FD Badges	2,190.00
12/16/12	1147011019	1/10/13	125916	Verizon Wireless	Water General Internet	80.29

CASH FLOW  
CHECK LISTING

12/10/12	5027232	1/10/13	125917	Rocky Mtn Power Generation	Replace Block Heater	626.03
12/12/12	1188	1/10/13	125918	Peak Motor Coach	Install Equipment in PD Cars, Decommission	3,003.37
12/18/12	38707	1/10/13	125919	Peak Performance Imaging	Metered Photocopies	297.23
12/13/12	475406	1/10/13	125920	Detroit Industrial Pool	FD Parts	124.43
12/21/12	122012	1/10/13	125921	Gilpin County Public Works	FD Truck Repairs	188.13
12/12/12	121212	1/10/13	125922	Deborah Wray	Historic Preservation Commission	50.00
12/11/12	37	1/10/13	125923	Mountain Gateway Center	Arbor Adaptor	12.98
12/27/12	49700	1/10/13	125924	Kois Brothers Equipment	Flatbed, Cutting Edge, Poly	2,978.82
12/21/12	11161	1/10/13	125925	ROI Fire and Ballistics	Tools for FD	382.60
12/24/12	44471	1/10/13	125926	JVA Inc.	Chase Dam, Nevada Street, Hidahl, Standards	2,992.84
1/1/12	11	1/10/13	125927	Ennovate	Energy Performance Contract	36,671.38
12/21/12	B23673	1/10/13	125928	Highplains Excavating	Salt and Sand	3,751.88
12/28/12	122812	1/10/13	125929	Central City Business (BIS)	City Events and Marketing	18,859.65
12/17/12	125500	1/10/13	125930	Telrepc	PD Toughbook Computers	2,413.00
12/20/12	52108	1/10/13	125931	Nathan Bremer Dumm & Myers	Ballowe Case	6,465.03
1/4/13	5278150	1/10/13	125932	Cogent	Water Supplies	128.62
12/13/12	66408	1/10/13	125933	Gard Specialists CO Inc	PW Parts	998.17
1/1/13	1627349374	1/10/13	125934	Waste Management of Denver	Dumpster Pickup	853.24
12/31/12	CC20121231	1/10/13	125935	Town of Columbine Valley	PD Toughbook Computers	1,200.00
12/26/12	278628	1/10/13	125936	United Reprographic Supply	Plotter and Supplies	8,264.48
12/20/12	101	1/10/13	125937	Camcor Electric	Install Disconnect for Elevator Repairs	750.00
12/27/12	7016840	1/10/13	125938	Rocky Mtn Lasers	Calibration-PD	52.00
12/25/12	212362348	1/10/13	125939	Fedex	Shipping	25.26
12/12/12	177146	1/10/13	125940	Everist Materials	Salt and Sand	10,124.13
1/1/13	1stqt2013	1/10/13	125941	BH/CC Sanitation District	Sanitation for City Properties	592.00
1/3/13	17556	1/10/13	125942	DRCOG	Membership for 2013	600.00
1/29/12	2013	1/10/13	125943	GFOA	Finance Membership for 2013	320.00
1/10/13	Jan-13	1/10/13	125944	Gilpin Ambulance Authority	January Ambulance Service	12,750.00
1/15/12	19856	1/10/13	125945	IACP-Membership	Membership for 2013-PD	250.00
1/7/13	2220425	1/10/13	125946	Idaho Springs Lumber	Parts for Water Department	78.86
1/1/13	2013	1/10/13	125947	CMCA	Membership for 2013-Clerk	150.00
1/4/13	2013010478	1/10/13	125948	Anthem BCBS	Health Insurance Premiums	15,304.31
12/19/13	Jan-13	1/10/13	125949	Vision Service Plan	Vision Insurance Premiums	332.05
1/3/13	373477	1/10/13	125950	Pitney Bowes	Postage Scale Rental	32.25
12/17/12	2013	1/10/13	125951	CACP	Membership for 2013-PD	50.00
1/1/13	8137	1/10/13	125952	Allen Technology	Monthly IT Maintenance, Microsoft for Water	3,805.99
1/9/13	10913	1/10/13	125953	Skybeam	Internet for Water Plant	75.34
1/2/13	337977	1/10/13	125954	Golder Associates	Water Plant Upgrades	7,450.00
1/10/13	116615	1/10/13	125955	Air-O-Pure Portables	Restroom Sanitation at Shops and Reservoir	190.00
1/2/13	4279	1/10/13	125956	Ausmus Law Firm	Municipal Court Prosecution	600.00
1/1/13	4206	1/10/13	125957	Prospectors Run HOA	Mack Road Snow Removal	800.00
12/27/12	122712	1/10/13	125958	USA Communications	Internet for FD, PW and Townhome	192.69
1/1/13	2013297	1/10/13	125959	Omni-Pro Cleaning	Cleaning of City Hall	300.00

CASH FLOW  
CHECK LISTING

12/21/12	10426919	1/10/13	125960	Integra Telecom	Telephone Service	718.37
12/19/12	2013	1/10/13	125961	CO State Fire Chiefs	Membership for 2013-FD	282.00
12/13/12	Jan-13	1/10/13	125962	Assurant Employee Benefits	Dental Insurance Premiums	2,057.97
<b>Total Issued:</b>						<b>388,907.58</b>
Approved & Sent Checks:						51,567.26
Clrd & Pending Approval						40,801.54
Voided Checks						-
<b>Total Pending Approval 1/15/13</b>						<b>337,340.32</b>

Outstanding through ENB 3,570.70

Outstanding through COB 47,996.56

**CITY OF CENTRAL  
CITY COUNCIL MEETING  
December 18, 2012**

**CALL TO ORDER**

A regular meeting of the City Council for the City of Central was called to order by Mayor Engels at 7:01 p.m., in City Hall on December 18, 2012.

**ROLL CALL**

Present: Mayor Engels  
Alderman Spain  
Alderman Giancola  
Alderman Voorhies

Absent: Alderman Lee

Staff Present: Manager Lanning  
Attorney Michow  
City Clerk Bechtel  
Finance Director Flowers  
Operations Director Kisselman  
CDD/HPO Thompson  
Utilities Superintendent Griffith  
Police Chief Krelle  
Fire Chief Allen

The 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**

Alderman Spain moved to approve the consent agenda containing the regular bill lists for December 6 and 13, 2012; and the City Council minutes of December 4, 2012. Alderman Giancola seconded, and without discussion, the motion carried unanimously.

**PUBLIC FORUM/AUDIENCE PARTICIPATION**

No one requested time to address the Council.

**SECOND READING AND PUBLIC HEARING**

Ordinance No. 12-18: *An ordinance of the City Council of the City of Central, Colorado amending certain provisions of Chapter 4 of the Municipal Code concerning revenue and finance.*

Finance Director Flowers explained that this ordinance is a revision to the Municipal Code to clean

up obsolete provisions, create administrative efficiencies and simplify language and cross referencing so that staff, residents and businesses can more easily access the regulations set forth in the Code.

Some changes are: Section 4-54(n) has been added to include a food stamp exemption; language has been added to Section 4-47 to formalize the City's existing practices regarding the collection of sales and lodging tax on complimentary meals and rooms; and Procurement of Goods and Services (beginning with Section 4-241) to simplify with a chart that easily identifies what purchasing requirements shall be followed within certain budgetary ranges which will allow staff to obtain good pricing and potential cost savings when purchasing goods and services thereby saving the City money.

Mayor Engels opened the public hearing at 7:05 p.m. and invited comment. Hearing none, he closed the public hearing at 7:05 p.m.

Alderman Voorhies moved to adopt Ordinance No. 12-18: An ordinance of the City Council of the City of Central, Colorado amending certain provisions of Chapter 4 of the Municipal Code concerning revenue and finance. Alderman Spain seconded, and without discussion, the motion carried unanimously.

Ordinance No. 12-19: *An ordinance of the City Council of the City of Central, Colorado amending certain provisions of Article II of Chapter 6 of the Central City Municipal Code; specifically fees and charges related to avoidable or false alarms.*

Finance Director Flowers explained that in conjunction with the Municipal Code revisions that staff and legal counsel have been doing over the past year, staff has been removing any specific fees and/or charges from the Code itself and incorporating them into the Comprehensive Fee Schedule instead. A resolution to include the revised fees for avoidable and false alarms on the Comprehensive Fee Schedule will be presented to Council for consideration upon adoption of this ordinance. The Police Department now responds to false alarms and the business owner has not had any incentive to repair their alarm system.

Mayor Engels opened the public hearing at 7:08 p.m. and invited comment. Hearing none, he closed the public hearing at 7:08 p.m.

Alderman Giancola moved to adopt Ordinance No. 12-19: An ordinance of the City Council of the City of Central, Colorado amending certain provisions of Article II of Chapter 6 of the Central City Municipal Code; specifically fees and charges related to avoidable or false alarms. Alderman Spain seconded, and without discussion, the motion carried unanimously.

Ordinance No. 12-20: *An ordinance of the City Council of the City of Central amending certain provisions of Article VI of Chapter 2 of the Central City Municipal Code regarding Historic Preservation Commission membership.*

CDD/HPO Thompson explained that the purpose of this ordinance is to amend the Municipal Code to indicate who can be on the Historic Preservation Commission. At this time, there are restrictions on who can serve on the Planning Commission. No such restrictions currently exist for HPC members. This ordinance will put the similar restrictions on HPC as currently on PC and allow 2 members to serve on both.

Mayor Engels opened the public hearing at 7:10 p.m. and invited comment. Hearing none, he closed the public hearing at 7:10 p.m.

Alderman Voorhies moved to adopt Ordinance No. 12-20: An ordinance of the City Council of the City of Central amending certain provisions of Article VI of Chapter 2 of the Central City Municipal Code regarding Historic Preservation Commission membership. Alderman Giancola seconded, and without discussion, the motion carried unanimously.

### **NEW BUSINESS**

#### Historic Preservation Commission Appointments – 2 seats and 1 alternate

Mayor Engels appointed Alex Thome and Margaret Grant with Gina Fuerst as the alternate and thanked Perry Eppenger and John Friery for their interest.

Alderman Voorhies moved to approve the appointments as stated by the Mayor. Alderman Spain seconded, and without discussion, the motion carried unanimously.

#### Planning Commission Appointments – 3 seats –

Mayor Engels appointed Barbara Thielemann, Margaret Grant, and Herman Gaines and thanked John Friery for his interest.

Alderman Voorhies moved to approve the appointments as stated by the Mayor. Alderman Giancola seconded, and without discussion, the motion carried unanimously.

#### Gilpin County Historical Society Report

Gloria Gaines, President, stated that support from the City is appreciated and has helped them to continue to move forward. GCHS will begin using a shorter name which is *Gilpin History*. Other important data to note include: tour numbers are up; finances stable though still in the red; and the Washington Hall museum has been a boost to their exposure. GCHS has worked collaboratively with the Opera and Arts Association as well as expanding cooperation with the BID. The Creepy Crawl and the Cemetery Crawl were both very successful. Ms. Gaines will continue as President for 2013.

#### Resolution No. 12-21: A resolution of the City Council of the City of Central, Colorado to amending the City of Central Comprehensive Fee Schedule.

Finance Director Flowers gave the background as follows: Ordinance 12-18 removed the specific fees for avoidable and false alarms so that we could incorporate them into the Comprehensive Fee Schedule. The City would like to encourage businesses with avoidable or false alarms to correct the problem so staff is asking that the fees be increased.

Alderman Spain moved to approve Resolution No. 12-21: A resolution of the City Council of the City of Central, Colorado to amending the City of Central Comprehensive Fee Schedule. Alderman Voorhies seconded, and without discussion, the motion carried unanimously.

#### Resolution No. 12-22: A resolution of the City Council of the City of Central, Colorado approving a Professional Services Agreement with Colorado Code Consulting, LLC.

CDD Thompson stated the contract with Colorado Code Consulting expires at the end of the year. There are no changes to the contract or fees from last year. Staff has been pleased with the service.

Alderman Voorhies moved to approve Resolution No. 12-22: A resolution of the City Council of the City of Central, Colorado approving a Professional Services Agreement with Colorado Code Consulting, LLC. Alderman Giancola seconded, and without discussion, the motion carried unanimously.

Resolution No. 12-23: A resolution of the City Council of the City of Central, Colorado approving an agreement with One Way, Inc. for residential trash disposal services.

CDD Thompson stated the contract with One Way, Inc. expires at the end of the year. There are no changes to the contract or the fees from last year.

Alderman Voorhies stated that this company goes above and beyond in service to the residents.

Alderman Giancola moved to approve Resolution No. 12-23: A resolution of the City Council of the City of Central, Colorado approving an agreement with One Way, Inc. for residential trash disposal services. Alderman Voorhies seconded, and without discussion, the motion carried unanimously.

Gilpin County School Donation for Spelling Bee

Finance Director Flowers explained that the Middle School is asking for donations to be used for small cash prizes for the spelling bee and also asks for volunteers to serve as judge. Council made a donation of \$100 in 2012 and Finance Director Flowers served as a judge.

Alderman Giancola moved to approve a donation of \$100 from the Education Fund. Alderman Voorhies seconded, and without discussion, the motion carried unanimously. Finance Director Flowers volunteered to serve as a judge.

Presentation of Master Water Plan

Utilities Superintendent Griffith explained that we asked Black & Veetch to do the Water Master Plan to assess our existing system, our future needs, and the capital investment necessary to complete our goals. The plan concluded that our system needs regulatory improvements at a projected cost of \$700,000 for raw water diversion, transmission costs of \$191-\$396,000, and distribution upgrades of \$1.6-4 million to be completed in the next 2-5 years.

Commercial and residential growth will largely dictate the allocation of resources towards particular improvements delineated in the Water Master Plan. In the upcoming 2-3 years, a Comprehensive CIP needs to be approved by Council and improvements need to start with available capital funds as well as low cost interest loans and grants. If we have no growth, the minimal improvements are likely to be in the neighborhood of \$2.5 million.

Staff as well as the City Engineer will work over the next 6-8 months to develop a CIP that is affordable to the City.

**STAFF REPORTS**

Manager Lanning stated that 2012 has been a record year for getting things done. Our staff has been very proactive and responsive to requests. Projects such as the sidewalks at Johnny Z's and the Reserve were partnered with the City that the crew self-performed. He added that projects are not possible without the will of the Council.

Operations Director Kisselman announced that Central City has been named the 2012 winner by APWA for our Water Meter Project. He thanked Shawn and the water department team for their excellent implementation. Mayor Engels stated the award is well deserved and thanked Shawn for spearheading this project.

Alderman Voorhies thanked Chief Krelle for the new Santa Cop program.

**COUNCIL COMMENTS**

Alderman Spain thanked Alderman Lee and Alderman Ginacola for their service. Mayor Engels and Alderman Voorhies concurred.

**PUBLIC FORUM/AUDIENCE PARTICIPATION**

Barbara Thielemann, 101 H Street, gave a report on the Tommyknocker Events. She also thanked staff for the extra effort required to install her difficult water meter.

Hearing no further business, Mayor Engels adjourned the meeting at 7:50 p.m.  
The next Council meeting is scheduled for January 15, 2013 at 7:00 p.m.

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Ronald E. Engels, Mayor

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Reba Bechtel, City Clerk



# Weekly Register-Call

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PO Box 93  
Black Hawk, Colorado 80422  
303-582-0133  
aaron.storms@weeklyregistercall.com  
www.weeklyregistercall.com

## Weekly Register-Call Request for consideration for 2013 Newspaper of Record

December 18, 2012

Mayor and City Councilmen  
City of Central, Colorado  
PO Box 249  
Central City, CO 80427

Dear Mayor and City Councilmen,

As the Publisher & Managing Editor of the *Weekly Register-Call*, I would respectfully request our publication to be considered for appointment as the Newspaper of Record for the upcoming year, 2013. Our USPS Periodical Permit number is 0278-5839. The rates for notices paid with public monies (tax dollars) were set by the state legislature in 1993. Following are the rates being submitted:

**Legal notices paid with public monies:** These include legal notices pertaining to elections of all types, ordinances, public bills and salaries, construction bids, budget hearings, and bond issues.

Legal notices published in 10 point type in a 2" column width:

.44 per line – first publication

.44 per line – subsequent publications

**Legal notices paid with private monies:** These include delinquent tax lists of real and personal property, annexation elections, public hearings for zoning and liquor licenses, property sales and purchases including public trustee and sheriff's sales, foreclosures and applications for issuance of treasurer's deeds:

Legal notices published in 10 point type in a 2" column width:

.90 per line – first publication

.70 per line – subsequent publications

The deadline for submitting legal and public notices are on Mondays at 6 pm for publication the following Thursday. To help ensure quality control and accuracy, legal notices should be submitted via email to [aaron.storms@weeklyregistercall.com](mailto:aaron.storms@weeklyregistercall.com).

We look forward to working with you in the upcoming year!

Thanks, Aaron



Aaron Storms  
Publisher & Managing Editor  
Weekly Register-Call

PO Box 93  
Black Hawk, CO 80422  
303-582-0133  
[aaron.storms@weeklyregistercall.com](mailto:aaron.storms@weeklyregistercall.com)





## AGENDA ITEM #8

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Linda Michow, City Attorney

**DATE:** January 10, 2013

**ITEM:** Ordinance No. 13-01 Amending Section 1-46 and Section 2-21 Concerning Posting of Meetings and Ordinances

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ORDINANCE  
 MOTION  
 INFORMATION

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- I. **REQUEST OR ISSUE:** Ordinance No. 13-01 proposes to amend two sections of the Municipal Code concerning posting places for ordinances and meetings of Council. Under Ordinance No. 13-04, posting of adopted ordinances will be required to be posted at City Hall only, and meetings of Council will be posted "as designated by Council Resolution".
- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Ordinance No. 13-01 on first reading and set a public hearing and second reading of the Ordinance to a time and date certain.
- III. **FISCAL IMPACTS:** Other than city attorney and city staff time and resources, there are no fiscal impacts associated with Ordinance No. 13-01.
- IV. **BACKGROUND INFORMATION:** Section 5.2 of the Home Rule Charter requires the Council to adopt an ordinance to establish posting procedures and the public places designated for posting of Council meetings. Section 2-21(d) of the Code requires that ordinances adopted by Council be posted at the office of the City Clerk and at 117 Eureka Street (Washington Hall). This subsection (d) is proposed to be relocated to Section 1-46, which concerns posting of ordinances, and is further amended to remove Washington Hall as a required posting location for ordinances. Section 2-21 is further amended to add a new subsection (d) to provide that regular and special meetings of Council shall be posted at least 24 hours in advance at locations designated by Council resolution. This proposed amendment is consistent with the City's practice of designating posting locations of meetings on an annual basis by resolution.

V. **LEGAL ISSUES:** The City is authorized under its home rule charter and Title 31 of the Colorado Revised Statutes to adopt and amend ordinances in furtherance of governmental administration and the City's police powers. The proposed Ordinance is consistent with the Home Rule Charter and with the Colorado Open Meetings Law.

VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** N/A

VII. **SUMMARY AND ALTERNATIVES:** City Council has the following options:

- (1) Adopt Ordinance No. 13-01 on first reading, as may or may not be amended;
- (2) Direct staff to make revisions to the Ordinance and schedule consideration of the Ordinance on a future City Council agenda for first reading;  
or
- (3) Reject or deny the Ordinance.

**CITY OF CENTRAL, COLORADO  
ORDINANCE NO. 13-01**

**AN ORDINANCE AMENDING SECTION 1-46 AND SECTION 2-21 OF THE  
MUNICIPAL CODE CONCERNING POSTING OF MEETINGS AND ORDINANCES**

WHEREAS, the City of Central is a home rule municipality with all local powers granted under the Home Rule Charter, the State Constitution and state laws not inconsistent with the City ordinances on matters of local concern; and

WHEREAS, the City Council is empowered to adopt ordinances consistent with the procedures set forth in Article V, including Section 5.10, of the Home Rule Charter; and

WHEREAS, Section 5.2(b) of the Home Rule Charter provides that City Council shall adopt an ordinance which establishes posting procedures and the public places designated for posting of meetings; and

WHEREAS, Section 1-46 of the Central City Municipal Code provides generally that all ordinances that have been finally adopted by City Council shall be posted; and

WHEREAS, Section 2-21 of the Central City Municipal Code primarily addresses regular and special meetings of City Council but also requires ordinances adopted by City Council to be posted at the office of the City Clerk, 141 Nevada Street, and at 117 Eureka Street; and

WHEREAS, the City Council desires to consolidate the Code sections concerning posting of ordinances and to clarify the posting of meetings and ordinances consistent with the Home Rule Charter.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTRAL,  
COLORADO:**

**Section 1.** Section 1-46, titled "Recordation, publication and posting of ordinances", is amended to add a new subsection (c) to read as follows:

(c) All ordinances adopted by the City Council shall be posted at the office of the City Clerk.

**Section 2.** Section 2-21, titled "Regular and special meetings; ordinances posted", shall be amended to read as follows:

Sec. 2-21 Regular and special meetings; posting thereof

(a) Regular City Council meetings shall be held on the first and third Tuesdays of each month, to begin at 7:00 PM. However, the Council may make exceptions to this schedule or vary the time and date of any meeting, as needs and circumstances require.

(b) Regular meetings may be recessed from time to time and later called to order to allow the City Council to efficiently conduct City business.

(c) Special meetings will be called in accordance with Section 5.2 of the Charter.

(d) All regular and special meetings of the City Council shall be posted at least twenty-four (24) hours in advance at one or more locations designated by City Council resolution.

(e) All regular and special meetings of the City Council will be held at 141 Nevada Street or such other locations as City Council may from time to time designate.

**Section 3. Repealer.** Existing ordinances, parts of ordinances, or resolutions which are inconsistent or conflict with the provisions of this Ordinance are hereby repealed.

**Section 4. Severability.** If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

**Section 5. Safety Clause.** The City Council hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the City of Central City, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The City Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

**Section 6. Effective Date.** This Ordinance shall become effective immediately following publication, public hearing and the approval of City Council following second reading in accordance with Sections 5.9 and 5.10 of the City Charter.

**INTRODUCED AND READ** by title only on first reading at the regular meeting of the City Council of the City of Central on the 15<sup>th</sup> day of January, 2013, at Central City, Colorado.

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

Approved as to form:

\_\_\_\_\_  
Linda C. Michow, City Attorney

ATTEST:

\_\_\_\_\_  
Reba Bechtel, City Clerk

**PASSED AND ADOPTED** on second reading, at the regular meeting of the City Council of the City of Central on the \_\_\_\_ day of \_\_\_\_\_, 2013.

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

**ATTEST:**

\_\_\_\_\_  
Reba Bechtel, City Clerk

**POSTED IN FULL AND PUBLISHED BY TITLE AND SUMMARY in the Weekly Register Call newspaper on \_\_\_\_\_, 2013.**

**POSTED AND PUBLISHED BY TITLE [AND SUMMARY IF AMENDED ON SECOND READING] in the Weekly Register Call newspaper on \_\_\_\_\_, 2013.**

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

**ATTEST:**

\_\_\_\_\_  
Reba Bechtel, City Clerk





# AGENDA ITEM # 9

## CITY COUNCIL COMMUNICATION FORM

---

**FROM:** Reba Bechtel, City Clerk

**DATE:** January 15, 2013

**ITEM:** Resolution No. 13-01: A resolution designating the public place for posting of notices of regular and special meetings of local public bodies of the City.

**NEXT STEP:** Council Motion

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ORDINANCE  
 MOTION  
 INFORMATION

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- 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 13-01.
- III. **FISCAL IMPACTS:** N/A
- IV. **BACKGROUND INFORMATION:** This resolution is proposed with the change to remove Washington Hall as a posting location. We are required to have 2 locations which will be the Post Office and the front door of City Hall.
- 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. 13-01**

**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  
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 15<sup>th</sup> day of January 2013.

**CITY OF CENTRAL, COLORADO**

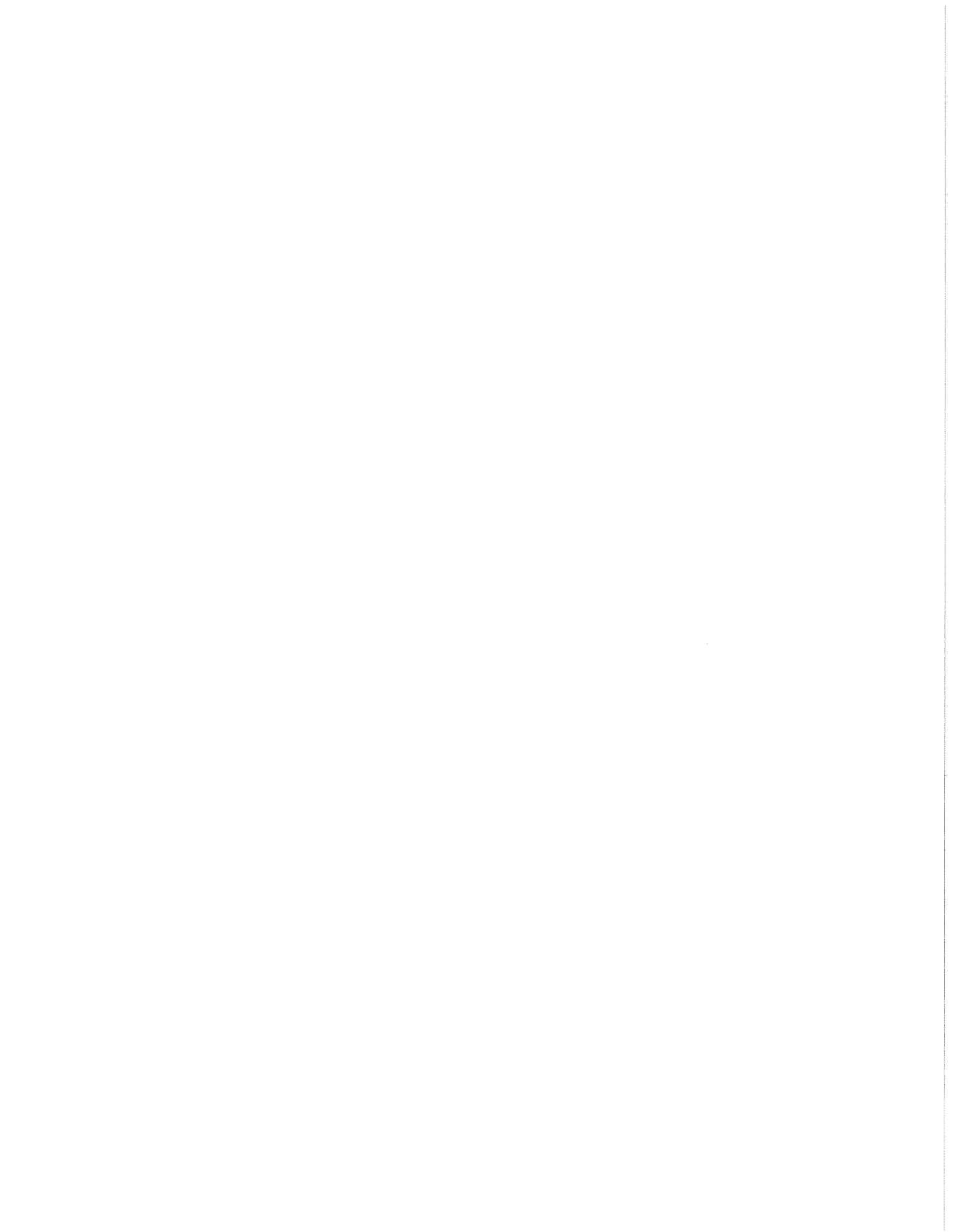
By: \_\_\_\_\_  
Ronald E. Engels, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Reba Bechtel, City Clerk

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Linda C. Michow, City Attorney





## AGENDA ITEM # 10 & 11

### CITY COUNCIL COMMUNICATION FORM

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**TO:** Mayor Engels and Members of City Council

**FROM:** Linda Michow, City Attorney

**DATE:** January 9, 2013

**ITEMS:** Ordinance No. 13-02 Amending Sections 10-21 and 10-22 Concerning Marijuana and Marijuana Accessories;

Ordinance No. 13-03 Regarding the Regulation of Marijuana Cultivation for Personal Use in Residential Structures

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ORDINANCE  
 MOTION  
 INFORMATION

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- I. **REQUEST OR ISSUE:** The City Council is being asked to consider two ordinances regarding necessary changes to the Municipal Code to implement the provisions of Amendment 64 regarding personal possession of marijuana and marijuana accessories.
- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Ordinance Nos. 13-02 and 13-03 on first reading and set a public hearing and second reading of the Ordinances to a time and date certain.
- III. **FISCAL IMPACTS:** As the proposed Ordinances concern personal use, rather than the retail sales of marijuana, there is likely no financial gain to the City in terms of the collection of fees or taxes. It is not known at this time if the legalization of small amounts of marijuana will negatively affect the City in terms of enforcement.

**IV. BACKGROUND INFORMATION:**

In the November, 2012 general election, Colorado voters approved an amendment to the state Constitution, Article XVIII, Section 16 of the Colorado Constitution that makes the personal possession and use of one ounce or less of marijuana for adults twenty-one (21) years of age or older legal in Colorado. Amendment 64 also allows the possession of up to six marijuana plants for limited home-grow in residential homes by adults 21 years or older and authorizes licensed retail establishments to sell marijuana subject to the Department of Revenue's adoption of licensing regulations. Retail sales of marijuana cannot occur before the State adopts a licensing scheme on or before July 1, 2013. Moreover, the City is authorized to ban retail sales by ordinance or local vote, similar to medical marijuana.

The purpose of Ordinance Nos. 13-02 and 13-03 is to address the personal possession of marijuana by conforming existing Municipal Code provisions to Amendment 64. The proposed Ordinances do not address retail sale of marijuana as the State has not adopted licensing regulations yet.

Ordinance No. 13-02 amends the current provisions regarding marijuana possession and drug paraphernalia to:

- Define marijuana and marijuana accessories consistent with Amendment 64;
- Legalize possession of one ounce or less of marijuana by adults 21 years or older;
- Prohibit possession of more than one ounce and but no more than six ounces of marijuana (Under state law, up to 6 ounces of marijuana possession is a class 2 petty offense);
- Prohibit purchase or possession of marijuana for consumption by any person under 21 years of age;
- Exempt "marijuana accessories" from drug paraphernalia so as to allow possession of marijuana accessories;
- Prohibit possession/consumption of any amount of marijuana in a public place; and define public place.

Ordinance No. 13-03 amends the zoning regulation the City Council previously adopted concerning residential cultivation of medical marijuana to expand the limitations on number of plants to apply to marijuana, medical or recreational.

**V. LEGAL ISSUES:** The City is authorized to enact the proposed Ordinances pursuant to its home rule authority, its general police and zoning powers, and in accordance with the Colorado Constitution.

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:** N/A

**VII. SUMMARY AND ALTERNATIVES:** City Council has the following options:

- (1) Adopt Ordinance No. 13-02 and 13-03 on first reading, as may or may not be amended;
- (2) Direct staff to make revisions to either or both Ordinances and schedule consideration of the Ordinances on a future City Council agenda for first reading;  
or
- (3) Reject or deny one or both of the Ordinances.



**CITY OF CENTRAL, COLORADO  
ORDINANCE NO. 13-02**

**AN ORDINANCE AMENDING SECTIONS 10-21 AND 10-22 OF CHAPTER 10  
OF THE MUNICIPAL CODE REGARDING  
MARIJUANA AND MARIJUANA ACCESSORIES**

**WHEREAS**, the City of Central is a home rule city of the State of Colorado; and

**WHEREAS**, Colorado voters approved an amendment to the state Constitution, Article XVIII, Section 16 of the Colorado Constitution, that makes the personal possession, use and limited home-growing of small amounts of marijuana for adults twenty-one years of age or older legal under Colorado law; and

**WHEREAS**, the City desires to amend and update the City's regulations concerning possession of marijuana and marijuana accessories to recognize and implement the intent of Article XVIII.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTRAL,  
GILPIN COUNTY:**

**Section 1.** Section 10-21 of Chapter 10 of the Central City Municipal Code is hereby amended to read in full as follows:

Sec. 10-21. Possession and Use of marijuana.

(a) For purposes of this Chapter, "marijuana" means all parts of the plant of the genus *cannabis*, whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin, including marijuana concentrate. "Marijuana" does not include industrial hemp, nor does it include fiber produced from its stalks, oil or cake made from the seeds of the plant, or the sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other product.

(b) It shall be a violation of this Code for any person to possess more than one (1) ounce of marijuana but less than six (6) ounces of marijuana.

(c) It shall be a violation of this Code for any person to purchase for consumption or possession by, to otherwise provide for consumption or possession by, or to sell to, any person under the age of twenty-one (21) years, marijuana as defined in this section.

(d) It shall be a violation of this Code for any person under the age of twenty-one (21) to possess, attempt to purchase, purchase or obtain marijuana as defined in this section, either directly or indirectly, or through an intermediary, by misrepresentation of age or by any other means.

(e) It shall be a violation of this Code for any person to possess, consume, or use marijuana as defined in this section in a public place or on property owned, leased or operated by the State

or any political subdivision or agency thereof, or upon property owned, leased or operated by the City. For purposes of this section, public place shall mean and include any place commonly or usually open to the general public or any resort or club accessible to members of the general public. By way of illustration, public places include, but are not limited to, public ways, streets, buildings, sidewalks, alleys, parking lots, retail stores and centers, shopping malls, places of business usually open to the general public, and automobiles or other vehicles in or upon any such place or places; but shall not include the interior or enclosed yard of private homes, residences, condominiums or apartments.

(f) It is an affirmative defense to a prosecution under this Section that a person who possesses or uses marijuana is so permitted by Colorado or federal law under the direction of a duly licensed medical or osteopathic doctor.

**Section 2.** Section 10-22(a) of Chapter 10 of the Central City Municipal Code is amended to add a new definition for “Marijuana Accessories” to read as follows:

*Marijuana Accessories* means any equipment, products, or materials of any kind which are used, or designed for use in planting, propagating, cultivating, growing, harvesting, composting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, vaporizing, or containing marijuana, or for ingesting, inhaling, or otherwise introducing marijuana into the human body.

**Section 3.** Section 10-22 of Chapter 10 of the Central City Municipal Code is amended to add a new subsection (f) to read as follows:

(f) The provisions of this Section shall not apply to personal use or possession of marijuana accessories as defined by Section 10-22(a) of this Chapter by any person that is twenty-one years of age or older to the extent provided by Article XVIII, Section 16(3) of the Colorado Constitution.

**Section 4.** **Repealer.** Existing ordinances, parts of ordinances, or resolutions which are inconsistent or conflict with the provisions of this Ordinance are hereby repealed.

**Section 5.** **Severability.** If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

**Section 6.** **Safety Clause.** The City Council hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the City of Central City, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The City Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

**Section 7. Effective Date.** This Ordinance shall become effective immediately following publication, public hearing and the approval of City Council following second reading in accordance with Sections 5.9 and 5.10 of the City Charter.

**INTRODUCED AND READ** by title only on first reading at the regular meeting of the City Council of the City of Central on the \_\_\_\_ day of \_\_\_\_\_, 2013, at Central City, Colorado.

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

Approved as to form:

\_\_\_\_\_  
Linda C. Michow, City Attorney

ATTEST:

\_\_\_\_\_  
Reba Bechtel, City Clerk

**PASSED AND ADOPTED** on second reading, at the regular meeting of the City Council of the City of Central on the \_\_\_\_ day of \_\_\_\_\_, 2013.

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

ATTEST:

\_\_\_\_\_  
Reba Bechtel, City Clerk

**POSTED IN FULL AND PUBLISHED BY TITLE AND SUMMARY** in the Weekly Register Call newspaper on \_\_\_\_\_, 2013.

**POSTED AND PUBLISHED BY TITLE [AND SUMMARY IF AMENDED ON SECOND READING]** in the Weekly Register Call newspaper on \_\_\_\_\_, 2013.

**CITY OF CENTRAL, COLORADO**

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Ronald E. Engels, Mayor

**ATTEST:**

---

Reba Bechtel, City Clerk

**CITY OF CENTRAL, COLORADO  
ORDINANCE NO. 13-03**

**AN ORDINANCE AMENDING CHAPTER 16 OF THE MUNICIPAL CODE  
REGARDING THE REGULATION OF MARIJUANA CULTIVATION FOR  
PERSONAL USE IN RESIDENTIAL STRUCTURES**

**WHEREAS**, the City of Central is a home rule city of the State of Colorado; and

**WHEREAS**, Colorado voters approved an amendment to the state Constitution, Article XVIII, Section 16 of the Colorado Constitution, that makes the personal possession, use and limited home-growing of small amounts of marijuana for adults twenty-one years of age or older legal under Colorado law; and

**WHEREAS**, the City Council previously adopted zoning regulations governing the cultivation, processing and growing of medical marijuana in residential and non-residential structures as set forth in Chapter 16 of the Municipal Code; and

**WHEREAS**, the City desires to adopt zoning regulations to apply to the cultivation and processing of marijuana plants by persons who are authorized to possess marijuana plants under Article XVIII, Section 16 of the Colorado Constitution; and

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTRAL,  
GILPIN COUNTY:**

Section 16-13, titled Definitions, of Chapter 16 of the Central City Municipal Code is hereby amended to add a definition of "marijuana" to read as follows:

*Marijuana* means all parts of the plant of the genus *cannabis*, whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin, including marijuana concentrate. "Marijuana" does not include industrial hemp, nor does it include fiber produced from its stalks, oil or cake made from the seeds of the plant, or the sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other product.

**Section 1.** Section 16-37, newly added to Chapter 16 through Ordinance No. 12-16, is hereby amended to read as follows:

Sec. 16-37 Growing of marijuana in residential dwelling units.

The requirements in this section shall apply to the growing of marijuana, including medical marijuana, in residential dwelling units by primary caregivers, patients, and by any person who is twenty-one years of age or older who is authorized under Article XVIII, Section 16 (3)(a) to grow or cultivate marijuana plants:

1. All cultivation, processing and production of marijuana plants shall be conducted entirely within a dwelling unit. For purposes of this provision, dwelling unit shall mean one (1) or more rooms and a single kitchen and at least one (1) bathroom, designed, occupied or intended for occupancy as separate quarters for the exclusive

use of a single family for living, cooking and sanitary purposes, located in a single family, two-family or multi-family dwelling or mixed use building.

2. No cultivation, processing or production of marijuana may occur in an accessory structure; garage, whether attached or detached; shed; greenhouse; storage unit; or other structure other than a dwelling unit.
3. Possession of marijuana by patients, caregivers and persons authorized to possess marijuana pursuant to Article XVIII of the Colorado Constitution shall comply with all applicable City and state regulations, ordinances and laws, including home occupation requirements set forth in this Chapter.
4. No cultivation, possession or dispensing of marijuana shall occur in the common areas of a multi-family or attached residential building.
5. No more than twelve (12) marijuana plants regardless of size or stage of growth may be cultivated or kept within any single dwelling unit.
6. In no event shall a patient or primary caregiver keep, cultivate, grow or process more medical marijuana than such person is entitled to possess under Article XVIII, Section 14 of the Colorado Constitution.
7. In no event shall a person twenty-one years of age or older that is cultivating marijuana plants for his or her own use possess, grow, process or transport more than six (6) marijuana plants, with three (3) or fewer being mature. Possession of marijuana shall be in full compliance with all applicable provisions of Article XVIII, Section 16 of the Colorado Constitution and all state laws and regulations promulgated pursuant thereto.
8. Possession, growing and processing of marijuana shall meet the requirements of all adopted City building and life/safety codes.

**Section 2.** **Repealer.** Existing ordinances, parts of ordinances, or resolutions which are inconsistent or conflict with the provisions of this Ordinance are hereby repealed.

**Section 3.** **Severability.** If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

**Section 4.** **Safety Clause.** The City Council hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the City of Central City, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The City Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

**Section 8. Effective Date.** This Ordinance shall become effective immediately following publication, public hearing and the approval of City Council following second reading in accordance with Sections 5.9 and 5.10 of the City Charter.

**INTRODUCED AND READ** by title only on first reading at the regular meeting of the City Council of the City of Central on the \_\_\_\_ day of \_\_\_\_\_, 2013, at Central City, Colorado.

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

Approved as to form:

\_\_\_\_\_  
Linda C. Michow, City Attorney

ATTEST:

\_\_\_\_\_  
Reba Bechtel, City Clerk

**PASSED AND ADOPTED** on second reading, at the regular meeting of the City Council of the City of Central on the \_\_\_\_ day of \_\_\_\_\_, 2013.

**CITY OF CENTRAL, COLORADO**

\_\_\_\_\_  
Ronald E. Engels, Mayor

ATTEST:

\_\_\_\_\_  
Reba Bechtel, City Clerk

**POSTED IN FULL AND PUBLISHED BY TITLE AND SUMMARY** in the Weekly Register Call newspaper on \_\_\_\_\_, 2013.

**POSTED AND PUBLISHED BY TITLE [AND SUMMARY IF AMENDED ON SECOND READING]** in the Weekly Register Call newspaper on \_\_\_\_\_, 2013.

**CITY OF CENTRAL, COLORADO**

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Ronald E. Engels, Mayor

**ATTEST:**

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Reba Bechtel, City Clerk



## AGENDA ITEM # 12

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Terry Krelle, Chief of Police

**DATE:** January 2, 2013

**ITEM:** Request approval for Resolution 13-02: A resolution of the City Council of the City of Central, Colorado approving an Intergovernmental Agreement by and between the City of Central and the Board of County Commissioners of Douglas County, Colorado for access to SOTAR, a sex offender registration software system.

**NEXT STEP:** Council Motion

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ORDINANCE  
 MOTION  
 INFORMATION

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- I. **REQUEST OR ISSUE:** The Police Department is asking council to approve an IGA with Douglas County which allows us to enter our registered sex offenders into the SOTAR Database.
- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Resolution 13-02 with the IGA as presented in the attachment.
- III. **FISCAL IMPACTS:** N/A
- IV. **BACKGROUND INFORMATION:** We currently do not have a publicly searchable database in which we put our registered sex offenders. The City at any given time has typically between 1 and 8 registered sex offenders. The only way the public was able to obtain information about these individuals, was by coming into the Department. Douglas County developed a software program that is searchable by the public and offers it to law enforcement agencies if they choose to use it. Currently, there are 32 agencies that contribute to the SOTAR database including Denver, Aurora, Gilpin County and Black Hawk. Douglas County requires an IGA from each agency that participates.

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 the resolution and IGA.
2. Move to deny the resolution and IGA.

## SOTAR

### Law Enforcement Agency Portal

#### Frequently Asked Questions (F.A.Q.)

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##### The following jurisdictions are involved in SOTAR :

Arapahoe County	<a href="#">F.A.Q</a>
Aurora Police Department	<a href="#">F.A.Q</a>
Black Hawk Police Department	<a href="#">F.A.Q</a>
Boulder County Sheriff's Office	<a href="#">F.A.Q</a>
Broomfield Police Department	<a href="#">F.A.Q</a>
Canon City	<a href="#">F.A.Q</a>
Castle Rock	<a href="#">F.A.Q</a>
Craig Police Department	<a href="#">F.A.Q</a>
Denver Police Department	<a href="#">F.A.Q</a>
Douglas County	<a href="#">F.A.Q</a>
Eagle County Sheriffs Office	<a href="#">F.A.Q</a>
Eagle Police Department	<a href="#">F.A.Q</a>
Elbert County Sheriffs Office	<a href="#">F.A.Q</a>
Elizabeth Police Department	<a href="#">F.A.Q</a>
Federal Heights Police Department	<a href="#">F.A.Q</a>
Fort Lupton	<a href="#">F.A.Q</a>
Garfield County Sheriffs Office	<a href="#">F.A.Q</a>
Gilpin County	<a href="#">F.A.Q</a>
Golden Police Department	<a href="#">F.A.Q</a>
Greenwood Village Police Department	<a href="#">F.A.Q</a>
Jefferson County Sheriffs Office	<a href="#">F.A.Q</a>
La Plata County	<a href="#">F.A.Q</a>
Littleton Police Department	<a href="#">F.A.Q</a>
Lone Tree	<a href="#">F.A.Q</a>
Longmont Police Department	<a href="#">F.A.Q</a>
Minturn Police Department	<a href="#">F.A.Q</a>
Moffat County Sheriff's Office	<a href="#">F.A.Q</a>
Park County Sheriffs Office	<a href="#">F.A.Q</a>
Parker	<a href="#">F.A.Q</a>
Platteville Police Department	<a href="#">F.A.Q</a>
San Miguel County Sheriff's Office	<a href="#">F.A.Q</a>
Vail Police Department	<a href="#">F.A.Q</a>

#### Q. How can I get notified when a sexual offender moves into my neighborhood?

- Create an account by clicking the "Create Account" link in the left menu.

The purpose of SOTAR is to provide the public with information about sex offenders. The information provided through this website is public record. This information is updated frequently, however, it's accuracy is not independently verified, and it is provided by third parties. This information is provided to the public so that individuals and families may make informed decisions with respect to potential risks within their vicinity. This information is not provided for any type of individual retribution, retaliation, discrimination, harassment or additional punishment against any person convicted of unlawful sexual behavior or of another offense with the underlying factual basis involving sexual behavior. This information should therefore be used only for its intended purpose and any illegal activity arising out of use of this information will be prosecuted.

The SOTAR website includes only those persons living within the above geographical area who have been required by law to register and who are or were at the time that they registered in compliance with the sex offender registration laws.

**Registered sex offenders that do not qualify by State statute to be placed on the SOTAR website can be found on the local law enforcement Registered Sex Offender Registry**, this list can be found at your local law enforcement agency. Map pins indicate a non-web eligible sex offender lives in this general area. This indicator is placed randomly and does not necessarily correctly reflect the precise location of the sex offender's residence. The crime for which a person is convicted may not accurately reflect the level of risk. Therefore, it is important for you to be aware of all sex offenders, web or non-web eligible, living in your neighborhood.

For more information, we strongly recommend that you visit your local law enforcement agency and request a copy of the Sex Offender Registry.

All of the registered sexual offenders posted on SOTAR are posted under the guidance of C.R.S. 16-22-110 Colorado sex offender registry - creation - maintenance - release of information. This includes the following information:

- An adult convicted of a felony requiring the adult to register pursuant to section 16-22-103;
- An adult convicted of a second or subsequent offense of any of the following misdemeanors:
  - Sexual assault as described in section 18-3-402 (1) (e), C.R.S.;
  - Unlawful sexual contact as described in section 18-3-404, C.R.S.;
  - Sexual assault on a client as described in section 18-3-405.5 (2), C.R.S.;
  - Sexual exploitation of a child by possession of sexually exploitive material as described in section 18-6-403 (3) (b.5), C.R.S.;
  - Indecent exposure as described in section 18-7-302, C.R.S. Or
  - Sexual conduct in a penal institution as described in section 18-7-701, C.R.S.

Persons should not rely solely on this website or the sex offender registry as a safeguard against predators of sexual assault in their communities and please be aware that the crime for which a person is convicted may not accurately reflect the level of risk.

If you have information regarding illegal or possibly illegal activities of these or other offenders, please contact your local law enforcement agency.

**CITY OF CENTRAL, COLORADO  
RESOLUTION NO. 13-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
CENTRAL, COLORADO APPROVING AN INTERGOVERNMENTAL  
AGREEMENT BY AND BETWEEN THE CITY OF CENTRAL AND THE  
BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY,  
COLORADO FOR ACCESS TO SOTAR, A SEX OFFENDER  
REGISTRATION SOFTWARE SYSTEM**

WHEREAS, the City of Central (“City”) and the Board of County Commissioners of Douglas County (“County”) are authorized to contract with one another pursuant to Section 29-1-201, *et seq.*, C.R.S., and Article XIV, Section 18(2)(a) of the Colorado Constitution; and

WHEREAS, the County has developed a system to manage and exchange information regarding sex offenders which is accessed through a web-based interactive software program called the Sex Offender Tracking and Registration system or SOTAR™ (“SOTAR”); and

WHEREAS, the County has exclusive rights of ownership in the SOTAR™ system including, but not limited to, SOTAR™, the name, the software, all source code contributed by Douglas County, the structure of any data repositories created to support SOTAR™, and all associated documentation (collectively, “System”); and

WHEREAS, the City desires to obtain access to the System; and

WHEREAS, the County agrees to provide the City access to the SOTAR™ application as described in the agreement attached to this Resolution, upon the terms and conditions set forth in said agreement.

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

**Section 1.** The City Council hereby approves and authorizes the Mayor to execute an intergovernmental agreement between the City of Central and the Board of County Commissioners of Douglas County, Colorado in substantially the same form as that attached hereto as **Exhibit A.**

**Section 2.** **Effective Date.** This Resolution shall take effect upon its approval by the City Council.

ADOPTED THIS 15<sup>th</sup> DAY OF JANUARY, 2013.

**CITY OF CENTRAL, COLORADO**

By: \_\_\_\_\_  
Ronald E. Engels, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Reba Bechtel, City Clerk

**APPROVED TO FORM:**

By: \_\_\_\_\_  
Linda C. Michow, City Attorney

**EXHIBIT A**  
**INTERGOVERNMENTAL AGREEMENT BETWEEN THE BOARD OF COUNTY**  
**COMMISSIONERS OF DOUGLAS COUNTY AND CENTRAL CITY**



**INTERGOVERNMENTAL AGREEMENT BETWEEN THE BOARD OF  
COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS AND  
CENTRAL CITY, COLORADO**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the Board of County Commissioners of the County of Douglas, State of Colorado (“DOUGLAS COUNTY”), and \_\_\_\_\_ (“USER”), hereinafter referred to jointly as the Parties (“PARTIES”); and

**WHEREAS**, pursuant to the provisions of Article XIV, Section 18(2)(a) of the Colorado Constitution, and section 29-1-203, C.R.S., there is established a means whereby governmental units may cooperate or contract with one another to make the most efficient and effective use of their powers and responsibilities; and

**WHEREAS**, DOUGLAS COUNTY has developed a system to manage and exchange information regarding sex offenders which is accessed through a web-based interactive software program called the Sex Offender Tracking and Registration system or SOTAR™ (“SOTAR”). DOUGLAS COUNTY has exclusive rights of ownership in the SOTAR™ system including, but not limited to, SOTAR™, the name, the software, all source code contributed by Douglas County, the structure of any data repositories created to support SOTAR™, and all associated documentation (collectively, “SYSTEM”).

**WHEREAS**, USER desires to obtain access to the SYSTEM.

**WHEREAS**, DOUGLAS COUNTY agrees to provide USER access to the SOTAR™ application on a basis commonly known as “software as a service” whereby USER has access to, but does not receive a copy of, SOTAR™ and obtains no right, title or interest whatsoever in or to the SYSTEM.

**NOW, THEREFORE**, in consideration of the mutual covenants and promises contained herein and the recitals as set forth above, the PARTIES hereby agree as follows:

1. **TERM OF AGREEMENT AND TERMINATION.** The effective date of this IGA shall be the date of signing by DOUGLAS COUNTY and USER, whichever is the last to sign. This AGREEMENT shall remain in full force and effect from the effective date until either PARTY elects to terminate this AGREEMENT upon 30 days prior written notice to the other PARTY.
2. **SERVICES.** DOUGLAS COUNTY will provide USER non-exclusive, limited access to SOTAR for only the following activities: view the portion of SOTAR™ available to law enforcement personnel (which includes access to all data input by jurisdictions that participate in SOTAR™), view the portion of SOTAR™ available to the general public and, subject to Section 7 below, access SOTAR™ so that USER can input data regarding sex offenders residing in its

jurisdiction (all of the above collectively are "SERVICES"). DOUGLAS COUNTY may suspend or terminate the SERVICES in the event USER fails to comply with any of the terms and conditions of this AGREEMENT and may pursue all other remedies that DOUGLAS COUNTY has available to it against USER. USER shall not be entitled to a credit or refund in the event this AGREEMENT is terminated pursuant to this Section 2.

3. **USAGE.** USER agrees that its access to and use of the portion of SOTAR™ available to law enforcement, access to the data repository underlying SOTAR™, and all associated documentation will be limited to the law enforcement personnel employed by USER and the Local Administrators designated by USER. USER shall not, directly or indirectly, disclose, copy, distribute or publish to any third party any information from SOTAR™ except for information obtained from the portion of SOTAR™ available to the general public. USER may inform the general public that SOTAR™ exists and how to access the portion of SOTAR™ available to the general public. The general public will only be able to view the portion of SOTAR™ available to the general public. USER shall not violate any federal, state or local statutes, charter provisions, ordinances, rules, regulations, or standards that apply to the storing, handling and disclosure of information regarding any person listed in the SYSTEM.
4. **SERVICE FEE.** The parties expressly recognize and agree that DOUGLAS COUNTY provides the SERVICES at a significant expense to DOUGLAS COUNTY, and that DOUGLAS County's ability to provide these SERVICES free of charge is dependent upon the availability of certain funds. The parties further recognize and agree that, in the event that said funds become unavailable for this purpose, DOUGLAS COUNTY is under no obligation to provide the SERVICES free of charge, but may negotiate the provision of said SERVICES on a fee basis.
5. **DEPLOYMENT AND OPERATION.** DOUGLAS COUNTY shall provide the SYSTEM in its "AS IS" condition. DOUGLAS COUNTY is not obligated to provide customizations specific to USER for the SYSTEM. DOUGLAS COUNTY shall use reasonable efforts to maintain the servers and infrastructure necessary to run the SYSTEM. Provided, however, inaccessibility of the SYSTEM related to high traffic volume shall not be a breach of this AGREEMENT. USER shall call 303-814-7040 (or such other number USER is notified to call) for any issues in accessing SOTAR or the proper function of the SYSTEM. DOUGLAS COUNTY may modify (add, delete or change) the functions and format of the SYSTEM at any time and in any way without any advance notice to USER. DOUGLAS COUNTY may discontinue the SYSTEM altogether at any time upon 30 days prior written notice, in which event USER shall be entitled to a prorated credit of the service

fee, if applicable, that USER paid for the year in which the discontinuance occurs. The credit may be applied to any amounts USER owes to DOUGLAS COUNTY.

6. **LOCAL ADMINISTRATORS.** USER will designate a maximum of three (3) Local Administrators within USER'S jurisdiction and provide DOUGLAS COUNTY with their contact information, and notify DOUGLAS COUNTY promptly if they are removed or replaced. DOUGLAS COUNTY will provide and maintain a contact number and email address, through which only USER'S designated Local Administrator(s) may communicate to DOUGLAS COUNTY any issues or concerns with SYSTEM availability or performance. DOUGLAS COUNTY will communicate via the contact information for the Local Administrators it has on file regarding the SYSTEM including, but not limited to, any planned system maintenance or outages or known system defects.
7. **USER ACCESS AND MAINTENANCE; LICENSE.** As a condition of granting USER access to the SYSTEM, USER shall input data on all existing and new sex offenders in USER'S jurisdiction and manage existing data in the data repository underlying SOTAR™. DOUGLAS COUNTY will provide the Local Administrator(s) with a secure login ID and password, limited system documentation and instructions for acceptable use. USER'S Local Administrators shall be responsible for provisioning, de-provisioning, maintaining and supporting system operators in USER'S jurisdiction. Only the Local Administrator for that jurisdiction shall have access to the user management feature for the USER'S jurisdiction. USER understands and agrees that USER shall be solely liable for any errors, omissions or claims arising out of or related to the data USER input into the data repository underlying the SOTAR™ application. USER understands and agrees that all data input by USER will be viewable by all other LEA users of the SYSTEM.
8. **USE OF USER INFORMATION.** DOUGLAS COUNTY and all users from all other jurisdictions that have access to the SOTAR™ application shall have the unlimited, perpetual, irrevocable, fully paid up right to use the data contributed by USER provided such use complies with this AGREEMENT. Neither DOUGLAS COUNTY nor any other jurisdiction shall have any obligation at any time to segregate or stop using the information USER contributes to the data repository underlying SOTAR™.
9. **NO REVERSE ENGINEERING.** USER shall not reverse engineer, decompile, decrypt, or otherwise derive the design, internal logic, structure or inner workings (including algorithms and source code) of any software, products, models or prototypes related to the SYSTEM. USER shall not copy any part of the SYSTEM for any reason, including that information input by USER or related to USER'S jurisdiction.

10. **NO THIRD PARTY USE OR ACCESS.** USER shall not sell or in any manner, directly or indirectly, give any access to SOTAR™, the data repository underlying SOTAR™, documentation, or derivative works to any third party, including but not limited to, any governmental agency in USER'S jurisdiction, any other government agency, or any for profit or non-profit entity. All inquiries from third parties regarding access to the SYSTEM must be directed to DOUGLAS COUNTY.
11. **EXCLUSIVE OWNERSHIP.** It is expressly understood and agreed by USER that the SYSTEM is protected by copyright and other intellectual property laws and that DOUGLAS COUNTY is the sole owner of all right, title and interest in and to the SYSTEM, and that through this AGREEMENT, DOUGLAS COUNTY is conveying only the limited access rights expressly contained in this AGREEMENT, but DOUGLAS COUNTY is not conveying to USER any right, title or interest in or to the SYSTEM or derivative works.
12. **DISCLAIMER OF WARRANTY.** The SYSTEM is provided by DOUGLAS COUNTY on an "AS IS, WHERE IS" basis, with no warranties whatsoever except as expressly set forth in this AGREEMENT. DOUGLAS COUNTY hereby disclaims all other warranties, express or implied, including the implied warranties of merchantability, fitness for a particular purpose, title, non-infringement of intellectual property rights and course of dealing. DOUGLAS COUNTY makes no warranties or representations regarding applicability of the SYSTEM to USER or compatibility of the SYSTEM with the infrastructure used by USER. DOUGLAS COUNTY makes no warranties as to the accuracy of the information contained in the data repository. Without limiting the generality of the foregoing, DOUGLAS COUNTY has no obligation to indemnify or defend USER against any claims arising out of or related to the use of the SYSTEM including, but not limited to, infringement of intellectual property rights.
13. **LIMITATIONS ON LIABILITY.** In no event will DOUGLAS COUNTY be liable for any direct, indirect, incidental, special, consequential or punitive damages arising out of or related to this AGREEMENT regardless of the form of action, whether in contract, tort (including, but not limited to, negligence), strict product liability or otherwise even if DOUGLAS COUNTY is advised in advance of the possibility of the damages in question and even if such damages were foreseeable and even if USER'S remedies fail of their essential purpose.
14. **NOTICE.** Any notice required by this AGREEMENT shall be given, in writing. Any such notice shall be deemed given (a) on the date of delivery, if personally delivered (if a signed receipt is obtained); (b) by electronic transmission, provided electronic or other written confirmation of delivery is obtained; or (c) on the third business day following mailing by registered or

certified mail, return receipt requested, provided proper postage was prepaid and the mail was addressed to the address set forth immediately below or such new address that is given to the other PARTY in accordance with this Section 14.

i. To USER

\_\_\_\_\_  
Attn: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ii. To DOUGLAS COUNTY:  
Douglas County Government  
Attn: Lori Orr  
4000 Justice Way  
Castle Rock, CO 80109

15. **APPLICABLE LAW.** The PARTIES agree to comply with applicable federal, state and local statutes, charter provisions, ordinances, rules, regulations and standards as are in effect at the time this AGREEMENT is executed and as they may change from time to time. Any disputes arising under this AGREEMENT shall be brought exclusively in Douglas County District Court in the State of Colorado. USER hereby knowingly and voluntarily waives any objection to Douglas County, Colorado as an inconvenient forum and hereby consents to the exercise of personal jurisdiction by the Douglas County District Court in the State of Colorado. The PARTIES may mutually agree to informal resolution of disputes. Prior to filing litigation, the PARTIES shall discuss participation in alternative dispute resolution, which may include pre-suit mediation or settlement conferences.
16. **NON-WAIVER.** The PARTIES shall not be excused from complying with any provisions of this AGREEMENT by the failure or delay of any PARTY to insist upon or seek compliance with such provisions.
17. **SEVERABILITY.** Should any provision(s) of this AGREEMENT be determined to be illegal or unenforceable, such provision shall be modified to make it legal and enforceable to the fullest extent of the law. In the event modification would not make the provision legal and enforceable, such provision shall be deleted from this AGREEMENT and all remaining provisions of this AGREEMENT shall remain fully enforceable. Provided, however, with respect to the deleted provision, the PARTIES shall forthwith enter into good faith negotiations and proceed with due diligence to draft a term that will achieve the original intent of the PARTIES hereunder.

18. **AMENDMENT.** This AGREEMENT may be amended, modified, or changed, in whole or in part, only by written AGREEMENT executed by the PARTIES hereto.
19. **ASSIGNABILITY; SUBLICENSING.** USER shall not assign or sublicense its rights or delegate its duties under this AGREEMENT without the prior written consent of DOUGLAS COUNTY.
20. **HEADINGS FOR CONVENIENCE.** Headings and titles contained herein are intended for the convenience and reference of the PARTIES only and are not intended to combine, limit, or describe the scope or intent of any provision of this AGREEMENT.
21. **GOVERNMENTAL IMMUNITY.** The PARTIES hereto understand and agree that the PARTIES and their commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this AGREEMENT, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, 55 24-10-101 to 120, C.R.S., or otherwise available to the PARTIES.
22. **OPEN RECORDS.** The PARTIES expressly agree that if any request is made that subjects the subject matter of this AGREEMENT to disclosure pursuant to the Colorado Open Records Act, Section 24-72-201, C.R.S. et. seq., then the data will be disclosed in printed, hardcopy form, and not in digital form, so long as the law allows this discretion. In the event it must be disclosed in digital form, the recipient shall sign a non-disclosure and non-use agreement related to the SYSTEM (which will be supplied by DOUGLAS COUNTY) prior to obtaining the digital information.
23. **THIRD PARTY BENEFICIARIES.** DOUGLAS COUNTY does not intend by the Agreement to assume any contractual obligations to anyone other than the USER, and the USER does not intend by the AGREEMENT to assume any contractual obligation to anyone other than DOUGLAS COUNTY. DOUGLAS COUNTY and USER do not intend that there be any third-party beneficiary to this AGREEMENT.
24. **SURVIVAL:** Where the context of this AGREEMENT reasonably requires such an interpretation, the provisions of this AGREEMENT shall survive termination.
25. **EXECUTION.** This AGREEMENT may be executed in counterparts.

**THEREFORE, IN WITNESS WHEREOF**, the PARTIES hereto have executed this AGREEMENT the day and year first above written.

THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO,

\_\_\_\_\_ Date: \_\_\_\_\_  
David A. Weaver  
Sheriff

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_ Date: \_\_\_\_\_  
Kelly Dunnaway,  
Deputy County Attorney

**CITY OF CENTRAL**

\_\_\_\_\_  
Ronald E. Engels, Mayor

ATTEST:

\_\_\_\_\_  
Reba Bechtel, City Clerk  
City of Central





## AGENDA ITEM #13

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Shannon Flowers, Finance Director

**DATE:** January 9, 2013

**ITEM:** Resolution 13-03 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 or Debit Cards

**NEXT STEP:** Make a motion to adopt Resolution 13-03, 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 or Debit Cards.

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ORDINANCE  
 MOTION  
 INFORMATION

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- I. **REQUEST OR ISSUE:** In order to comply with good internal control practices, the City Council requires that all checks issued by the City are signed by two (2) individuals who have been authorized to do so by City Council. As there have been changes in personnel since the last time this was done, it is necessary for Council to update those persons authorized to sign checks. Resolution 13-03 establishes those elected officials and employees that are authorized to sign checks issued by the City.

As it is sometimes necessary for City employees to use credit or debit cards in order to make some purchases or reservations, Resolution 13-03 also 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 or debit card.

- II. **RECOMMENDED ACTION / NEXT STEP:** Make a motion adopt Resolution 13-03, 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 or Debit 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 Resolution 13-03.

V. **LEGAL ISSUES:** None.

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

VII. **SUMMARY AND ALTERNATIVES:**

1. Make a motion to adopt Resolution 13-03
2. Adopt Resolution 13-03 with amendments
3. Table for further discussion
4. Do not adopt Resolution 13-03.

**CITY OF CENTRAL, COLORADO  
RESOLUTION NO. 13-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL  
ESTABLISHING CERTAIN FINANCIAL PROCEDURES SPECIFIC TO  
AUTHORIZED CHECK SIGNATORIES AND THE USE OF CREDIT OR DEBIT  
CARDS**

**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 or debit 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 or debit card but wishes to allow staff to use credit or debit 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 Ronald E. Engels, Mayor Pro-tem Robert E. Spain, Finance Director Shannon Flowers and City Clerk Reba Bechtel.
3. All wire transfers will require authorizations from any two of the following: Mayor Ronald E. Engels, Mayor Pro-tem Robert E. Spain, Finance Director Shannon Flowers or City Clerk Reba Bechtel.
4. Purchases made by credit or debit card require only *one* authorized signature.

5. City officials authorized to sign and approve purchases made using a City credit and/or debit card are as follows: Alan D. Lanning, City Manager; Shannon Flowers, Finance Director; Terry Krelle, Chief of Police; Kent Kisselman, Operations Director; Gary Allen, Fire Chief; Shawn Griffith, Utilities Systems Superintendent; Joe Braccio, Streets & Facilities Superintendent.
6. A coded and approved receipt must be furnished to the Finance Department for all purchases made using a City credit or debit card within twenty-four (24) hours of the purchase. If the individual is at another location for training or conference purposes then the receipts must be turned in within twenty-four (24) hours of returning to the City.
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 or debit 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 whereupon City staff is directed to take all steps necessary to implement said changes in the Comprehensive Fee Schedule.

ADOPTED THIS 15<sup>th</sup> DAY OF JANUARY, 2013.

**CITY OF CENTRAL, COLORADO**

By: \_\_\_\_\_  
Ronald E. Engels, Mayor

**ATTEST:**

**APPROVED TO FORM:**

By: \_\_\_\_\_  
Reba Bechtel, City Clerk

By: \_\_\_\_\_  
Linda C. Michow, City Attorney



## AGENDA ITEM # 14

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Kent Kisselman, Operations Director

**DATE:** January 9, 2013

**ITEM:** A Motion Approving the purchase of a Ford F-150 Truck for the Water Department

**NEXT STEP:** A Motion Approving the purchase of a Ford F-150 Truck for the Water Department in the amount of \$34,668.00

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ORDINANCE  
 MOTION  
 INFORMATION

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**I. REQUEST OR ISSUE:**

Based on the City Council's visioning process which included the goal of repairing and/or replacing aged or insufficient equipment, the 2013 Adopted Budget allocated \$46,000 for the purchase of a new truck for the Water Department. The Water Department currently has two trucks, both of which are older and one of which is not fully capable of making it to some of the Water Department's remote locations. Staff obtained quotes for the type of truck they feel is needed in the Water Department and as the total amount of the purchase is greater than \$25,000, is requesting that City Council approve the purchase of this vehicle. The total cost of the truck and any additional equipment needed is \$34,668.

**II. RECOMMENDED ACTION / NEXT STEP:**

Make a motion approving the purchase of a Ford F-150 truck for the Water Department in the amount of \$34,668.

**III. FISCAL IMPACTS:**

The total amount of the purchase is \$34,668. Funding for this purchase will come out of the Water Fund's Adopted 2013 Budget under line items 50-433-7426 (budgeted amount \$46,000). There will be an additional \$11,332 remaining in this line item after the purchase of the truck.

**IV. BACKGROUND INFORMATION:**

**V. LEGAL ISSUES:**

None

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

None

**VII. SUMMARY AND ALTERNATIVES:**

Council may take one of the following actions:

- Approve as presented
- Deny
- Amend

TYPE 3 SALE #0962  
FIN # QY 255

PURCHASE AGREEMENT



INTERSTATE FORD

800 Bryan Court, Dacono, CO 80514 · (303) 833-6700

REVISED PRICING

Customer **CITY OF CENTRAL CITY** Date **12/31/2012** Stock No. **E05942**

Address **PO BOX 366** Year **2013** Make **FORD** Model **F-150**

City **CENTRAL CITY** State **CO** Zip **80427** County **GILPIN** Body **PU** Color **OXFORD WHITE**

Home Phone \_\_\_\_\_ Work Phone **720/279-7336** Serial Number **1FTVW1EF2DKE05942**

Driver's License # \_\_\_\_\_ Mileage **55**

Salesperson **VICKI LOPEZ**  NEW  USED

ALL USED CARS SOLD "AS IS" OR "WITH ALL FAULTS" UNLESS SEPARATE AGREEMENT IS FURNISHED BUYER

EXTENDED SERVICE PLAN

I acknowledge that the Features, Benefits, Exclusions and Price of the Extended Service Plan offered have been explained to me. My responsibilities under this program have also been explained to me.

NEW VEHICLES:  
 YES - I accept the Extended Service Plan offered  
 NO - I waive the Extended Service Plan offered

CUSTOMER SIGNATURE

USED VEHICLES:  
 YES - I accept the Extended Service Plan offered  
 NO - I waive the Extended Service Plan offered and accept the vehicle "as is."

CUSTOMER SIGNATURE

This Buyer's Order is expressly conditioned on one or more of the following:

- \_\_\_\_ (The Buyer shall initial the applicable condition) Interstate Ford assignment of the retail installment contract to and acceptance by a lender making supervised consumer loans.
- \_\_\_\_ Interstate Ford successful arrangement of financing for the Buyer for this purchase, a full disclosure of all of the terms of the financing and the Buyer's acceptance of the financing terms.
- \_\_\_\_ Other \_\_\_\_\_

1. The condition(s) described above must be satisfied on or before **12/31/2012** (date). If the condition(s) has not been satisfied by this date, this agreement is cancelled and has no force or effect except for paragraphs 2, 3, and 4 below.

2. If any condition is not satisfied and this agreement is cancelled, the Buyer shall immediately return the vehicle to Interstate Ford. The Buyer is responsible for any damage to the vehicle prior to the time it is returned. The Buyer agrees to pay Interstate Ford the cost of repair of any damage occurring to the vehicle while it is in the Dealer's possession.

Price of Vehicle		<b>30300.00</b>
Items listed below are Dealer Installed Accessories		
AFTERMARKETS		<b>4368.00</b>
To the negotiated price will be added Delivery & Handling		
Total Price of Unit		<b>34668.00</b>
Customer Guarantees Taxes not to Exceed <del>3.99%</del> %	State Sales Tax	N/A % <b>EXEMPT N/A</b>
<input checked="" type="checkbox"/> INITIALS	City Sales Tax	N/A % <b>N/A</b>
*THIS CHARGE REPRESENTS COSTS AND ADDITIONAL PROFIT TO THE SELLER/DEALER FOR ITEMS SUCH AS INSPECTING, CLEANING AND ADJUSTING NEW AND USED VEHICLES AND PREPARING DOCUMENTS RELATED TO THE SALE	RTD Sales Tax	N/A % <b>N/A</b>
	County Sales Tax	N/A % <b>N/A</b>
	Total Cash Delivered Price	<b>34668.00</b>
Trade-in Year	Make	
Model	Body	
VIN #		
Mileage	Trade Allowance	<b>N/A</b>
Buyer Agrees to Pay Any Amount Exceeding This Figure <input checked="" type="checkbox"/> INITIALS	Approx. Balance Owed	<b>N/A</b>
	Net Equity	<b>N/A</b>
Balance Owed To:		
Address		
City	State	Zip
Phone #		
Acct. #		
Factory Rebate		<b>N/A</b>
Deposit Receipt #	Cash Down Payment	<b>N/A</b>
Total Down Payment		<b>N/A</b>
Extended Service Agreement		<b>N/A</b>
Filing Fees		<b>N/A</b>

GRAND TOTAL BALANCE DUE **\$ 34668.00**



DATE: January 10, 2013  
TO: Alan Lanning, City Manager  
Mayor & Council  
FROM: Shannon Flowers, Finance Director/Treasurer

Following is an update of the Finance Department's activities from Friday, December 14<sup>th</sup> through Thursday, January 10, 2013.

\*I would like to thank Whitney, the Finance Clerk, for all of her hard work on getting the January water billings to run correctly and reflect the new billing structures for both commercial and residential customers. The transition was extremely difficult and she has put in many additional hours and hard work to make sure that they are correct.

- Prepared and filed 4<sup>th</sup> Qtr 941 and Unemployment Reports
- Worked with Finance Clerk and ADG to get residential metered billing to run properly, converted all residential accounts to metered services
- Worked with Finance Clerk, ADG and Allen IT to get a finance printer compatible with software and installation
- Prepared Personnel Action Forms for beginning of year
- Began December bank reconciliation
- Certified Conservation Trust Fund eligibility with DOLA
- Began purging all personnel files from records room area
- Entered new federal tax rate information into accounting system
- Began to reconcile employee accounts receivable at year end
- Converted credit card vendor ACH payments to CO Business Bank
- Prepared check listing for Council
- Processed Bi-weekly payroll and all associated tax and retirement filings
- Finance Clerk Processed Accounts Payable
- Finance Clerk processed Accounts Receivable and prepared weekly deposits
- Finance Clerk administered Court



## City Clerk's Office

**To:** City Manager Alan Lanning, Mayor Engels, and City Council

**From:** Reba Bechtel, City Clerk

**Date:** January 15, 2013

**Re:** Bi-weekly Report

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- Council minutes from December 18 completed
- Packet prep for the January 15 Council meeting
- Received/processed invoice for November election for 522 registered voters totaling \$1,585.20 which included a \$250 fee for election judge fees due to additional cost for write-in candidates
- Working on organization of records room
- Responding to records requests and info related to legal for Ballowe and Hidahl
- Met with, processed and issued the Temporary Liquor License for the change of ownership for Legends, Inc dba Annie Oakley's Liquor and Grocery at 135 Nevada Street through May 1, 2013



# Memo

To: Mayor, City Council, and City Manager  
From: Greg Thompson, Community Development Director *GT*  
Subject: Community Development Department Summary  
Date: January 15, 2013

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The Community Development Department/Historic Preservation Office took the following actions and participated in the following events since the last summary was created:

1. Met with a variety of citizens and discussed their property plans.
2. Responded to complaints received.
3. Administered the building permit function for the City.
4. Inventoried the Xcel light poles used for banners, flags, and flowerpots in our community and requested they analyze our poles to determine their suitability for banners, flags and flowerpots.
5. Received and reviewed the Ennovate energy savings final report (see attached).
6. Went on a final walk through of the work they did with the Ennovate crew and Operations Director.
7. Held a Development Review Committee meeting for a proposed annexation and small residential development.
8. Met at the Knights of Pythias building to discuss repair options with the owner's contractors.
9. Final 2012 building permit numbers and 2008-2011 comparative numbers are attached. I also attached sign permit information for 2012.

<b>2012 Building Permit Summary</b>					
Year	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Number of Permits	58	69	72	68	69
Project Valuation	\$1,418,888	\$2,582,015	\$1,180,905	\$1,664,055	\$4,012,683
Sign Permits	18				



# Executive Summary

## *Project Background*

In December of 2011 Central City entered into an Energy Performance Contract (EPC) with Ennovate Corporation to install a number of Energy Conservation Measures (ECMs) designed to reduce energy consumption in its facilities. The EPC guaranteed \$14,990 in annual energy cost savings.

Project energy savings were to be verified by Ennovate according to the Measurement and Verification (M&V) methods described in Schedule F of the EPC. Savings were to be verified by M&V Option-D Calibrated Simulation at the City Hall and by M&V Option-A Retrofit Isolation at all other facilities.

This M&V report documents the energy cost savings verified by those methods. The verified energy savings will be stipulated over the term of the EPC and no further reporting of energy savings will be done. Ennovate is pleased to report that the project exceeded expectations, achieving a verified energy cost savings of \$16,074.

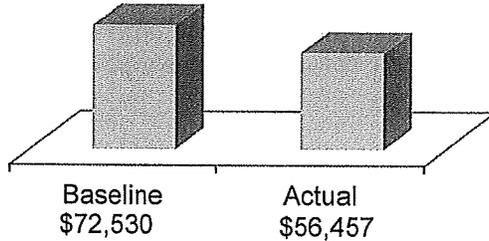
## *Brief Project and ECM Descriptions*

The ECMs installed as part of this project are fully described in Schedule A of the EPC. A brief description of those ECMs follows;

- High Efficiency Roof Top Units were installed on the City Hall and the Visitor's Center
- A Direct Digital Control System was installed at City Hall
- Programmable Thermostats were installed at the Fire Station and the Public Works facility
- Lighting fixtures were replaced with more efficient fixtures and occupancy sensors were installed at the City Hall, Visitor's Center, Water Treatment Plant, Public Works facility, Fire Station, Spring Street Pump Station, Dam Pump Station and the Prospector's Run Pump Station
- The billboard and street lighting along Central City Parkway was upgraded to more efficient, modern lighting technology
- Weatherization was performed to reduce outside air infiltration at the City Hall, Visitor's Center, Public Works facility and the Fire Station
- Testing and balancing of the air distribution system at the City Hall was performed to ensure that comfort is maintained in all areas of the building
- A portion of the City Hall roof was replaced with a new roof having a minimum insulating value of R-20

## Summary of Guaranteed and Verified Energy and Cost Savings

### Central city Total Energy Cost



**Total Utility Cost Savings:**  
**\$16,074**

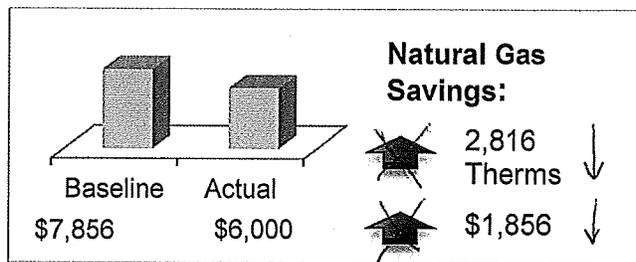
The EPC guaranteed an annual energy cost savings of \$14,990.

In the absence of the EPC project, energy costs would have been \$72,530 during this performance period.

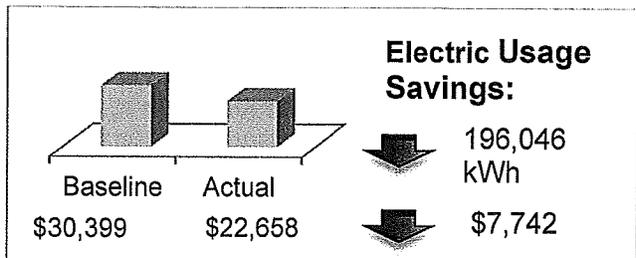
The actual energy cost expenditure during this performance period was \$56,457.

This represents a savings of \$16,074 which is \$1,084 greater than the guaranteed energy cost savings.

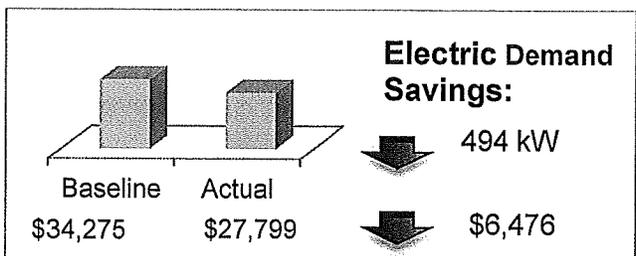
Without the EPC project, gas usage would have been 11,971 therms and would have cost \$7,856 this period. The actual gas usage for this period was 9,155 therms and the cost was \$6,000. This is a reduction of 2,816 therms and \$1,856.



Without the EPC project, electric usage would have been 778,091 kWh and would have cost \$30,399 this period. The actual electric usage for this period was 582,045 kWh and the cost was \$22,658. This is a reduction of 196,046 kWh and \$7,742.



Without the EPC project, electric demand would have been 2,331 kW and would have cost \$34,275 this period. The actual electric demand for this period was 1,837 kW and the cost was \$27,799. This is a reduction of 494 kW and \$6,476.





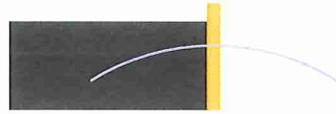
CITY OF CENTRAL  
Public Works Department  
Kent Kisselman, P.E., Director

December 2012

**Special points of interest:**

- ◆ Christmas decorations have been taken down along with the banners that were on Xcel poles. As of the end of January nothing will be allowed on the Xcel poles.
- ◆ We recently applied for a source water protection grant and should hear something by the end of January.
- ◆ Through the CSU Extension of Gilpin County we ordered additional trees to be placed along the Parkway where the fence used to be. The trees will be available in May of 2013.

**Personal Message:** 2012 was a very good year and we accomplished quite a few things. I am excited about beginning to work on Capital Improvement Projects and planning for the City's future in the upcoming year. Thank you for the opportunity to serve as the Operations Director and approving actions which require your attention.



# PUBLIC WORKS DEPARTMENT



## Positive and Moving Forward...

The Public Works Department placed all the Christmas decorations for the Holidays and received great feedback stating how nice things looked. We were able to save significant dollars by updating the existing items we found stored away in the Boodle Mill. The tree was also a success and the children had a great time decorating it. We may try to expand our decorating area next year.

The snow season is upon us and we have been through a couple storms. Staff is doing a excellent job of keeping the roadways open. The new ATV vehicle is great for the high streets. We are doing our best to utilize the sweeper after the event to get the sand up as quickly as we can. Staff also fixed the snow blower attachment for the bobcat which has been broken for years, this allows us to place built up snow directly into the dumptruck with minimal staff.

The water meter project is complete minus those few homes that are vacant or in litigation. We will continue to work on those as they come up. We have begun to radio read the meters and place the data into the system.

The Water Department is completing an in house task on the filter at the plant. A broken manifold was found after emptying the media, staff fixed it and relieved a clogged butterfly valve. The media is being replaced and there has been no interruption in water service.

Looking forward to 2013 we are including the "project list" from 2012. The list is detailed out into completions, working on and CIP projects. Since I have been here the department has been very reactionary to projects. We look forward to taking a proactive approach now that we are getting

caught up on much of the deferred maintenance from the previous years.

**A few highlights of accomplishments in 2012:**

Purchased (2) new trucks, one with interchangeable boomlift, flatbed, and dumpbody. New street sweeper, bobcat, parkway plow truck, asphalt roller and trailer. Hired new qualified staff with experience in electrical, welding, plowing, concrete, maintenance, infrastructure and plumbing. Completed water meter installation and stamped sidewalks. Completed Water Master Plan and new City Standards. Sold old equipment and recycled putting approximately \$80K back into the General Fund. Surveyed infrastructure with our GIS system and created useful mapping. Replaced several PRV valves, dredged the backwater pond, and helped fix a little hole along Gregory where an old mine collapsed. We even rescued a cat from a pole on Casey Street.

**Also received awards for:**

Governors Award for Downtown Excellence for the Streetscape Project and the American Public Works Association award for best Water Design and Maintenance Project.

Our goal is to continue to maintain a high level of service at the most effective cost to the City. In 2013 we will begin to be more project oriented and you have approved several projects for the upcoming year and we are excited to get those completed.

Please contact Kent Kisselman with any PW related issues you may have, communication is the key to success. Have a great month!

[opdirector@cityofcentral.co](mailto:opdirector@cityofcentral.co)  
303-598-1936 day cell



## Central City - Streets

	Description of Task	Date	% of Completion	Location	Comments
1	6th High St - asphalt curb	3/22/2012	100%	6th High Street	(TH meeting)
2	6th High St - culvert	3/22/2012	100%	6th High Street	(TH meeting)
3	6th High St - asphalt patch	3/22/2012	100%	6th High Street	(TH meeting)
4	6th High St - culvert	5/11/2012	100%	6th High Street	place delineator post near culvert and rip rap area
5	CDA Mine - poles, steel, wood, cleanup	3/6/2012	100%	Academy Street	
6	Casey Street - delineator posts	3/22/2012	100%	Casey Street	
7	Retaining Wall - missing rocks	1/1/2013		Casey Street	Along Gregory (large scale project) (CIP 2013)
8	200 Casey St - grass clippings	5/21/2012	100%	Casey Street	homeowner to bag clippings to be picked up
9	Signage	1/27/2012	100%	City	leaning poles, paint, direction
10	City	1/27/2012	Seasonal	City	banners, xmas decorations (Spring, Fall, Winter)
11	City	1/27/2012	100%	City	30 flags and 2 large flags (Spring)
12	City	1/31/2012	25%	City	finish painting hydrants
13	Lights	2/17/2012	100%	City	number lights on streetscape project
14	City Dump - burning	3/1/2012	100%	City	Burned on 10-10-12 and 10-24-12
15	City - reflectors	3/6/2012	100%	City	new reflectors guardrail within the City
16	Bollards - replace and paint	3/12/2012	50%	City	replace old bollards and provide where none exist
17	Remove signs in town	3/22/2012	100%	City	excess signage (Greg, Joe, Kent)
18	ROW shrub, bush, weeding	4/12/2012	100%	City	residential streets
19	Sweep high streets - hand broom areas	5/10/2012	100%	City	several areas
20	Storm Drains - Clean out rocks	7/12/2012	100%	City	Annually
21	targets police department	9/11/2012	100%	City	Chief
22	city xmas decorations	9/20/2012	100%	City	rehab old stuff
23	seal stamped sidewalks	10/18/2012	100%	City	re-seal stamped sidewalks for winter
24	Asphalt Patches		100%	City	saw cuts made (Spring and Fall)
25	microphone council chambers	10/17/2012	100%	City Hall	microphone fix
26	Drainage pan on County Street		100%	County Street	concrete work completed by staff
27	County Road - ditch maintenance	3/22/2012	100%	County Street	
28	County Road - asphalt	5/10/2012	100%	County Street	asphalt fix near church
29	Storm grates on County	10/3/2012	100%	County Street	fix grates
30	Fix pot hole 206 E 1st High	3/22/2012	100%	E 1st High	small area near gate
31	E 1st High - Jersey Barriers	3/26/2012	100%	E 1st High	remove 2 barriers in road
32	E 1st High - Masonic Stairs	3/26/2012	100%	E 1st High	repair steps
33	E 1st High - Masonic Stairs	3/26/2012	100%	E 1st High	stain steps
34	E 1st High - Drainage Ditch	3/26/2012		E 1st High	Museum and Church channel repair
35	stairs repair	8/28/2012	100%	E 1st High	Sharon Tate called in
36	Mark Cappello - clean grate 216 E 3rd		100%	E 3rd High	grate front of house
37	312 E 3rd - bollards and cable	3/22/2012	100%	E 3rd High	phone call
38	Carriage House - retaining wall	8/3/2012	100%	E 4th High	fix retaining wall - concrete
39	Class 6 on parking area E 4th High	9/13/2012	100%	E 4th High	parking area
40	Eureka Street manholes sinking	3/1/2012	100%	Eureka Street	Street Floats
41	Washington Hall - sidewalk	3/5/2012	100%	Eureka Street	sink hole
42	Wetlands/Boodle Mill clean up	3/6/2012	100%	Eureka Street	

43	207 Eureka- storm water	3/22/2012	100%	Eureka Street	(TH meeting)
44	Masonic Temple - box drain		100%	Eureka Street	
45	Concrete Block Teller House	4/12/2012	100%	Eureka Street	Historic?? Planner to check
46	Johnson Reservoir road	4/12/2012	100%	Eureka Street	reservoir failure causing road failure
47	Pot Holes PWD	4/12/2012	100%	Eureka Street	
48	Road Repair - Eureka	8/6/2012	100%	Eureka Street	fix road @ Johnson Reservoir
49	Creek south side Eureka - clean out	4/30/2012	100%	Eureka Street	trash and debris
50	retaining wall - patch	10/1/2012	100%	Eureka Street	retaining wall 208 Eureka
51	Eureka - sidewalk	1/1/2013		Eureka Street	CIP 2013
52	Sidewalk - Eureka 311 to 331	1/1/2013		Eureka Street	CIP 2013
53	Sidewalk - Eureka 311 to 219	1/1/2013		Eureka Street	CIP 2013
54	Sidewalk - Eureka 219 to 215	1/1/2013		Eureka Street	CIP 2013
55	Sidewalk - Thomas House red portion	1/1/2013		Eureka Street	CIP 2013
56	Sidewalk - Thomas House 207 to County Bldg.	1/1/2013		Eureka Street	CIP 2013
57	Levit and Gregory - grading	8/16/2012	100%	Gregory	add class 6 to base
58	Rock grate in Gregory Gulch	4/12/2012	100%	Gregory Gulch	Spring
59	Levit Street - bus staging area	3/1/2012	100%	Gregory Street	add class 6 base to potholes near approaches
60	City Limit Sign	1/27/2012	100%	Gregory Street	city limit sign road from black hawk, sign ordered, to be picked up
61	Post Office - sign	3/22/2012	100%	Gregory Street	sign no longer needed
62	Gregory St - removable speed bump and signage	3/22/2012	100%	Gregory Street	3 signs
63	Gregory St - No Parking Signs west side	3/22/2012	100%	Gregory Street	
64	Gregory St - paint curb	3/22/2012	100%	Gregory Street	
65	Gregory - seed west side	3/22/2012	100%	Gregory Street	topsoil needed (TH meeting)
66	Gregory Street - fix speed bump	4/27/2012	100%	Gregory Street	grind down asphalt speed bump
67	FV stop sign	5/2/2012	100%	Gregory Street	letter for stop sign
68	Speed bump	5/8/2012	100%	Gregory Street	remove speed bump
69	Bollards Gregory	4/12/2012	100%	Gregory Street	remove guardrail replace with jersey barriers
70	Clean Gulch	3/6/2012	100%	Gregory Street	Spring
71	D Street - Gregory St - jersey barriers, guardrail	3/6/2012	100%	Gregory Street	
72	Gregory St - foundation fence	3/6/2012	100%	Gregory Street	new fence and cleanup
73	Gregory Street - asphalt	5/10/2012	100%	Gregory Street	D Street
74	Gregory - Black Hawk area	5/15/2012	100%	Gregory Street	remove non-applicable signage
75	Mine Failure	5/29/2012	100%	Gregory Street	mine failure - fix
76	Drainage grate in gulch	8/6/2012	100%	Gregory Street	remove debris from grate
77	Levit and Gregory - bollards	Project	100%	Gregory Street	Alan
78	Gregory Street - Wood Bridge	3/5/2012	20%	Gregory Street	remove bridge safety hazard (planner)
79	Speed sign on Gregory	4/12/2012	20%	Gregory Street	remove speed sign (Police Department)
80	Post Office - sidewalk	5/10/2012	100%	Gregory Street	repaired with cold patch oct. 12
81	Gregory Street - crosswalk	5/10/2012		Gregory Street	D Street
82	asphalt patch - Christine Pollack	5/10/2012	100%	Hooper Street	two very small holes in the driveway
83	Hooper Street - stop sign	5/10/2012	100%	Hooper Street	replace stop sign (old)
84	Hooper Street - debris, old timbers	5/29/2012	100%	Hooper Street	remove debris
85	Hooper Street - driveway	5/10/2012	100%	Hooper Street	extend driveway for PW access
86	Hooper Street - ditch work	5/10/2012		Hooper Street	ditch work and grading
87	Light Post Century Garage	1/27/2012	100%	Lawrence	insurance claim damaged light, removed
88	Johnny Zs - striping	5/10/2012	100%	Lawrence	lane change, loading, valet, parking
89	Johnny Zs - striping	5/10/2012	100%	Lawrence	extend stop bar
90	Sidewalk - D St to 212 Lawrence	3/22/2012	100%	Lawrence	condition poor
91	Sidewalk - Lawrence 212 to end of curb	3/22/2012	100%	Lawrence	sunk, condition poor
92	Sidewalk - State Garning	3/22/2012	100%	Lawrence	flagstone, condition poor

93	Sidewalk Johnny Z's casino 121 Lawrence	9/20/2012	100%	Lawrence	replace sidewalk
94	City Sign - broken at north end	3/6/2012	100%	Main Street	remove broken sign and posts
95	Asphalt patch back	4/12/2012	100%	Main Street	Streetscape patch back
96	Streetscape - loose cover	6/5/2012	100%	Main Street	fix loose cover
97	Main Street - repair bricks	8/10/2012	100%	Main Street	settling
98	Clean Lights Main Street	3/6/2012	As Needed	Main Street	stormwater
99	Main Street - drainage at Annies	8/10/2012	100%	Main Street	fuses
100	Streetlights - Main Street	8/16/2012	100%	Main Street	move bench from big t to lucky strike on main street
101	move bench and signs	10/17/2012	100%	Main Street	near superfund site, cones
102	Nevada St - catch basin	3/6/2012	100%	Nevada Street	what can be done to remove cones, coordinate Ann Dodson
103	City Sign - above Nevada Street	3/6/2012	100%	Nevada Street	find new location for banners
104	Big T Lot - cones	5/10/2012	100%	Nevada Street	poles no longer support banner
105	Banner - pole failing	5/29/2012	100%	Nevada Street	Pine and Nevada
106	Banner - find new location for banner	5/29/2012	100%	Nevada Street	striping, bollards, asphalt
107	Nevada Street - Rip Rap	5/10/2012	100%	Nevada Street	asphalt repair
108	Big T parking lot - cone removal	5/15/2012	100%	Nevada Street	replace culvert
109	Nevada Street pothole and patchback	7/10/2012	100%	Nevada Street	new ditch and rip-rap
110	Culvert Nevada	7/17/2012	100%	Nevada Street	remove sediment, place straw waddles
111	Nevada St - ditch work	8/16/2012	100%	Nevada Street	place hole for xmas tree
112	Big T Lot - erosion back of lot	5/10/2012	90%	Nevada Street	run electrical for tree
113	Xmas tree - placement and support	5/10/2012	100%	Nevada Street	2nd monitoring complete - not moving
114	Xmas tree - electrical conduit	5/10/2012	100%	Nevada Street	People traveling through lot b - jersey barrier access
115	Slope Failure	8/16/2012	100%	Nevada Street	reflectors replace
116	Block Lot B - Nevada Street	8/23/2012	100%	Nevada Street	remove and salvage every other reflector
117	Parkway	1/31/2012	100%	Parkway	paint green and straighten
118	Parkway - reflectors first mile	3/6/2012	100%	Parkway	trash and debris
119	Parkway - delineator posts paint	3/6/2012	100%	Parkway	deer xing, missing sign, sign ordered, pick up
120	Parkway - cleanup @ 0.0 mm	3/6/2012	100%	Parkway	cows on parkway - fix fencing
121	Parkway - mm 1 missing sign	3/6/2012	100%	Parkway	new sign, sign ordered, pick up
122	Parkway - mm 7.5 warning sign down	3/6/2012	100%	Parkway	remove fence
123	Parkway - cows	3/19/2012	100%	Parkway	remove fence
124	Hidee Mine Sign	4/12/2012	100%	Parkway	fencing Bob Young - repair
125	Parkway Fence	4/17/2012	100%	Parkway	mm 5 hole in fence
126	Parkway	4/18/2012	100%	Parkway	replace burnt out lights
127	Parkway fence - cow fence	5/4/2012	100%	Parkway	As needed
128	Parkway - billboard lights	5/9/2012	100%	Parkway	leaning away from roadway
129	Parkway - billboard lights	5/9/2012	100%	Parkway	guardrail
130	Billboard - lights	5/22/2012	100%	Parkway	use excess material to build up for trees
131	Parkway - jersey barriers @ 4.5	3/6/2012	100%	Parkway	reflectors replace
132	Parkway	1/31/2012	100%	Parkway	not working
133	Material for trees on Parkway	6/7/2012	100%	Parkway	CIP 2013
134	Parkway - replace reflectors	7/12/2012	100%	Parkway	area with existing lights, budget item
135	Parkway light #46	9/11/2012	100%	Parkway	damaged guardrail - 16 straight sections - order 20
136	Parkway - frost heave	3/6/2012	50%	Parkway	End section on S curve and Bob Youngs gate (\$\$\$)
137	Parkway - reflectors last 3.5 miles	3/6/2012	100%	Parkway	Impact Grant (CIP)
138	Parkway - guardrail	3/6/2012	100%	Parkway	Ennovate completed...should no longer need to change bulbs
139	Parkway - guardrail	3/22/2012	100%	Parkway	cows moved to there winter spot should be an issue
140	Parkway - chipseal	6/6/2012	Warranty	Parkway	
141	Parkway - burnt out lights	5/22/2012	100%	Parkway	
142	cows on the Parkway	10/4/2012	100%	Parkway	

143	Barbed wire fence @ 2.5	11/16/2012	100%	Parkway	hunters trampled fence
144	Parkway - additional lights	Goal		Parkway	CIP
145	Pine Street storm drains	4/12/2012	100%	Pine Street	asphalt fix
146	Pine Street - asphalt patch	5/10/2012	100%	Pine Street	water main break
147	Build Racks for V boxes	3/22/2012		PWD	
148	Roworth - remove cones	5/10/2012	100%	Roworth Street	place delineator posts and remove cones
149	Drainage pipe - Roworth	8/3/2012	100%	Roworth Street	replace and fix ditch with new pipe
150	Sink Hole - drainage	4/30/2012		Roworth Street	repair catch basin and drainage in the area
151	Big T Parking Lot - sidewalk	3/22/2012	100%	Spring Street	twisted sign
152	Stop/Caution Sign	4/12/2012	100%	Spring Street	
153	Upper Spring Street - grates	3/22/2012	100%	Spring Street	(TH meeting)
154	move bench and signs	6/20/2012	100%	Spring Street	remove signs and move bench to paint Scarlett's
155	345 Spring - asphalt patch	7/11/2012	100%	Spring Street	asphalt repair
156	Spring Street - Dead End sign	8/10/2012	100%	Spring Street	relocate sign
157	sidewalk holes	8/10/2012	100%	Spring Street	removed signs need to patch holes
158	Spring Street asphalt replacement	4/12/2012		Spring Street	CIP 2013 - 2014
159	345 Spring Street	11/26/2012	100%	Spring Street	pick up carpet and pad
160	Spruce St - sign removal	3/6/2012	100%	Spring Street	wooden sign not in use
161	Saint James Street gutter pans	4/12/2012	100%	St. James	asphalt fix and catch basin repair
162	St James - inlet repair (2)	5/22/2012	100%	St. James	fix inlets
163	Pothole - E 5th High	8/9/2012	100%	St. James	pothole repair - called in by resident
164	pothole - St James	8/28/2012	100%	St. James	Mark Cappello called in
165	grading - Barrett and St. James	8/10/2012	100%	St. James	washout of road needs grading
166	Boodle Mill - Water Plant cleanup	7/9/2012	100%	Upper Apex	remove excess material
167	Boodle Mill - dispose of cylinders	5/8/2012	100%	Upper Apex	remove concrete cylinders
168	Sign at Gold Mountain	4/12/2012	100%	Virginia Canyon	check signage for stability
169	KOA Campground - potholes	6/7/2012	100%	Virginia Canyon	pot holes fix
170	street sign knocked down	9/5/2012	100%	Virginia Canyon	called in by resident
171	Road Repair	Goal		Virginia Canyon	CIP 2013
172	Storm Drain cleanup	8/22/2012	100%	W 3rd High	Mark Cappello called in
173	dirt at Tom Millers	9/21/2012	100%	W 3rd High	
174	Class 6 on W 4th High	8/16/2012	100%	W 4th High	base dirt road

## Central City - Facilities

1	Description of Task	Date	% of Completion	Location	Comments
2	Academy Reservoir	3/6/2012	100%	Academy Res	clean out and salvage
3	Academy Reservoir - next to church - clean out	3/13/2012	100%	Academy Res	
4	Fire Extinguishers all facilities	2/22/2012	100%	All City	update fire extinguishers - CIRSA
5	Boodle - clean out	2/23/2012	100%	Boodle Mill	
6	Monitoring Wells @ Booodle	6/21/2012	100%	Boodle Mill	cap monitoring wells
7	gate east side property	10/1/2012		Boodle Mill	
8	Cemetery - replace flag	3/22/2012	100%	Cemetery	Y near Booodle Mill
9	Cemetery - clean up	10/1/2012	100%	Cemetery	cut out old trees and clean
10	Chase Gulch - stock with fish	3/22/2012	100%	Chase Gulch	
11	Topo light poles	5/21/2012	100%	City	topo poles with flowers, flags, and banners
12	All Facilities City owned assessment	8/16/2012	65%	City	
13	City Dump - grading	6/7/2011	85%	City Dump	moving material and hauling up metal
14	City Dump	3/5/2012	100%	City Dump	salvage wood beams
15	City Hall	1/27/2012	100%	City Hall	Fix bricks on parapet
16	City Hall	1/27/2012	100%	City Hall	Quit Cabinet
17	City Hall - City Hall Sign	1/27/2012	100%	City Hall	Eric Painting
18	City Hall - paint	1/27/2012	100%	City Hall	Eric Painting
19	City Hall	1/31/2012	100%	City Hall	door glass planner
20	City Hall	2/1/2012	100%	City Hall	halogen flag light
21	City Hall - 3rd floor hallway	3/1/2012	100%	City Hall	clean up hallway
22	Courtroom - microphones	3/5/2012	100%	City Hall	Jury Trial
23	City Hall - windows	3/22/2012	100%	City Hall	wash exterior windows
24	City Hall flags	4/12/2012	100%	City Hall	replace flags (Police Department)
25	City Hall - microphone	6/5/2012	100%	City Hall	fix podium microphone
26	Elevator City Hall - panel	9/1/2012	100%	City Hall	check panel fuses
27	stian mural	9/15/2012	100%	City Hall	
28	Solar lighting for mural	9/15/2012		City Hall	can lighting be converted to solar
29	3rd floor	10/4/2012	95%	City Hall	3rd floor clean and paint
30	Additional lighting near elevator	11/19/2012		City Hall	dark in the corner
31	City Hall - elevator room	12/5/2012		City Hall	list of items in elevator room
32	City Hall - move back file cabinets	12/18/2012	100%	City Hall	elevator project
33	City Hall - handrail fix		100%	City Hall	
34	City Lot top of hill bathrooms	1/27/2012	100%	City Lot	secure building
35	City Park - pond	3/22/2012	100%	City Park	estimate, budget item
36	City Park - fence	3/22/2012	100%	City Park	fence around train car
37	City Park	4/1/2012	100%	City Park	place additional trash can near bathrooms
38	City Park - grading - rock	4/12/2012	Annually	City Park	
39	City Park - road base	4/12/2012	Annually	City Park	
40	City Park - patch playground base	4/22/2012	100%	City Park	

41	4 wheeler trails	9/28/2012	100%	City Park	place barricades and signage
42	class 6 for Park	10/1/2012	100%	City Park	grading at park
43	Cozens House - assessment	10/16/2012	100%	Cozens House	paint - electrical - assess
44	Cozens House - stairs	10/19/2012	100%	Cozens House	fix adjacent stairway
45	Johnson Reservoir - next to PW	5/2/2011	10%	Johnson Reservoir	Remove
46	Johnson Reservoir - clean around building	4/12/2012	100%	Johnson Reservoir	clean and salvage around grounds
47	Lyons Park - bushes and cut dead trees	7/1/2011	Annually	Lyons Park	
48	Lyons Park	10/22/2012	100%	Lyons Park	dead trees Lyons park
49	Museum on 1st High	6/3/2012	100%	Museum	install rope for flag using boom lift
50	Public Works Shop	2/22/2012	100%	PWD	bollards for building - CIRSA
51	TAU - clean out	4/12/2012	100%	PWD	
52	Public Works Department	6/1/2012	100%	PWD	install security cameras and monitor
53	Paint dump truck bed	11/1/2012	100%	PWD	sand blast and paint truck bed
54	Visitors Center	2/17/2012	100%	Visitors Center	paint visitor steps
55	Quit - location and install	3/1/2012	100%	Visitors Center	visitors center
56	Visitors Center sign	6/20/2012	100%	Visitors Center	relocate sign
57	Visitors Center - Backyard	7/30/2012	100%	Visitors Center	clean up backyard
58	Visitors Center - drainage	7/30/2012	100%	Visitors Center	drainage system
59	Visitors Center sign	10/30/2012	100%	Visitors Center	sign replace bolt
60	Washington Hall - elevator	5/4/2011	Annually	Washington Hall	phone, dewater, door closure, lock
61	Washington Hall - move bar from Academy Building	2/18/2012	100%	Washington Hall	
62	City Hall - plan boxes, shelves	2/19/2012	100%	Washington Hall	
63	Washington Hall	2/22/2012	100%	Washington Hall	smoke detectors - CIRSA
64	Washington Hall	2/22/2012	100%	Washington Hall	Fuse panel tape - CIRSA
65	Washington Hall	2/22/2012	100%	Washington Hall	Junction boxes - CIRSA
66	Washington Hall	2/22/2012	100%	Washington Hall	Wire for coffee pot
67	Washington Hall - rats	3/1/2012	100%	Washington Hall	
68	Washington Hall - locks	3/1/2012	100%	Washington Hall	new locks
69	Gallery - sidewalk patch	3/19/2012	100%	Washington Hall	
70	Washington Hall - gutter	4/19/2012	100%	Washington Hall	fix gutter
71	Washington Hall - electrical	6/13/2012	100%	Washington Hall	move plugs and misc electrical
72	Washington Hall - heat	8/1/2012	100%	Washington Hall	heat for the building
73	Washington Hall - Harvs list	8/3/2012	100%	Washington Hall	electrical
74	Washington Hall - move filing cabinets	11/26/2012	100%	Washington Hall	
75	Washington Hall - renovate list	12/5/2012	35%	Washington Hall	fix leftover renovate installation items
76	Washington Hall - door	12/11/2012	10%	Washington Hall	add door to mechanical room
77	gate water treatment plant - ponds	10/1/2012		Water Treatment Plant	new gate