

**CITY OF BURLINGTON  
KIT CARSON COUNTY  
CITY COUNCIL  
REGULAR MEETING  
AGENDA  
04-2017  
City Hall  
415 15<sup>th</sup> STREET  
February 27, 2017  
6:30 PM**

**1 Call to Order**

**2 Pledge of Allegiance**

**3 Consent Agenda Items**

*Any consent agenda item may be removed from the Consent Agenda and placed under Business if discussion is desired. Otherwise, one motion will pass all items.*

Minutes for 2-11-17 and 2-13-17.

**4 Public Comment**

**5 Unfinished Business**

**6 New Business**

A. Discussion on Midway Theater advertising options.

B. Jennifer Beck with the Work Force Center to share information on Region 5 sectors health and wellness partnership.

C. Approval of City Administrator employment agreement with James Keehne.

**7 Reports from City Departments**

Clerk- Shelly Clark

Deputy Clerk-Karen McKinley

Public Works- Tim Ellis

Police- Barry Romans

Economic Development- Rol Hudler

Activities- Tyson Weisshaar

Library-Nick McCarty-Daniels

Old Town- Nikki Wall

Airport-Daniel Melia

IT- Suzy Velasco

**8 Council Comments**

A. Mayor Dale Franklin

B. Rod Murray

C. Mike Halde

D. Mark Burghart

E. Kamron Weisshaar

F. Beth Crites

G. Harold McNerney

**9 Adjournment**

*Emergency matters that may come before Council may be discussed with decisions to be ratified at a subsequent Council meeting.*

MINUTES OF THE SPECIAL MEETING  
OF THE MEMBERS OF THE CITY COUNCIL  
CITY OF BURLINGTON  
COUNTY OF KIT CARSON  
STATE OF COLORADO  
8:00 AM  
COMMUNITY BUILDING – ROOM A  
340 S. 14<sup>th</sup> STREET  
February 11, 2017

**CALL TO ORDER**

The Special meeting of the City Council of the City of Burlington was called to order on Saturday, February 11, 2017 at 8:00 AM by Mayor Dale Franklin.

**ROLL CALL**

Present were: Mayor Dale Franklin, Council members Rod Murray, Mark Burghart, Harold McNerney, Kamron Weisshaar and Beth Crites

Absent: Council member Mike Halde

Also present was: Steve Rabe

**PURPOSE OF MEETING**

Mayor Franklin stated that the City Council would be going into Executive Session in accordance with Section 24-6-402(4)(f)(1) of the Colorado Revised Statutes for a personnel matter, specifically regarding the selection and hiring of a new City Administrator.

**BRIEF RECESS**

Mayor Franklin called a brief recess at 9:55 AM. The meeting was called back to order at 10:05 AM.

Mayor Franklin called an end to the Executive Session at 11:30 AM.

Steven G. Rabe attests pursuant to C.R.S. Section 24-6-402(4)(f)(l) that the Executive Session was called for a Personnel Matter specifically regarding the selection and hiring of a new City Administrator.

**ADJOURNMENT**

Mayor Franklin adjourned the Special Meeting at 11:35 AM.

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Dale Franklin, Mayor

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Steven G. Rabe, Administrative Consultant

MINUTES OF THE MEETING  
OF THE MEMBERS OF THE CITY COUNCIL  
CITY OF BURLINGTON  
COUNTY OF KIT CARSON  
STATE OF COLORADO  
Community Building  
340 S 14<sup>th</sup> Street  
6:30 pm  
February 13, 2017

Mayor Dale Franklin called the meeting to order at 6:30 PM.

**1 The roll call of members was read and those answering were:**

Kamron Weisshaar	Mike Halde	Beth Crites
Harold McNERney	Rod Murray	

Absent: Mark Burghart

**Staff/Officials:**

Shelly Clark, City Clerk  
Karen McKinley, Deputy Clerk  
Tim Ellis, Public Works Director

**Also:** Ken Simmons  
Roger Hartley  
Jake Lightle  
Deb Gutierrez  
Carl Reese

**2 Pledge of Allegiance**

**3 Consent Agenda Items**

*Any consent agenda item may be removed from the Consent Agenda and placed under Business if discussion is desired. Otherwise, one motion will pass all items.*

Approval of minutes from 1-30-17  
Check register for December

**MOTION** by McNERney, second by Murray to approve the consent agenda items.

Those yea: Halde, Weisshaar, Crites, McNERney, Murray

Those nay:

**Motion passes.**

**4 Public Comments - None**

**5 Departments**

A. Clerk-Shelly Clark  
B. Deputy Clerk – Karen McKinley  
C. Tim Ellis – Shared that Tyson Reents was going to do some work in Outback Park and would like to donate two trees.

**6 Work Session Topics**

**Unfinished Business**

- A. KC Garden Tractor Pullers request to change location and renew lease.

**MOTION** by *Weisshaar*, second by *Halde* to approve KC Garden Tractor Pullers request to change location and renew lease.

Those yea: Halde, Weisshaar, Crites, McNerney, Murray

Those nay:

**Motion passes.**

**New Business**

**7 COUNCIL COMMENTS**

- A. Mayor Dale Franklin – Shared that CSU would like to use the airport for drone training.
- B. Mike Halde
- C. Mark Burghart
- D. Kamron Weisshaar
- E. Beth Crites – Asked about replacing electric poles.
- F. Harold McNerney
- G. Rod Murray

**8 MOTION** by McNerney, second by Murray to adjourn the meeting at 6:45 PM.

Those yea: Halde, Weisshaar, Crites, McNerney, Murray

Those nay:

**Motion passes.**

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Dale Franklin, Mayor

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Karen McKinley, Deputy City Clerk

## Midway theater & cultural event center

### *Sponsorship and advertising options*

*If you are a business that wants to promote what you do or an individual that wants to help support your local nonprofit organization, we have an opportunity for you.*

#### Platinum Level \$1,000 - Limit of 4 and would include:

- *4 or 5 - 3 minute spots aired one weekend each month for the entire 12 months (48 spots).*
- *MT&CEC would produce a unique film tailored for just your business and would be on the banner.*

#### Gold Level \$500 - Limit of 16 and would include:

- *4 or 5 -1 minute spots aired one weekend each month movie for the entire 12 months (48 spots).*
- *MT&CEC would produce a unique film tailored for just your business and would be on the banner.*

#### Silver Level Plus \$300 - Limit of 12 and would include:

- *Be the primary sponsor for the "Throwback Thursday" movies and have input into selection of the movie. No other advertisers will be shown.*
- *MT&CEC would produce a unique film tailored for just your business and would be on the banner.*

#### Silver Level \$250 - Limit of 16 and would include:

- *4 or 5 - 30 sec spots aired one weekend each month for the entire 12 months (48 spots).*

- *MT&CEC would produce a unique film for just your business and would be on the banner.*

Bronze Level \$150 - Package would include:

- *Your name, business name or logo would be on a banner that would be aired before each weekend movie shown for the entire year.*

*For additional information please contact Tara Penny at 342-0034,*

*Daniel Melia 342-3889, Ken Viken 340-0129*

**MT & CEC ADVERTISING PROGRAM DETAILS**

- *MT & CEC owns the film clip and retains all rights to the production.*
- *The sponsor or advertiser may purchase the rights to the film at onset of the filming by purchasing the film clip from the producer - Daniel Melia.*
- *The different levels or additional levels may be combined into a multi month campaign.*
- *"Throwback Thursday" will need 12 - \$300 sponsors and would be the primary sponsor that evening.*
- *Each package is for a 12-month period and may be renewed annually on the anniversary date of the sponsorship or advertising contract.*
- *Once a film is produced no modifications will be allowed without the additional cost included.*

- *If a new spot is desired, then the cost of production will be assessed depending on the production costs from Daniel Melia.*
- *The placement of the film spots may vary depending on the level of sponsorship and is at the discretion of MT & CEC. Every attempt will be made to promote the sponsors in the most advantageous position.*
- *If a specific showing is desired, every attempt will be made to accommodate the request. MT & CEC does retain the right to set the show schedule and times.*
- *The number of spots shown are the minimum amount that a sponsor can expect to receive. MT & CEC retains the right to extend the exposure to other events held at the theater at no additional cost.*

*On behalf of the Midway Theater & Cultural Event Center we would like to Thank You for all the past support you have given us. We look forward to your sponsorship of the Midway Theater & Cultural Event Center as we bring back the "Midway" to our community!!*

## Region 5 SECTORS Health & Wellness Partnership

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Region 5 covers 4 Colorado counties:

- Cheyenne
- Kit Carson
- Elbert
- Lincoln

Sector initiatives rely on local partnerships that are led by employers and include economic development, education, workforce development and other stakeholders to identify and address the highest priority workforce challenges of the industry.

Our employer champions identified the existing need to train local people to then work in our rural healthcare agencies.

Through a LOT of collaboration we have GREAT News!  
Colorado Dept. of Education  
Awarded us a \$91,000.00 grant  
To train & retain healthcare workers in Region 5.

Few provisions include:

- Raising \$91,000.00 in matching donations
- Simple applicant recruitment guidelines

This will total \$182,000.00 to Train and Retain local people in our vacant healthcare occupations.

Key Partners:

Lincoln Community Hospital  
Peak Vista Community Health Centers  
Eastern Sub Local Area Workforce Centers  
CO Dept. of Education  
Prairie Development Corporation  
Lincoln County Economic Development Corp.  
Colorado Rural Workforce Consortium  
Colorado Department of Education

Keefe Memorial Hospital  
Centennial Mental Health Center  
Morgan Community College  
CO Workforce Development  
The Independence Center  
Small Business Development Center  
Progressive 15

All Region 5 Board of Commissioners have signed letters of support of this grant.  
Your Community Foundation, is the 501c3 agency for pass-through financial accountability.

**\*\*Keep your eye out for our upcoming scholarship fundraiser luncheon on  
March 16, 2017 – 11:30 – 1:30 for more details & background about the Grant**



# EMPLOYMENT AGREEMENT

## Introduction

This Employment Agreement (“Agreement”), dated this 27<sup>th</sup> day of February, 2017, is by and between the City of Burlington (“City”), a Colorado home rule municipality, located in the County of Kit Carson, State of Colorado, and James Robert Keehne (“Administrator”), presently at 1315 SE Stonebridge Drive, Cedaredge, CO 81413, an individual who has the education, training and experience in local government management, or combination thereof, and who is member of ICMA, subject to the ICMA Code of Ethics, both of whom agree as follows:

## Section 1: Term

This Agreement shall remain in full force in effect from March 13, 2017 until terminated by the City or Administrator as provided in Section 10, 11 and 12 of this Agreement. Administrator shall be deemed at all times to be an “at will” employee.

## Section 2: Duties and Authority

City agrees to employ James Robert Keehne as City Administrator to perform the functions and duties in accordance with the Job Description, attached to this Agreement as Exhibit “A” and to perform other legally permissible and proper duties and functions as prescribed by the City Charter, Municipal Code and Colorado State Statutes as well as the City Council from time to time.

## Section 3: Compensation

- A. Base Salary: City agrees to pay Administrator an initial base salary of Seventy-Five Thousand Dollars (\$75,000.00) (“Base Salary”), which shall be paid periodically on the same regular paydays applicable to all other City employees;
- B. This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required pursuant to the City's compensation policies and/or this Agreement; and
- C. Consideration shall be given on at least an annual basis to increase compensation.

## Section 4: Employees Benefits

During the term of this Agreement, and thereafter when specifically provided herein, the Administrator, in addition to the Base Salary provided for in Section 3, shall have and be entitled to receive from the City the following employee benefits:

- A. Vacation leave, to accrue and be earned as provided for in the City's Personnel Policy provided that the Administrator shall be deemed to have accrued twenty (20) hours of annual leave, which is available for immediate use, upon reporting to duty on the effective date of this Agreement;
- B. Sick leave to the extent such is provided for under the City's employee benefit package provided also that the Administrator shall commence employment with the City of the

- effective date of this Agreement with ten (10) hours of already accrued annual leave, which is available for immediate use;
- C. Group health, dental and vision insurance benefits on the same basis as all other full time employees of the City under the City's employees benefit plan;
  - D. Life insurance benefits equal to those provided by the City to its other full-time employees, as described and otherwise provided for in the Personnel Policy and employee benefit plan;
  - E. Administrative leave in accordance with City policy; and
  - F. Retirement benefits on the same basis as all other non-police full-time employees of the City.

### **Section 5: General Business Expenses**

The City agrees to reasonably budget for and to pay for professional dues and subscriptions of the Administrator for the continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for the Administrator's continued professional participation, growth and advancement and for the good of the City, which shall include, at a minimum, the annual dues for the International City/County Manager's Association and the Colorado City/County Administrators Association.

The City agrees to reasonably budget for and to pay for travel and subsistence expenses of Administrator for professional and official travel, meetings, and occasions to adequately continue the professional development of Administrator and to pursue necessary official functions for the City, including but not limited to the Colorado Municipal League Annual Conference, and such other state and local governmental groups and committees in which Administrator serves as a member. Any such travel by Administrator shall be in accordance with the City's travel policy, as the same may be amended from time to time.

The City also agrees to reasonably budget for and to pay for travel and subsistence expenses of Administrator for short courses, institutes, and seminars that are necessary for the Administrator's professional development and for the good of the City.

The City further agrees to either provide a cellular phone or to pay Administrator a stipend in an amount not to exceed seventy dollars (\$70.00) per month for a cellular phone, to include a voice and data plan. Such amount shall be the actual cost of such plan, but Administrator shall not be required to provide the invoices from the service provider in order to obtain the monthly stipend set forth herein.

### **Section 6: Automobile**

The Administrator's duties require exclusive and unrestricted use of an automobile to be mutually agreed upon and provided to the Administrator at the City's cost, subject to approval by City Council, which shall not be withheld without good cause. The City shall be responsible for paying for liability, property damage, and comprehensive insurance, and for the purchase (or lease), operation, maintenance, repair, and regular replacement of an automobile. The City will also reimburse mileage when Administrator's private vehicle is used for business purposes when traveling distances of over thirty (30) miles at the rate which is set from time-to-time by the Internal Revenue Service. The City will only reimburse for one-half (1/2) of the allowed

mileage if Administrator elects to use their personal vehicle when a City-owned vehicle is otherwise available

### **Section 7: Housing**

City shall provide a residence for Administrator at no cost to Administrator other than the monthly cost of all utilities and services. Specific terms and conditions for the use of said residence will be subject to a separate lease/rental agreement. Should Administrator choose to not accept the housing, no additional housing incentive shall be provided to Administrator. Upon separation, voluntary or involuntary, Administrator shall vacate the residence with three (3) months of date of separation.

### **Section 8: Moving and Relocation Expenses**

Administrator agrees to establish residence within the six (6) miles within nine (9) months of employment, and thereafter to maintain residence within the area. The City shall reimburse Administrator for up to \$2,500 to cover relocation costs once moved. Administrator agrees to a commitment to the City of at least three (3) years or Administrator will reimburse City moving and relocation expenses on a pro-rated basis.

### **Section 9: Trial Period**

The Administrator will be subjected to a six (6) month Trial Period, upon reporting to duty on the effective date of this Agreement, in order to evaluate his capacity to serve in his appointed position. Not less than two (2) weeks prior to the end of the Trial Period, the Administrator will be given a compensation-related performance evaluation by the City Council. The evaluation will determine: 1) whether the Administrator should be maintained as the City Administrator as set forth herein, entitled to all the benefits, including the severance package, as set forth in Section 11 of this Agreement; or 2) whether the Administrator should be terminated.

### **Section 10: Termination**

For the purpose of this Agreement, termination shall occur when:

- A. The majority of the governing body votes to terminate the Administrator at a duly authorized public meeting;
- B. If the City, citizens or state legislature acts to amend any provisions of the Municipal Code, or other such document pertaining to the role, powers, duties, authority, responsibilities of the Administrator's position that substantially changes the form of government, the Administrator shall have the right to declare that such amendments constitute termination;
- C. If the City reduces the Base Salary, compensation or any other financial benefit of the Administrator, unless it is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this Agreement and will be regarded as a termination;
- D. If the Administrator resigns following an offer to accept resignation, whether formal or informal, by the City as representative of the majority of the governing body that the

Administrator resign, then the Administrator may declare a termination as of the date of the suggestion; or

- E. Breach of contract declared by either party with a 30-day cure period for either Administrator or City. Written notice of a breach of contract shall be provided in accordance with the provisions of Section 20.

Notwithstanding anything to the contrary within this agreement, the Administrator shall be deemed to be an employee at will, and nothing in this agreement shall prevent or otherwise interfere with the right of the City Council to terminate the services of the Administrator at any time, subject only to the applicable provisions of this agreement. Likewise, nothing in this agreement shall prevent or otherwise interfere with the right of the Administrator to resign at any time as the City Administrator.

### **Section 11: Severance**

Severance shall be paid to the Administrator when employment is terminated as defined in Section 10, except that such severance shall not be paid if Administrator is terminated prior to the end of the Trial Period described in Section 9 of this Agreement.

If the Administrator is terminated after the completion of the Trial Period, the City shall provide a severance payment equal to three (3) month's Base Salary at the then current rate of pay. This severance shall be paid in a lump sum unless otherwise agreed to by the City and the Administrator.

The Administrator shall also be compensated for all accrued leave time. The City agrees to make a contribution to the Administrator's retirement account on the value of this compensation calculated using the rate ordinarily contributed on regular compensation.

If the Administrator is terminated during the course, or as a result, of his Trial Period or because of a conviction of a felony, other malfeasance, or cause as determined by the City Council, then the City is not obligated to pay severance benefits under this section.

### **Section 12: Resignation**

The Administrator may elect to terminate this Agreement without cause by giving the City written notice of his intention to terminate. The Administrator shall not be entitled to any severance if he makes such an election for any reason other than the circumstances described in Section 10(D). Such notice shall specify a termination date that shall not be less than thirty (30) days from the date the notice is given. Unless otherwise agreed in writing by both parties, the Administrator shall continue to perform the duties of City Administrator, as described herein, on a full time basis until the termination date specified in the notice. The Administrator shall continue to receive compensation and benefits herein provided for so long as he/she continues to perform such duties. All compensation and employee benefits shall cease to accrue on the termination date or upon such earlier date when the Administrator is no longer performing the duties of her office as described herein.

### **Section 13: Performance Evaluation**

Beginning in 2018, the Administrator's performance of his duties as City Administrator shall be evaluated annually in accordance with the terms prescribed in the Personnel Policy utilizing a form that is mutually approved by both parties. The Administrator agrees to cooperate with the evaluation process and to provide the City with any documentation or information that the City may request in connection with the evaluation. The purpose of the evaluation will be to determine whether the Administrator's performance of his duties under this Agreement remains satisfactory to the City and is in compliance with the terms and provisions hereof.

### **Section 14: Work Plan**

Administrator agrees to develop a "Work Plan" and to accomplish specific tasks, as specified and approved by the City Council from time-to-time, in a timely and professional manner. Such specific tasks shall be discussed with the Administrator and said Work Plan will be adopted by motion by the Council as frequently as the Council may choose but no less than annually. Once approved, such specific tasks and work plans shall then be considered a part of this Agreement.

### **Section 15: Hours of Work**

The City expects and the Administrator agrees that the Administrator's hours of employment must be flexible and sometimes will be long and irregular. The Administrator's duties hereunder will often require his attendance at and participation in meetings and other functions which occur during evening hours and occasionally on weekends. The Administrator understands and agrees that he will not be entitled to overtime pay, or any other form of financial remuneration over and above the Base Salary and benefits provided for herein with respect to the performance of his duties and his long hours of service hereunder, and that he shall be deemed an "exempt" employee under the provisions of the Fair Labor Standards Act.

### **Section 16: Outside Activities**

Administrator agrees to remain in the exclusive employ of the City and neither to accept nor to become employed by any other employer during his employment with the City; provided, however, that nothing in this Paragraph shall preclude Administrator from occasional teaching, writing, or consulting performed during Administrator's personal time off, and further provided notwithstanding the foregoing, in no event shall any such work in any way represent a potential or real conflict of interest to the City.

### **Section 17: Indemnification**

The City Administrator shall be defended and indemnified in his/her actions undertaken in his official capacity as City Administrator pursuant to all insurance coverage's maintained by the Board and pursuant to the terms of the Colorado Governmental Immunity Act. The City Administrator shall, however, not be indemnified for any act or omission that is willful and wanton, as those terms are defined under the Colorado Governmental Immunity Act.

### **Section 18: Bonding**

City shall bear the full cost of any fidelity or other bonds required of the Administrator under any law or ordinance.

### **Section 19: Other Terms and Conditions of Employment**

The City, only upon agreement with Administrator, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Administrator, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Municipal Code or any other law.

Except as otherwise provided in this Agreement, the Administrator shall be entitled to the highest level of benefits that are enjoyed by other employees of the City as provided in the City Charter, Municipal Code, Personnel Rules and Regulations or by practice.

### **Section 20: Notices**

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- (1) CITY: City of Burlington  
Dale Franklin, Mayor  
P. O. Box 366  
Burlington, CO 80807
  
- (2) EMPLOYEE: James Robert Keehne  
14111B US Highway 385  
Burlington, CO 80807

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

### **Section 21: General Provisions**

- A. **Integration.** This Agreement sets forth and establishes the entire understanding between the City and the Administrator relating to the employment of the Administrator by the City. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the term of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- B. **Binding Effect.** This Agreement shall be binding on the City and the Administrator as well as their heirs, assigns, executors, personal representatives and successors in interest.

- C. **Effective Date.** This Agreement shall become effective on March 13, 2017.
- D. **Severability.** The invalidity or partial invalidity of any portion of this Agreement will not effect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.
- E. **Waiver.** The waiver by either party of any breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that same or any other provision.
- F. The parties agree and acknowledge that in the event of a dispute concerning this Agreement or Administrator's employment, venue for any such dispute shall be proper in Kit Carson County District Court. Further, the parties agree that prior to becoming involved in any litigation regarding this agreement or Administrator's employment, they shall first attend mediation to attempt to resolve any such dispute and use their best efforts to resolve the same. To the extent mediation fails, and/or litigation ensues, the party that substantially prevails shall be entitled to full reimbursement of all reasonable legal fees and costs, including expert fees if any, whether related to mediation or litigation.

ATTEST:

CITY OF BURLINGTON

\_\_\_\_\_  
Shelly Clark, City Clerk

By: \_\_\_\_\_  
Dale Franklin, Mayor

\_\_\_\_\_  
James Robert Keehne  
City Administrator



[www.burlingtoncolo.com](http://www.burlingtoncolo.com)

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415 15<sup>th</sup> Street Burlington, CO 80807 Phone 719-346-8652 Fax 719-346-8397

**CITY CLERK REPORT**  
**2-27-2017**

I have asked Nikki to share information on the Midway Theater advertising options. Nikki and I discussed having the City participate and include advertising information for each department.

Steve has everything in order for Council's approval on the agreement for James Keehne.

The shop employees did a great job painting the Airport house and the carpet was also replaced. It should be ready for the Keehnes to move in.

We received approval from DOLA on Friday to send out Notices to Proceed. The water project will be getting underway. ☺

Lorraine has everything entered for 2016. She met with Department Heads today to have them look over the final numbers for 2016.





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480 15th Street \* PO Box 423 \* Burlington, CO 80807 \* Phone 719.346.8353 \* Fax 719.346.8302

**Council Report  
January 27<sup>th</sup>, 2017**

- Item 1:** I am working on a grant from POST for training education and materials.
- Item2:** Whitmore is in his 7<sup>th</sup> week of school and is doing well. He started firearms training this week.
- Item3:** We sent Ekberg and Dodson to a free narcotics interdiction class in New Mexico. This class is geared towards rural areas and highways.

## ECONOMIC DEVELOPMENT REPORT FROM ROL

Burlington was asked by The Denver Post to submit a request to be one of the sponsoring cities for Pedal The Plains this coming September.

I have talked to Mayor Franklin about this, and at this point in time, we agreed the city did not want to show interest in the project for several reasons.

As you all know, we were the major host city for the first ever Pedal The Plains and had approximately 800 riders participating. It was quite an experience; however, as far as providing any economic development for the city the results were few and far between.

When we sponsored the event, it took approximately 100 volunteers to pull it off. Many meetings behind the scenes and everyone did a wonderful job.

At the first event, there was a portion devoted to professional bike riders and this added to the color of the rides. However, the pro portion of the ride has been eliminated and it has lost some of its stature.

The City of Burlington spent approximately \$20,000 hosting the first event. Included in this price is city labor.

In my conversation with Dale I told him there was very little benefit economically to the city.

Granted, the motels did some additional business; however, not as much as you might think as many camped out. Restaurants also did benefit some; however, meals were provided for them at Old Town and the price was included in their registration fee.

Most of the 800 riders were exhausted when they arrived in Burlington from Wray. They came to Old Town, ate, listened to a concert and then retired. They made few, if any, purchases.

We actually had buses available for free transportation to the Kit Carson County Carousel and any business stops they desired. Very few took advantage of the courtesy buses.

A couple of our local riders will tell you that those participating since it started still talk about coming back to Burlington.

The above gives you a very brief history of the event.

In my opinion it is not worth the funds we have to spend to be a sponsoring city.

We have more than enough on our plate at this time and can spend \$20,000 on another project that would provide us with considerably more benefit.

I brought this to you in case it does come up through any other organization such as the chamber of commerce. You will have a background in regard to your thoughts.

A quick briefing on Safeway.

I made a trip to Denver this month to talk to the people in the division office in regard to a possible new store for Burlington.

It was a good discussion and I will be going back for another discussion in either March or April.

I am not in a position to provide you with any details at this point in time; however, thought you should be aware we are in a discussion mode.

If you have any questions in regard to Pedal The Plains or Safeway, please feel free to ask.



340 S. 14<sup>th</sup> St Burlington, CO 80807 Tel:(719) 346-8918 Fax:(719) 346-8982 tyson.weisshaar@burlingtoncolo.com

## Burlington Activities Department

### February 22, 2017

→ Skills & Drills basketball wrapped up on February 18. We ended up having a total of 80 participants. I must thank the high school basketball coaches, Jake Trahern and Vanessa Einspahr, and their players, for their roles in executing the skills & drills programs. Without them, this wouldn't be possible. Below is the income & expense report:

	<i>INCOME</i>	
<b>Participants</b>		
<b><i>Paid Boys Participants (13 x \$20)</i></b>	<b><i>\$260.00</i></b>	
<b><i>Paid Boys Participants (26 x \$25)</i></b>	<b><i>\$650.00</i></b>	
<b><i>Boys Scholarships (2 x \$25)</i></b>	<b><i>\$50.00</i></b>	
<b><i>Paid Girls Participants (18 x \$20)</i></b>	<b><i>\$360.00</i></b>	
<b><i>Paid Girls Participants (18 x \$25)</i></b>	<b><i>\$450.00</i></b>	
<b><i>Paid Girls Participants (1 x \$15)</i></b>	<b><i>\$15.00</i></b>	
<b><i>Total Income</i></b>	<b><i>\$1,785.00</i></b>	
		<b><i>EXPENSE</i></b>
<b><i>Tricked Out Tees &amp; Signs (T-Shirts)</i></b>		<b><i>\$984.00</i></b>
<b><i>2 Scholarships (2 x \$25)</i></b>		<b><i>\$50.00</i></b>
<b><i>Total Expense</i></b>		<b><i>\$1,034.00</i></b>
<b><i>Total Income &amp; Expense</i></b>	<b><i>\$751.00</i></b>	

→ Our traveling basketball has been a great change to a more local league compared to driving to Fort Morgan. We still have games remaining on March 5 with Genoa/Hugo and March 12 with Stratton, both are home games. We have a total of 49 participants for our four teams. I must thank Cure Law and Halde Redi-Mix for sponsoring the shirts for all of our teams. I will be getting an income/expense report put together for this program.

→ Merrie David is instructing three programs for us. They are gymnastics, which has 27 participants, dance with 10 participants, and track & field with 6 participants. All of these programs will go until early March.

→ We held our annual local Denver Nuggets Skills Challenge on January 27. We recognized all of the winners at halftime of the varsity boys basketball game on February 4. Each first place finisher was able to go to the sectional competition which was held in Commerce City. Trinitee Holmes also finished first at this competition and has qualified for the state competition which will be held at the Pepsi Center before a Denver Nuggets game.

→ Outback Arts Council will host the last concert of the 2016-17 concert series on March 16 with Future Rhythm Quartet. We have the dates for the 2017-18 concert series which are as follows: Monday, September 18 – Grand Magic Show, Thursday, February 8 – Hot Club of Cowtown, and Sunday, April 22 – Scarborough Fair. All of these performances have been scheduled with BHS and the auditorium is reserved for OAC.

→ Youth Council members have begun working on our annual spring fundraiser. This year, a former youth council member and Burlington Native, Hudson Lee, will be returning home to perform a magic show for the entertainment of this event. The youth council members will be preparing and serving dinner before the show. Members are currently selling tickets and the subcommittee members are soliciting donations from local businesses to help raise funds for the youth council scholarships that we present at senior night in May.

→ The annual Spring Fling show is set for Saturday, May 6 at the Community Center. This show is for any vendors, commercial or hand-made items, and will run from 9am – 2pm. Registrations have been going for a couple of weeks and we have already had quite a few sign up. As we get closer to May 6, I will be able to tell you how many vendors we have registered for this event.

→ The No Till Conference went very well again this year. We already have them booked to come back next February 6 & 7. I really need to thank the public works crew as they came down to help set up and tear down tables and chairs for this event. Their help is greatly appreciated. I also want to thank the youth council members who came over and helped the caterers. Deb Hogerhuis from Camp Cook Concessions also greatly appreciated their help and wrote a letter that you will see at the end of my report.

→ **Other Activities in the works:** Summer Baseball/Softball registrations, Day Camps, Summer Activity Books

To the Parents of,

February 14, 2017


Andy Foose, David Howell, Todd Blandford,  
Jonah Hanson, Paola Enriquez, Dyanna Enriquez,  
Maria Dominguez and Marley Neal

I just wanted to let you know what a joy it was to work with your children during the "No Till Conference."

All of them have a really great attitude, they work hard and as a team, they understand time frames and how to get things done in a timely manner. I never heard anyone complain and all of them were always helpful and pleasant to work with. They are wonderful volunteers and I have no doubt that they will be an asset to anyone who employs them in their adult life. They just get it.

Thank You for raising such great kids!

Sincerely,

  
Deb Hogerhuis

cc: Tyson Weisshaar, Activities Director/City of Burlington

• Mike Clark, Principal/Burlington High School

Tom Satterly, Superintendent/Burlington School District

## **Burlington Public Library**

- January
  - Circulation: 978
  - Average Visitors: 40
- Suzy helped us remove half of our computers to make space for Summer Reading.
- Sam put up shelves in closet for more storage.
- We've started a coffee bar.
- We got some comfy chairs.
- We continue to declutter and rearrange library.
- We've started advertising for new library board members.
- McDonald's is going to donate desserts and Happy Meals to Summer Reading
- We've started a MakerSpace room for kids to play.
  - Very well received.
- We've registered to attend CLiC's March 31st training in Fort Morgan.
- This year's book sale is already shaping up to be the largest ever.
  - We pulled another 1,000 items this month.
- We got all of the fiction section off the ground.
- We are working to get our catalog organized.

## February 2017 City Council Report—Old Town Museum

- We have utilized January & February to do some much needed cleaning of our storage rooms and buildings. 5 dump truck loads later we can see shelves and floors once again in several areas. During this time we also painted the gift shop, tore out a small wall to make more space, replaced trim, replaced some lighting, reconfigured the front desk, and built shelves. I invite you all down to take a look at the gift shop, it has had quite the transformation.  
We have also re-recorded about half of the voice boxes in the buildings, and gotten closer to a complete inventory of artifacts—this will be an on-going, lengthy process as all donation records are on paper and filed by donor, not accession #.....
- We have had quite a busy February with facility rentals, \$650 in rentals in addition to hosting the Prairie Family Centers food giveaway here this month, and No-Til.
- Our 3<sup>rd</sup> Thursday music event was packed! We had over 100 people here and collected just over \$200 in donations.
- The Midway Theater has a great PR/Advertising opportunity for 2017. I have attached their information along with this report. This is a great opportunity to highlight the city departments, in addition to the summer events taking place at Old Town. Daniel has offered to create the spot for us at no charge, which is very generous as his work is amazing. He already has great footage of the gunfights and Old Town to use for our spot as well. Please look at the Gold Level for the city spot and the silver level for Old Town. This expense would be taken from the PR account (lodging tax).
- We will need to look closely at the possibility of hiring a maintenance/janitorial person for Old Town moving forward. With the increase in visitors and rentals, it is becoming more difficult to keep up with the needs of the facility with just 2 people. I'd like to have someone in place by the first week of April if possible.



# Memorandum

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**To:** Council  
**From:** I.T. Department - Suzy Velasco  
**Date:** 2/23/2017  
**Re:** Council Report for 02/27/2017

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- Routine maintenance & updates performed on city workstations & equipment
- Troubleshooting & repair for reported user issues
- Performing monthly database maintenance for all databases in Caselle on 2/23
- Performing monthly back-up of Caselle databases on 2/23
- Website updated to reflect current and upcoming events and information
- Assisted with A/V and tech needs for No Till and CPIA conferences at Community Center.
- Networking equipment, wireless access point installed at new Water shop
- Removed half of the public computers from the Library—will hold 3 of the newer stations as replacements should other departments experience hardware failure.
- 
- **Notify Me Statistics as of 2/23/17:**
  - **Calendar Subscriptions**
    - Activities – 75
    - Business - 26
    - Community - 53
    - Government – 31
    - Library – 32
    - Old Town – 36
  - **Newsflash Subscriptions**
    - Business - 30
    - Community - 58
    - Government – 33
  - **Jobs Module Subscriptions**
    - 25
  - **Bids Module Subscriptions**
    - 36
  - **Total Subscriptions**
    - 425
- **Facebook Statistics as of 2/23/17**
  - 507 likes (Burlington, CO page)

City of Burlington  
Kit Carson Correctional Center  
Monthly Report February 2017  
Norma H. Pankratz

### **Governors Office**

I contacted Rebecca in the governor's office about all the information they had gathered from the City of Burlington as well as the County. Rebecca told me by phone that they had given the information to the JBC 3 times and had been turned down 3 times as to any form of payment. She stated that if any payment would be forthcoming that it would need to be from the state legislature.

I contacted Senator Sonnenberg and Representative Becker this week by email asking them if they had any plans to request any funding. The 2016 legislature had budgeted \$3 M dollars to fund CCA to help keep the prison open. There was hope that since the 3 M wasn't paid to CCA which is now Core Civic that some of those dollars would come to the City of Burlington and Kit Carson County to make up some of the deficit with the prison closing. I have not heard from either Senator Sonnenberg or Representative Becker if they have any plans along this line or not. I have also contacted US Senator Gardner about the possibility of keeping ICE offenders. I have had no additional information from my phone call to his Denver office.

### **Other Update**

I did receive information recently that the State of Colorado facilities, housing inmates, are beginning to fill up. As mentioned previously 200 more inmates were promised to Core Civic this fiscal year. I will follow up with our Senator and Representative periodically to see what the status is of Colorado Inmates. If any of the City Council members have contact with them, it would be a good idea to also ask them about the possibility of sending some to KCCC. I have also alerted the Commissioners as to this possibility.

I also heard that a bill is being drafted to bring before the legislature, the need to conduct a bed utilization study. When I find out the bill number and any information, I will let the council know.

I had heard that Kansas facilities were full. I contacted Andrea at Core Civic to see if this might be a possibility. She said it would only be a few in number and for a short time. Not feasible to hire staff and bring the facility up for what Kansas was needing.

I continue to monitor the JBC and legislature concerning number of offenders and spending.

CCA has changed their name to Core Civic  
Norma Pankratz,