

CITY OF CENTRAL, COLORADO
NOTICE OF A REGULAR MEETING of the CITY COUNCIL to be held on
Tuesday, February 18, 2014 @ 7:00 p.m.
141 Nevada Street, Central City, Colorado
AGENDA

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

7:00pm Council Meeting

1. Call to Order.

2. Roll Call. Mayor Ron Engels
Mayor Pro-Tem Bob Spain
Council members Shirley Voorhies
Glo Gaines
Kathy Heider

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 February 6 & 13; and
City Council minutes: February 4, 2014.

GUEST SPEAKER

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.

SECOND READING AND PUBLIC HEARING –

7. Ordinance No. 14-01: An ordinance of the City Council of the City of Central amending Article V of Chapter 2 of the Municipal Code regarding the Planning Commission. (McAskin)

ACTION ITEMS: NEW BUSINESS –

8. Resolution No. 14-04: A resolution appointing the Municipal Judge and extending the term and compensation for service. (Bechtel)

9. Resolution No. 14-05: A resolution of the City Council of the City of Central, Colorado conditionally approving a Special Review Use Permit for certain resort mobile homes to be installed on the KOA Campground property. (Fejeran)

REPORTS –

10. Staff updates –
11. City Attorney 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 March 4, 2014.

Posted 2/14/14

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
2/13/2014**

Total Beginning ENB Cash on Hand 1/31/14	387.95
Deposits to ENB	-
Wires Out ENB	-
Cleared Checks	-
<u>2/13/2014</u>	<u>387.95</u>
<less previously approved & outstanding>	(59.00)
Total ENB Cash on Hand 2/13/14	328.95

Total Beginning CO Biz Cash on Hand 1/31/14	290,003.76
Deposits to COB	119,241.70
Wires Out COB	(93,340.37)
Cleared Checks	(85,508.52)
<u>2/13/2014</u>	<u>230,396.57</u>
<i>Pending Transfer from Colotrust</i>	<i>100,000.00</i>
<i>Device Fee Revenues due 2/15</i>	<i>215,851.00</i>
<less previously approved & outstanding>	(387,989.22)
Total COB Cash on Hand 2/13/2014	158,258.35

Total Beginning Colotrust Cash on Hand 1/31/14	776,742.96
Wires into Account	38,320.54
Wires out of Account	(100,000.00)
Total Colotrust Cash on Hand 2/14/2014	715,063.50

***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 2/13/2014 873,650.80

**CITY OF CENTRAL
DEBIT CREDIT CARD PURCHASES**

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
<i>No debit card purchases during period</i>			
TOTAL for Debit Cards			-

CASH FLOW
CHECK LISTING

2/13/2014

Inv Date	Inv #	Ck. Date	CK#	Vendor	Description	Amount	Mail Date
1/31/14	13114	1/31/14	127762	Employee Payroll	Payroll Correction	627.02	clrd
1/27/14	595114	2/6/14	127763	Christopher Dodge	Pump Vac	669.98	
1/29/14	5751160236	2/6/14	127764	Clear Creek Supply	Auo Parts	79.84	
1/29/14	47240	2/6/14	127765	Front Range Fire Apparatus	Strobe Tube	63.00	
1/29/14	274348	2/6/14	127766	Napa Auto Parts	Auto Parts	240.62	
1/23/14	971591	2/6/14	127767	Office Stuff	Frame	27.63	
1/23/14	398954713	2/6/14	127768	Xcel Energy	Electricity	327.96	
1/24/14	B981003	2/6/14	127769	HD Supply Waterworks	Gaskets	53.88	
1/24/14	94402	2/6/14	127770	Colorado Garage Door Service	Repair Door	705.50	
2/3/14	A145474	2/6/14	127771	McCandless Int'l Trucks	Oil Filters and Centrifuge	285.47	
1/14/14	11414	2/6/14	127772	Mark Douglas	Camera Wire Reimbursement-PD	91.50	
2/6/14	122013	2/6/14	127773	Air-O-Pure Portables	Restroom Sanitation at Shops and Reservoir	95.00	
2/1/14	4604	2/6/14	127774	Ausmus Law Firm	Prosecution for February	600.00	
1/28/14	230637A	2/6/14	127775	Central Parts Warehouse	Cutting Edge Kit, Equipment Parts	625.10	
1/27/14	12714	2/6/14	127776	USA Communications	Internet for PW and FD	171.83	
1/27/14	41394	2/6/14	127777	Peak Performance Imaging	Metered Photocopies	110.59	
1/15/14	4609	2/6/14	127778	Alert Shirt Company	PW Clothing	817.32	
1/23/14	262	2/6/14	127779	Mountain Gateway Center	Full Tune	84.15	
1/27/14	48906	2/6/14	127780	JVA Inc	Nevada Street Retaining Wall	622.61	
1/24/14	92644	2/6/14	127781	Intermountain Sweeper	Streetsweeper Repairs	2,480.91	
1/22/14	74456	2/6/14	127782	Gard Specialists	Guardrail Parts	72.88	
1/24/14	219126	2/6/14	127783	Rex Oil Company	Fuel	5,240.68	
1/27/14	1300016533	2/6/14	127784	Ally	Lease for PW Vehicles	34,095.09	
1/29/14	487223	2/6/14	127785	Boral Aggregates	Ice Slicer	1,150.50	
1/25/14	835771	2/6/14	127786	Buckeye Welding Supply	Oxygen & Nitrogen	13.00	
1/24/14	196328800	2/6/14	127787	Pentair Valves & Controls	Water Parts	372.41	
2/6/14	20614	2/6/14	127788	Steve Wood	Refund Electrical	200.50	
1/28/14	2323	2/6/14	127789	Colorado Coach Transportation	Shuttle Services for February	32,452.56	
10/31/13	27293	2/6/14	127790	GCR Truck Fire Center	Tires for PD	2,243.96	
1/31/14	13114	2/6/14	127791	Stephen Williamson	Water Legal and Litigation	7,309.13	
10/11/13	361	2/6/14	127792	Fired Up Rescue	Rubber Foot	51.30	
		2/14/14	127793	Employee Payroll	Employee PR	244.24	
		2/14/14	127794	ICMA-401	Retirement Contributions	2,072.57	
		2/14/14	127795	ICMA-457	Retirement Contributions	2,118.95	
		2/14/14	127796	ICMA-IRA	Retirement Contributions	381.00	
2/12/14	21214	2/12/14	127797	CEDA	Jazz Festival Funding	5,000.00	
2/1/14	9508	2/13/14	127798	American Data Group	Accounting Software Annual Fee	2,795.00	
2/6/14	Feb-14	2/13/14	127799	Barbara Thielemann	Planning Commission	50.00	
1/29/14	12914	2/13/14	127800	Home Depot	PW and FD Supplies	285.45	
2/3/14	972641	2/13/14	127801	Office Stuff	File Folders and Legal Pads	88.47	
1/24/14	12414	2/13/14	127802	Xcel Energy	Electricity	14,654.00	
1/28/14	CCHC0012314	2/13/14	127803	Weekly Register Call	Publications	55.44	

CASH FLOW
CHECK LISTING

2/13/2014

2/7/14	20714	2/13/14	127804	Stephen Williamson	Water Legal and Litigation	3,543.75
2/3/14	2014026059	2/13/14	127805	Anthem BCBS	Health Insurance Premiums	13,388.46
2/6/14	Feb-14	2/13/14	127806	Janet Spain	Planning Commission	50.00
2/6/14	20614	2/13/14	127807	Cindy Moore	Mileage Reimbursement-Water	114.00
2/5/14	647580	2/13/14	127808	ID Checking Guide	ID Checking Guide-PD	29.95
1/31/14	9378	2/13/14	127809	Allen Technology	Email Archiving	200.00
2/1/14	38330	2/13/14	127810	One Way Inc.	Residential Trash Service	4,759.56
2/3/14	20314	2/13/14	127811	Skybeam	Internet Service for Townhome-Final	63.09
2/3/14	20314	2/13/14	127812	Sprint	Fax Line	8.32
1/28/14	9719185583	2/13/14	127813	Verizon Wireless	Cell Phones	1,152.34
1/26/14	12614	2/13/14	127814	USA Communications	DIA Services	999.00
2/1/14	20141106	2/13/14	127815	Omni-Pro Cleaning	Monthly Cleaning of City Hall	300.00
2/2/14	20214	2/13/14	127816	T&D Carwash	PD Car Washes	70.61
1/27/14	264	2/13/14	127817	Mountain Gateway Center	Filler Cap	7.99
1/27/14	49147	2/13/14	127818	JVA Inc	Stormwater Improvement Grant	1,500.00
2/6/14	Feb-14	2/13/14	127819	Margaret Grant	Planning Commission	50.00
2/6/14	Feb-14	2/13/14	127820	Herman Gaines	Planning Commission	50.00
1/30/14	74619	2/13/14	127821	Gard Specialists	PW Parts	244.19
2/1/14	6838323007	2/13/14	127822	Waste Management of Denver	Dumpster Pickup	858.30
1/31/14	219572	2/13/14	127823	Rex Oil Company	Fuel	2,838.84
2/6/14	Feb-14	2/13/14	127824	Judy Laratta	Planning Commission	50.00
2/13/14	21314	2/13/14	127825	Mary Hill	Bond Refund for Municipal Court	435.00

Total Issued:	538,488.66
Approved & Sent Checks:	388,048.22
Clrd & Pending Approval:	627.02
Voided Checks:	-
Total Pending Approval 2/18/14	150,440.44

Outstanding through ENB
Outstanding through COB

59.00
387,989.22

**CITY OF CENTRAL
CITY COUNCIL MEETING
February 4, 2014**

CALL TO ORDER

A regular meeting of the City Council for the City of Central was called to order by Mayor Engels at 7:13 p.m., in City Hall on February 4, 2014.

ROLL CALL

Present: Mayor Engels
Alderman Gaines
Alderman Heider
Alderman Spain
Alderman Voorhies

Absent: None

Staff Present: City Clerk Bechtel
Attorney McAskin
Finance Director Flowers
Planner/HPO Fejeran
Police Chief Krelle
Fire Chief Allen
Utilities Superintendent Griffith
Streets/Facilities Superintendent Braccio

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 Voorhies moved to approve the consent agenda containing the regular bill lists for January 9, 16, 23, and 30, 2014; and the City Council minutes for the meetings on January 7 and 21, 2014. Alderman Spain seconded, and without discussion, the motion carried unanimously.

PUBLIC FORUM/AUDIENCE PARTICIPATION

No one requested time to address the Council.

ACTION ITEMS: NEW BUSINESS

Speed Study for the Parkway – Request to move forward

Joe Behm, CC BID Manager, gave the background as follows:

The 8.5-mile Central City Parkway was a design-build project planned and managed by AMES construction. At the time of design, the Central City Business Improvement District (CCBID) as Project Owner, requested that design speeds meet or exceed the existing routes to Central City. Upon opening of the Parkway, the District requested that the posted speeds be raised to

better represent the modern, safe, four-lane design and, again, to be reflective of the non-canyon (two-lane) route to Central City. AMES responded that without historical data, limits were set conservatively.

The District has requested in the past that the City of Central again review the posted speeds, with the City declining each request for various reasons including expense of such an undertaking and lack of institutional experience.

Request:

The District would respectfully request that a speed study be commissioned along with a final, professional engineering report, based upon the collected data, for the City to use as support for accurate posted limits. The District recognizes that, following professional examination, the posted speed limits along the Parkway may increase or decrease and there may be reasons to include “advisory” limits on curves and at intersections.

Methodology:

The District would request that the City allow the District to contract with professional consultants who utilize the same methodology that CDOT and jurisdictions throughout the country use to determine appropriate speed limits. This methodology is set forth in the Manual on Uniform Traffic Control Devices and also codified in state statute.

The District believes that the speeds along the Parkway should be consistent, safe, reasonable and enforceable. Research on roadway speeds concludes, “when 85% of drivers voluntarily comply with speed limits, it is possible and reasonable to enforce the limits with the 15% who drive too fast. Unreasonably low limits can promote disrespect for and disregard of other reasonable posted limits. They also promote a false sense of security among residents and pedestrians who may expect that posting lower limits will change driver behavior. Unreasonably high limits create unnecessary risks.”

Recommendation:

The District proposes to contract with two firms, All Traffic Data and Fred Lantz. All Traffic will be responsible for the data collection and Fred Lantz, a professional traffic and transportation-engineering firm, will produce the final report including posted limits conclusions.

Total cost for the speed study will be in the \$4,000 range. While the District would certainly entertain the City contributing to the cost of the study, the Board of Directors has agreed to contract with the firms and pay for the study without any City assistance at this time.

The Board would, again respectfully, request the City authorize the District to complete the study with the understanding that the City will use the conclusions/recommendations to make any modifications to the posted Parkway speed limits.

Mayor Engels stated that since the Police Department is responsible to enforcement the speeds that are set, the BID will need to work with the Chief to choose the firm for the study.

Alderman Gaines moved to approve the Parkway Speed Study request with the understanding that the BID will work with the Police Department to choose the company, that the study will be at their cost, and that the City will waive any permit fees. Alderman Spain seconded, and without discussion, the motion carried unanimously.

Ordinance No. 14-01: An Ordinance of the City Council of the City of Central amending Article V of Chapter 2 of the Municipal Code regarding the Planning Commission.

Attorney McAskin gave the background as follows:

Ordinance No. 14-01 proposes minor revisions to Chapter 2, Article V of the Municipal Code, pertaining to the City's Planning and Zoning Commission ("Planning Commission"). The minor revisions set forth in Ordinance 14-01 are being proposed by City Staff in order to authorize the appointment of an alternate to the Planning Commission. This topic was discussed at the January 21, 2014 work session.

The minor revisions to Chapter 2, Article V of the Code addressed in Ordinance 14-01 include the following:

- Adding language authorizing the appointment of an alternate member to the Planning Commission (the alternate shall be appointed by the Mayor and confirmed by a majority of City Council); and
- Other revisions intended to conform Article V of Chapter 2 (Code provisions pertaining to Planning Commission) to Article VI of Chapter 2 (Code provisions pertaining to the Historic Preservation Commission).

Alderman Gaines moved to adopt Ordinance No. 14-01: An ordinance of the City Council of the City of Central amending Article V of Chapter 2 of the Municipal Code regarding the Planning Commission and setting the Public Hearing for February 18, 2014 at 7:00 p.m. Alderman Spain seconded, and without discussion, the motion carried unanimously.

STAFF REPORTS

City Planner Fejeran reported that the City was awarded the CLG grant to update our survey of each property in the city. We applied for this grant in August of 2013 and staff will work with the University to complete this survey which will be used as a model for other communities and will be digital with GIS interface.

COUNCIL COMMENTS

Alderman Heider expressed her disappointment that the Jazz Gala will be held in Central City on the same evening as the Opera Gala in Denver. Planner Fejeran stated that the Opera felt there would be minimal conflict since there is a different demographic between the two events except for the local residents here that would enjoy both.

Alderman Gaines noted that the City has received the outstanding funds for the widening of Gregory for the Lawrence Street project from the BID. She also gave kudos to Streets/Facilities Superintendent Braccio for his leadership.

Alderman Voorhies thanked the Public Works crew for their extra effort during the recent snow events.

PUBLIC FORUM/AUDIENCE PARTICIPATION

John Boyer, VFW member presented an outline to construct a memorial wall for veterans and described the type of location such as the Nevada Street Wall that is needed to meet the requirements for this project.

Jeff Henchel, Famous Bonanza/Easy Street Manager, gave a letter to Council asking for increased communication between the City and the businesses for any upcoming projects or events.

At 7:58 p.m., Alderman Spain moved to adjourn into Executive Session as follows:

EXECUTIVE SESSION – Pursuant to C.R.S. 24-6-402(4)(e) and 24-6-402(4)(f)(II) to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators regarding potential new development within Central City and pending contract negotiations; and to generally discuss personnel policies that do not require the discussion of matters personal to particular employees and invited Ron Miller to the meeting. Alderman Voorhies seconded, and without discussion, the motion carried unanimously.

The next Council meeting is scheduled for February 18, 2014 at 7:00 p.m.

Ronald E. Engels, Mayor

Reba Bechtel, City Clerk



AGENDA ITEM #7

CITY COUNCIL COMMUNICATION FORM

FROM: Marcus McAskin, City Attorney
DATE: February 14, 2014
ITEM: Ordinance 14-01 Amending Certain Provisions of Article V of Chapter 2 of the Municipal Code Regarding the Planning Commission

ORDINANCE
 MOTION
 INFORMATION

- I. **REQUEST OR ISSUE:** Ordinance No. 14-01 proposes minor revisions to Chapter 2, Article V of the Municipal Code, pertaining to the City's Planning and Zoning Commission ("Planning Commission").

The minor revisions set forth in Ordinance 14-01 are being proposed by City Staff in order to authorize the appointment of an alternate to the Planning Commission.

The Ordinance was approved on first reading on February 4, 2014, with a minor revision to Section 2-5-50(a) to clarify that the Planning and Zoning Commission will elect a Chairperson and a Vice-Chairperson at the first regular meeting of each calendar year. Following first reading, second reading and the public hearing on the proposed Ordinance was scheduled for February 18, 2014.

- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Ordinance No. 14-01 on second reading following public hearing.
- III. **FISCAL IMPACTS:** None.
- IV. **BACKGROUND INFORMATION:** The minor revisions to Chapter 2, Article V of the Code addressed in Ordinance 14-01 include the following:
- Adding language authorizing the appointment of an alternate member to the Planning Commission (the alternate shall be appointed by the Mayor and confirmed by a majority of City Council); and

- Other revisions intended to conform Article V of Chapter 2 (Code provisions pertaining to Planning Commission) to Article VI of Chapter 2 (Code provisions pertaining to the Historic Preservation Commission).

A copy of Ordinance 14-01 is attached to this Council Communication Form.

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 public health, safety and welfare and the City's police powers.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

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

- (1) Adopt Ordinance No. 14-01 on second 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 second reading; or
- (3) Reject or deny the Ordinance.

Attachments:

- Ordinance 14-01

PROPOSED MOTION (for approval):

I MOVE TO APPROVE ORDINANCE NO. 14-01, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO AMENDING ARTICLE V OF CHAPTER 2 OF THE MUNICIPAL CODE REGARDING THE PLANNING AND ZONING COMMISSION.

PROPOSED MOTION (for denial):

I MOVE TO DENY ORDINANCE NO. 14-01, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO AMENDING ARTICLE V OF CHAPTER 2 OF THE MUNICIPAL CODE REGARDING THE PLANNING AND ZONING COMMISSION for the following reason(s): _____ (Council member making motion to supply reason(s) for denial).

**CITY OF CENTRAL, COLORADO
ORDINANCE 14-01**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CENTRAL,
COLORADO AMENDING ARTICLE V OF CHAPTER 2 OF THE MUNICIPAL
CODE REGARDING THE PLANNING AND ZONING COMMISSION**

WHEREAS, the City of Central (“City”) is authorized under its home rule charter and Title 31 of the Colorado Revised Statutes to adopt and amend ordinances in furtherance of the public health, safety and welfare; and

WHEREAS, in furtherance of the public health, safety and welfare of the City of Central, the City Council wishes to update the Municipal Code to create administrative efficiencies and to reflect current City practices and policies; and

WHEREAS, revisions to Chapter 2 include repealing and replacing Article V concerning the membership and other regulations pertaining to the Planning and Zoning Commission; and

WHEREAS, City Council conducted a public hearing, with proper notice provided, to consider adoption of this Ordinance as required by law.

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

Section 1. Article V of Chapter 2 of the Municipal Code, currently titled “Planning Commission” is hereby repealed and replaced to read in its entirety as follows:

CHAPTER 2

ARTICLE V

Planning and Zoning Commission

Sec. 2-5-10	Membership
Sec. 2-5-20	Appointments
Sec. 2-5-30	Term
Sec. 2-5-40	Vacancy
Sec. 2-5-50	Meeting and rules
Sec. 2-5-60	Reimbursement
Sec. 2-5-70	Legal counsel
Sec. 2-5-80	Consultants
Sec. 2-5-90	Duties of Planning Commission
Sec. 2-5-100	Monthly stipend

Sec. 2-5-10. Membership.

Commencing on March 1, 2014, the City Planning and Zoning Commission shall consist of five (5) regular members and one (1) alternate member, each of whom shall maintain his or her primary place of residence within the City. A person serving in a position as an alternate shall have the right to participate in all meetings of the Commission to the same extent as a

regular member, except that a person serving in the position of alternate shall not be entitled to vote on any matter, unless such alternate member is temporarily assigned by the Chairperson of the Commission in the event of an absence or conflict of interest of a regular member during all or any portion of a meeting of the Commission. No person shall be a member of the Planning Commission who is also an active member of the City Council, the Mayor, an employee of the City or holds any other municipal office, except that up to and including two (2) members of the Planning Commission may also be appointed to be members of the Historic Preservation Commission.

Sec. 2-5-20. Appointments.

The five (5) regular members and one (1) alternate member of the Planning Commission shall be appointed by the Mayor, the appointment of whom shall be confirmed by a majority City Council.

Sec. 2-5-30. Term.

Each Commission member shall be appointed to a four-year term. The terms of office of three (3) Commission members (specifically including any members who are joint members of the Planning Commission and Historic Preservation Commission) shall coincide with the four-year term of the Mayor. The four-year terms of office of the remaining two (2) Commission members and the alternate member shall start and terminate on the odd-numbered years between the odd-numbered years in which the Mayor's term of office terminates.

Sec. 2-5-40. Vacancy.

If a vacancy occurs during the term of a Commission member, the Mayor, with the consent of the City Council, shall appoint an alternate member to fill the unexpired term.

Sec. 2-5-50. Meeting and rules.

(a) Rules. The Commission shall adopt procedural rules for the conduct of its business in accordance with the provisions of this Article and Section 9.1 of the Home Rule Charter. The Planning Commission shall, at its first regular meeting of each calendar year, choose one (1) of its members to act as Chairperson and one (1) member to serve as Vice-Chairperson. The Chairperson shall preside at all meetings of the Planning Commission, except that in his or her absence, the Vice-Chairperson shall preside. A representative of the Community Development Department shall serve as secretary to the Planning Commission.

(b) Meetings.

(1) Meetings shall be held at the call of the Chairperson and at such other times that the majority of the members of the Commission shall determine.

(2) All meetings shall be open to the public, except that the Commission may go into executive session in accordance with the Open Meetings Law.

(3) Open meetings shall be recorded by electronic means.

(4) A quorum of the Commission shall consist of a majority of the voting members thereof, and a majority vote of the members present shall constitute action by the Commission.

(5) The Chairperson shall decide all points of order or procedure unless otherwise directed by a motion approved by a simple majority of the Commission members present at the time.

(6) The Commission shall keep minutes of its proceedings, showing the vote of each member on every matter, or if absent or failing to vote, indicating such fact, and it shall also keep records of such proceedings, and such records shall be filed with the City Clerk.

Sec. 2-5-60. Reimbursement.

Members may be reimbursed for expenses incurred upon approval of City Council.

Sec. 2-5-70. Legal counsel.

When requested by the Chairperson or a majority of the Commission members, the City Attorney shall attend Commission meetings or provide legal counsel to the Commission.

Sec. 2-5-80. Consultants.

The Commission, with approval of the City Council, may retain consultants to advise the Commission.

Sec. 2-5-90. Duties of Planning Commission.

Under the specific direction of the City Council, through the office of the City Manager, the Planning Commission shall serve in an advisory capacity to the City Council in reviewing planned unit developments, rezonings, special review uses, subdivision plats and other development applications as specified in this Code. As assigned by the City Council, the Planning Commission shall also adopt, amend and update the City's Comprehensive Plan, recommend changes or updates to the City's Zoning Ordinance and perform other duties assigned by the City Council through the City Manager's office. When such duties are so assigned, the Planning Commission shall have the authority to conduct open, public hearings; conduct investigations, studies and surveys; prepare maps, charts, exhibits and reports as shall be necessary; and do and perform all other acts and duties consistent with its powers as set forth in this Code.

Sec. 2-5-100. Monthly stipend.

Planning Commission members may be paid a stipend in an amount approved by the City Council for each month in which they attend a regular meeting of the Commission, provided that Planning Commission members may miss one (1) regularly scheduled meeting per year without a reduction in monthly stipend. If no regular meeting of the Commission occurs in any given month, there shall be no monthly stipend paid to Commission members.

Section 2. Severability. Should any one or more sections or provisions of this Ordinance be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this Ordinance, the intention being that the various sections and provisions are severable.

Section 3. Repeal. Any and all ordinances or codes or parts thereof in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed; provided, however, that the repeal of any such ordinance or code or part thereof shall not revive any other section or part of any ordinance or code heretofore repealed or superseded and this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this Ordinance.

Section 4. 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 4th day of February, 2014, at Central City, Colorado.

CITY OF CENTRAL, COLORADO

Ronald E. Engels, Mayor

Approved as to form:

Marcus McAskin, 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 18th day of February, 2014.

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 February 6, 2014.

POSTED AND PUBLISHED BY TITLE [AND SUMMARY IF AMENDED ON SECOND READING] in the Weekly Register Call newspaper on February 18, 2014.

CITY OF CENTRAL, COLORADO

Ronald E. Engels, Mayor

ATTEST:

Reba Bechtel City Clerk



AGENDA ITEM # 8

CITY COUNCIL COMMUNICATION FORM

FROM: Reba Bechtel, City Clerk

DATE: February 18, 2014

ITEM: Resolution No. 14-04: A RESOLUTION APPOINTING THE MUNICIPAL JUDGE AND SETTING THE TERM AND COMPENSATION FOR SERVICE

ORDINANCE
 MOTION
 INFORMATION

I. **REQUEST OR ISSUE:**

Approval of extension for the appointment of David R. Gloss as the Central City Municipal Judge effective February 1, 2014 to expire on January 31, 2016 with eligibility for renewal of additional 2 year terms.

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

Our recommendation is a Council motion to approve the attached resolution.

III. **FISCAL IMPACTS:**

Compensation is the same as previous. The total fiscal impact is \$8,400 annually at \$700/month.

IV. **BACKGROUND INFORMATION:**

By unanimous vote, the Council appointed Judge Gloss at the June 5, 2012 meeting through January 31, 2014.

V. **LEGAL ISSUES:**

None.

VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:**

None.

VII. **SUMMARY AND ALTERNATIVES:**

Council may take one of the following actions:

1. Approve the resolution as requested.
2. Deny the resolution as written.
3. Direct staff to pursue an alternative approach.

**CITY OF CENTRAL, COLORADO
RESOLUTION NO. 14-04**

**A RESOLUTION APPOINTING THE MUNICIPAL JUDGE AND
SETTING THE TERM AND COMPENSATION FOR SERVICE**

WHEREAS, the City is authorized by Section 13-10-105, C.R.S. and Section 8.2 of the Home Rule Charter to appoint a Municipal Judge to preside over the City of Central Municipal Court; and

WHEREAS, by unanimous vote of the City Council on June 5, 2012, the City Council appointed David R. Gloss as the Municipal Judge to preside over the Municipal Court; and

WHEREAS, the initial term of appointment was June 5, 2012 through January 31, 2014 with eligibility for renewal of additional two (2) year terms thereafter.

WHEREAS, the City Council would like to extend the appointment through January 31, 2016.

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

Section 1. Appointment. The City Council hereby extends the appointment for David R. Gloss as the Central City Municipal Judge effective February 1, 2014. Compensation shall be fixed at Seven Hundred Dollars (\$700.00) per month.

Section 2. Term. The term of appointment shall expire on January 31, 2016; thereafter the term of appointment shall be two (2) years.

Section 3. Removal. In accordance with Section 13-10-105(1)(c), C.R.S., and Section 8.2(c) of the Home Rule Charter, removal of the Municipal Judge is only permitted for "cause" as defined in state statute.

Section 4. Effective Date. This Resolution shall take effect upon its approval by the City Council.

ADOPTED THIS 18th DAY OF FEBRUARY, 2014.

CITY OF CENTRAL, COLORADO

By: _____
Ronald E. Engels, Mayor

ATTEST:

By: _____
Reba Bechtel, City Clerk



AGENDA ITEM # 9

CITY COUNCIL COMMUNICATION FORM

FROM: Robert Fejeran, City Planner/HPO

DATE: February 11, 2014

ITEM: Resolution No. 14-05: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO CONDITIONALLY APPROVING A SPECIAL REVIEW USE PERMIT FOR CERTAIN RESORT MOBILE HOMES TO BE INSTALLED ON THE KOA CAMPGROUND PROPERTY

ORDINANCE
 MOTION (TO APPROVE RESOLUTION)
 INFORMATION

- I. **REQUEST OR ISSUE:** Whispering Pines, LLC the owner and operator of the KOA Campground (the "applicant") has submitted an application for a special review use. Specifically, the applicant seeks to locate Camp RVs on the KOA Campground.

The application was referred to the Planning Commission and the Planning Commission held a public hearing on the application on February 6, 2014. By a vote of 5 to 0, Planning Commission recommended approval of the special review use permit to City Council, subject to certain conditions set forth in Resolution No. 14-PC-01.

The following are attached to this Communication Form:

- (a) Staff memo dated February 4, 2014;
- (b) Resolution No. 14-PC-01; and
- (c) Application submitted by Applicant (attached to 14-PC-01 as Exhibit A).

- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Resolution No. 14-05 following discussion at the February 18, 2014 regular meeting. Section 16-4-40(b) provides City Council with discretion to conduct a public hearing on the application, or may proceed without a public hearing. Approval of the Resolution will approve the special review use permit, subject to certain conditions and modifications more particularly set forth in the Resolution, which conditions and modifications on the special review use permit have been recommended by the Planning Commission.

- III. **FISCAL IMPACTS:** None.

IV. LEGAL ISSUES: Prior to commencement of work related to the placement/location of the Camp RVs on the KOA Campground, the applicant is required to enter into a written agreement with the City, as required by Section 16-4-50 of the Municipal Code. The conditions set forth in Section 4 through Section 7 of Resolution No. 14-05 will be set forth in the written agreement. No work related to the installation of the Camp RVs on the KOA Campground property may begin unless and until such agreement has been prepared and executed by the applicant and the City.

V. CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

VI. SUMMARY AND ALTERNATIVES: City Council has the following options:

- (1) Adopt Resolution No. 14-05, as presented;
- (2) Direct staff to make revisions to the Resolution and schedule consideration of the Resolution on a future City Council agenda; or
- (3) Reject or deny the resolution.

Attachments

**CITY OF CENTRAL, COLORADO
RESOLUTION NO. 14-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL,
COLORADO CONDITIONALLY APPROVING A SPECIAL REVIEW USE PERMIT
FOR CERTAIN RESORT MOBILE HOMES TO BE INSTALLED ON THE KOA
CAMPGROUND PROPERTY**

WHEREAS, Whispering Pines, LLC (the "Applicant") has filed an application (the "Application") with Central City seeking a special review use permit (the "SRU Permit") related to the construction, installation and location of up to six (6) resort mobile homes, as that term is defined in Section 16-1-130 of the Municipal Code ("Camp RVs"), to be located at the Central City KOA Campground, located at 605 Lake Gulch Road (the "Subject Property"); and

WHEREAS, the City has adopted a process pertaining to the review of special review uses, and the same is codified in Article IV of Chapter 16 of the Municipal Code; and

WHEREAS, the Application was filed with the City and the application fee required by Section 16-4-20(5) of the Municipal Code has been paid in full by the Applicant; and

WHEREAS, the Planning Commission held a public hearing on the Application on Thursday, February 6, 2014; and

WHEREAS, following the conclusion of the public hearing the Planning Commission recommended approval of the SRU Permit, subject to certain modifications and/or conditions (as more fully set forth and articulated in Resolution No. 14-PC-01, a copy of which is on file with the City Clerk); and

WHEREAS, in accordance with Section 16-4-40(b) of the Municipal Code, the Application has been submitted to City Council for review; and

WHEREAS, City Council conducted a public hearing on the Application on February 18, 2014; and

WHEREAS, the City Council finds that the Application satisfies the applicable criteria and conditions for approval of the SRU Permit, as set forth in Section 16-4-60 of the Municipal Code.

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

Section 1. The foregoing recitals are adopted and incorporated herein as findings of the City Council.

Section 2. The City Council hereby approves the issuance of the SRU Permit to authorize the placement of the Camp RVs on the Subject Property, subject to the conditions and restrictions set forth in Section 16-4-70 of the Municipal Code, Section 3 through Section 7 of this Resolution set forth below, and any other applicable requirements of the Central City Municipal Code.

Section 3. Prior to commencement of work related to the placement/location of the Camp RVs on the Subject Property, the Applicant shall enter into a written agreement with the City as required by Section 16-4-50 of the Municipal Code. The conditions set forth in Section 4 through Section 7 of this Resolution shall be set forth in the written agreement and said agreement shall be executed by the Applicant and the City prior to the commencement of any work related to the installation of the Camp RVs on the Subject Property.

Section 4. The SRU Permit shall be subject to the following additional modifications and/or conditions, in accordance with Section 16-4-60 of the Municipal Code:

- (a) The SRU Permit relates specifically to the Camp RVs shown and described with particularity in the Application on file with the City Clerk's office and which was attached to Resolution No. 14-PC-01 as **Exhibit A**.
- (b) No more than six (6) Camp RVs may be located on the Subject Property. If the Applicant desires to locate in excess of six (6) Camp RVs on the Subject Property, the Applicant shall be required to submit a new application for a special review use permit to the City.
- (c) All Camp RVs shall be substantially similar to Model KOA-28S (the Deluxe Cabins depicted in the Application) and all Camp RVs shall comply with the American National Standards Institute (ANSI) standard A119.5 for recreational park trailers, in compliance with C.R.S. § 24-32-904.5.
- (d) No Camp RV shall exceed forty five feet (45') in length.
- (e) The Applicant shall operate and maintain all Camp RVs in accordance with the following conditions:
 - (1) Skirting around the base of each of the Camp RVs shall not be made of home-made, scrap, or unsightly materials, but made of materials manufactured specifically for that purpose.
 - (2) No sheds, fences or dog runs shall be allowed around or upon individual sites upon which the Camp RVs are located.
 - (3) Propane or other fuel tanks must be installed safely and in accordance with all applicable safety code requirements.

(4) All Camp RVs installed or otherwise located on the Subject Property must comply with all other applicable building code and fire code requirements.

Section 5. All fees and costs incurred by the City associated with pre-construction meetings, field inspections, monitoring, and final inspections, shall be at the sole expense of the Applicant.

Section 6. The issuance of the SRU Permit does not waive or supersede other City permit requirements that may be applicable to the Camp RVs.

Section 7. Any future consideration for a modification, physical expansion, or other alteration to the Camp RVs not described in this Resolution or the SRU Permit shall be subject to the City's applicable special review use procedures.

Section 8. Effective Date. This Resolution shall take effect upon its approval by the City Council.

ADOPTED THIS 18th DAY OF FEBRUARY, 2014.

CITY OF CENTRAL, COLORADO

By: _____
Ronald E. Engels, Mayor

ATTEST:

APPROVED TO FORM:

By: _____
Reba Bechtel, City Clerk

By: _____
Marcus A. McAskin, City Attorney

**CENTRAL CITY
REQUEST FOR ACTION
PLANNING COMMISSION**

Date of Report: February 4, 2014

Date of Planning Commission meeting: February 6, 2014

SUBJECT: KOA Campground – Special Review Use (SRU)

BACKGROUND: The property owner of the KOA Campground, Whispering Pines, LLC (the “Applicant”) has applied for a Special Review Use Permit to allow Resort Mobile Homes (Camp RVs) to be located at the KOA Campground.

The application submitted by the Applicant is dated January 30, 2014. All application fees have been submitted. The Applicant’s letter of intent and other supporting documentation is contained within the application.

A copy of the application and all related materials is attached to this Report.

Chapter 16 of the Municipal Code (“Zoning”) identifies Resort Mobile Homes (Camp RVs) as a “Use by Special Review” in the zone district in which the KOA Campground is located.

Approval of a Use by Special Review requires a public hearing before the Planning Commission.

Following the conclusion of the public hearing, Planning Commission is required to make a recommendation to City Council.

STAFF RECOMMENDATION:

**FOLLOWING CONCLUSION OF THE PUBLIC HEARING, TO RECOMMEND
CONDITIONAL APPROVAL OF THE SPECIAL REVIEW USE PERMIT TO
CITYCOUNCIL.**

The specific conditions are set forth in Resolution 14-PC-01, a copy of which is attached to this Report and is incorporated herein by reference.

RECOMMENDED MOTION:

**I MOVE TO APPROVE RESOLUTION 14-PC-01, A RESOLUTION OF THE CITY OF
CENTRAL PLANNING COMMISSION RECOMMENDING APPROVAL OF THE SPECIAL
REVIEW USE APPLICATION SUBMITTED BY WHISPERING PINES, LLC TO CITY
COUNCIL, WITH CERTAIN CONDITIONS, RELATED TO CERTAIN RESORT MOBILE
HOMES PROPOSED TO BE INSTALLED ON THE KOA CAMPGROUND PROPERTY**

ORIGINATED BY:

Whispering Pines, LLC

STAFF PERSON RESPONSIBLE:

Robert Fejeran, City Planner/HPO

DOCUMENTS ATTACHED:

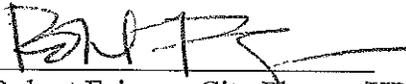
Yes – SRU Permit Application and all documents incorporated in the Application

Resolution 14-PC-01

CITY ATTORNEY REVIEW

(X) yes () no

SUBMITTED BY:


Robert Fejeran, City Planner/HPO

**CITY OF CENTRAL, COLORADO
PLANNING COMMISSION
RESOLUTION NO. 14-PC-01**

**A RESOLUTION OF THE CITY OF CENTRAL PLANNING COMMISSION
RECOMMENDING APPROVAL OF THE SPECIAL REVIEW USE APPLICATION
SUBMITTED BY WHISPERING PINES, LLC TO CITY COUNCIL, WITH CERTAIN
CONDITIONS, RELATED TO CERTAIN RESORT MOBILE HOMES TO BE
INSTALLED ON THE KOA CAMPGROUND PROPERTY**

WHEREAS, pursuant to the Home Rule Charter of the City of Central (“City”) and Article 23, Title 31 of the Colorado Revised Statutes, the City has authority to regulate the development of land, streets and utilities within the City for the purposes of promoting the public health, safety, convenience, and the general welfare of the community; and

WHEREAS, through Article IV of Chapter 16 of the City’s Municipal Code, the Planning Commission of the City of Central is required to conduct a public hearing to consider an application for a special review use permit; and

WHEREAS, Whispering Pines, LLC (the “Applicant”) has filed an application (the “Application”) with Central City seeking a special review use permit (the “SRU Permit”) related to the installation and location of up to six (6) resort mobile homes, as that term is defined in Section 16-1-130 of the Municipal Code (“Camp RVs”), to be located at the Central City KOA Campground, located at 605 Lake Gulch Road (the “Subject Property”); and

WHEREAS, the Application was filed with the City on January 30, 2014 and the application fee required by Section 16-4-20(5) of the Municipal Code has been paid in full by the Applicant; and

WHEREAS, in accordance with Section 16-4-40(a) of the Municipal Code, the Planning Commission held a duly noticed public hearing on February 6, 2014, at 6:00 p.m., at City Hall, 141 Nevada Street, Central City, Colorado; and

WHEREAS, the administrative record for this case includes, but is not limited to, the Municipal Code, City of Central Comprehensive Plan, all other applicable ordinances, resolutions and regulations, the staff report presented to Planning Commission, the Application and all other submittals of the Applicant, any and all submittals by members of the public, and the minutes of the Planning Commission meeting at which the Application was considered.

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

Section 1. The foregoing recitals are adopted and incorporated herein as findings of the Planning Commission.

Section 2. The Planning Commission hereby recommends the approval of the SRU Permit to City Council, which SRU Permit will authorize the placement of the Camp RVs on the Subject Property, subject to the conditions and restrictions set forth in Section 16-4-70 of the Municipal Code, Section 3 and Section 4 of this Resolution set forth below, and any other applicable requirements of the Central City Municipal Code.

Section 3. The Planning Commission recommends that prior to commencement of work related to the placement/location of the Camp RVs on the Subject Property, the Applicant shall enter into a written agreement with the City as required by Section 16-4-50 of the Municipal Code. The conditions set forth in Section 4 below shall be set forth in the written agreement and said agreement shall be executed by the Applicant and the City prior to the commencement of any work related to the installation of the Camp RVs on the Subject Property.

Section 4. The Planning Commission recommends that City Council's approval of the SRU Permit be subject to the following additional modifications and/or conditions, in accordance with Section 16-4-60 of the Municipal Code:

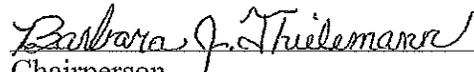
- (a) That the SRU Permit relates specifically to the Camp RVs shown and described with particularity in the Application attached hereto as **Exhibit A**, a copy of which is incorporated herein by reference.
- (b) That no more than six (6) Camp RVs may be located on the Subject Property. If the Applicant desires to locate in excess of six (6) Camp RVs on the Subject Property, the Applicant shall be required to submit a new application for a special review use permit.
- (c) All Camp RVs shall be substantially similar to Model KOA-28S (the Deluxe Cabins depicted in the Application) and all Camp RVs shall comply with the American National Standards Institute (ANSI) standard A119.5 for recreational park trailers, in compliance with C.R.S. § 24-32-904.5.
- (d) No Camp RV shall exceed forty five feet (45') in length.
- (e) That the Applicant shall otherwise operate and maintain all Camp RVs in accordance with the following conditions:
 - (1) Skirting around the base of each of the Camp RVs shall not be made of home-made, scrap, or unsightly materials, but made of materials manufactured specifically for that purpose.
 - (2) No sheds, fences or dog runs shall be allowed around or upon individual sites upon which the Camp RVs are located.
 - (3) Propane or other fuel tanks must be installed safely and in accordance with all applicable safety code requirements.

- (4) The Camp RVs must comply with all other applicable building code and fire code requirements.

Section 5. Effective Date. This Resolution shall take effect upon its approval by the City of Central Planning Commission.

ADOPTED by a vote of 5 in favor and 0 against this 6th day of February, 2014.

**PLANNING COMMISSION FOR THE
CITY OF CENTRAL, COLORADO**


Chairperson

ATTEST:

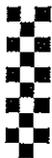
Reviewed by:


Secretary
Planning Commission

By: _____
For City Attorney's Office

Exhibit A

Central City – KOA Campground
Applicant: Whispering Pines, LLC
[insert application, site plan, and related materials]



CITY OF CENTRAL SPECIAL REVIEW USE PERMIT

For Official Use Only	
SRU # <u>14-001</u>	Date Rec'd <u>1/30/14</u>
Rec'd By: <u>[Signature]</u>	
PROJECT INFORMATION	
SPECIAL REVIEW USE TYPE: Residential use	
PROPERTY: Central City KOA Campground	
ZONING DISTRICT: LCC	

LOCATION INFORMATION		
LOCATION 805 Lake Gulch Rd		
PROPERTY OWNER Whispering Pines LLC		
CONTACT Chuck Spencer	PHONE: 303-524-4136	E-MAIL: chuck_spencer@comcast.net

APPLICANT / AUTHORIZED AGENT INFORMATION		
APPLICANT Whispering Pines LLC		
CONTACT PERSON Chuck Spencer owner		
MAILING ADDRESS 7471 E. Windwood Way Parker Co. 80134		
PHONE # 303-524-4136	E-MAIL: chuck_spencer@comcast.net	

Application Description:
RV Park Models to be placed in existing approved RV sites.

Use Classification:
Resort Mobile Home and/or tent camping park

Planning Commission:

If the submitted information is determined insufficient or incomplete, this application will be held in abeyance until such time as all required information is submitted or if no permit is issued within 180 days of the date of application due to an incomplete submittal shall expire. This permit becomes null and void if construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at anytime after the work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work shall be complied with whether specified herein or not. I understand that permits or inspections presuming to give authority to cancel the provisions of the above laws and ordinances or permits issued in error or the basis of incorrect information supplied by the applicant shall be invalid. Payment of the Plan Review Fee is due at time of application.

Owner/Contractor/Authorized Agent Signature (Applicant) _____ Date 1-29-2014

DO NOT WRITE BELOW THIS LINE

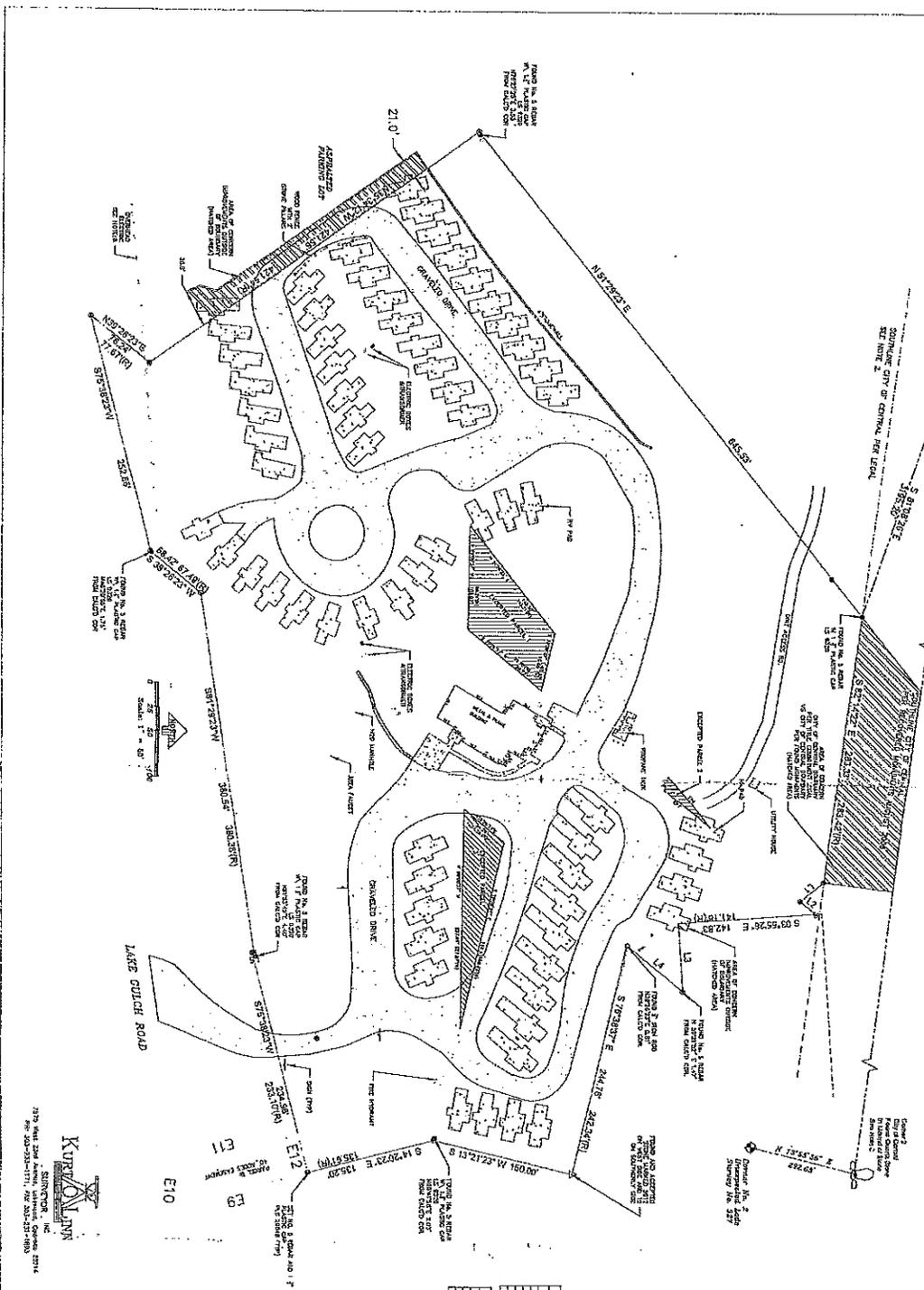
Departments	N/A	REQ	Apv'd By	Date
Planning				
HPO				
Public Works				
Fire Dept				
BH/CC San Dist				
XCEL Energy				

ADMINISTRATIVE FEE & TAXES	
Special Use Permit Fee	<u>250.00</u>
Building Permit Fee	_____
Plan Review Fee	_____
Use Tax	_____
Water Tap Fee	_____
Impact Fee	_____
TOTAL	<u>250.00</u>

[Signature]
Building Official - Signature (Approval)

1/30/14
Date

IMPROVEMENT SURVEY PLAT
GAMBLERS' EDGE RV PARK
 A PORTION OF THE NORTHEAST QUARTER SECTION 13
 TOWNSHIP 3 SOUTH, RANGE 73 WEST, OF THE 6TH PRINCIPAL MERIDIAN
 COUNTY OF GILPIN, STATE OF COLORADO
 SHEET 2 OF 3



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Subject: Deluxe Cabins letter of intent

My wife Leza and I have owned the KOA Campground in Central City for four years now, having purchased it after it had been closed up for more than 18 months. One of our biggest goals had been to prove our commitment to Central City by increasing business and adding amenities and services. We did this with the addition of the ever-popular tent sites and the introduction of a successful breakfast and pizza service. Now we would like to expand once again by adding deluxe cabins.

These cabins have proven to be a huge draw for many customer groups including couples and families. Rarely does a day go by that we do not receive a phone call or email inquiring if we have cabins at our campground. This has posed an unfortunate issue for us as KOA owners because the vast majority (70%) of quality KOA campgrounds have deluxe cabins, it is very commonplace.

Another reason we feel that now is the perfect time to put in deluxe cabins is due to the rebranding KOA is currently undergoing. For us to keep up with the new branding and be able to be listed as a "KOA Holiday campground", which will draw even more families to our campground and the businesses of Central City, putting these deluxe cabins in is a must for us.

With these plans in mind we are planning on placing these deluxe cabins into existing approved RV sites. We are planning to install our first two in May 2014.

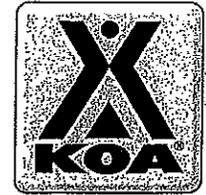
Thank You,

Chuck & Leza Spencer

12-11-13

To Whom It May Concern,

In 1980 Kampgrounds of America (KOA) developed the camping industry's first lodging product called the Kamping Kabin™. Today there are over 3,800 Kamping Kabins™ spread among our 480 locations in North America, none of which are equipped with bath facilities. In 2000 KOA developed a new line of lodging called the Deluxe Cabins. These were designed and manufactured to fill the growing demand for more creature comforts such as a bathroom, TV and great beds. This evolution has produced some interesting findings; Deluxe Cabins generate the most revenue, have the highest short term occupancy and produce the highest guest satisfaction scores of all of KOA's 64,000+ sites. The addition of Deluxe Cabins has also added an element of renewed vitality to many campgrounds by appealing at a younger, more affluent clientele.



There's camping.
And there's KOA.®

The Deluxe Cabin is a Park Model RV based product that has been methodically designed and refined by KOA to meet the needs of the over-night camping guest. A Deluxe Cabin hooks up just like an RV which suits them well to the traditional campground environment. They are not to be used as a permanent dwelling but as temporary quarters for recreational, camping or travel use as defined by the U.S. Department of Housing and Urban Development (HUD). Our goal is to accommodate the short term guest with higher amenity level while maintaining a distinct camping experience. Since KOA has a 14 day maximum stay standard, we purposely put in kitchenettes and not full kitchens in most of the designs. This allows the guest to store and heat up leftovers but not prepare a complete meal without using the fire or BBQ. We eliminated storage such as closets and dressers; we found that this just gave the guest an opportunity to leave items behind. We even have models smaller than the HUD-maximum allowed 399 square feet since the overnight or vacation guest requires less space; this was unheard of in the park model industry when we proposed it.

We made the Deluxe Cabin distinctly KOA and yet it fully complies with, verified by an RVIA seal, the standards set forth by the Recreational Vehicle Industry Association (RVIA) as outlined by the American National Standards Institute (ANSI) in ANSI-119.5. They are recognized by HUD as it does fit their definition of a Recreational Vehicle (RV) and is a recognized class of RVs. The Internal Revenue Service has also recognized park models as personal property since they are not "nailed-down" and can be made transportable in about two hours, about the same amount of time it would take for a travel trailer of similar size.

KOA has established and maintains a very unique relationship with manufacturing partners across the US and Canada. We work very closely with each manufacturer to assure compliance with all of the regulations above.

In addition, each manufacturer is inspected by the RVIA multiple times per year and all of our manufacturers have maintained a spotless compliance record.



There's camping.
And there's KOA.®

KOA has received very favorable reviews from our guests, local government and business groups who cite the quality of the product and the experience that the Deluxe Cabins deliver. KOA is currently experiencing exceptional growth in this segment of our business in both inventory and revenue. Nearly 70% of the KOA system now has Deluxe Cabins available for their guests with the total count quickly approaching 2,500. One of the factors that have been very instrumental in the growth of the lodge segment is the universal acceptance of Park Model RVs by local and state agencies. They are pleased with the increased taxable revenue that they produce.

The Denver West / Central City KOA has been a loyal, trusted and compliant KOA franchisee since 2010 and their interest in Deluxe Cabins shows an emotional and financial commitment to growing their business by adding valuable diversity to their offerings. KOA strongly encourages municipalities and local governments to support this growth.

If there is anything I can do to help or if I can answer any questions please let me know.

Sincerely,

Michael Atkinson
Senior Business Development Consultant
Director of KOA Lodging
matkinson@koa.net
Direct: (406) 254-7447
Mobile: (406) 697-1295



Park Model RVs (aka Recreational Park Trailers): Definition and Use

What a Park Model RV is:

A park model RV (PMRV) is a unique trailer-type RV that is designed to provide temporary accommodation for recreation, camping or seasonal use. PMRVs (also sometimes referred to as recreational park trailers) are built on a single chassis, mounted on wheels and have a gross trailer area not exceeding 400 square feet in the set-up mode. They are certified by their manufacturers as complying with the ANSI A119.5 standard for recreational park trailers.

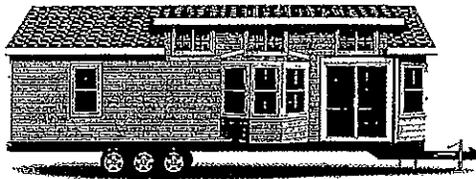
PMRVs are most often used in recreational vehicle campgrounds. They may be owned by the campground and rented to guests or they may be brought in and used exclusively by their owners on a site rented or leased from the campground. They can also be placed by their owners on private property. These units are designed and built to be used for recreational/camping purposes only. They are not meant to be affixed to the property in any way, they do not improve property values in any way, and they are neither designed nor intended by their manufacturers to be used as permanent residences. Park model RVs are titled as motor vehicles by the various states just like other RV types.

What makes PMRVs unique is that they are up to 12 feet in width and 36 feet long with a peaked and shingled or metal roof. Some offer gabled windows, and siding choices of cedar, aluminum, vinyl, masonite or even split logs for a rustic look, while others are made of full solid logs. They are often designed with built-in porches, decks and/or storage areas. Many look like tiny summer cottages. Others look more like traditional but slightly longer RV travel trailers.

Most park model RV owners (67%) locate their unit within several hours of drive time from their primary residences and use them for weekend camping get-aways. Some owners may place their PMRV in a warm climate location and use them as a seasonal/temporary get-away to escape the cold gray winter weather, while others place their PMRVs in cooler climate locations to escape the summer heat and humidity back home.

In the off-season, these units are typically winterized (i.e. have antifreeze in the water lines; and are unusable because water and sewage facilities are not operational). These units are left in "onsite storage" when not being used.

The Recreation Vehicle Industry Association (RVIA) operates a safety standards and inspection program that requires member manufacturers of all recreation vehicles, including park model RVs, to affix a RVIA standards program seal to every unit they build in their factories. This seal indicates the manufacturer's certification that the unit complies with the requirements of the applicable standards. A park model RV can always be identified by the blue and gold RVIA ANSI A119.5 certification seal (or its predecessor green RPTIA seal) affixed to the right of main door of the unit.



RECREATION VEHICLE INDUSTRY ASSOCIATION

1896 Preston White Dr. P O. Box 2999 Reston, VA 20195-0999 Tel: 703/620-6003 Fax: 703/620-5071 www.rvia.org



DATE: February 13, 2014
TO: Mayor & Council
FROM: Shannon Flowers, Finance Director/Treasurer

- Worked with staff on personnel issues relating to the Public Works Department
- Worked with Mayor and City Attorney on personnel issues
- Prepared and made 2013 accrual adjustments for payables and receivables
- Scheduled fieldwork for 2013 Audit-auditors will be onsite the week of April 28th
- Worked Allen IT on email issues
- Updated check listing and cash flow report for Council packet
- Correspondence with developers, Mayor and Planner regarding current or potential projects
- Began preparing preliminary 2013 year-end financial statements
- Began January bank reconciliation
- Assisted Streets/Facilities Superintendent in Weed Grant follow up paperwork
- Continued work with Evergreen National Bank on Short Term Loan issuance
- Attended FPPA Pension Board Meeting
- 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: Mayor Engels, and City Council

From: Reba Bechtel, City Clerk

Date: February 18, 2014

Re: Bi-weekly Report

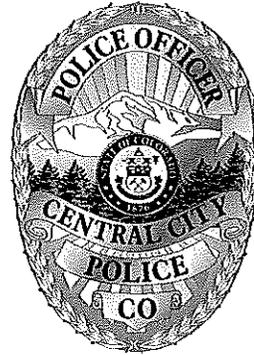
- Council minutes and packet prep.
- Attended PC meeting and prepared minutes.
- Liquor renewal processed and issued for Annie Oakley's Liquor and Grocery.
- Reviewed the application process with the new owner of Chrystal Palace.
- Responded to request for information.

To: City Council

From: Terry Krelle, Police Chief

Date: 02/13/14

Subject: Bi-Weekly Report



Attended Senior Staff Meeting

Worked on 2014 Budget reductions

Worked on developing a part-time officer program

Completed normal administrative duties, processed and filed paperwork

Department officers have completed numerous training classes

Coordinated multiple police vehicles in receiving service

Worked on updating the Policy and Procedure manual

Worked with Allen IT on replacing one of the PD computers

Completed NIBRS reporting for 2013

Will be attending the DA's breakfast meeting and LEPC meeting next week

Held a staff meeting with officers

MEMORANDUM

DATE: 13 February 2014
TO: Ron Engels / Mayor
FROM: Gary Allen / Fire Chief
RE: **Activity Report**

The Fire Department responded to 24 incidents as of 12 February 2014, with 4 incidents being out of city and of those 3 incidents was for Mutual Aid (MA) to other agencies. The following are the incidents and activities the fire department responded to and conducted for this reporting period.

Wednesday 29 Jan., 2014 - 15:54 PM / MVA - MM .6 CCP

Wednesday 29 Jan., 2014 - 16:41 PM / MVA - Rollover MM 6 CCP

Thursday 30 Jan., 2014 - 20:00 PM / MVA's – slid offs CCP

Sunday 2 Feb., 2014 - 14:49 PM / MVA – MM 4.5 CCP

*Wednesday 5 Feb., 2014 - 20:33 PM / Haz-Mat, Nat. gas odor investigation

Thursday 6 Feb., 2014 - 00:09 AM / Medical – 321 Gregory St.

Friday 7 Feb., 2014 - 18:10 PM / Fire Alarm – 321 Gregory St.

Sunday 9 Feb., 2014 - 18:22 PM / Fire Alarm - 321 Gregory St.

Sunday 9 Feb., 2014 - 23:08 PM / Medical - 321 Gregory St. I drove Medic 2 to SAC so both medics could work patient.

Monday 10 Feb., 2014 - 20:56 PM / Fire Alarm - 321 Gregory St.

Tuesday 11 Feb., 2014 - 06:35 AM / Medical - 321 Gregory St.

Tuesday 11 Feb., 2014 - 12:10 PM / Audible Alarm - 130 Main St.

Tuesday 11 Feb., 2014 - 15:00 PM / Structure Fire - 2020 Coyote Circle – MA to Timberline Fire

Wednesday 12 Feb., 2014 - 18:04 PM / Power pole fire at Gold Mountain Rd & Lake Gulch Road.

Training

We conducted regular department training on Firefighter I & II JPR's.
We conducted our monthly Truck & Station Maintenance at Station 2
We conducted Haz-Mat Operations class for Firefighter I state test.

Meetings

I had a meeting with Sheriff Hartman on items pertaining to policies and procedures on 30 January.

I attended a City Council meeting.

We attended a planning meeting with Gilpin Ambulance, CSP, BHFD and others on the Community Safety Day events coming up in the spring.

I attended a dispatch meeting with Steven Watson & Rana Offutt with Gilpin Communications, Erin Gibbs with Gilpin Ambulance, Chief Don Taylor with BHFD, Sergeant Lloyd with BHPD and Chief Jennings with Timberline.

We conducted a CCFD Officers meeting and discussed radio issues and recruitment ideas and issues pertaining to a \$2500.00 grant we received for recruitment and retention.

We attended a meeting with Erin Gibbs with Gilpin Ambulance on different matters.

Apparatus

While in Denver, my truck (Command 31) broke down with transmission problems. I was able to get it to Christopher's Dodge for repair. I learned that the transmission had to come out and be rebuilt.

Command 32 is due for a full service and we took that to the county shop so they could do the transmission service on their lift.

General

We conducted our yearly awards service dinner at Johnny Z's where Cody Allen received an award for the most calls and training hours and Royce McLain was awarded the 2013 Firefighter of the year.

I went to Denver and dropped off training sheets and test requests at the Division of Fire Prevention & Control (FDPC) while making some other parts pickups.

Took some pager chargers and a pager to Complete Wireless for repair