CITY OF CENTRAL, COLORADO
NOTICE OF A REGULAR MEETING of the CITY COUNCIL to be held on
Tuesday, September 5, 2017 @ 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
   Kathryn Heider
   Mayor Pro-Tem
   Shirley Voorhies
   Council members
   Judy Laratta
   Jeff Aiken
   Mary Bell

3. Pledge of Allegiance

4. Additions and/or Amendments to the Agenda.

5. Conflict of Interest.

6. Consent Agenda: All matters listed under Item 6, Consent Agenda, are considered to be routine business matters by the Council and will be enacted with a single motion and a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Agenda and considered separately.

   Regular Bill lists through August 30; and
   City Council minutes: August 15, 2017

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. Historic Preservation Annual Report (Rears)

8. Central City Promise Program Request – Daniel Madrigal-Garcia (Rears)

9. Resolution No. 17-21: A resolution of the City Council of the City of Central, Colorado reaffirming the City’s support for the Federal Fair Housing Act. (Rears)

10. Resolution No. 17-22: A resolution of the City Council of the City of Central, Colorado awarding a bid for the Central City 2017 Concrete Flatwork Project (RFP 2017-5) and authorizing the City Manager to execute a construction contract with Fasick Concrete, Inc. (Hoover)

11. Resolution No. 17-22: A resolution of the City Council of the City of Central, Colorado adopting a Duplication of Benefits Policy for Community Development Block Grant-Disaster Recovery Funding (Rears)
REPORTS –

12. Staff updates – Wayfinding Signs

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)(b) and -402(4)(e), to discuss specific legal questions and to instruct negotiators concerning pending water rights cases and matters, including Case No. 16CW3149 and the James Peak/Echo Lake matter.

ADJOURN. Next Council meeting September 19, 2017.

Posted 8/31/2017

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

#### Check Register - 08/29/17

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**Total:** 21,665.27
CALL TO ORDER
A regular meeting of the City Council for the City of Central was called to order by Mayor Heider at 7:00 p.m., in City Hall on August 15, 2017.

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

Absent: None

Staff Present:  City Manager Miera
               Attorney McAskin
               City Clerk Bechtel
               Finance Director Adame
               Community Development Director Rears
               Public Works Director Hoover
               Utilities Director Nelson
               Fire Chief Allen
               GCSO Captain Ihme

The Pledge of Allegiance was recited by all present.

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

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

CONSENT AGENDA
Alderman Laratta moved to approve the consent agenda containing the regular bill lists through August 9 and the City Council minutes for the meeting on August 1, 2017. Mayor pro tem Voorhies seconded. In discussion, Mayor Heider asked about the expense for the power pole. Manager Miera explained that we are responsible for the poles downtown and Xcel is responsible for the other poles in the City. When Mayor Heider called the question, the motion carried unanimously.

PUBLICFORUM/AUDIENCEPARTICIPATION
No one requested time to address the Council.
PUBLIC HEARING

Ordinance No. 17-07: An Ordinance of the City Council of the City of Central, Colorado, Excluding Certain Property from the Boundaries of the Central City Business Improvement District.

Attorney McAskin reviewed the background as follows: Ordinance No. 17-07 excludes certain City-owned property ("City Property") from the boundaries of the Central City Business Improvement District ("CCBID"). A Petition for Exclusion (the "Petition") requesting the exclusion of the City Property from the CCBID boundaries was filed with the City Clerk on July 14, 2017. The Petition was executed by the City Manager in accordance with the authorization set forth in Resolution No. 17-07 dated February 21, 2017. C.R.S. § 31-25-1220 vests City Council with jurisdiction to exclude the City Property from the CCBID boundaries. The City Property is described with particularity in the Petition, and consists of sixteen (16) separate parcels. In accordance with C.R.S. § 31-25-1220(1) and (2), the City Clerk caused notice of the filing of the Petition to be given and published.

City Council held the public hearing on the exclusion request as required by C.R.S. § 31-25-1220(2) on August 1, 2017. No person present for the hearing (including a representative from the CCBID) provided any testimony during the hearing, nor were any written statements received. At the conclusion of the public hearing, and following a motion duly made, seconded and unanimously approved, the City Council determined that the proposed change of boundaries of the CCBID did not adversely affect the CCBID.

C.R.S. § 31-25-1220(2) states, in relevant part, that: "If the change of boundaries of the [business improvement] district does not adversely affect the district and if the petition is granted, the [City Council] shall adopt an ordinance to that effect and file a certified copy same with the county clerk and recorder of the county in which the property is located."

At 7:07 p.m., Mayor Heider opened the Public Hearing for Ordinance No. 17-07.

Bill Porter, a representative for some of the bondholders, noted that it is not stated but they are under the assumption that these properties that were taken out would also be put back into the BID if they are sold to private owners/investors.

With no other comments presented, at 7:10 p.m., Mayor Heider closed the Public Hearing.

Manager Miera explained that the time to provide objection regarding the Petition for Exclusion expired on 8/1/17. The City’s perspective is that we will be working together to find mutually beneficial solutions. As we reviewed on August 1st, only commercial properties can be included in the District’s boundaries, and since the BID Act defines “commercial property” as being “taxable property,” the majority of these City-owned properties should not have been included from the beginning of the CCBID’s organization, so this will clean up that issue.

Mayor pro tem Voorhies moved to adopt Ordinance No. 17-07: An Ordinance of the City Council of the City of Central, Colorado, excluding certain property from the boundaries of the Central City Business Improvement District. Alderman Laratta seconded. In Council discussion,
Alderman Aiken asked Mr. Porter if his concern is that should the Big T sell, would it be included back into the District. Mr. Porter affirmed that is the concern. Manager Miera offered that further discussion can occur in a work session as is scheduled following this meeting or Council can receive legal advice from the City Attorney in either this open meeting or in Executive Session. Alderman Aiken asked what would occur if a casino were to build on the Big T Lot. Manager Miera explained there is a Restrictive Covenant for 30 years and if the new owner could agree with the previous owner to pay a certain sum of money, the new owner could be allowed up to 200 machines. Attorney McAskin added that Mr. Porter is concerned for properties that could be redeveloped not City Property which should not have been included from the beginning and property owners always have the option to petition to include or exclude from the District and that is a decision by City Council to decide to include property into the BID. Mr. Porter noted they are uncomfortable with the ambiguity and so this is best left to legal counsel to determine and his understanding is that BID Attorney Cockrel has already sent a letter. Mr. Porter added that the concern is that this process undermines the bargain between bondholders and can affect the bond market. Manager Miera acknowledged the concern and referred to the Greenwood Village legal case (Landmark v. Marin Metropolitan District) that challenged the processing of certain bond debt, which highlighted a weakness in the state statute causing bondholders to lose approximately $30M. That case was reviewed and shored up by action of the state legislature, and so this may also be one of those issues to be reviewed by the legislature. At this time, the Council can consider additional changes when there is a request from a property owner. When Mayor Heider called the question, the motion carried unanimously.

Ordinance No. 17-08: An Ordinance of the City Council of the City of Central, Colorado, adopting a new Article VIII of Chapter 18 of the Central City Municipal Code titled EXCAVATING REGULATIONS.

Public Works Hoover explained that Ordinance No. 17-08 amends Chapter 18 of the Municipal Code in order to set forth environmental and geotechnical testing requirements for excavation projects in the City. The City is located in the Central City/Clear Creek Superfund Site due to contamination from past mining activity in the area, and due to issues that have arisen during recent excavation projects the City has been involved in, the State has recommended adopting environmental testing requirements.

The City Attorney’s office has recommended some revisions to Ordinance No. 17-08 following first reading. The revisions are highlighted in the “legislative redline” version of the proposed Ordinance and include the following:

Sec. 18-8-20 (page 3): Including cross reference to City’s Quartz Hill Overlay District regulations and clarifying that no excavation permit required for any activity that disturbs one cubic yard of soil or less and is associated with routine gardening, landscape maintenance or irrigation ditch maintenance.

Sec. 18-8-60 (page 4): Delete last sentence – “No more than one (1) Permit shall be issued for one parcel of land within a three (3) year period.”

Sec. 18-8-110 (page 5): Delete last sentence to remove reference to Single Family/Duplex Dwelling Deposit Agreement.
Sec. 18-8-170 (page 11): Reference Sec. 1-4-20 of the Municipal Code (regarding general penalty provisions) in lieu of the City’s Construction Standards.

At 7:40 p.m., Mayor Heider opened the Public Hearing. Hearing no comment, at 7:41 p.m., Mayor Heider closed the Public Hearing.

Alderman Aiken moved to adopt Ordinance No. 17-08: An Ordinance of the City Council of the City of Central, Colorado, adopting a new Article VIII of Chapter 18 of the Central City Municipal Code titled EXCAVATING REGULATIONS. Alderman Laratta seconded, and without discussion, the motion carried unanimously.

**ACTION ITEMS: NEW BUSINESS - NONE**

**REPORTS**
Public Works Director Hoover reviewed the Spring Street Project schedule.

Manager Miera explained that the water general was damaged recently by a customer and will cost $10,000-$18,000 to bring it back up to working condition. The water fund is supported by residential water rates and since the users of the water general do not reside in the City limits, funds for the repairs should not be paid for by City residents.

**COUNCIL COMMENTS**
Mayor pro tem Voorhies thanked Public Works Director Hoover for following up on her report of dumping.

Mayor Heider congratulated Manager Miera on his ICMA certification as a Credentialed Manager.

**PUBLICFORUM/AUDIENCEPARTICIPATION**
No one requested time to address the Council.

At 8:02 p.m., Mayor Heider adjourned the meeting.
The next Council meeting is scheduled for September 5, 2017 at 7:00 p.m.

Kathryn A. Heider, Mayor

Reba Bechtel, City Clerk
AGENDA ITEM # 7
CITY COUNCIL COMMUNICATION FORM

FROM:       Ray Rears, Historic Preservation Officer

DATE:       September 5, 2017

ITEM:       Annual Report to City Council Regarding the Historic Preservation Commission

NEXT STEP:  Informational

_______ORDINANCE
_______MOTION
____X INFORMATION

I.   REQUEST OR ISSUE: Land Development Code (LDC) Section 16-8-104.6 Historic Preservation Commission requires an annual report to City Council. "Through City Staff, to report annually to the City Council. The report shall include a review of the HPC's decisions rendered during the year, a general survey addressing the appearance and condition of buildings in the City and comments on community trends."

II.  RECOMMENDED ACTION / NEXT STEP: Informational

III. FISCAL IMPACTS: No impact

IV.  BACKGROUND INFORMATION: None.

V.   LEGAL ISSUES: None

VI.  CONFLICTS OR ENVIRONMENTAL ISSUES: None

VII. SUMMARY AND ALTERNATIVES: Attached is the Colorado Certified Local Government (CLG) 2017 Annual Report, which this City is required to provide to maintain our CLG status. The report covers the state fiscal year from July 2016 – June 2017. Some of the highlights in that report include the following:

1) Within the report it advised the State of our Preservation Ordinance changes as they generally relate to the adoption of the LDC and approval of the Central City Design Guidelines.
2) The appointment of J. Mitchell and B. Thieleman to the commission.
3) Our continued 40% professional threshold for preservation professionals as it
relates to voting membership on the commission.

4) Full HPC training participation (one member per year is required to participate in training each year)

5) 21 Public Meetings held

6) 265 Designated structures in the National Historic Landmark District within Central City.

7) 24 cases reviewed by the commission

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<td>229 E</td>
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<td>603 E</td>
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<td>424 E</td>
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<td>325 E</td>
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<td>6/30/2017 Color/Font Review</td>
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Of the 24 cases reviewed 22 were approved and two were denied.

In regards to the City required reporting to council, staff finds that the HPC decisions are very much appreciated by the City and community, ensuring each a fair hearing based on the code requirements in place. In addition staff is very much aware of the extra time and dedication to the City the commission provided during the code update process. The quality product we have in place would not be possible without their invaluable input and direction.

A general survey of the appearance and condition of buildings in the City is a somewhat subjective determination, but staff finds that there is a need for increased maintenance of both residential and commercial properties within the City, though there has been some positive improvements made in this regard both by voluntary and court/city ordered action.

Staff comments on community trends include an increased level of outside development interest in the community, primarily focused on our incredible historic resources found uniquely within Central City. In addition there continues to be interest from the citizens and property owners in the City for a grant program, or to return to assist with home repairs. Staff has been active in promoting both the Colorado Residential and Commercial Tax Credit Program, as an alternative to a City sponsored grant program. The HPC will continue to promote the state tax program.
Colorado Certified Local Government
2017 Annual Report

State Fiscal Year 2017: July 1, 2016 – June 30, 2017
Due Date: August 7, 2017

Please Send All Requested Documents As Separate Documents | Attach Additional Sheets As Needed

Name of County/Municipality: Central City

Name of Commission Board: Historic Preservation Commission

Contact Name: Ray Rears Contact Title: Historic Preservation Officer

Contact Phone: 303.582.5251 x207 Contact Fax:

Contact Email: rrears@cityofcentral.co

Contact Address: 141 Nevada Street

City: Central City State: CO Zip: 80427

Preservation Planning & Operational Documents

In State Fiscal Year 2017, were any of the following newly developed or revised:

1) Preservation Ordinance (including Amendments)? Yes

2) By-Laws or Administrative Rules? No

3) Preservation Plan? No

4) Survey Plan? No

An Accurately Completed Annual Report is a CLG Requirement
5) Design Guidelines:
   a. For Entire County/Municipality? No
   b. For A Specific Neighborhood and/or District? Yes

   Name of District: Central City/Black Hawk/Nevadaville National Historic Land

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Commission or Board

6) Provide a list of all current Commission/Board Members. Identify any Commission/Board Members newly appointed in State Fiscal Year 2017 with an asterisk (*) and attach their resumes and/or applications. Also identify all Commission/Board Members that are professionals in preservation related disciplines with two asterisks (**) and list the profession beside their names.

   Alex Thorne (expires 12/2020) - Architect
   Deborah Wray (expires 12/2018)
   Margaret Grant (expires 12/2020)
   David Forsyth (expires 12/2018) - PHD, Historian
   Jackie Mitchell (expires 12/2020) *
   Barbara Thielemann, Alternate (expires 12/2018)*
   
   appointed Oct. 18, 2016
   appointed May 2, 2017


7) If 40% of the current Commission/Board is not comprised of preservation related professionals, please describe your efforts to recruit. How will the Commission/Board seek additional expertise in the fields of architecture, architectural history or Archaeology when needed?

   With a small population of less than 700, it is difficult to have enough volunteers to serve on any of our commissions. Positions are advertised on the City website, Newspaper of record and word of mouth. Of the voting members 2/5 are considered professionals, meeting the 40% threshold.


8) List the educational/training sessions attended by Commission/Board Members in State Fiscal Year 2017. Please list name of session or conference (list conference, not individual sessions when a conference was attended) and the name(s) of Commission/Board Member attending.

   Saving Places Conference - CPI - February 1-3, 2017

   Alex Thorne
   David Forsyth
   Jackie Mitchell
   Barbara Thielemann
   Deborah Wray
   Mary Bell (Fmr. member, current City Council Alderman)
9) Please list the number of **meetings** and dates held in State Fiscal Year 2017:

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<td>June 14, 2017</td>
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</tr>
</tbody>
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**Preservation Plan, Historic Contexts and Surveys**

10) Does your County/Municipality have a **Preservation Plan** or a Preservation Section in your Comprehensive Plan? If yes, when was it adopted?  
Yes  
May 31, 2017

11) Does Your Commission/Board have a **Survey Plan**? If yes, when was it adopted?  
No

If no Survey Plan has been developed, please describe your plans to comprehensively survey all historic properties within your jurisdiction.

The City was surveyed in 2015 as part of a CLG grant. Future survey work will be investigated in 2020.
12) List any **Historic Context Studies** completed in **State Fiscal Year 2017**.

none

13) List any **Historic Resource Surveys** completed in **State Fiscal Year 2017**.

none

14) How many resources were **inventoried** in **State Fiscal Year 2017**?  n/a

Inventoried means any buildings, structures, objects or sites for which the Commission/Board obtained information not previously held. This information may come from newly surveyed properties or properties nominated that had not been surveyed. Inventoried properties can be either eligible or non-eligible for listing.

_________________________________________________________________________________

**Designations**

15) How many resources (buildings, structures, objects, sites) are locally **designated**? This count includes ALL listings since the Commission/Board was originally formed.

(For Districts, count all contributing building, structures, objects and sites individually.)

265

16) How many resources (buildings, sites, structures, landscapes) were **designated in State Fiscal Year 2017**?  

(For Districts, count all contributing building, structures and sites individually.)

0

Please list.

(For Districts, list name with number of contributing resources in parenthesis.)

Central City/Black Hawk/ Nevadaville NHLD

_________________________________________________________________________________

17) List **National Register Nominations** that for which the Commission/Board submitted comments to History Colorado in **State Fiscal Year 2017**.

n/a
Design Review

18) How many design review applications were considered by the Commission/Board for designated resources in State Fiscal Year 2017?
   a. Total Reviewed  24
   b. Review by Full Commission  24
   c. Review by Design Review Subcommittee Only  0
   d. Reviewed by Staff Only  0

19) How many design review applications were considered by the Commission/Board for non-designated resources in State Fiscal Year 2017?
   a. Total Reviewed  3
   b. Review by Full Commission  3
   c. Review by Design Review Subcommittee Only  0
   d. Reviewed by Staff Only  0

Preservation Incentives

State

20) Was your Commission/Board awarded a CLG Grant in State Fiscal Year 2017? (Do NOT include grants awarded in State Fiscal Year 2016, but completed in 2017.)  No
    If yes, list name of project.

21) Was your County/Municipality awarded any State Historical Fund Grants in State Fiscal Year 2016? (Do NOT include grants awarded in previous State Fiscal Years, but completed in 2017 or currently under review.)
    No
    If yes, list name of project(s).
    Central City is prohibited from applying for or receiving State Historical Funds based on their internal policy related to the origination of the funds.

22) Does your Commission/Board review Colorado Historic Preservation Tax Credits?
    Yes
    a. Residential Tax Credit Applications
       i. Number of Part I Applications Filed in State Fiscal Year 2017  0
       ii. Number of Part II Certifications Approved in State Fiscal Year 2017  0
iii. For each **Part II Certification**, please list:

<table>
<thead>
<tr>
<th>Property Address</th>
<th>Total Qualified Rehabilitation Expenditures</th>
<th>Total Tax Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

b. **Commercial Tax Credit Applications (Under 1990 Law)**

*Commercial Tax Credit filed under 1990 Law must be reviewed through the Colorado Office of Economic Development & Tourism Colorado*

i. **Number of Part I Applications Filed in State Fiscal Year 2017**  0

ii. **Number of Part II Certifications Approved in State Fiscal Year 2017**  0
iii. For each Part II Certification, please list:

<table>
<thead>
<tr>
<th>Property Address</th>
<th>Total Qualified Rehabilitation Expenditures</th>
<th>Total Tax Credit</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

Local

23) Does your County/Municipality have a tax incentive program under local law for the benefit of historic properties?
   No

   If yes, how many properties were assisted through this program in State Fiscal Year 2017?
   Please describe program.

24) Does your County/Municipality have a government funded loan program under local law for the benefit of historic properties?  No

   If yes, how many properties were assisted through this program in State Fiscal Year 2017?
   Please describe program.
25) Does your County/Municipality have a government funded grant program under local law for the benefit of historic properties?  No  
   If yes, how many properties were assisted through this program in State Fiscal Year 2017?

26) Does your County/Municipality provide for zoning variances/use allowances under local law for the benefit of historic properties?  Yes  
   If yes, how many properties were assisted through this program in State Fiscal Year 2017?  
   Please describe program.  
   The Updated Land Development Code approved on July 18, 2017 now considers all existing buildings conforming to the setback requirements.

27) Does your County/Municipality have a government program under local law that provides for the acquisition of historic properties in whole or in part through purchase or donation?  No  
   If yes, how many properties were acquired, in whole or in part, through this program in State Fiscal Year 2017?  Please list the names of these properties.

Public Outreach & Education

28) Did your Board/Commission sponsor or participate in any public outreach events/meetings/tours in State Fiscal Year 2017?  No  
   If yes, please describe.

29) Did your Board/Commission undertake or sponsor any educational programs/workshops in State Fiscal Year?  
   No  
   If yes, please describe.
30) Did your Board/Commission develop, publish or update any interpretive or tourism related materials in State Fiscal Year 2017 such as interpretive signage or walking/driving tour brochures, apps or podcasts? No
If yes, please describe.
The City provides brochures and this year a new app promoting our historic resources.

---

**Project Review**

31) Did your County/Municipality comment or participate in any Section 106 Reviews as a consulting party in State Fiscal Year 2017? No
If yes, list name of project or property and the Federal Agency initiating the review.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Federal Agency</th>
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</tr>
</tbody>
</table>

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**Year In Review**

32) What CLG accomplishment/achievement/event in State Fiscal Year 2017 makes the Commission/Board most proud?

Through a grant from DOLA awarded the City we were able updated the Comprehensive Plan, Land Development Code and the Central City Design Guidelines (CCDG). The update of the CCDG provides a more efficient and effective tool in reviewing proposed changes within the district.

33) Describe any issues – operational, political or financial – encountered by the CLG in State Fiscal Year 2017.

Split duties related to historic preservation/community development/building and economic development.

---

**Plans for Upcoming Fiscal Year**

34) Describe any planned/projected Commission/Board activities for the upcoming State Fiscal Year 2018.

A public outreach is planned with the public related to the new CCDG and the updated process.
Attachment Checklist

All documents listed below are required for a complete report unless listed as “If applicable,” “If adopted” or “If updated.” Providing a link to an online document, if downloadable, may be substituted for actual attachment of a document when available.

- Completed Annual Report
- Sample of Public Notice Announcing Commission/Board Meeting
- Sample Advertisement for New Commission/Board Members
- Resumes/Applications for New Commission/Board Members (If applicable)
- Preservation Ordinance (If updated or amended in FY2017)
- By-Laws or Administrative Rules for the Commission/Board (If updated or amended in FY2017)
- Preservation Plan or Preservation Chapter in Comprehensive Plan (If adopted or updated in FY2017)
- Survey Plan (If adopted or updated in FY2017)
- List of all Designated Properties (from inception of local listing)
- Historic Context Surveys Completed in State Fiscal Year 2017 (If applicable)*
- Historic Resource Surveys Completed in State Fiscal Year 2017 (If applicable)*

* For all Historic Context Studies and Historic Resource Surveys previously submitted to History Colorado in State Fiscal Year 2016, a date of submission is sufficient. Resubmission of the actual document is not required.
AGENDA ITEM # 8

CITY COUNCIL COMMUNICATION FORM

FROM: Daniel R. Miera, City Manager

DATE: September 5, 2017

ITEM: Central City Promise Program Request – Daniel Madrigal-Garcia

NEXT STEP: Review and take action on a Promise Program request for scholarship for Daniel Madrigal-Garcia in the amount of $5,000.00 for continuing post-secondary educational tuition assistance in 2017.

_________ORDINANCE
X_________MOTION
_________INFORMATION

I. REQUEST OR ISSUE: The Central City Promise Program was initiated by City Council to encourage high school graduates and G.E.D. recipients of Central City to make post-secondary education a priority. The Promise Program helps make it possible for Central City residents to attend a university, community college or trade school by providing assistance with the costs associated with attending one of these educational institutions.

Mr. Madrigal-Garcia has submitted all of the required information and paperwork (please see attached) and is requesting Promise Program funds in the amount of $5,000.00 in 2017. Mr. Madrigal-Garcia is continuing his post-secondary education at Colorado State University and has received previous Promise Program disbursements in 2016 for a total of $5,000.00. The Promise Program Guidelines limit the amount that an individual can receive to a total of $20,000 or four (4) years of funding.

II. RECOMMENDED ACTION / NEXT STEP: Review Promise Program request for scholarship and determine whether to grant funding. Move to award Daniel Madrigal-Garcia with continuing post-secondary educational tuition assistance in the amount of $5,000.00.
III. **FISCAL IMPACTS:** The 2017 Budget has $15,000 allocated for the Promise Program. This is the second formal request received-to-date for FY 2017. Granting the above request will leave a remaining balance of $5,000.00.

IV. **BACKGROUND INFORMATION:** Please see the attached Guidelines, Application, Affidavit, Letter of Request, and Transcripts provided by the applicant.

V. **LEGAL ISSUES:** None.

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

VII. **SUMMARY AND ALTERNATIVES:**

1. Make a motion to award Daniel Madrigal-Garcia with continuing post-secondary educational tuition assistance in the amounts of $5,000.00.

2. Make a motion to award a lesser amount to the applicant.

3. Deny the tuition assistance request.
First Application _____ Continuing Application X

Name Daniel Madrigal-Garcia

Physical Address 300 Lawrence St. Central City, CO 80427

Mailing Address P.O. Box 305, Central City, CO 80427

Phone (720) 400-0988

Birth Date 11/25/1997

High School Graduation Date/G.E.D. 05/20/2016

Grades during which you were a resident of Central City 7th-12th

Name of Post Secondary Institution Colorado State University

Address of Institution 1,000 East Dr.
Fort Collins, CO 80521

Total Funds Requested $5,000

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

1. Provide a copy of your high school diploma or G.E.D. certificate
2. Provide proof of residency within City to establish award percentage. Proof can be transcripts from schools attended and/or an affidavit from the property owner. (Affidavit attached)
3. Provide one (1) letter of recommendation from a teacher or school administrator
4. Provide one (1) letter of recommendation from a community member or someone not affiliated with the school
5. Provide a letter introducing yourself to City Council. Describe your participation in school and in the community, any special honors or awards received, what you hope to
do in the future and any other information that you think the City Council may want to know about you.
6. Include a copy of your acceptance letter to your post-secondary educational institution.

For Continuing Applicants

7. A copy of your class schedule-ONLY required if you have already registered for classes
8. Provide a copy of post-secondary education transcript that shows a GPA of 2.5 or higher
9. Provide a letter to City Council requesting to continue your scholarship and briefly describe how your post-secondary education is progressing.

I hereby certify that the information provided in this application and all accompanying documents is true and correct to the best of my knowledge.

Signature: Daniel Madrigal Date: 7-24-17

I hereby authorize the faculty and staff of Colorado State University to release information regarding my academic performance to the City Manager, City of Central.

Student’s Signature: Daniel Madrigal Date: 

Guardian’s Signature: Daniel Madrigal Date: 7-24-17
1) **SPCM 201-001 - Rhetoric in Western Thought**  
   Instructor: Prasch, Allison  
   9:00AM - 9:50AM | M (Monday) W (Wednesday) F (Friday) | Ayresworth C 111 | Aug. 21 - Dec. 10

2) **ECON 202-001 - Principles of Microeconomics**  
   Instructor: Kacher, Nicholas J  
   9:00AM - 9:50AM | T (Tuesday) R (Thursday) | Eddy 212 | Aug. 21 - Dec. 10

3) **ECON 202-R01 - Principles of Microeconomics**  
   Instructor: TBD  
   4:00PM - 4:50PM | M (Monday) | Clark C 337 | Aug. 21 - Dec. 10

4) **PHIL 110-003 - Logic and Critical Thinking**  
   Instructor: Thompson, Jesse Arlis  
   11:00AM - 11:50AM | M (Monday) W (Wednesday) F (Friday) | Eddy 7 | Aug. 21 - Dec. 10

5) **ANTH 140-001 - Introduction to Prehistory**  
   Instructor: Wilson, Emily S  
   10:00AM - 10:50AM | M (Monday) W (Wednesday) F (Friday) | Clark A 206 | Aug. 21 - Dec. 10

6) **ANTH 376-001 - Evolution of Human Adaptation**  
   Instructor: Nichols, Kimberly  
   11:00AM - 11:50AM | T (Tuesday) R (Thursday) | Gifford 312 | Aug. 21 - Dec. 10

7) **ANTH 376-R01 - Evolution of Human Adaptation**  
   Instructor: Nichols, Kimberly  
   11:51AM - 12:15PM | T (Tuesday) R (Thursday) | Gifford 312 | Aug. 21 - Dec. 10

---

https://ramweb.colostate.edu/registrar/Registration/MyWeeklyClassSchedule.aspx?term_code=201790
Colorado State University Unofficial Transcript for Daniel Madrigal-Garcia (831001809)

Sunday, August 6, 2017 9:26:23 PM

Summer Session 2017 Curriculum

Program Code: CMST-BA

Program Description: BA Communication Studies

Curriculum Level: Undergraduate

<table>
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<tr>
<th>MAJOR</th>
<th>Communication Studies</th>
<th>Department</th>
<th>College</th>
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<td></td>
<td></td>
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<td>Liberal Arts</td>
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</table>

Undergraduate

Overall Credit Hours Earned: 32.000
Colorado State University Credit Hours Earned: 28.000
Colorado State University GPA Credit Hours: 28.000
Colorado State University Grade Points: 77.338
Colorado State University Cumulative GPA: 2.762
Transfer Credit Hours Earned: 4.000

Academic Term Summary

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<th>Class</th>
<th>Major</th>
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<th>GPA Hours</th>
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<td>Sophomore</td>
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https://ramweb.colostate.edu/registrar/Records/Transcripts/UnofficialTranscript.aspx
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<td>ANTH-140-001</td>
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<td>ANTH-376-001</td>
<td>Evolution of Human Adaptation</td>
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<td>Fall Semester 2017</td>
<td>ANTH-376-R01</td>
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<td>ECON-202-001</td>
<td>Principles of Microeconomics</td>
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<td>ECON-202-R01</td>
<td>Principles of Microeconomics</td>
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<td>PHIL-110-003</td>
<td>Logic and Critical Thinking</td>
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<td>SPCM-201-001</td>
<td>Rhetoric in Western Thought</td>
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### Completed CSU Courses

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<td>ANTH-120-001</td>
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<td>Spring Semester 2017</td>
<td>ANTH-121-L03</td>
<td>Human Origins and Variation Laboratory (GT-SC1)</td>
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<tr>
<td>Spring Semester 2017</td>
<td>CS-163-L10</td>
<td>Java (CS1) No Prior Programming - Lab</td>
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<td>CS-163-001</td>
<td>Java (CS1) No Prior Programming</td>
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<td>Spring Semester 2017</td>
<td>MATH-124-001</td>
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<td>Spring Semester 2017</td>
<td>MATH-160-011</td>
<td>Calculus for Physical Scientists I (GT-MA1)</td>
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<tr>
<td>Term</td>
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<td>Course</td>
<td>Title</td>
<td>Credits</td>
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### Transfer Courses

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<td>Biology Score of 3</td>
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</table>
AGENDA ITEM #9
CITY COUNCIL COMMUNICATION FORM

FROM: Ray Rears, Community Development Director
DATE: September 5, 2017
ITEM: Resolution 17-21 – Support Fair Housing

NEXT STEP: Approve Resolution 17-21 Supporting Fair Housing

___ ORDINANCE
X MOTION
___ INFORMATION

I. REQUEST OR ISSUE: Approve Resolution No. 17-21 supporting the Federal Fair Housing Act.

II. RECOMMENDED ACTION / NEXT STEP: Approve the attach Resolution

III. FISCAL IMPACTS: No impact

IV. BACKGROUND INFORMATION:

The City received a Community Development Block Grant – Disaster Relief grant, administered from the Colorado Department of Local Affairs for us to hire a firm to complete the Central City Disaster Resiliency & Recovery Master Plan which was satisfied in June of this year. The funds originated from the U.S. Department of Housing and Urban Development (HUD), as such a number of project closeout conditions are required of the City to ensure compliance.

One of those requirements include that the City is actively promoting the Fair Housing Act requirements and this resolution will satisfy that requirement. The attached resolution is based on the template provide to staff from DOLA.

V. LEGAL ISSUES: None

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: None
VII. **SUMMARY AND ALTERNATIVES:**

The Council may approve, approve with revisions, continue the request or deny approving the attached resolution. Staff supports the approval of the attached resolution as prepared.

**Proposed Motion:** “I move to approve Resolution No. 21-22: A resolution of the City Council of the City of Central, Colorado Supporting the Fair Housing Act”.
CITY OF CENTRAL, COLORADO
RESOLUTION NO. 17-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO REAFFIRMING THE CITY’S SUPPORT FOR THE FEDERAL FAIR HOUSING ACT

WHEREAS, the City of Central supports fair housing opportunities for all persons as cited in Title VIII of the Federal Civil Rights Act of 1968, as amended (“Fair Housing Act”); and

WHEREAS, the City desires to reaffirm its support for the Fair Housing Act, which prohibits discrimination is the sale, rental, and financing of dwellings, and in other housing related transactions, based on race, color, national origin, religion, sex, familial status, and disability.

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

Section 1. That, within available resources of the City, all persons who feel that they have been discriminated against in any housing or real estate purchase, conveyance or transaction based on race, color, national origin, religion, sex, familial status, and disability, are encouraged to seek equity under federal and state laws by seeking additional information from the Colorado Department of Local Affairs, Division of Housing, or filing a complaint with the Colorado Civil Rights Division or the U. S. Department of Housing and Urban Development.

Section 2. That the City shall: (a) publicize the adoption of this Resolution through the City website and through other normal and customary means; and (b) post a summary of the Fair Housing Act at City Hall in a location accessible to the general public.

Section 3. Effective Date. This Resolution shall take effect upon its approval by the City Council.

ADOPTED THIS 5th DAY OF SEPTEMBER, 2017.

CITY OF CENTRAL, COLORADO

By: ____________________________
Kathryn A. Heider, Mayor

ATTEST:

By: ____________________________
Reba Bechtel, City Clerk

APPROVED TO FORM:

By: ____________________________
Marcus A. McAskin, City Attorney
AGENDA ITEM # 10
CITY COUNCIL COMMUNICATION FORM

TO: Mayor Heider and Members of City Council
FROM: Sam Hoover, Public Works Director
DATE: August 28, 2017 (Meeting Date September 5, 2017)
ITEM: Resolution No. 17-22

___ ORDINANCE
X MOTION / RESOLUTION
___ INFORMATION

I. REQUEST OR ISSUE: On August 7, 2017 the City of Central ("City") solicited proposals for the Central City 2017 Concrete Flatwork Project (RFP No. 2017-5) (the "Project") in accordance with Colorado law by posting a request for proposals ("RFP") on the Rocky Mountain Bid Net System.

II. RECOMMENDED ACTION / NEXT STEP: Staff has evaluated the unit price bids received from the two (2) firms that submitted proposals by the applicable due date together with the specific criteria set forth in the RFP, and after full consideration of the bids submitted and the recommendation of the City's Public Works Director, finds that Fasick Concrete, Inc., a Colorado corporation (the successful bidder, hereinafter the "Contractor") submitted the responsible and responsive bid for the Project.

It is in the best interests of the City to award the bid for the Project to the Contractor in the not to exceed amount of One Hundred Eight Thousand Three Hundred Forty-Five and 50/100 Dollars ($108,345.50), based on the unit price(s) set forth in the Contractor's bid and the estimated work quantities associated with the Project.

III. FISCAL IMPACTS: This is a budgeted expenditure.
IV. **BACKGROUND INFORMATION:** Staff has evaluated the unit price bids received from the two (2) firms that submitted proposals by the applicable due date together with the specific criteria set forth in the RFP to determine the responsible and responsive bidder for the Project. The scheduled start date for this project is September 12, 2018, with an anticipated end date of October 31, 2017.

V. **LEGAL ISSUES:** N/A

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

VII. **SUMMARY AND ALTERNATIVES:** City Council may approve the Resolution or table the item for further discussion and consideration.

**PROPOSED MOTION:** "I MOVE TO APPROVE RESOLUTION NO. 17-22, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO, AWARDING A BID FOR THE CENTRAL CITY CONCRETE FLATWORK PROJECT (RFP 2017-5) AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH THE PERFECT PATCH ASPHALT CO."
CITY OF CENTRAL, COLORADO
RESOLUTION NO. 17-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO AWARDING A BID FOR THE CENTRAL CITY 2017 CONCRETE FLATWORK PROJECT (RFP 2017-5) AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH FASICK CONCRETE, INC.

WHEREAS, on or about August 7, 2017 the City of Central ("City") solicited proposals for the Central City 2017 Concrete Flatwork Project (RFP No. 2017-5) (the "Project") in accordance with Colorado law by posting a request for proposals ("RFP") on the Rocky Mountain Bid Net System; and

WHEREAS, City Staff has evaluated the unit price bids received from the two (2) firms that submitted proposals by the applicable due date together with the specific criteria set forth in the RFP to determine the responsible and responsive bidder for the Project; and

WHEREAS, a copy of the tabulated bid/proposal sheet for the Project is on file with the City Clerk’s Office; and

WHEREAS, it is the desire and intent of the City Council to award the construction contract to the responsible and responsive bidder who submitted a proposal in compliance with the reasonable and stated specifications contained within the RFP; and

WHEREAS, the City Council, after full consideration of the bids submitted and the recommendation of the City’s Public Works Director, finds that Fasick Concrete, Inc., a Colorado corporation (the successful bidder, hereinafter the "Contractor") submitted the responsible and responsive bid for the Project; and

WHEREAS, it is in the best interests of the City to award the bid for the Project to the Contractor in the not to exceed amount of One Hundred Eight Thousand Three Hundred Forty-Five and 50/100 Dollars ($108,345.50), based on the unit price(s) set forth in the Contractor’s bid and the estimated work quantities associated with the Project; and

WHEREAS, the City desires to enter into a construction contract with the Contractor to have the Contractor perform the work described with particularity in the RFP and contract documents for the benefit of the City of Central, which construction contract shall be prepared in accordance with paragraph 6 of the “Terms and Conditions” section of the RFP (the construction contract shall be in a form approved by the City Attorney) (the “Construction Contract”).

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO, THAT:
Section 1. The City Council hereby: (a) awards the Project to the Contractor in the not to exceed amount of One Hundred Eight Thousand Three Hundred Forty-Five and 50/100 Dollars ($108,345.50); (b) authorizes the City Attorney to finalize and to make such changes as may be needed to correct any nonmaterial errors or language or to negotiate such changes to the Construction Contract as may be appropriate that do not substantially increase the obligations of the City; and (c) authorizes the City Manager to execute the Construction Contract on behalf of the City.

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

ADOPTED THIS 5th DAY OF SEPTEMBER, 2017.

CITY OF CENTRAL, COLORADO

By: ____________________________________________
    Kathryn A. Heider, Mayor

ATTEST:

By: ____________________________________________
    Reba Bechtel, City Clerk

APPROVED TO FORM:

By: ____________________________________________
    Marcus McAskin, City Attorney
AGENDA ITEM #11
CITY COUNCIL COMMUNICATION FORM

FROM: Ray Rears, Community Development Director

DATE: September 5, 2017

ITEM: Resolution 17-23 – Adopting the Colorado CDBG-DR Duplication of Benefits Policies and Procedures

NEXT STEP: Approve Resolution 17-23

___ ORDINANCE
X ___ MOTION
___ INFORMATION


II. RECOMMENDED ACTION / NEXT STEP: Approve the attach Resolution

III. FISCAL IMPACTS: No impact

IV. BACKGROUND INFORMATION:

The City received a Community Development Block Grant – Disaster Relief grant, administered from the Colorado Department of Local Affairs for us to hire a firm to complete the Central City Disaster Resiliency & Recovery Master Plan which was satisfied in June of this year. The funds originated from the U.S. Department of Housing and Urban Development (HUD), as such a number of project closeout conditions are required of the City to ensure compliance.

One of those requirements include that the City either create and adopt their own Duplication of Benefits Policies and Procedures or adopt DOLA’s. The resolution before you would adopt DOLA’s Policies and Procedures, as they relate to federal grant funds. The policy essentially ensures that any grant funds were not already allocated with City funds, or some other outside funding source and ensures the project would not of taken place without grant funding.
V. **LEGAL ISSUES:** None

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

VII. **SUMMARY AND ALTERNATIVES:**

The Council may approve, approve with revisions, continue the request or deny approving the attached resolution. Staff supports the approval of the attached resolution as prepared.

Proposed Motion: “I move to approve Resolution No. 17-23: A resolution of the City Council of the City of Central, Colorado Adopting the Colorado CDBG-DR Duplication of Benefits Policies and Procedures”.
CITY OF CENTRAL, COLORADO
RESOLUTION NO. 17-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CENTRAL, COLORADO ADOPTING A DUPLICATION OF BENEFITS POLICY FOR COMMUNITY DEVELOPMENT BLOCK GRANT-DISASTER RECOVERY FUNDING

WHEREAS, the City of Central ("City") has requested and received state and federal funding to address recovery from the spring 2013 flooding, and planning and mitigation to reduce the potential for future disasters, including funding from the Department of Housing and Urban Development Community Development Block Grant-Disaster Recovery (CDBG-DR) program; and

WHEREAS, the City seeks to satisfy compliance requirements for participation in the CDBG-DR program; and

WHEREAS, the City Council desires to adopt a Duplication of Benefits Policy for CDBG-DR funding ("City Policy"); and

WHEREAS, the City Policy will be modeled substantially on the "Colorado CDBG-DR Duplication of Benefits Policies and Procedures" adopted by the Colorado Department of Local Affairs and dated October 3, 2016, a copy of which is attached to this Resolution as Exhibit A (the "DOLA DOB Policy").

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

Section 1. That the City of Central Duplication of Benefits Policy for CDBG-DR funding shall be substantially in accordance with the DOLA DOB Policy attached hereto as Exhibit A. Following the Effective Date of this Resolution, the City Manager and Community Development Director shall be authorized to finalize the City Policy. The City Policy shall be finalized within thirty (30) days of the Effective Date of this Resolution, and a copy shall be filed of record with the City Clerk and available for public inspection.

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

ADOPTED THIS 5th DAY OF SEPTEMBER, 2017.

CITY OF CENTRAL, COLORADO

By: ___________________________

Kathryn A. Heider, Mayor
ATTEST:

By: __________________________
    Reba Bechtel, City Clerk

APPROVED TO FORM:

By: __________________________
    Marcus A. McAskin, City Attorney
Exhibit A

Colorado CDBG-DR
Duplication of Benefits Policies and Procedures

BACKGROUND

The Colorado Department of Local Affairs (DOLA) is in receipt of Community Development Block Grant Disaster Recovery (CDBG-DR) funds from the Department of Housing and Urban Development (HUD). DOLA will use these funds to carry out activities to address the long-term recovery needs resulting from the flood in September of 2013 and Wildfires of 2012 and 2013. These activities include projects and programs that provide housing, infrastructure, economic development and planning resources to households, governments and businesses impacted by the disasters. These activities are carried out in partnership with other state agencies through the implementation of a number of CDBG-DR funded programs.

Sec. 312 of the Stafford Act (42 U.S.C. 5155) requires all Stafford Act funded programs to ensure that entities in receipt of federal disaster recovery dollars are not compensated for the same damages through multiple sources. HUD provided specific guidance for CDBG-DR funding through “Clarification of Duplication of Benefits Requirements under the Stafford Act for CDBG-DR Grantees,” 76 Federal Register 221 (16 November 2011), pp. 71060-71066. This policy and procedure document reinforces those requirements and establishes applicability and responsibility in the implementation of Colorado’s CDBG-DR grant.

SCOPE OF DOLA CDBG-DR POLICY

This policy is applicable to all State Partner Agencies, Subgrantees and Subrecipients responsible for the implementation of programs and projects funded under Colorado’s CDBG-DR grant. This policy clarifies and supersedes Exhibit III-1 of Colorado’s Certifications to HUD for CDBG-DR grant B-13-DS-08-0001.

POLICY

All CDBG-DR funded programs and projects are required to ensure appropriate procedures are in place to prevent Duplication of Benefit (DOB). State Partner Agencies and Subgrantees must ensure that DOB prevention is specifically addressed in their policies and procedures, and all subrecipient agreements and/or contracts must pass that responsibility down to subrecipients. Subrecipients and Subgrantees providing direct benefits to beneficiaries must utilize procedures in accordance with HUD guidance as outlined below. Administering agencies must have a DOB calculation worksheet prepared for each awardee on file. Each awardee must sign a certification form regarding other assistance received. Both documents must be on file in accordance with 76 FR 71060 (November 16, 2011). Programs have the liberty to design forms that combine the calculation and the certification requirements. Third party verification of assistance is required, and every attempt to obtain verifications should be undertaken. When verifications are not obtainable and self-declaration can be used as a last resort, but should be the exception.
PROCEDURES

The procedures provided below are consistent with Exhibit III-1 of Colorado’s Certifications to HUD and with 76 FR 71060 (November 16, 2011). In addition to the procedures below, all grant agreements must contain language indicating that any duplication of benefit received post-award will require repayment. Procedures are as follows:

1. Prior to assistance
   a. Identify total need
      i. Determine the specific purpose for the CDBG-DR request
      ii. Total need will be determined by project type (e.g. homeowner rehabilitation cost estimate, infrastructure reconstruction cost estimate). The total need must be documented.
      iii. All costs included in total need must be reasonable and necessary.
   b. Identify all sources of funding received and reasonably anticipated
      i. For families and individuals as well as entities, the application for assistance will require documentation for all sources of funding received or reasonably anticipated, and certification that all assistance is reported.
      ii. 3rd party verify all sources of assistance when possible (FEMA, SBA, Private Insurance, NFIP, EWP, etc.) When 3rd party verification is not available, document in the file the reason it was not available.
   c. Recording the information in the DOB Calculation Worksheet, determine which funding sources to include in or exclude from the unmet need calculation (based upon guidance in Fed. Reg. 71,060 – 71,066 (November 16, 2011)) and deduct assistance determined to be duplicative
   d. Apply program cap, if applicable
   e. Arrive at maximum DR assistance award amount
   f. Execute grant/loan agreement with recipient/beneficiary, including provision that all additional funds received will be reported to the State or subrecipient program administrator within 15 calendar days. If the additional funds are determined to be duplicative, the award will be reduced and/or the recipient/beneficiary will be required to repay any disbursed duplicative benefit.

2. Upon completion of activity for which funds were awarded:
   Require recipient/beneficiary to report and certify whether additional funds were received for disaster-related expenses, the amount, and when funds were received. If additional funds were received that are determined to be duplicative, require repayment.

3. One year after completion of activity for which funds were awarded or upon project closeout if closeout occurs after September 13, 2016 (three years post event):
   Require recipient/beneficiary to report and certify whether additional funds were received for disaster-related expenses, the amount, and when funds were received. If additional funds were received that are determined to be duplicative, require repayment.
DOCUMENTATION

Each beneficiary or project file must contain the following:

a) Duplication of Benefit calculation worksheet form to include:
   a. Identification of unmet need
   b. Identification of all sources of assistance provided to applicant
   c. Identification of those sources that are duplicative (with comments as needed)
   d. Final award calculation

b) Any required 3rd party verifications of assistance and/or certifications as follows:
   a. FEMA programs: letter/s from FEMA and/or data provided by FEMA
   b. Insurance: letter from insurance company and/or data if available
   c. SBA: letter/s from SBA and/or data provided by SBA
   d. Other program documentation

c) Certification that no additional benefits have been received. This can be a signed affidavit from the beneficiary or other form as created by the program.

d) A signed subrogation agreement from the recipient

Note: Items (c) and (d) can be on the same form.

Additionally, at the program level each implementing agency must have the following:

a) A description/definition of Duplication of Benefit and likely sources within their program guidelines or in their application and

b) Recapture policies and procedures

REQUIRED VERIFICATION BY PROGRAM AREA

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<tr>
<th>Source</th>
<th>Housing</th>
<th>Infrastructure</th>
<th>Ec Dev</th>
<th>Agriculture</th>
<th>Watershed</th>
<th>Planning</th>
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<td>X</td>
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</tr>
</tbody>
</table>

* Applies to private households or businesses (i.e. acquisitions and buyouts)
** Includes charitable resources, local government programs donations of easements or land, other federal funds (CDBG/HOME), or State programs such as Impact grants or Disaster Emergency Fund, etc.
ADMINISTRATION AND RESPONSIBILITY

The DOLA CDBG-DR Director or his/her designee is responsible for ensuring that duplication policies and procedures are available for all CDBG-DR funded programs and that State Partner Agencies, Subgrantees and Subrecipients are monitored for compliance with this policy.

State Partner Agencies and Subgrantees are responsible for developing and implementing DOB policies and procedures for programs under their purview.

Subgrantees and Subrecipients directly serving beneficiaries are responsible for ensuring that DOB procedures are followed and DOB calculations and certifications are available on file for all beneficiaries. All subgrantees and subrecipients must have recapture procedures in place and in writing within all grant agreements in accordance with 31 U.S.C. Chapter 37 for the return of any identified Duplication of Benefit.

The DOLA CDBG-DR Director is responsible for the administration, revision, interpretation, and application of this policy. This policy will be reviewed annually and revised as needed to address State and Federal requirements.

Approval: _______/signed David J Bowman/_______       Date: _______10/3/2016_______
CDBG-DR Director
To: Central City Council  
From: Ray W. Rears, Community Development Director  
Date: September 5, 2017  
Re: Department Update

Development

1) Mineral Impact Grant (Comprehensive Plan, LDC and Design Guidelines) – Close Out - $180,000
2) CDBG – Resilience Project.  Closeout $75,000 – Second meeting with DOLA – Aug 30, 2017
3) Wayfinding Signage –
   a. Design included with this report, based on direction from council.
4) Marijuana Suspension – Options/data being pursued
5) UNC Survey – Event impact for businesses and citizens has been sent.
6) Various initial development/building inquires addressed.
7) Joint Planning / Historic Preservation Commission held on August 29th to discuss Sign Code Updates

Historic Preservation

1) Belvidere Theater
   a. RFP – Released on August 24th
   b. Historic Paint Analysis has been completed
      i. Pale Cream
      ii. Shoo Fly – Dark Mint Gray
   c. Two quotes for repainting the front façade of the building have been received.
2) Washington Hall RFP – Work continues
   a. Paint analysis for this building is still expected
   b. RFP for heat – in draft stage
3) 2017 HPC Cases

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<td>7/30/2017 Replace Stars / rails</td>
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<td>awnings/doors</td>
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Code Enforcement

1) Work continues on reported violations
   a. Cases Reported in 2016 – 35
   b. Cases Reported in 2017 – 23
IT/Web/Audio Visual
1) Website, Facebook and Twitter internal administration continues.
2) Channel 20 – Integration still in progress
3) Livestreaming meetings being investigated

Events / Marketing
1) Billboard –
   a. 2018/2019 Lease program will be released in September
   b. City #6 in-bound
      ii. City Billboard – “Shop Central City” – September installation anticipated
2) Central City App – Mobile Town Guide developed and can be downloaded – “Mobile Town Guide Central City”
   a. Working on an interactive walking tour of the City
3) Short Promotional Videos are planned with two firms as well as the Opera
4) Visitor Center
   a. Refresh of the area nearly complete. New items to sell are being pursued.
   b. Required CIRSA training completed
5) Main Street Central City
   a. 2016 MS Central City Photo Contest Winners – Post Cards – Available For Purchase
   b. Meeting with Chair – Aug. 28th
   c. Investigating Downtown Colorado Inc. grant for paid staff to assist with MSCC efforts
6) 2017 Additional Marketing Items
   a. 118 Radio Spots purchased to promote Central City
   b. Jeffco Living print and digital ads Run for 6 month/ change messages monthly, Attractions, Shop, Dine,
      local business promotion, etc.)
   c. MMAC ½ page running new monthly messages from May through the end of August (Focus on seasonal
      attractions, local business, etc.)
   d. Will also be ½ page ads ran in MMAC, The Gambler, The Mountain Ear, etc.
   e. Blasts, Radio Banner Ads and on-air mentions

Staffing
1) Contractor(s) retained to assist with Belvidere/ Special Projects and Electronic Message Board (EMB) sign code
   update/discussion.
2) Management of consultant contracts.
3) Ongoing employee wellness program. – New program being investigated
Directional Signage Options and Locations
(Up) Historic Main Street
(Up) Visitors Center/ Museum / Galleries
(Up) Opera/ Teller House
(Up) Parkway to I-70
(Up) Historic Cemeteries
(Up) Columbine Campground / Camping, Fishing, OHV Trails (symbols)
Location 2 (Church St. and Lawrence St. - West Bound)

(Left) Parkway to I-70
(Up) Historic Main Street
(Up) Visitors Center / Museum / Galleries
(Up) Opera / Teller House
(Up) Historic Cemeteries
(Up) Columbine Campground / Camping, Fishing, OHV Trails (symbols)
Location 3 (Up Eureka on the way to Cemeteries)

(Up) Historic Cemeteries
(Up) Columbine Campground / Camping, Fishing, OHV Trails (symbols)
(Left U) Shops / Casinos / Dining
(Left U) Opera / Galleries / Museums
(Left U) Parkway to I-70
(Left U) OMG Road / Virginia Canyon
Location 4 (Coming into Central City from the Parkway towards the tip of Big-T lot)

(Left) Historic Main Street
(Left) Shops / Casinos / Dining
(Right) OMG Road / Virginia Canyon
(Left Up) Opera House / Museums / Galleries
(Left Up) Historic Cemeteries
(Left Up) Columbine Campground / Camping, Fishing, OHV Trails (symbols)
(Heading toward Virginia Road from the City)
Option 1:
(Up) OMG Road /Virginia Canyon
(Up) Idaho Springs
(Up) Parkway Access (To I-70)
(Left) Mountain Village Apartments
(Left) KOA
(Left) Parking
To:    Mayor Heider, City Council, and City Manager Miera
From: Reba Bechtel, City Clerk
Date:  September 5, 2017
Re:    Bi-weekly Report

➢ Prep for the Regular Council meeting of 9/5.
➢ Prep and attended HPC 8/9.
➢ Prep and attended joint PC/HPC 8/29.
➢ Liquor Licenses renewed YTD - 8
➢ Marijuana Licenses renewed YTD - 4
➢ Misc information regarding: sign permits, special events, building permits, code questions, HP, records response, liquor, and marijuana.
Since our last council update, public works staff has performed the following activities:

- Provided support for the Beer Fest
- Swept the downtown area
- Continued cleanup and repair activities relating to flooding
- Patched potholes on Pine, Moriarty, Spruce and Bourion Streets
- Closed the 2017 RFP for Concrete Flatwork, received two bids and recommended a contractor
- Posted the 2017 RFP for the Asphalt Pavement Project (mill and pave Gregory St from D Street east to the Y)
### Central City Stats

**Dates and time:** 8/17/17 00:00:00 to 8/23/17 23:59:59

**Month of July**

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### Other Calls of Interest

- Animal: 2
- Business checks: 82
- Camping: 2
- Parking citations: 2

### Central City Stats

**Dates and time:** 8/24/17 00:00:00 to 8/30/17 23:59:59

**Month of July**

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