

SPECIAL MEETING

- I. CALL TO ORDER
- II. ROLL CALL
- III. REVIEW AGENDA
- IV. NEW BUSINESS (10 minute limit)
 - a. Discuss/ Approve/Disapprove Colorado Mainstreet Program
 - b. Approve/Disapprove Engagement Letter Blair & Associates
 - c. Approve/Disapprove Parade Permit Roundup Riders of the Rockies
 - d. Executive Session for the purpose of receiving legal advice pursuant to CRS §24-6-402(2)(a) and for the purpose of determining positions relative to matters subject to negotiations pursuant to CRS §24-6-4-2(2)(e) concerning the request for water service by the Creede School District
- V. ADJOURN

REGULAR WORK SESSION

- Birdsey Property Process
 - Parks Presentation
 - Rio Grande Avenue
 - Flume
 - New School
 - Board Retreat
 - Other Business

NO FORMAL ACTIONS CAN BE TAKEN IN WORK SESSION

Posted 6/16/14

OPEN TO THE PUBLIC

June 3, 2014

City of Creede
P.O. Box 457
Creede, Colorado 81130

To Honorable Mayor and City Council and City Manager

We are pleased to confirm our understanding of the services we are to provide City of Creede for the year ended December 31, 2013. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Creede as of and for the year ended December 31, 2013. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Creede's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Creede's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Information for Major Funds.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Creede's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Statements and Schedules of Revenue and Expenditures and Changes in Fund Balance – Budget to Actual for Conservation Trust Fund and Enterprise Funds
- 2) Local Highway Finance Report

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Creede's financial statements. Our report will be addressed to City Council and City Manager of City of Creede. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Creede's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Blair and Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to other agencies or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Blair and Associates, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to agencies or its designee. The agency or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit on approximately July and to issue our reports no later than September 15, 2014. Pete Blair is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$7,650 unless a single audit is required, then an additional fee of \$1,800 will be assessed.. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Creede and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,
Blair and Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of City of Creede.

Management signature: _____
Title: _____
Date: _____

Governance signature: _____
Title: _____
Date: _____

**CITY OF CREEDE, A COLORADO TOWN
RESOLUTION 2014-08**

**A RESOLUTION BY THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO,
COMMITTING TO AND SUPPORTING THE PARTICIPATION IN THE COLORADO MAIN
STREET PROGRAM**

WHEREAS, the Colorado Main Street Program has been established by the Colorado Community Revitalization Association (CCRA) to assist cities, towns and rural areas in developing a public-private effort to revitalize urban neighborhood and traditional central business districts and,

WHEREAS, the Board of Trustees of the City of Creede at the June 17, 2014 special meeting voted to move forward with the Downtown Colorado, Inc. assessment and,

WHEREAS, the Board of Trustees of the City of Creede, Colorado, realizes the importance of participating in the Colorado Main Street Program and Creede Main Street revitalization; and

WHEREAS, the Board of Trustees of the City of Creede wish to participate and support the Colorado Main Street Program and Creede Main Street revitalizations.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN
OF CREEDE, COLORADO, THAT:**

Section 1. The Board of Trustees of the City of Creede hereby commits to and supports the participation in the Colorado Main Street Program

Section 2. The Board of Trustees of the Town of Creede endorses the goal of economic revitalization of the Creede Main Street within the context of the preservation and rehabilitation of its historic commercial buildings, recognizing that the Colorado Main Street Program is one of many economic and community development tools utilized by a locale and that it is location specific.

Section 3. The Board of Trustees of the City of Creede recognizes that a commitment to commercial district revitalization is an on-going process requiring attention, community support and involvement, and a full public-private partnership.

RESOLVED, APPROVED AND ADOPTED THIS 17th DAY OF JUNE, 2014.

CITY OF CREEDE:

ATTEST:

Mayor Date
Eric Grossman

Attest; City Clerk Date
Randi Snead

Colorado Main Street FAQ Sheet

What is CO Main Street?

The Colorado Main Street® Program is designed to assist with the revitalization of traditional downtowns and historic commercial districts, promote economic development and historic preservation. The program uses an approach that advocates a return to community self-reliance, local empowerment, and the rebuilding of central business districts based on their assets, unique architecture, personal service, local ownership and entrepreneurship, and a sense of community.

The Colorado Main Street program provides technical assistance in the Main Street Four Point Approach® (Organization, Promotion, Economic Restructuring, and Design) to competitively selected communities that are working in historically relevant business district settings and that meet certain threshold criteria.

Main Street is a national program that has spanned three decades and taken root in more than 2,000 communities – a movement that has spurred \$49 billion in reinvestment in traditional commercial districts, generated an average of \$27 locally for each public dollar invested, led to a net gain of 94, 176 new businesses, 417, 919 new jobs, and 214, 263 building rehabilitations, galvanized thousands of volunteers, and changed the way governments, planners, and developers view preservation.”

What is the mission of the Colorado Main Street Program?

The mission of the Colorado Main Street program is to coordinate resources and technical assistance for communities seeking to revitalize their historic downtown commercial districts based on their individual needs.

Who manages the Colorado Main Street Program?

The Department of Local Affairs (DOLA) manages the Colorado Main Street program, which is partially funded by a grant from History Colorado, the State Historical Fund. A governing board and standing committees make up the structure of the volunteer driven local program.

Who are the local organizations completing and submitting the Candidacy for Main street application?

The Creede Economic Development Advisory Committee(EDAC) in partnership with the Creede Community Fund (CCF).

Why apply?

Why not?! This is an opportunity to support Creede and Creede's future with a comprehensive economic plan for Main Street.

Downtowns are the life center of any small community and we have the local assets to provide a solid foundation for the program and the support of both the public and private sector necessary for an effective partnership. Big towns, small towns, all towns started around a commercial district or downtown. It is the heart and soul of our community and should reflect the pride of local leadership and community. It is the face we project to visitors, investors and to ourselves. The reputation of our community is based on the condition of our downtown.

What does it mean to apply?

The “Letter of Intent for Main Street Candidacy”, due July 1st, is the first step in becoming a Colorado Main Street Community. The application allows us to be considered as a candidate for the program. Acceptance is not guaranteed and our eligibility has yet to be determined by. The submission of this application makes it possible for Creede to be considered as a candidate. The Department of Local Affairs requires all potential candidates to submit a letter of intent to apply. The Main Street Advisory Board reviews letters of intent and may request a full application from those communities who are strong candidates for the program.

What does it mean to be a Main Street candidate?

During this period the Candidate community should establish and build the organization's structure, leadership, and resources. This phase usually lasts up to 3 years during which time communities are working towards establishing a lasting local Main Street program.

Will it raise taxes?

No. Monies will be provided through fund raising, private donations and contributions from local governments.

Catherine Kim
EDAC
719-849-0492

Caitlyn Jewell
CCF
970-946-2613



PARADE PERMIT APPLICATION

City of Creede
2223 N Main Street
Creede, CO 81130
(719-)658-2276

Name: Roundup Riders of the Rockies

Address: 7931 South Broadway #295, Littleton, CO 80122

Business/Organization (if applicable): Same as above

Phone: 303-798-0630 Email: dancerdpw@aol.com

Parade Date: July 24, 2014 Parade Time (please allow for set-up and take-down): 11:00am-12:00pm

Parade Route Begins: Loma Ave and Main Street

Parade Route Ends: Main Street and 7th. Column will continue on Main to Willow Creek drainage and follow that to the Fairgrounds.

Planned Road Closures: As required by City and/or County Sheriff.

(Additionally, please attach a map)

Estimated Number of People Expected to Attend this Event: 150

Responsible Parties for Barricade Set-up & Removal:

Name: Dr. Charles Scoggin Phone: 303-589-5221 Name: Darrel Wentz Phone: 719-337-6853

Name: _____ Phone: _____ Name: _____ Phone: _____

I have read, fully understand, and agree to the terms of this Parade Permit, any attached pages, and the City of Creede's Public Property Event Policy and Procedures:

Applicant James P. Wentz Date 5/30/2014 City Clerk [Signature] Date 5/30/14

SHERIFF'S DEPARTMENT NOTIFICATION: Public Works Dept: [Signature] Date [Signature]

FOR ADMINISTRATIVE USE ONLY	
Application Received <u>8/30/14</u>	Fee <u>\$25⁰⁰</u> Date Paid _____
License Agreement Attached? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Proof of Insurance Attached? Y <input type="checkbox"/> N <input type="checkbox"/>
Board of Trustees Meeting Date <u>6/17/14</u>	
Approved by Board of Trustees this <u>17</u> day of <u>June</u> , 20 <u>14</u>	
Attest: _____	City Clerk

CREEDE

Roundup Riders of the Rockies

19219 Elbert Road
Elbert, Colorado, 80106

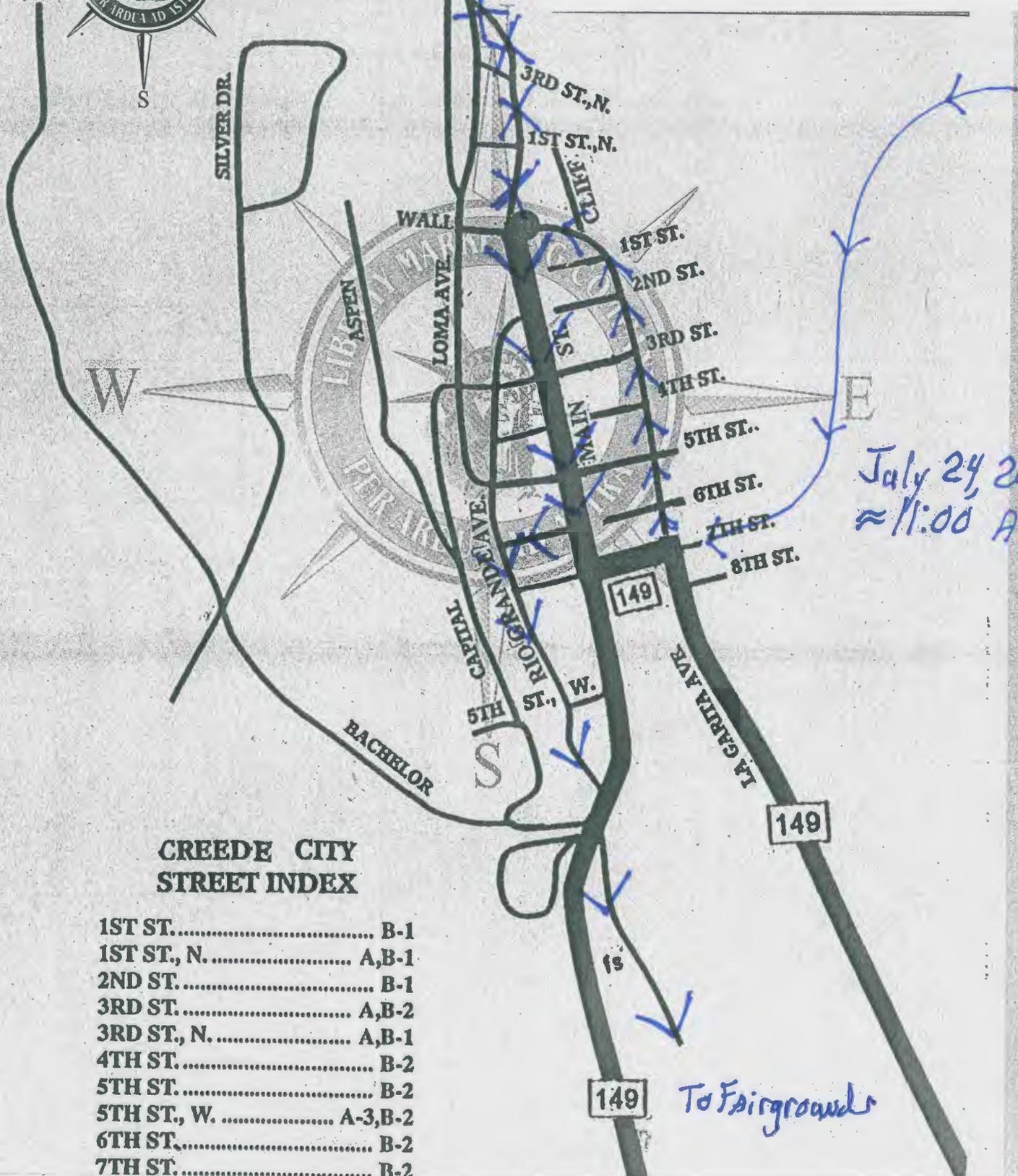
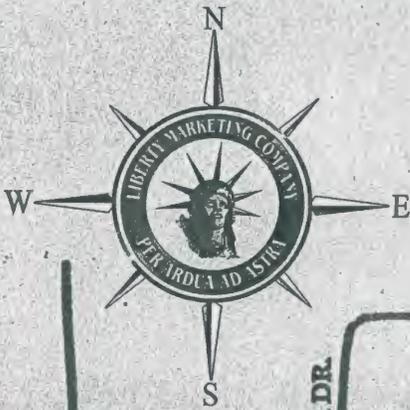
Darrel P. Wentz
Chairman
Ride and Trail Committee

Phone: 719-749-0107
Cell: 719-337-6853
Fax: 719-749-9229
E-mail: dancerdpw@aol.com



"There is Nothing so Good for the Inside of a Man as the outside of a Horse"

- Will Rogers -



CREEDE CITY STREET INDEX

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- 1ST ST, N..... A,B-1
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