

**CITY OF CENTRAL, COLORADO**  
NOTICE OF A REGULAR MEETING of the CITY COUNCIL to be held on  
**Tuesday, March 3, 2015 @ 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 Kathy Heider  
Council members Shirley Voorhies  
Glo Gaines  
Judy Laratta

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 January 5, 12, 19 & 26; and  
City Council minutes: January 3, 2015.

**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. Resolution No. 15-06: A resolution of the City Council of the City of Central, Colorado approving and adopting the City of Central Interim Community Economic Development Strategic Plan and sunsetting said plan approval and adoption on December 31, 2016. (Miera)

8. Resolution No. 15-07: A resolution of the City Council of the City of Central establishing certain financial procedures specific to authorized check signatories. (Adame)

**REPORTS** –

9. 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).

**EXECUTIVE SESSION** –

Pursuant to C.R.S. 24-6-402(4)(f)(I) regarding personnel matters and C.R.S. 24-6-402(4)(b) for the purpose of conferring with the City Attorney on specific legal questions regarding City operations and organizational structure.

**ADJOURN.** Next Council meeting April 7, 2015.

Posted 2/27/15

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**  
**2/26/2015**

<b>Total Beginning ENB Cash on Hand 01/29/15</b>	<b>549.61</b>
Deposits to ENB	
Wires Out ENB	-
Cleared Checks	-
<hr/>	
2/26/2015	549.61
<less previously approved & outstanding>	288.13
<b>Total ENB Cash on Hand 02/19/15</b>	<b>261.48</b>

<b>Total COB Cash on Hand 01-29-15</b>	<b>235,568.18</b>
Deposits to COB	195,758.76
Wires Out COB	88,372.77
Cleared Checks	(131,272.98)
<hr/>	
2/26/2015	388,426.73
<less previously approved & outstanding>	(218,751.45)
Device Fees Received	
<b>Total COB Cash on Hand 2/26/15</b>	<b>169,675.28</b>

<b>Total Beginning Colotrust Cash on Hand 1/29/15</b>	<b>612,772.68</b>
Wires into Account	9,955.97
Wires out of Account	
<b>Total Colotrust Cash on Hand 2/26/15</b>	<b>622,728.65</b>

<b>TOTAL CASH ON HAND 2/19/15</b>	<b>792,665.41</b>
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**CITY OF CENTRAL  
CREDIT CARD PURCHASES**

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Feb-15	CCCMA	Conference for Miera	255.00
	Hurricane Electric	Cloud Support	9.95
	IACP	Membership	150.00
	FBI National Academy	Membership	80.00
	RMWEA	Training for Water Dept	875.00
	Workboots.com	Boot for PW	164.99
	Baileys	Chainsaw Supplies	262.37
	Measurement Specialties	Junction boxes, Jacketed Vents	1,313.32
	Dultmeier Sales	Pump Repair	182.01
	Northern Tool	Salt Spreader	207.98
	Eastern CCTV	Cameras for Taj	718.78
	Mountain Tool	Spark Plugs	23.74
	Rocky Mtn Battery	Battery	87.50
	Speed Tech Lights	Lights	343.47
	Best Buy	Patrick's Computer	546.48
	Custom Flag	Flags	497.10
	CCCMA	Membership	75.00
	Internation	Membership	100.00
	DMX	Channel 20 Audio	141.46
	GoDaddy.com	Channel 20	59.98
	ICMA	Membership	840.00
	Beaver Run	CML Lodging	1,016.00

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**TOTAL for Credit Cards** **7,950.13**

**Total for All Cards** **7,950.13**

CASH FLOW  
CHECK LISTING

2/26/2015

Inv Date	Inv #	Ck. Date	CK#	Vendor	Description	Amount	Mail Date
2/4/15	Feb2015	2/5/15	129324	Barbara Thielemann	Planning Commission	50.00	2/18/2015
2/3/15	5751187830	2/5/15	129325	Clear Creek Supply	Antifreeze, Battery Cleaner, Junction Box	120.12	2/18/2015
2/5/15	Feb2015	2/5/15	129328	Gilpin Ambulance Authority	Amulance Service	13,631.25	2/18/2015
2/2/15	321789	2/5/15	129330	Napa Auto Parts	Battery, Funnel, Lynch Pin	532.86	2/18/2015
1/21/15	012115	2/5/15	129333	Purchase Power	Postage	600.00	2/18/2015
1/31/15	21501223	2/5/15	129335	Utility Notification	Line Locate	5.72	2/18/2015
1/21/15	9645933327	2/5/15	129336	Grainger	Coupler, Hose Clamps	670.73	2/18/2015
1/22/15	3021062	2/5/15	129338	Galls Inc.	Radio Pouch, Flashlights, Grille Light	534.43	2/18/2015
1/22/15	012215	2/5/15	129339	Walmart	Totes for Xmas Décor	158.52	2/18/2015
11/10/14	6235	2/5/15	129340	Colorado Code Consulting	Inspections and Consulting	7,668.36	2/18/2015
2/1/15	150201	2/5/15	129342	Gilpin County Historical Soc	Employee at Wash Hall	3,358.68	2/18/2015
2/2/15	020215	2/5/15	129344	Co Dept of Treasury	Great Colorado Payback	405.00	2/18/2015
1/15/15	D707991502	2/5/15	129347	Yesco	Sign Maintenance	80.00	2/18/2015
2/2/15	4898	2/5/15	129350	Ausmus Law Firm	Prosecution for February	600.00	2/18/2015
1/1/15	2537	2/5/15	129351	Prospectors Run HOA	HOA Dues for 2015	1,980.00	2/18/2015
1/27/15	012715	2/5/15	129352	USA Communications	Internet for City Hall	509.99	2/18/2015
2/4/15	Feb2015	2/5/15	129353	Margaret Grant	Planning Commission	50.00	2/18/2015
1/27/15	5334525	2/5/15	129354	Cogent	Annual Omniste Cell Service	384.00	2/18/2015
1/22/15	012215	2/5/15	129357	Liberty National	Life Insurance	116.50	2/18/2015
2/4/15	Feb2015	2/5/15	129361	Alison Hickok	Planning Commission	50.00	2/18/2015
2/4/15	Feb2015	2/5/15	129362	Bobbie Hill	Planning Commission	50.00	2/18/2015
1/31/15	730000015	2/19/15	129367	DPC Industries	Chlorine	24.00	2/20/2015
2/17/15	5751188802	2/19/15	129368	Clear Creek Supply	Electrical Connector, Hoses, Filters	185.54	2/20/2015
2/12/15	42064	2/19/15	129370	Exquisite Enterprises	Nameplate and Holder	23.53	2/20/2015
1/26/15	012615	2/19/15	129371	Home Depot	Vacuum, Couplings, Ratchets	712.80	2/20/2015
2/12/15	323005	2/19/15	129372	Napa Auto Parts	Seal, Creeper, Oil Filters, Lamp	304.51	2/20/2015
2/2/15	9655718824	2/19/15	129376	Grainger	Suction Hoses and Gauge	782.87	2/20/2015
2/10/15	126127595	2/19/15	129377	United Rental	Trencher Rental	249.82	2/20/2015
1/31/15	21401	2/19/15	129378	Widner Michow and Cox	General Counsel and Snedeker/Bechtel	5,073.85	2/20/2015
2/11/15	021115	2/19/15	129380	Cindy Moore	Milage	172.68	2/20/2015
2/5/15	665710	2/19/15	129381	I D Checking Guide	2015 ID Guide	29.95	2/20/2015
2/4/15	20415	2/19/15	129382	Sprint	Long Distance Fax	8.32	2/20/2015
2/2/15	14874	2/19/15	129383	QDS Communications	Radio Repairs PD	1,062.25	2/20/2015
2/6/15	4102	2/19/15	129384	Teyx	Virus Removal Gary's PC	97.50	2/20/2015
2/11/15	127691	2/19/15	129385	Air O Pure	Restroom at Reservoir	95.00	2/20/2015
2/1/15	2416	2/19/15	129386	Prospectors Run HOA	Snow Removal	800.00	2/20/2015
1/28/15	9739676431	2/19/15	129387	Verizon Wireless	Cell Phone Service	1,102.42	2/20/2015
1/27/15	012715C	2/19/15	129388	USA Communications	Internet Service	171.83	2/20/2015
2/1/15	020115	2/19/15	129390	T and D Car Wash	Carwashes for PD	148.00	2/20/2015
2/14/15	44175	2/19/15	129391	Peak Performance Imaging	Metered Copies	514.43	2/20/2015
2/17/15	497	2/19/15	129392	Mountain Lock and Key	Keys for City Hall	175.80	2/20/2015
2/3/15	3548	2/19/15	129393	Finish Line Systems	Water Meter Read System	1,867.68	2/20/2015

CASH FLOW  
CHECK LISTING

2/26/2015

2/4/15	82661	2/19/15	129397	Gard Specialists	Gard Rail Repair	727.23	2/20/2015
2/1/15	2510144937	2/19/15	129398	Waste Management	Dumpster Rentals	1,267.04	2/20/2015
1/26/15	1300016767	2/19/15	129399	Ally	2012 Chevy & 2012 Dodge Lease Pymt	34,097.09	2/20/2015
2/4/15	020415	2/19/15	129400	Cardmember Services	See List	7,950.13	2/20/2015
1/21/15	90M9604135	2/19/15	129401	Proforma	Grocery Tote Bags FD	386.66	2/20/2015
2/7/15	44542374	2/19/15	129402	De Lage Landen	Copier Leases	535.51	2/20/2015
2/19/15	021915	2/19/15	129403	Envirotech	Meltdown Apex	3,750.46	2/20/2015
2/1/15	020115	2/19/15	129405	Transunion Risk	Investigative Software	3.75	2/20/2015
2/1/15	20150066	2/19/15	129406	Emergency Reporting	Monthly Fire Package	165.00	2/20/2015
2/9/15	020915	2/19/15	129407	Charles Purcell	Bond Return	23.00	2/20/2015
2/9/15	020915	2/19/15	129408	Brandon Sweet	Bond Return	80.00	2/20/2015
		2/19/15	129409	Employee	Payroll	1,833.19	
		2/19/15	129410	Employee	Payroll	168.55	
		2/19/15	129411	ICMA-401K	Retirement Contribution	3,077.18	
		2/19/15	129412	ICMA-457K	Retirement Contribution	2,111.81	
		2/19/15	129413	ICMA-IRA	Retirement Contribution	381.00	
2/19/15	5751188975	2/26/15	129414	Clear Creek Supply	Hydraulic Fitting and Hose, Winter Blades	195.75	
2/18/15	1161915	2/26/15	129415	Drive Train Industries	LT Heavy Duty	259.34	
2/10/15	021015	2/26/15	129416	GFOA	Membership for Finance	320.00	
2/16/15	021615	2/26/15	129417	MCI	Toll Free Phone Service	15.54	
1/21/15	101600	2/26/15	129418	Office Stuff	Check Stock	114.42	
2/19/15	021915	2/26/15	129419	Town Office Supply	Business Card for Adame	52.95	
2/12/15	13193	2/26/15	129420	SSI Emergency Equipment	Triple Holder/Hydrant Wrench	222.88	
2/16/15	324421	2/26/15	129421	Stevinson Chevrolet	Repair Chevy Blazer	3,094.00	
2/10/15	9663073261	2/26/15	129422	Grainger	Reducing Coupler, Adapter	142.18	
12/11/14	629677	2/26/15	129423	Honnen Equipment	Machine Transport	226.29	
1/30/15	170713	2/26/15	129424	Tri County	Annual Extinguisher Inspections	598.00	
2/20/15	129425	2/26/15	129425	Deere and Ault	Water Legal	11,421.10	
2/26/15	839831	2/26/15	129426	AFLAC	Supplemental Insurance	286.50	
2/16/15	021615	2/26/15	129427	Metro Denver Chiefs	Membership for Allen/Breakfast Meeting	124.00	
2/13/15	D707991503	2/26/15	129428	Yesco	Sign Maintenance	80.00	
2/12/15	407655	2/26/15	129429	Golder Associates	Computer Maintenance and Support	1,659.45	
1/31/15	9924638834	2/26/15	129430	Airgas	Acetylene, Argon, Oxygen	78.77	
2/6/15	D259444	2/26/15	129431	Accutest	Water Testing	140.00	
2/11/15	FEB2015	2/26/15	129432	Alexander Thome	Historic Preservation	50.00	
2/11/15	FEB2015	2/26/15	129433	Deborah Wray	Historic Preservation	50.00	
2/13/15	S16940	2/26/15	129434	Mechanical Solutions	Repair Furnace at City Hall	358.00	
2/5/15	102957	2/26/15	129435	Kois Brothers	Control Console	384.56	
2/11/15	FEB2015	2/26/15	129436	Margaret Grant	Historic Preservation	50.00	
1/26/15	S203900500	2/26/15	129437	Pirtek North Valley	Custom Hose	705.48	
2/5/15	269021	2/26/15	129438	Rex Oil	Fuel	2,024.34	
2/11/15	FEB2015	2/26/15	129439	Richard Willett	Historic Preservation	50.00	
1/30/15	CD20151006	2/26/15	129440	Envirotech	Meltdown Apex	3,878.60	





**CITY OF CENTRAL  
CITY COUNCIL MEETING  
February 3, 2015**

**CALL TO ORDER**

A regular meeting of the City Council for the City of Central was called to order by Mayor Engels at 7:00 p.m., in City Hall on February 3, 2015.

**ROLL CALL**

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

Absent: None

Staff Present: City Manager Miera  
City Clerk Bechtel  
Attorney McAskin  
Interim Finance Director Blake  
Public Services Director 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 with an amendment to remove agenda item #8.

**CONFLICTS OF INTEREST**

Mayor Engels stated he will recuse himself for the first agenda item under executive session.

**CONSENT AGENDA**

Alderman Gaines moved to approve the consent agenda containing the regular bill lists of January 15, 22 and 29, 2015; and the City Council minutes for the meeting on January 6, 2015. Alderman Voorhies seconded, and without discussion, the motion carried unanimously.

**PUBLIC FORUM/AUDIENCE PARTICIPATION**

No one requested time to address the Council.

**ACTION ITEMS: NEW BUSINESS**

Resolution No. 15-05: *A resolution of the City Council of the City of Central, Colorado approving a Professional Services Agreement with JVA, Inc. for engineering services.*

Public Services Director Griffith explained that JVA Inc. is an engineering firm located in Boulder with satellite offices in Winter Park and Ft. Collins. JVA has been working with the City for the last three years, assisting with projects, developing standards and grant writing and they are familiar

with the City infrastructure. We have four projects with JVA in process at this time. Staff is pleased with JVA's service and would like to continue the agreement. There is no retainer fee and all fees are collected based on the on call services provided.

Alderman Voorhies moved to approve Resolution No. 15-05: A resolution of the City Council of the City of Central, Colorado approving a Professional Services Agreement with JVA, Inc. for engineering services. Alderman Laratta seconded, and without discussion, the motion carried unanimously.

#### **STAFF UPDATES**

City Manager Miera referred to the staff reports in the packet.

Alderman Heider asked if City Manager Miera would present the State of the City Report to Council. City Manager Miera offered to do so perhaps with the community appreciation event.

Mayor Engels asked about the status of the dissolution of CEDA. Attorney McAskin stated that Mr. Fejeran said they would have the paperwork filed with the Secretary of State by the end of the week.

Alderman Heider asked Chief Krelle about the violation of a vehicle parked more than one foot from the curb. Chief Krelle stated that it is a violation and with some of our very narrow streets it can be a safety hazard as well.

#### **COUNCIL COMMENTS**

Mayor Engels thanked Chief Krelle for taking action on some abandoned vehicles on the Casey.

Alderman Gaines noted that the Auto Sock program looks pretty great. City Manager Miera added that the City will have those available at a discounted price.

Alderman Voorhies asked about billing for the water meters. Interim Finance Director Blake explained that since there are different amounts due that we will bill when the new software is up and running in order to be able to track the payments.

Alderman Heider congratulated Attorney McAskin for his promotion to full partner at Widner, Michow and Cox.

#### **PUBLICFORUM/AUDIENCEPARTICIPATION**

Joe Behm, CCBID, stated that he would like to discuss at the February 17<sup>th</sup> work session Resolution No. 15-06 regarding the City Economic Development Plan and effect of tax exemptions for property owners and perhaps consider a backfill process to makeup tax revenue to the School District and the County.

#### **EXECUTIVE SESSION**

Alderman Heider moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(b) for the purpose of conferring with the City Attorney on specific legal questions regarding the dismissal of Gilpin County District Court Case No. 2014CV0012 and pursuant to C.R.S. 24-6-402(4)(e) to develop strategy for negotiations and to instruct negotiators regarding new development within the City of Central and to reconvene the Council meeting at the conclusion of the executive session for the purpose of taking any action deemed necessary, and to adjourn the February 3, 2015 regular

Council meeting. Alderman Voorhies seconded, and without discussion, the motion carried unanimously. Mayor Engels recused himself for the first agenda item.

At 8:20 p.m., Mayor Pro Tem Heider reconvened regular session.

Mayor Pro Tem Heider moved to approve the reimbursement of Mayor Ron Engels' legal fees paid to the law firm of Heizer Paul in District Court Case No. 2014CV00012 in an amount not to exceed Six Hundred Seventy Five Dollars (\$675.00) on the basis that such fees were incurred due to his status as candidate for Mayor of the City of Central, that he was required to incur legal fees in preparation for the eventuality that the case, if and when properly filed with the court, may have been characterized as an election contest under applicable provisions of the Uniform Election Code, that the amount of the fees to be reimbursed is reasonable under the circumstances, and that the fees incurred assisted with timely dismissal of the case, thereby protecting the reputation of the City, the City Clerk, and the Office of the Gilpin County Clerk and Recorder in properly conducting the November 2014 Election. I further move that Mayor Engels be required to submit copies of all Heizer Paul invoices and proof of payment of same to the City Manager, prior to any reimbursement authorized by this motion up to the not to exceed amount of Six Hundred Seventy Five Dollars (\$675.00). Alderman Gaines seconded, and without discussion, the motion carried unanimously.

At 8:24 p.m., Mayor Pro Tem Heider adjourned the meeting.  
The next Council meeting is scheduled for March 3, 2015 at 7:00 p.m.

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Ronald E. Engels, Mayor

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Reba Bechtel, City Clerk





## AGENDA ITEM # 7

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Daniel R. Miera, City Manager

**DATE:** March 3, 2015

**ITEM:** Consideration of Resolution 15-06: A resolution of the City Council of the City of Central, Colorado approving and adopting the City of Central Interim Community Economic Development Strategic Plan and sunsetting said plan approval and adoption on December 31, 2016.

**NEXT STEP:** Council Motion

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ORDINANCE  
 MOTION  
 INFORMATION

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**I. REQUEST OR ISSUE:**

The proposed resolution requests approval and adoption of an Interim Community Economic Development Strategic Plan that will sunset on December 31, 2016.

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

Move to approve Resolution 15-06, consequently approving and adopting the proposed Interim Community Economic Development Strategic Plan.

**III. FISCAL IMPACTS: None.**

**IV. BACKGROUND INFORMATION:**

The City is currently in the process of updating its Comprehensive Development Plan (last updated in 2003). However, due to a recent application submitted to DOLA for financial assistance for said update work (CDBG-DR Grant), the process of moving the update forward has been paused until a decision on our application is made. But, in the interim, it was determined that the City could benefit from

adopting a strategic plan that addresses issues relating to community and economic development, especially given that the current version of the Comprehensive Plan does not adequately address that subject matter with respect to specific topics. And, until such time as the updated Comprehensive Plan is completed, which will include a more extensive approach to the issue, an interim strategic plan could better position the City to participate in more immediate community and economic development opportunities.

Recognizing that the City is determined to minimize any further delay in updating the Comprehensive Plan, it was decided that the adoption of the Interim Strategic Plan should contain a sunset clause that ensures its interim status and encourages continued progress toward the completion of the updated Comprehensive Plan, including the more extensive version of the related element.

V. **LEGAL ISSUES:** The proposed resolution and interim strategic plan have been provided to City Attorney McAskin for review. There are no known legal issues.

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

VII. **SUMMARY AND ALTERNATIVES:**

Council may take one of the following actions:

1. Move to Approve the Resolution.
2. Move to Approve with Amendments.
3. Move to Deny Request.
4. Move to Deny Request with alternate Direction.

**CITY OF CENTRAL, COLORADO  
RESOLUTION NO. 15-06**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO APPROVING AND ADOPTING THE CITY OF CENTRAL INTERIM COMMUNITY ECONOMIC DEVELOPMENT STRATEGIC PLAN AND SUNSETTING SAID PLAN APPROVAL AND ADOPTION ON DECEMBER 31, 2016.**

WHEREAS, the City Council calls attention to its current Comprehensive Development Plan (“Comprehensive Plan”), designed to assist the City of Central (“City”) with improving economic stability, quality of life, and an overall sense of community identity and well-being; and

WHEREAS, the City is in the process of updating the Comprehensive Plan, including specific goals and objectives relating to community and economic development; and

WHEREAS, the Comprehensive Plan currently addresses issues pertaining to community and economic development, including but not limited to, the fact that several commercial buildings are vacant and in need of continuing stabilization and rehabilitation; and

WHEREAS, the Survey Update Report for Central City’s historic resources found that it is essential to find occupants for Central City’s many vacant buildings (particularly in the commercial core) before they deteriorate further; and

WHEREAS, both the City and private sector must take steps to preserve the historic resources of the community, and strive to achieve a more consistent level of activity and revenue; and

WHEREAS, the City is committed to achieving a balanced, diversified, and sustainable economy capable of meeting the needs of its residents, business community, and visitors, and

WHEREAS, the City desires to participate in immediate community and economic development opportunities in the interim while the update to the Comprehensive Plan is in process.

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

**Section 1.** The City Council recognizes and supports the community economic development function of the City, and encourages the City’s participation in related programs.

**Section 2.** The City of Central approves and adopts the Interim Community Economic Development Strategic Plan (“Interim Plan”).

**Section 3.** The Interim Plan is intended to bridge from March 2015 through December 2016; the Interim Plan will sunset on December 31, 2016 unless otherwise extended by the City Council.

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

ADOPTED THIS 3<sup>rd</sup> DAY OF MARCH, 2015.

**CITY OF CENTRAL, COLORADO**

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

**ATTEST:**

**APPROVED TO FORM:**

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

By: \_\_\_\_\_  
Marcus A. McAskin, City Attorney



**City of Central**

***INTERIM***

**Community Economic Development Strategic Plan**

**Approved & Adopted by the City of Central**

**March 3, 2015**

***Resolution No. 15-06***

City of Central  
Interim Community Economic Development Strategic Plan

**INTRODUCTION**

The City of Central ("City") is working toward a current update to the Comprehensive Development Plan ("Plan"), which was last updated in 2003. In any event, previous updates to the Plan have addressed the impact of limited stakes gaming, which has for all intents and purposes, irreversibly altered Central City. The current Plan makes reference to the economy, including goals and policies relating to a more diversified and sustainable local economy. Moreover, specific attention is made to the fact that several commercial buildings in the commercial core are vacant and in need of continuing stabilization and rehabilitation. Unfortunately, the current Plan does not sufficiently guide the City in the direction of community development and/or economic development activities as it relates to "business retention, expansion, and development." Thus, the current efforts to update the Plan will certainly include a specific element dedicated to this area.

This interim plan is intended to bridge from March 2015 through December 2016 to allow the City to participate in immediate community economic development opportunities, and to allow the City, together with the community, the adequate time needed to develop the full element as well as the rest of the updated Plan. Although this interim plan does not concentrate on gaming-related development, since it addresses other aspects of the local economy, it is nevertheless important to note that gaming is indeed an important economic driver in Central City. As such, the City should continue to make efforts to support the related areas of that industry within the community.

It should also be noted that this plan element, both in its interim and final versions, is not intended to limit how the community might approach community economic development but is instead meant to focus the community on work in a key area that is likely to have the greatest and most immediate yield. New and previously unrecognized opportunities may arise and the community should remain flexible and avail itself to those new opportunities but not at the sacrifice of projects already underway. In other words, broadening the focus for community economic development may be appropriate and necessary, but refocusing and losing sight of progress, projects already underway, or successful areas of development that promise more future benefits is not advisable.

**Basis of Approach**

It is important to note that the City has chosen to pursue its development from the perspective of *Community Economic Development* (CED) rather than pursuing *community development* and *economic development* as separate disciplines. In large metropolitan areas, the two are often separated due to overwhelming workload and to manage resources. However, community economic development professionals argue that the two have never been completely separate disciplines and that they are inseparable. Community economic development views these two disciplines as heavily intertwined economic forces; the results of community development, which most specifically addresses quality of life issues and non-basic economic activities, affects the results of economic development which focuses on basic economic activities. Therefore, no community can afford to focus solely on one or the other. Recognizing this interconnectedness is especially important in small communities where non-basic and basic economic interaction is more highly pronounced and visible in the local economy.

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**Non-Basic Economic Activities or Community Development**

Non-basic economic activity includes both public and private goods and services that are consumed entirely or almost entirely by the local economy and support the basic economic activities. The community economic development approach assumes that the community must have an essential foundation from which it can grow; housing must be available and affordable; goods and services such as groceries or a fuel station must be available within a reasonable distance; quality education must be available and accessible to the average citizen; health care needs must be met; streets must be maintained; public safety must be adequate; and other essential services must be in place before a community can grow its economic base. These essential services are major components of the quality of life in a community and make up the non-basic portion of the economy. Central City enjoys a fairly robust quality of life for a community that is somewhat isolated and has a small population. Because of previous levels of visitation and the influx of gaming revenues from the casinos, Central City has been able to provide and/or sustain certain amenities, but with the continued decline in the industry and local economy, the City's ability to maintain or expand upon these amenities has been brought into question as tax revenues drop alongside business revenues. The City Council desires to maintain this level of quality of life and continues to look at efficiencies and new revenue sources so that other quality of life initiatives can be pursued.

**Basic Economic Activities or Economic Development**

Basic economic activities are those activities that add to the economic base of the community, or in other words are those public and private goods and services that are produced, and the majority of which are not consumed by the local community. Therefore, those goods and services become a net importer of new revenue to the community. Growth of the basic economic sector creates new jobs in both sectors. Each new basic economic job creates a new source of demand for goods and services from the non-basic sector and in-turn, with sufficient demand and new revenues, the community can provide a quality of life that is equal to or better than the quality of life prior to the creation of that job. Because the basic economic sector can drive the demand in the non-basic economic sector, many communities have pursued development of the basic sector without focusing on the non-basic foundation of their economy, assuming that the public and private non-basic sector will simply meet the demands of the new basic employment. This assumption is blind to the need for a significant foundation that must be present in the non-basic sector if development of the basic sector is to succeed. CED practitioners and those communities that adopt the more holistic CED approach, focus equal attention on the development of the non-basic foundational sector and the growth and stability of the basic sector.

**ORGANIZATION OF THIS INTERIM PLAN**

This CED Plan uses the terms "non-basic" and "community development"; "basic" and "economic development" interchangeably. While some of the goals of the community could arguably impact both the non-basic and basic sectors, they are organized by their major contribution to the community, be it non-basic or basic, but both their non-basic and basic impact, if it is a permanent and continuous impact, will be noted. Both non-basic and basic actions and projects are also split into their regional and local implications. For the purposes of this plan, local is considered any economic activity occurring within three (3) miles of the municipal boundary. Regional is, at a minimum, the nearby "Peak to Peak corridor" and nearby

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“Interstate 70 corridor”, and at its maximum includes Gilpin County, Clear Creek County, Jefferson County, and Boulder County. Due to the interim nature of this plan, the primary focus is on those actions the City of Central can undertake immediately and that generally affect the local economy and quality of life. The full plan will then include more medium and long-term projects and goals and include more regional projects and goals.

Although this plan will be a living document that will continue to be built upon, in the interim, it will provide statements of general focus for the non-basic and basic goals and general methods used to develop the economy; followed by a preliminary strategic analysis; a listing of various focus areas; CED guidelines; financing options; state incentives; and local incentives.

### **Community Development**

Non-basic or community development goals include, but are not limited to: housing, education, parks, recreation, public transit, public parking, traffic management, energy independence, food security, medical services, spiritual/religious institutions, natural resource conservation, open space, art and cultural facilities, historic and cultural preservation. Some of these community development activities will directly affect economic development activities, but the root impetus for pursuing these projects is to improve the quality of life in the community. For example, tourism can be directly affected by the community’s historic and cultural preservation activities, but these activities are deeply rooted in a preservation of the unique identity of the community. Another example is the construction of a recreation venue that fulfills not only a community need but, if done correctly, exceeds the local need and can be leveraged to broaden the attractiveness of the community to outside users of the recreation facility. The most important or highest priority actions that will further community development are included in this interim plan.

### **Economic Development**

Basic or economic development activities include business attraction, business retention and expansion, and business incubation. Central City has a number of existing and/or potential basic economic drivers including, but not limited to: gaming, mining, alternative forms of medicine and/or recreation, art and craft production, food and beverage production, music and other performing arts, publishing/editing, software development and services, heritage and recreation tourism, events, and festivals.

**Business Attraction:** Given Central City’s geographic location, irrespective of improved access to I-70 via the Central City Parkway, standard methods of business attraction are not as productive. Business attraction for Central City instead should focus on the marketing of its quality of life, the non-basic economic environment that it seeks to build, to attract new or relocating businesses and entrepreneurs. Central City may be well served to concentrate on community economic development where the emphasis is placed on creating a community that has such a high quality of life that it will attract small entrepreneurial businesses that are most likely “location neutral”, meaning that the type of business that they are involved in can be done in a location of their choosing. These businesses are typically small, as small as a sole proprietor to typically no more than thirty (30) employees.

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Central City's approach for business attraction is to create an environment that is supportive of the creative economy and entrepreneurial development. Once the essential support structures are in place and the creative and entrepreneurial business environment is stabilized, the community will need to market its advantages to key demographic groups. Location neutral entrepreneurs typically come out of three (3) age cohorts that are experiencing a life changing event:

- Age 20 to 25 young adult typically graduating from college or graduate school with a degree in a specialized area such as engineering, computer science, art studio, or film or other technical skill and are looking to start their own business or work for a small firm with the intention of eventually becoming partner or branching out to eventually start their own business;
- Age 35 to 40 adult with substantial experience who is starting a family and desires a less formal working arrangement or wants to start their own business continuing to work in their field;
- Age 55 to 60 senior adult with significant experience and industry contacts, has become an "empty nester", is able to typically go into semi-retirement and work for themselves or start a small firm providing services to the industry that they exit from.

The common personality trait for entrepreneurs from each of these age cohorts is a high tolerance for change. Unlike most people, major life changing events that occur outside of the entrepreneur's control is embraced as an opportunity for additional change and makes them less resistant to other changes. It is also common for entrepreneurs to be less risk adverse.

**Business Retention and Expansion:** Retaining and expanding businesses tends to get less attention and emphasis than it deserves. Winning the relocation or attraction of a large location dependent new business tends to get more press and political fanfare. However, retaining and assisting with the expansion of local businesses tends to have a greater return on investment for a community. Relocating and attracting location dependent businesses is often a very expensive undertaking and often requires incentives and concessions by the local community that will take years if not decades for the community to recoup. Community economic development emphasizes the growth and retention of local businesses over attracting location dependent businesses and generally accomplishes its retention and expansion goals by addressing the improvement of the business climate and quality of life of the local population. Business attraction becomes a byproduct of those initiatives.

Central City has intrinsic geographic, artistic, historic, and cultural advantages and for many years (even before gaming) relied on tourism as an economic engine with little planning or organization. Those same advantages that worked in Central City's favor prior to, as well as after the introduction of gaming, also created a unique quality of life that has attracted and retained generations of creative individuals. Due to a number of factors, including the City's moratorium that followed a surge of development interest after gaming was approved by the State and City, Central City lost considerable market share within the local gaming industry, and has dealt with similar decline within that economic sector over time despite the construction of the Central City Parkway. With the decline in revenues and visitation, many businesses have closed or soon could close, and thus, the community must seriously consider what it can do to prevent further business closures.

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The City of Central has begun to actively pursue a business retention and expansion program, first proposed and referred to as the *Central City Pilot Property Lease Program*, but through this interim plan will be renamed *Maintain Central*. Although businesses can be sorted between non-basic and basic industries, regardless of the business classification as non-basic or basic, the retention, stabilization and hopefully expansion of any business in the area is very important. The primary purpose of the program is to allow for the development of interventions that will retain or assist in the expansion of local businesses.

**Business Incubation:** Today there is no formal business incubation in the Central City area and starting a business incubator from scratch is likely cost prohibitive in the current economic climate. However, the community (whether public or private entities) owns under-utilized facilities and properties that could be leveraged to incubate new businesses.

**STRATEGIC ANALYSIS**

A standard and useful tool in strategic planning is to perform a SWOT analysis, or *Strengths, Weaknesses, Opportunities, and Threats* analysis that succinctly provides a snapshot of the likely environment for any undertaking. The following is a preliminary SWOT analysis that should be revisited during the effective period of this interim plan to arrive at a more complete and/or community verified SWOT analysis.

<b>Preliminary SWOT Analysis</b>	
<b>Strengths</b>	<b>Weaknesses</b>
<ul style="list-style-type: none"> <li>Natural Beauty</li> <li>Natural Resources</li> <li>History</li> <li>Culture</li> <li>Architectural Integrity and Character</li> <li>Visual Arts (Art Galleries, etc.)</li> <li>Performing Arts (Central City Opera)</li> <li>Casinos</li> <li>Arapahoe National Forest</li> <li>Chase Gulch Reservoir</li> <li>William C. Russell, Jr. Park and reservoir</li> <li>Museum Properties</li> <li>Summer Events/Festivals</li> <li>Art/Craft Events</li> <li>National Historic Landmark Designation</li> <li>Public Transportation (shuttle system)</li> <li>Pride of Community</li> <li>Alternative Medicine / Alternative Retail</li> </ul>	<ul style="list-style-type: none"> <li>Roadways (condition / traffic patterns)</li> <li>Narrow or No Sidewalks</li> <li>Parking</li> <li>High Property Prices</li> <li>Declining Assessed Values</li> <li>High Commercial Taxes (BID Taxes)</li> <li>Public and Private Maintenance</li> <li>Dominant Gaming Based Economy</li> <li>Incomplete / Inadequate Way Finding</li> <li>Main St. Economic Mix</li> <li>Broadband and/or Cellular Infrastructure</li> <li>Private Investment</li> <li>Business Improvement</li> <li>Lack of Housing</li> <li>BID Activity</li> <li>Physical Nature of Mining Properties</li> <li>Seasonal Residents</li> <li>Regional Collaboration</li> <li>Lack of Inventory in Hospitality</li> <li>Medical Facilities</li> </ul>

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Opportunities	Threats
Creative District	Vacant Buildings
Main Street District	Absentee Landlords
Entertainment District	Competing Communities
Central City Opera and Teller House	Changes in Spending Patterns
CC Opera residential properties	Demographic Changes
Urban Renewal Authority	High Rents (High Taxes)
Tax Increment Financing	High Property Prices
Outdoor Recreation (camping, fishing, ATVs)	Cost of CCP (operation & maintenance)
Vacant Buildings (Belvidere, Scarlett's, etc.)	Declining BID Tax Receipts
Food & Beverage	Competition for Natural Resources
Micro Brews / Spirits Industry	Declining State and Federal Resources
Washington Hall	Demolition by Neglect
Visitor's Center	Changes in Travel Choice
Historic Preservation	Transportation Infrastructure (mass transit)
Land / Property Availability	Declining Population
Regional Collaboration	Tolerance for Change

The purpose of the SWOT is not to limit the development of the community and is not an exhaustive list, but is meant to provide focus and clarity to a particular undertaking and to ensure that the community will have a full understanding of the range of influences that can affect the undertaking. It can also provide a focus for community economic development and assist with the prioritization of actions.

**FOCUS AREAS**

Focus areas can be determined by examining the SWOT analysis, identifying the perception of relative success, and the logical order of implementation. The focus areas are broken into various parts and/or projects; community development, hybrid, local economic development, and regional economic development.

**Community Development Focus Areas / Projects**

This section identifies a listing of the most immediate areas of the non-basic sector that the community should focus on. This is not an exhaustive list, but is meant to be those areas that can realistically be improved or are in such a critical condition that action must be taken immediately to stabilize that aspect of the community.

- Infrastructure
- Public Safety
- Housing
- Retail
- Cultural Facilities

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**Hybrid Focus Areas / Projects**

This section focuses on areas that can be most immediately pursued and will affect the entire Central City economy and cannot be ascribed to just non-basic or basic sector impact. This list, unlike the other sections, is meant to be a bit more comprehensive as of the time of the writing of this interim plan. True hybrid or holistic activities are rare but very effective. If other true hybrid areas are discovered, they should be added only after careful consideration of their cost and likely return on investment. Most holistic projects can be very costly and realistic cost-benefit analysis should be undertaken before embarking on any costly projects.

- Central City Parkway Access
- Outdoor Recreation
- Creative District
- Main Street District
- Arts Education

**Local Economic Development Focus Areas / Projects**

This section identifies the areas of basic economic sector activities that hold the greatest potential for positive results. This is not an exhaustive list, just as the areas listed in the previous section regarding the non-basic economic sector are not exhaustive. However, these areas have the greatest promise for a significant return on investment for the community and are most likely to expand the basic economic sector of Central City.

**NOTE:** This particular focus area will identify the primary mechanism from which the *Maintain Central* program will derive its abilities and form its basis of operation. The guidelines for said program are outlined below in the section so entitled. Also, it is important to note that this interim plan, including this local economic development program, is fulfilling a recognized municipal purpose.

**Location Neutral Business Attraction:** Standard business attraction often involves a significant investment in staff, outreach and marketing, and eventually concessions and investment by the community in order to attract a business that is interested in relocating. It is not unusual for large location dependent companies that can provide significant jobs and/or contribution to the tax-base to receive millions in incentives and local concessions. In some cases, communities have invested so much into attracting a particular business to the community that they may not see a return on their investment for a decade or longer.

Standard business attraction also uses key elements to put a community on the “radar” for site location consultants. These key elements may include many things like easy interstate access, rail and air transportation, and reasonable land, utility and development costs. Standard business attraction is heavily supported by programs and partnerships involving the state or large metropolitan cities and/or counties, and generally is not as easily workable for a community like Central City. Instead the City may choose to pursue the attraction of “location neutral businesses” which are those businesses, be they composed of a single entrepreneur or a firm of thirty (30) that can, by the nature of their work, be located anywhere in the U.S. or even the world. These businesses often rely on broadband and technology for their work and/or,

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especially in the case of artistic and craft goods production, they rely on a network of support for the creative economy including a collegial atmosphere, affordable and quality housing choices, significant amenities, and natural beauty. Central City is well suited to meet most of the needs of these location neutral businesses and can take steps to improve in the areas that need improvement.

There is a sort of infrastructure, or in this case support structure, that is required for location neutral businesses (LNB). Perhaps the most important part of the support structure is an essential service provider (ESP) who provides support functions and services such as accounting or bookkeeping, legal advice, mailing, mail delivery, fax service, copying, conference space, a gathering spot such as a coffee shop or deli, video conferencing, and occasional “heads down” space when collaboration is needed, all in a single physical location. Unlike the typical business incubator that provides subsidized office space and comingled services in a public facility, the ESP is a private sector business that operates, ideally, a public-private partnership facility that makes services and spaces available on an *a la carte* basis after paying a basic membership fee. In addition to basic business services and facilities on an *on-demand* basis that allow for close control of overhead, the ESP is also needed to address another very real need for LNBs – human contact. The need for human contact comes from the relatively isolated nature of LNBs, where most of their work is done at their home. Studies have shown that most workers who base their business out of their home need to get out and socialize about every third day or their productivity will suffer.

Another common need of LNBs is reasonably affordable high quality homes with a layout conducive to or designed to accommodate the needs of those engaged in a live-work lifestyle. Some of Central City’s historic housing stock lends itself well to a live-work lifestyle if more modern amenities can be brought to those homes. Although ideal housing might be able to be provided to LNBs in sufficient quantities, the natural beauty and community amenities will need to continue to provide a high value to these businesses in order to overcome any other real or perceived obstacles.

**Business Retention and Expansion Program:** Central City has never undertaken a formal business retention and expansion (BRE) program. Businesses have generally been able to thrive or at least limp along sufficiently in the past with no formal support or intervention. Today a loose, disorganized, and reactionary approach to BRE is insufficient. Central City has certainly lost a number of casino operations over the years; however, it potentially may have lost some emerging companies to competing larger cities who have provided support to their growing business and in some cases provided incentives for them to grow their business in their new location.

BRE is not glamorous. BRE rarely grabs headlines or even appreciation beyond the business that is saved, retained, or expanded. But although it lacks the glitz and fanfare of business attraction, it is the most effective of all basic economic development actions.

**Business Incubation:** Business incubation is similar to but more resource intensive than business retention and expansion (BRE) efforts. It also generally has a high fail rate given that many startups cannot survive more than 24 to 36 months on average. But business incubation can yield huge results, creating growing businesses who are a part of and committed to the community that supported their start. What distinguishes BRE from incubation is the maturity of

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the business. Most businesses that are younger than five (5) years can benefit from an incubation approach, while those businesses older than five (5) years are most likely to benefit from a BRE approach. Businesses that can be incubated are generally split into two (2) maturity categories: startups and mid-development. Startups are usually at the very beginning of their development to around two (2) years of operation. This is the most unstable time for a business and where the most business failures occur, and where successful intervention are the most difficult to create. Mid-development businesses generally have at least two (2) years of operation history but less than five (5) years of operation. While the business can still be volatile, there is some track record of the business to evaluate, to determine what will be the best intervention for the business.

The Central City Business Improvement District (BID) could be an effective tool for incubating startup businesses. The state statutes have authorized the BID to have unique service powers, including activities in support of business recruitment, management, and development. The BID could provide or organize a collaborative network of professionals that meet on a monthly basis to provide support and networking opportunities to new business ventures. Members of this network of professionals could give up to an hour of assistance to a startup or mid-development business in the hopes that they will succeed and eventually become clients. The BID could provide a facilitator who would help connect businesses with the help they need to stabilize or grow their business or even help to gracefully shutdown a business that is failing. The City could partner with the BID and provide support to ensure that the program meets the needs of startups with little risk or exposure to public assets and funding.

Although the City of Central lacks a Chamber of Commerce, and the BID is not presently organized to assist with this function, there is another organization currently forming within the City that could serve as a similar resource – the *Central City Merchants Association* (MA). The organization could eventually assist in developing educational forums, workshops, and business and economic development services in addition to targeted advocacy and networking opportunities. It could very likely play a role in incubation, alongside the City and potentially the BID, as well as be a key partner in BRE efforts and possibly LNB attraction.

The biggest role that the public sector can play in business incubation, besides collaborating with the BID and MA, is to consider the adaptive reuse of underutilized public and/or private assets. Often the biggest impediment to a growing business is to stabilize its working capital needs and exponential growth. This is usually evident in mid-development businesses that need assistance with cost reduction in order for receivables to be converted into cash and meeting working capital demands. Stabilization can usually be achieved within five (5) to seven (7) years of business operation. One of the easiest ways for the public sector to assist these growing businesses is provide a facility for the business at an initially greatly reduced or abated monthly rental amount and slowly increase the rent over a five (5) year period. After the fourth or fifth year of assistance, the business needs to be charged a market rental rate and thereafter be charged a market rental rate plus a rapidly escalating premium to encourage the business to relocate to a private property. Incubation needs to be short term and needs to be firmly managed in order for businesses to become self-sufficient and for new growing businesses to have access to the same assistance. Just as any basic economic development action should demonstrate net public benefit through a realistic cost-benefit analysis, any abatement or subsidy of rent should be secured and show that the community will be able to recoup its investment within a reasonable time period either through additional tax base and/or employment.

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**Tourism Diversification / Stabilization:** Tourism (albeit heavily gaming-based at times) has been the mainstay of the basic economic sector of Central City. Visitors come to enjoy the stunning natural beauty, experience the authenticity of the historic community, and be inspired by and a part of the creative environment of Central City. The prior success of Central City has been organic and relatively unorganized, often fueled by word of mouth, history, and reputation. In the current travel climate, Central City cannot remain competitive for tourism dollars without organization and effort to make the visitor experience not only seamless and simple, but remarkable.

Tourism and its associated retailing and services are at its heart firmly rooted in the basic economic sector. Instead of exporting goods and services and importing revenues, the lodging industry, and associated tourism retailing and service industries import visitors who consume locally produced goods and services and leave their revenues behind in the community. Other communities have become well organized and make the visitor experience seamless and easy, making the current difficulty in visiting Central City less attractive and therefore less competitive.

The highest grossing and growing sectors of the travel industry revolve around four (4) key areas: heritage/cultural tourism; eco-tourism; adventure/experiential tourism; and sporting tourism. All of these tourism interest areas share in common some general demographic traits – these tourists are generally well educated, stay longer or make repeat visits, are willing to spend more for authenticity and unique experiences, and appreciate a strong environmental ethic. The heritage and cultural tourist generally wants to stay in an upscale historic hotel, eat at local restaurants offering traditional local cuisine, and tour and experience authentic historic sites and interpretation. The eco-tourist generally values the opportunity to stay in unusual accommodations that support sustainability and conservation, and to participate in activities that allow the tourist to interact with the natural environment in a memorable way and leave no trace of their visitation. The adventure or experiential tourist is less concerned with accommodations and is mostly concerned with having an experience that they can never have anywhere else and are able to take back the thrill, the knowledge, and the skills that they acquired from their visit. The sporting tourist is similar to the adventure or experiential tourist in their focus on the activity that they will be engaged in during their visit, be it a competition or event, or other similar activity.

The one attribute that all of these types of tourism exhibit is these tourists have a deep passion for the interest that motivates them to travel. When a person becomes passionate about an experience, they become what is known as “price insensitive”, which simply means that they will scrimp, save, and sacrifice in order to follow their passion and are willing to pay a premium for the highest quality, most authentic, and/or impactful trip.

The public sector’s role in this area is to facilitate organizing of the private sector tourism industries and forming partnerships among private, public and non-profit sectors that will support an overall effort to increase, diversify, and stabilize Central City’s tourism industry. A very key component of that support is the creation of a tourism portal website that will act as a trip planner for visitors that want to travel to Central City. In addition, the designation of the City as a Creative District can create a natural partnership between various state departments, the City of Central, and all segments of the creative economy that is heavily engaged in heritage or cultural tourism and adventure or experiential tourism. The City’s role can be to bring diverse

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resources together into one virtual location and make it easy for the traveler to not only visit, but to have an exceptional experience on their visit. The best way to do this is to build the capacity and then create and maintain a portal website that also provides a trip planner.

The need for providing an organized portal with a trip planning function is based on the fact that one of the largest growing segments in travel is family vacations. The tendency is for families to try to combine multiple interests into a single trip where everyone has an opportunity to participate in something meaningful for them. Modern family vacations often have multiple purposes and the wider the variety of offerings that can be conveyed, the more likely you are to get the tourist to not only come, but to stay longer and make repeat trips.

**Art/Craft Production:** The production of art and crafts, ranging from classical visual arts, to performance arts, to pottery and glass works, to jewelry-making, to literary arts and all points between, has been a basic economic contributor for Central City for quite some time.

The interest in the arts within the community is continuing to increase, and members outside the City continually participate in local arts and crafts events. With the current and hopefully growing demand for the arts, it is likely that the need for increased inventory of studio space will soon surface. The City could give consideration to assisting with the development of additional affordable studio space to retain and attract artists to Central City. In addition to making it possible to retain and attract artists, a development of this type would also provide a natural gathering place for artists to socialize and collaborate and could lead to informally structured mentorships among experienced and inexperienced artists working in similar or the same medium.

The sale of art has changed in recent years. Galleries are no longer limited to their physical location. To be competitive, galleries are creating an internet presence, and may even participate in open-air fairs and events. This is particularly true of artist owned/operated galleries. Cultural markets and artist cooperative galleries are beginning to become more viable. With changes to the function and regulation of uses on Main Street as discussed within some circles of the community, which if implemented could add Main Street to the list of available venues for selling art and crafts produced in Gilpin County. Aside from affordable studio space, more accessible and reasonably priced venues for the sale of art and crafts is a need of the emerging artist.

**Events and Festivals:** Events and festivals can provide significant increases in visitation and can drive additional activity for the tourism industry and retailing. The most popular and apparently productive festivals and events have been:

- Shows and events at the Central City Opera House and the Teller House
- Central City Wild Bunch on Main Street
- Madam Lou Bunch Day
- Stills in the Hills
- Central City Days
- Pit Rally on the Central City Parkway
- Central City Bacon Tour

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- Great Central City Beer Fest
- Creepy Crawls
- Tommyknocker Craft Fair
- Gilpin County Arts Exhibits/Shows

These events, festivals, tours, and fairs, despite the controversy over holding some events on Main Street or Eureka, or closing the Central City Parkway, generate foot traffic which usually involves lodging, restaurant, gaming, and other sales in the community in addition to the sales at the event. The number of events does not appear to be an issue. Instead, timing and coordination of these events is needed, including possible joint advertising of the events to increase market penetration.

The City's role in this should be to facilitate organization among event, festival, and fair hosting organizations to ensure that there is coordination and mutual support among these organizations. It may also be appropriate for the City to consider entering into project participation agreements with event promoters to waive use and rental fees provided when an event or events can show direct economic benefit to the community that exceeds the value of the public support and participation that is provided.

#### **Regional Economic Development Focus Area / Projects**

This section will be more appropriately addressed in the full plan/element that ultimately will be incorporated into or connected with the Central City Comprehensive Development Plan.

- Media Production
- Alternative Energy
- Research and Development

#### **COMMUNITY ECONOMIC DEVELOPMENT GUIDELINES**

##### **Non-basic Economic Sector (Community Development)**

- ❖ To be developed in the full plan.

##### **Combined Non-basic and Basic Economic Sector (Hybrid)**

- ❖ To be developed in the full plan.

##### **Local Basic Economic Sector (Economic Development) – *Maintain Central***

The primary purpose of the *Maintain Central* program is to provide public support for economic development projects in Central City that foster, promote, and enhance local economic development efforts. And generally, the interim plan, as well as this specific program, fulfills an authorized governmental and/or proprietary function for the City of Central.

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- A. The governing body may assist economic development projects in any legally permissible manner including, but not limited to, provision of land, buildings and infrastructure. The City may provide land, buildings, or infrastructure it already owns, or it may build, purchase or lease the facilities needed for an economic development project. The City, at its sole discretion, may bear the full cost or contribute a portion of the costs including the waiver of applicable fees. The City, at its sole discretion, may also contribute to the payment of costs for professional service contracts such as feasibility studies and planning and design services needed to implement a project.
- B. The governing body may consider offering all forms of assistance allowed under this plan and any other legally permissible forms of assistance; however, this does not establish any obligation on the City's part to offer any specific type or level of assistance.
- C. The City may create and maintain an Economic Development Fund into which it may deposit the revenue derived from its related operations and/or programs.
- D. The City may engage in economic development projects involving one or more other governmental or quasi-governmental entities for projects, which encompass more than one municipality, county, or political subdivision (i.e. Business Improvement District). In such instances, the relevant governing bodies should adopt an intergovernmental agreement.

To the extent that any economic development activity by the City includes long-term rental and/or leasehold agreements, it is important to note that local and state laws authorize this ability, including but not limited to the following provisions:

- Section 11.7 of the Home Rule Charter for the City of Central (*Long-Term Rentals and Leaseholds*):
  - The City Council may by ordinance, and without an election, enter into long-term rental or leasehold agreements for any municipal purpose. The agreements may include an option or options to purchase and acquire title to the property within a period not exceeding the useful life of the property. A long-term lease is a lease having a duration of more than one year.
- Title 31, Article 15, Part 8 of the Colorado Revised Statutes (*Long-Term Rentals and Leaseholds*):
  - **C.R.S. 31-15-801 (*Agreements – ordinance – financing*)**: In order to provide the necessary land, buildings, equipment, and other property for governmental or proprietary purposes, any municipality is authorized to enter into long-term rental or leasehold agreements, but in no event shall this be construed as authorizing the use by any municipality of leasehold agreements to finance residential housing. Such agreements may include an option to purchase and acquire title to such leased or rented property within a period not exceeding the useful like of such property and in no case exceeding thirty years. Each such agreement and the terms thereof shall be concluded by an ordinance duly enacted by the municipality. No such ordinance shall take effect before thirty days after its passage and publication. The governing body

City of Central  
Interim Community Economic Development Strategic Plan

of any municipality is authorized to provide for the payment of said rentals from a general levy imposed upon both personal and real property included within the boundaries of the municipality; by imposing rates, tolls, and service charges for the use of such property or any part thereof by others; from any other available municipal income; or from any one or more of the said sources. The obligation to pay such rentals shall not constitute an indebtedness of said municipality within the meaning of the constitutional limitations on contracting of indebtedness by municipalities.

- **C.R.S. 31-15-802 (Tax exemption):** Property acquired or occupied pursuant to this part 8 shall be exempt from taxation so long as used for authorized governmental or proprietary functions of municipalities.
- **C.R.S. 31-15-803 (Enforceability):** Purchase or leasehold agreements entered into by any municipality pursuant to this part 8 shall be enforceable in any court of competent jurisdiction.

**Regional Basic Economic Sector (Economic Development)**

❖ To be developed in the full plan.

**FINANCE**

❖ To be developed in the full plan.

**STATE INCENTIVES**

❖ To be developed in the full plan.

**LOCAL INCENTIVES**

❖ To be developed in the full plan.





## AGENDA ITEM #8

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Abigail R. Adame, Finance Director

**DATE:** March 3, 2015

**ITEM:** Resolution 15-07 A Resolution of the City Council of the City of Central, Colorado Establishing Certain Financial Procedures Specific to Authorize Check Signatories and the Use of Credit or Debit Cards.

**NEXT STEP:** Make a motion to adopt Resolution 15-07, 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:** Resolution 15-07 establishes those elected officials and employees that are authorized to sign checks as well as those authorized as a signatory on bank accounts for the City. As the City recently hired a new Finance Director; the former Finance Director Shannon Flowers is no longer an authorized signatory on bank accounts. As such Resolution 15-07 designates Abigail R. Adame Finance Director and Whitney Blake Deputy Finance Director as an authorized signatory on bank accounts and as employees authorized to sign checks issued by the City. Mayor Pro-tem Kathryn Heider is also designated as an authorized signatory on bank accounts via this resolution. She replaces former Mayor Pro-tem Robert E. Spain.

It is also necessary at times for City employees to use credit or debit cards in order to make purchases or reservations, Resolution 15-07 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 for such purchases.

- II. RECOMMENDED ACTION / NEXT STEP:** Make a motion to adopt Resolution 15-07, 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 see Resolution 15-07.

V. **LEGAL ISSUES:** None.

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

VII. **SUMMARY AND ALTERNATIVES:**

1. Make a motion to adopt Resolution 15-07.
2. Adopt Resolution 15-07 with amendments.
3. Table for further discussion.
4. Do not adopt Resolution 15-07.

**CITY OF CENTRAL, COLORADO  
RESOLUTION NO. 15-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL  
ESTABLISHING CERTAIN FINANCIAL PROCEDURES SPECIFIC TO  
AUTHORIZED CHECK SIGNATORIES**

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

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

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

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

**WHEREAS**, a credit 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 Kathryn Heider, City Manager Daniel R. Miera, Finance Director Abigail R. Adame and Deputy Finance Director Whitney Blake.
3. All wire transfers will require authorizations from any two of the following: Mayor Ronald E. Engels, Mayor Pro-tem Kathryn Heider, City Manager Daniel R. Miera, Finance Director Abigail R. Adame and Deputy Finance Director Whitney Blake.
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: Daniel R. Miera, City Manager; Abigail Adame, Finance Director; Deputy Finance Director, Whitney Blake, Terry Krelle, Chief of Police; Gary Allen, Fire Chief; and Aaron Behring, Interim Public Services Director.
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 by City Council, whereupon City Staff is directed to take all steps necessary to implement the internal financial control practices set forth in this Resolution No. 15-07.

ADOPTED THIS 3<sup>rd</sup> DAY OF MARCH, 2015.

**CITY OF CENTRAL, COLORADO**

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

**ATTEST:**

**APPROVED TO FORM:**

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

By: \_\_\_\_\_  
Marcus McAskin, City Attorney



To: Mayor and Council  
From: Daniel R. Miera, City Manager  
Date: March 3, 2015  
Re: Staff Report

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❖ **General**

- Regular Weekly Management Team Meetings.
- Various meetings with staff, council members, and community members.
- Attended the CCCMA Winter Conference in Glenwood Springs.
- Attended Bond Election Workshop in Broomfield relating to the Fire District creation concept.

❖ **Legal**

- Worked with City Attorney McAskin to address questions relating to public input during work sessions.
- Attended CIRSA Training.
- Met with City Attorney McAskin to begin addressing legal issues relating to the proposed signage improvements presented during the joint City/BID Work Session.

❖ **Human Resources**

- Hired a new Finance Director (Abigail Adame).
- Accepted resignation from Public Services Director Griffith, and began working on a transition plan.
- Worked with Finance Director Adame to begin coordinating various HR trainings.
- Authorized the recruitment process for an existing PD Officer position based on a recent resignation from a patrolman.

#### ❖ Finance

- Worked with Finance Director Adame to begin the refinancing effort relating to the Ennovate Loan at CBB (in place of the LOC with ENB).
- Met with various capital market companies to discuss opportunities relating to the BID's bond debt.
- Met with Finance Director Adame to begin process of reconstructing the IFB process for the CCP Billboard program.

#### ❖ Information Technology

- Received notice of award from SIPA regarding our grant application.

#### ❖ Community Development

- Issued the letter of support for the Iron Horse Casino project authorized by Council.
- Started process with John Strom (Economic Strategies) to begin working on an application to GOCO for a Recreation/Open Space Master Planning grant.
- Met with Shannon from Reserve to begin detailing plans to move forward with the signage improvements presented at the joint City/BID meeting.
- Attended the first Main Street Steering Committee meeting.
- Met with JKQ BBQ operator Kara T. to discuss ideas relating to the City's business retention program plans.
- Met with Tim Katers of DOLA to discuss the City's CDBG-DR grant application.

#### ❖ Intergovernmental

- Attended the joint work session meeting between the City Council and the BID BOD.
- Met with Black Hawk City Manager J. Lewis regarding concerns relating to the new shuttle stop behind Z's Casino in BH.

#### ❖ Public Services

- Continued working with JVA to propel the work on our Streets Master Plan, which has begun with a survey project to establish the City's rights-of-ways.

#### ❖ Public Safety

- Coordinated final movements within the Station 2 space changes with the Fire Department and GAA.

## City Clerk's Office

**To:** Mayor Engels, City Council, and Manager Miera

**From:** Reba Bechtel, City Clerk

**Date:** March 3, 2015

**Re:** Bi-weekly Report

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- Council minutes and packet prep.
- Attended PC work session on 2/4.
- Attended Public Officials Liability Training with CIRSA on 2/11.
- Attended Council Work Session with the BID on 2/17.
- Misc, special event, building permits, code questions, HP, and zoning information.



To: Daniel R. Miera, City Manager  
Cc: Mayor and Council  
From: Abigail R. Adame, Finance Director  
Date: March 3, 2015  
Re: Staff Report

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➤ **Finance**

- Worked with Shannon Flowers on the Finance Department transition plan.
- Prepared and filed 1099s with the IRS, state and 1099 recipients.
- Participated in a telephonic conference call with Caselle and an IT representative from Allen IT to discuss our accounting software implementation schedule.
- Prepared Resolution 15-07.
- Contacted Evergreen National Bank and discussed the City's desire to discontinue our efforts in seeking a line of credit. Discussed the possibility of refinancing the City's Ennovate loan agreement.
- Discussed the SIB Loan applications with our SIB representative.
- Updated the Fixed Assets depreciation worksheet.
- Worked with the Deputy Finance Director and processed bi-weekly payroll and all associated tax and retirement filings.
- Deputy Finance Director continued preparing year-end reconciliation of accounts.
- Deputy Finance Director processed Accounts Payable.
- Deputy Finance Director processed Accounts Receivable and prepared weekly deposits.

➤ **Human Resources**

- Worked with the Police Department in creating a job description for a police officer position.

- Prepared a job description for the position of Public Services Director.
- Coordinated training on Sexual Harassment for staff which will be held in April.
- Contacted Barbara Wyngarden from MSEC and requested several personnel policies.
- Created a filing system for personnel files.
- Set-up meetings with our representatives from Moody's Insurance to review our health insurance policies.

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

**From:** Shawn Griffith, Public Services Director

**Date:** March 3, 2015

**Re:** Bi-weekly Report

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- **Snow Removal and Sanding** – February was one of the snowiest on record. The Mag and the sand combination generally functioned very well. PW is still fine tuning the delivery system and times.
- **Big T** – Staff spoke with Mr. Schlang of Pinnacle and their executive staff was to make a decision on awarding the contract and the time line for completion. More information may be available by Monday before the meeting.
- **Raw Water Infrastructure** – The PER (Preliminary Engineering Report) that was paid for by a grant, should be available in draft form by the end of the week. The next step is to apply for a \$450K construction grant which should commence within a month.
- **Ennovate (now Ameresco)** – City Hall is still experiencing some difficulty with the high limit switches tripping on the pre heat side of the HVAC. Mr. Chuck Silkman, VP of Ameresco, is looking to MSI for solutions to extend the vent stack. The short vent stack creates a temperature inversion and traps the hot air thus tripping the high limit switch.
- **Projects for Spring/Summer of 2015-** The following is a list of projects that can move forward once funding from the SIB Loan has been approved. The Nevada St Rock Wall(550K), FEMA repairs on the Parkway(485K), Chase Toe Dam remediation (40K), Raw Water Intakes (450K), a proposed new Parkway interchange (TBD), Storm water management and remediation (200K), and the Big T Storm Drain (Pinnacle 600K).



To: Daniel Miera, City Manager  
From: Terry Krelle, Police Chief  
Date: 02/26/15  
Subject: Bi-Weekly Report



#### Attended Senior Staff Meetings

Completed normal administrative duties, processed and filed paperwork

Attended the state Chief's associations mid year conference.

Arranged for the repair of several vehicles that had emergency equipment go out.

Worked on updating the Policy and Procedure manual.

Continued to work with our radio vendor to complete adjustments to our radios.

Worked on updating job descriptions.

Officer Gottschalk has taken the Chief's position in Kersey. We are now starting the hiring process.

Worked on completing our 2014 NIBRS data for the State.

Outlaw Report 02-08-2015 to 02-21-2015

On 2/8/2015 police responded to the Century Casino parking garage on a report of an intoxicated male yelling obscenities.

On 2/8/2015 police responded to the Reserve Casino parking garage on a reported suspicious vehicle. Police contacted a male sleeping in a car. He was advised to get a hotel room.

On 2/9/2015 police responded to Upper Apex and assisted the Gilpin County Sheriff's Office with a dog attack. The owner of the dog was arrested for violation of a restraining order.

On 2/9/2015 police located a semi tractor trailer blocking traffic. The driver was lost and needed help getting back to I-70. After the police escorted the Semi through Black Hawk, the driver said, "My GPS isn't worth the three hundred dollars I paid for it."

On 2/9/2015 police responded to the Reserve Casino to assist the fire department with a fire alarm. Hotel guests were found smoking in the hotel room.

On 2/10/2015 police responded to the Century Casino on a female trying to sell cocaine to casino guests.

On 2/10/2015 police responded to the Reserve Casino on damage to the hotel room from a female guest.

On 2/10/2015 police were contacted by a resident on West 1<sup>st</sup> high St because the moving company he hired stole some of his property.

On 2/10/2015 police responded to the Reserve Casino on the report of a stolen credit card. The intoxicated female said her sister stole her credit card and withdrew several hundred dollars. Surveillance showed the female withdrew the money herself. She claimed she "forgot" she did that.

On 2/11/2015 police responded to Johnny Z's Casino on the theft of a cell phone. Police identified the suspect and called the phone. She exchanged the phone for a summons.

On 2/11/2015 police responded to a motor vehicle accident on Hwy 119 and assisted the Gilpin County Sheriff's Office with traffic control.

On 2/11/2015 police responded to the Bonanza Casino on a burglar alarm.

On 2/12/2015 police responded to the Reserve Casino on a lost twenty dollar bill. Police contacted the suspect who said she gave the money back to the person who dropped it. They were contacted and the money was returned to the proper owner.

On 2/12/2015 police contacted a male parked on the shoulder of the Central City Pkwy. He claimed he was, "Taking a break" from driving.

On 2/12/2015 police responded to Gold Mountain Village Apartments on a report of a female being assaulted, raped and drugged. The female was found unharmed at her place of employment.

On 2/12/2015 police responded to the Dostal Alley parking lot on a disturbance in progress. A couple was arguing and the male picked up the female and shoved her into his truck in an attempt to move her against her will. The male was arrested for kidnapping, harassment and domestic violence.

On 2/13/2015 police attempted to locate an elderly male who failed to return home after being separated from his wife in a casino the prior night. Later in the day the missing male returned home.

On 2/13/2015 police responded to the Reserve valet parking garage after surveillance watched a male and female stealing casino property. The incident is under investigation.

On 2/13/2015 police responded to Gold Mountain Village Apartments on a burglary in progress. The victim claimed he pepper sprayed the suspect. The suspect was later identified as his neighbor who said he was sprayed after an argument over a woman. Neither wanted charges filed.

On 2/13/2015 police responded to Gold Mountain Village Apartments on a noise complaint.

On 2/13/2015 police responded to the Century Casino on a lost wallet. The wallet was later located where the victim left it.

On 2/14/2015 police responded to Gold Mountain Village Apartments on a noise complaint and harassing text messages. While the police were talking to the victims, the suspect exited his apartment and started screaming obscenities. When police identified themselves as they knocked on his door and the suspect said he was going to assault the officer with a baseball bat. He was arrested without incident.

On 2/14/2015 police assisted the fire department with a male experiencing an allergic reaction having trouble breathing.

On 2/14/2015 police responded to the Canyon Casino to assist Black Hawk Police with an intoxicated male. The male threatened to return with his "homies" to assault police. Black Hawk Police transported him to detox.

On 2/14/2015 police responded to the Isle of Capri Casino to assist Black Hawk Police with an intoxicated male arguing with casino staff.

On 2/15/2015 police responded to the Monarch Casino to assist Black Hawk police with a male urinating off a balcony.

On 2/16/2015 police gave a resident a courtesy ride from Gold Mountain Village apartments to the Century Casino.

On 2/16/2015 police responded to Gold Mountain Village apartments on a noise complaint. Children were found dancing in the breezeway.

On 2/16/2015 police responded to Gregory St. on a report of a bus stuck in the roadway. The bus was moved before police arrived.

On 2/17/2015 police were responded to the Reserve Casino parking garage on a report of someone "smoking something" in a parked car. A male was contacted and found smoking a cigarette.

On 2/17/2015 police responded to Nevadaville Rd. to assist Gilpin County Sheriff's Office with a vehicle that had a flat tire.

On 2/18/2015 police responded to Athena Rd. to assist Gilpin County Sheriff's Office with a person screaming and moaning. The person did not need police assistance.

On 2/18/2015 police were requested to assist Human Services at Gold Mountain Village apartments. While at the apartments, police found a prior tenant trespassing. He was issued a summons to municipal court.

On 2/19/2015 police responded to the area of highway 6 and highway 119 to assist Colorado State Patrol on a domestic dispute. A female was crawling out the window of a moving car after kicking the driver in the head.

On 2/19/2015 police responded to the Saint James Methodist Church on the report of a snow plow that struck a retaining wall.

On 2/19/2015 police responded to Gregory St. on three males walking down the road consuming alcohol. They were verbally warned about public consumption of alcohol.

On 2/21/2015 police observed a female lurking in the back of a car in the Reserve Casino parking garage. She had an active warrant for theft and was taken to the Gilpin County Jail.

On 2/21/2015 police responded to Bridge St. and Spring St. on a motor vehicle accident.

During last week about 11 citations, 20 warnings and 1 parking citation were issued.

## MEMORANDUM

**DATE:** 12 February 2015  
**TO:** Daniel Miera / City Manager  
**FROM:** Gary Allen / Fire Chief  
**RE:** **Activity Report**

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The Fire Department has responded to 34 incidents as of 11 February, 2015 with 4 incidents being out of city, and of those 2 incidents was for Mutual Aid (MA) to other agencies. Following are the activities the department responded to and conducted for the reporting period.

Thursday 29 Jan., 2015 - 08:43 AM / Fire Alarm, 129 Main St.  
Thursday 29 Jan., 2015 - 12:19 PM / Medical, GMV building 7  
Saturday 31 Jan., 2015 - 02:40 AM / MVA, MM 7 CCP  
Saturday 31 Jan., 2015 - 07:49 AM / Medical, GMV building 4  
Saturday 31 Jan., 2015 - 19:48 PM / Fire Alarm, 321 Gregory St.  
Monday 2 Feb., 2015 - 02:46 AM / Fire Alarm, 111 Lawrence St.  
Tuesday 3 Feb., 2015 - 10:54 AM / Medical, GMV building 7  
Tuesday 3 Feb., 2015 - 20:41 PM / Medical, 102 Main St.  
Wednesday 4 Feb., 2015 - 22:54 PM / MVA, 300 Blk Gregory St.  
Friday 6 Feb., 2015 - 14:27 PM / Structure Fire MA to Timberline Fire, 1507 Karlann  
Saturday 7 Feb., 2015 - 10:54 AM / Medical, 132 Lawrence St.  
Sunday 8 Feb., 2015 - 15:24 PM / Medical, 321 Gregory St.  
Monday 9 Feb., 2015 - 21:55 PM / Medical, Spring St. Residential  
Monday 9 Feb., 2015 - 22:48 PM / Fire Alarm, 321 Gregory St.  
Tuesday 10 Feb., 2015 - 10:34 AM / Medical, 321 Gregory St.  
Tuesday 10 Feb., 2015 - 20:14 PM / Fire Alarm, 321 Gregory St.  
Wednesday 11 Feb., 2015 - 07:54 AM / Structure Fire, 79 Virginia Canyon Road, Idaho Springs MA to CCFA.  
Wednesday 11 Feb., 2015 - 20:14 PM / Fire Alarm, 321 Gregory St.

## **Training**

Attended a North Central Region Incident Operations meeting at South Metro Fire.

Attended an election workshop at North Metro Fire Headquarters in Broomfield.

Conducted monthly Truck & Station Maintenance at Station 1

Conducted monthly regular department training on SCBA's at Station 2 (Apex)

## **Meetings**

Attended staff meetings at City Hall.

Attended City Council meeting at City Hall.

Attended a Wildland Training & Exercise meeting at West Metro Fire for an upcoming large scale incident exercise.

Met with Chief Kelly Babeon on matters of mutual aid to Clear Creek during some rebuilding time that he has had develop.

Attended the Alive at 25 meeting on the scenario being conducted at the Gilpin School on 30 April during prom weekend.

## **Apparatus**

Worked on C-31 exhaust. Also noticed that it has a fuel or oil leak near the fire wall which will need to be repaired and will get it in ASAP.

C-32 is scheduled to go to the shop next week for a radiator leak.

## **General**

The department conducted our 2014 Service and Awards dinner on 29 January. Awardees were Kaitlyn Tuey and Zachary Meyer for completion of their Rookie class, Captain Phil Headrick- most incident hours, Firefighter Jennifer Mrachek – most training hours and Firefighter Kyle Headrick for Firefighter of the Year for putting together and GIS mapping of all the city's fire hydrants, FDC's and water supply area's along with placing that information into a map book. This will not only help the department out in time of responses but saved the city thousands of dollars in GIS services.

Submitted a new Colorado Firefighter Safety Grant into the State for \$309,000 for 2013 compliant Self Contained Breathing Apparatus (SCBA's) and vehicle extrication and stabilization equipment. No match is currently required but it could help.

Submitted a Colorado State EMS Provider grant for \$6,000 for a stair chair that also climbs the stairs when needed. Our match will be the neighborhood of \$3,000.00.

We will also be submitting a North Central Region / Homeland Security grant for SCBA's. We are trying every way to be 2013 compliant with our SCBA's.

## MEMORANDUM

**DATE:** 26 February, 2015

**TO:** Daniel Miera / City Manager

**FROM:** Gary Allen / Fire Chief

**RE:** Activity Report

---

The Fire Department has responded to 47 incidents as of 25 February, 2015 with 6 incidents being out of city, and of those 4 incidents was for Mutual Aid (MA) to other agencies. Following are the activities the department responded to and conducted for this reporting period.

Saturday 14 Feb., 2015 - 10:43 AM / Fire Alarm, 321 Gregory St.

Saturday 14 Feb., 2015 - 17:07 PM / Medical, 321 Gregory St.

\*Saturday 14 Feb., 2015 - 18:29 PM / Wildland Fire, Montane Dr. MA-Clear Creek

Sunday 15 Feb., 2015 - 20:15 PM / MVA, MM 2 CCP

Sunday 15 Feb., 2015 - 23:54 PM / MVA, MM 7.6 CCP – cleared at 02:00 AM

Monday 16 Feb., 2015 - 10:46 AM / Flooding, 203 Eureka St. Broken water line

Tuesday 17 Feb., 2015 - 17:59 PM / MVA, "D" St & Lawrence St.

Wednesday 18 Feb., 2015 - 17:44 PM / Public Assist, Rock wall collapse

Saturday 21 Feb., 2015 - 15:11 PM / MVA – Haz-Mat, Bridge St. & Main St.

Saturday 21 Feb., 2015 - 15:20 PM / Mutual Aid to Black Hawk city coverage

\*Monday 23 Feb., 2015 - 08:21 AM / Structure Fire, 900 15<sup>th</sup> Street, Georgetown MA to Clear Creek

Monday 23 Feb., 2015 - 16:50 PM / Public Assist, GMV building 3 Mammoth view Lane – Build dykes & dams for a raw sewage leak coming from manhole.

Wednesday 25 Feb., 2015 - 20:55 PM / Fire Alarm, 321 Gregory St.

## **Training**

Attended a training on our new Emergency Reporting software on Monday 16 February.

Conduct Rookie Firefighter class with 2 new people at Station 2 on Wednesday 18 Feb.

Conduct regular department training on firefighter JPR's on ropes & knots.

Five personnel attended the St. Anthony's Mini-Conference at Ameristar on Sunday 22 February. And four attended on Monday 23 February.

Attended a short movie premier and panel discussion in Boulder on Wildland fire and climate change. The movie is called Unacceptable risk in climate change in Wildland fire

## **Meetings**

Attended Staff meetings at City Hall

Met with Chief Brian Zroil of Foothills Fire on radio frequencies and items for Mutual Aid.

## **Apparatus**

I had to take my Command 31 to Mountain Muffler for some exhaust repairs.

Took Command 32 down to Stevinson Chevrolet for some radiator work and overheating issues. And a week later picked it back up.

Command 31 has an oil or fuel leak that is leaking into the cab area. We will be getting that into a shop as soon as we can.

Engine 31 and 32 are both in need of tires and we will be getting that done as soon as we can.

## **General**

The US Forest Service continued to burn pile burns in the Columbine Campground area, smoke was visible from many different areas and caused a stir for a while.

I submitted a Colorado EMS Grant request in conjunction with San Louis Valley Retac for a stair chair.

Assisted in removing a Public Works snowplow from being stuck on County Road St.