

**CITY OF BURLINGTON  
KIT CARSON COUNTY  
CITY COUNCIL  
REGULAR MEETING  
AGENDA  
18-2016  
COMMUNITY BUILDING ROOM A  
340 S 14<sup>TH</sup> STREET  
November 1, 2016  
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 9-19-2016, 9-26-2016, 10-10-2016 and 10-17-2016.

Approval of bills.

Approval of renewing Hotel & Restaurant Liquor License for Chen Vuong Thai.

Approval of renewing 3.2 Beer Off Premises Liquor License for Love's Travel Stops & Country Stores Inc.

Approval of temporary permit for BLT Liquor Investments,LLC DBA: Burlington Liquors.

4 Public Comment

5 Unfinished Business

6 New Business

- A. Ratification of the Mayor's signature on the representation letter from Holscher, Mayberry & Company, LLC for the 2015 audit.
- B. Approval of Ordinance 919 Amending Ordinance 917 relating to the authorization of a loan agreement with the Colorado Water Resources and Power Development Authority providing for other details in connection therewith, and declaring an emergency.
- C. Nominations for the East Central Council of Local Governments Board of Directors.
- D. Discussion on request from IT to purchase two additional user licenses for concurrent use of Caselle at City Hall.

7 Reports from City Departments

Clerk- Shelly Clark

Treasurer- Veronica Boyles

Public Works- Tim Ellis

Police- Barry Romans

Contract Monitor- Norma Pankratz

Old Town- Nikki Wall

IT-Suzy Velasco

Activities- Tyson Weisshaar

Airport-Daniel Melia

Library-Della Yersin

Economic Development- Rol Hudler

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.*

Account Number	Vendor	Amount	Department	Description
50784	Accutest	\$ 38.00	Water	E-Coli Testing
23389	Accutest	\$ 176.50	Water	Wastewater Sample Testing
23408	Accutest	\$ 186.50	Water	Confirmation Nitrate Samples
23487	Accutest	\$ 176.50	Water	Wastewater Sample Testing
50882	Accutest	\$ 38.00	Water	E-Coli Testing
23486	Accutest	\$ 294.50	Water	Nitrate Samples
50881	Accutest	\$ 38.00	Water	E-Coli Testing
23424	Accutest	\$ 176.50	Water	Wastewater Sample Testing
50792	Accutest	\$ 176.50	Water	Wastewater Sample Testing
50955	Accutest	\$ 38.00	Water	E-Coli Testing
50793	Accutest	\$ 190.50	Water	Nitrate Samples
48454	Advance Auto Parts	\$ 3.99	Streets	Hydraulic Filter for Street Sweeper
49892	Advance Auto Parts	\$ 50.61	Streets	Filters for Street Sweeper
50933	Ag Power	\$ 40.18	Parks	Hydrostat Oil
23144	Ag Power	\$ 247.15	Parks	Parts for Grasshopper & Snowblower
50956	All Of It Catering	\$ 810.00	Old Town	Catered Meal on 10/5/16 Buffet Dinner at Old Town Saloon
50826	AlSCO	\$ 17.00	Community Center	Dust Mops, Mop Handles
50954	AlSCO	\$ 17.00	Community Center	Dust Mops, Mop Handles
50937	AT & T	\$ 357.33	Various	October Long Distance
50848	Black Hills Energy	\$ 937.26	Various	September Gas Charges
50969	Bomgaars	\$ 15.47	Activities	Hot Glue Sticks for Haunted House
48462	Bomgaars	\$ 79.98	Activities	Black Plastic for Haunted House
50844	Burlington Chamber Commerce	\$ 983.94	Administration	Monthly Dues
23140	Burlington Home Center	\$ 64.74	IT	Brackets for Suzy's Office
50970	Burlington Home Center	\$ 19.57	Welcome Center	Pine-Sol, Lemon Pine-Sol, Greased Lightning Cleaner
50783	Burns, Figg & Will	\$ 5,095.00	Administration	Hutton Educational Foundation
50830	Camp Cook Concessions	\$ 200.00	Economic Development	20 Meals on 9/19/16 for Budget Meeting
50884	Camp Cook Concessions	\$ 69.00	Activities	Catered Meals on 10/15/16
50806	Casefile	\$ 1,480.00	Administration	Contract Fee for October
50786	Cavaliere Telephone	\$ 41.20	Old Town	Old Town 800 #
50039	CDW-Government	\$ 1,813.84	IT	Wireless Access Points-Water Dept & City Hall
50957	CenturyLink	\$ 3,547.46	Various	October Phone Bill
50862	Cirsa	\$ 258.66	General	Wee Blew Inn Fundraiser
50846	City of Burlington Bond Repayment	\$ 35,000.00	Water	Bond Repayment
50816	Colorado Dept Public Health	\$ 100.00	Water	September 2016 Environmental
50903	Colorado Directory	\$ 1,512.72	Old Town	Ad in Colorado Vacation Directory
50972	Colorado State Treasurer	\$ 1,506.00	Administration	Unemployment Benefit Charges Reimbursement
50672	Computer Central	\$ 51.46	PD	Supplies-AC Adapter for PD Video System
50674	Computer Central	\$ 5.99	PD	Supplies-4in Gold Plate RCA
50040	Computer Central	\$ 25.00	IT	Hard Drive Replacement at Community Center
50843	Cuellar Soccero	\$ 800.00	Misc	Cleaning VA Clinic
50787	Daniel Electric	\$ 30.79	Electric	4' T8 3Lamp Electronic
50788	Daniel Electric	\$ 28.19	Electric	R-201 Thermostat
50964	Daniel Electric	\$ 19.60	Electric	4 in 2 Hole EMT Strap
50860	Department of Energy	\$ 14,693.56	Electric	September Electrical Energy Used
50800	Deposit Refund	\$ 50.00	General	Community Center Deposit Refund-Kelly Ray
50834	DPC Industries	\$ 40.00	Water	Chlorine
50805	DPC Industries	\$ 839.28	Water	Bleach for Sewer Ponds
50818	Durham Ag Tech	\$ 20.00	Streets	Clutch Part for Truck #22
50831	E-470 Public Highway	\$ 17.75	Water	License Plate Toll Fees
50885	East Central Council of Governments	\$ 1,152.50	Administration	2016 Title III/FTA 4th Quarter Payment
80941	East Central Council of Governments	\$ 1,639.25	Administration	4th Quarter Municipal Membership Dues
50829	Flock Auctions	\$ 250.00	Water	Sewer Pumping
50675	Forensic Truth Group	\$ 140.00	PD	Lab Fees-Pre Employment Poly
50790	Genesee & Wyoming	\$ 1,984.16	Water	Land Lease
50854	Great America Financial Services	\$ 38.10	Administration	Mailing Meter Rental
50842	Grinan, Michael	\$ 2,500.00	Administration	Monthly Legal Services
48436	Herman Lumber	\$ 11.48	Water	Brass Fittings to Repair Leak at Well #5
50815	Herman Lumber	\$ 21.93	Water	Copper Tubing to Repair Well
50813	Herman Lumber	\$ 11.98	Streets	Batteries
48444	Herman Lumber	\$ 12.66	Electric	Screws for Concrete Slab for Transformers
48445	Herman Lumber	\$ 45.49	Water	Lumber & Glue for New Water Building
49887	Herman Lumber	\$ 13.98	Parks	Sprinkler Repair Part
48447	Herman Lumber	\$ 16.99	Water	3/4" Ball & Valve for Well #4
48449	Herman Lumber	\$ 22.35	Water	Electrical Outlets, Mop, Wood Filler for Water Shop
50927	Herman Lumber	\$ 7.49	Water	Sealant for Water Department
50905	Herman Lumber	\$ 5.99	Water	Metal Cutoff Wheel for Water Department
49889	Herman Lumber	\$ 8.49	Water	Sanding Belts
50680	Herman Lumber	\$ 6.99	PD	Supplies-Reslove Rug Cleaner
48433	Herman Lumber	\$ 11.90	Electric	Sharpen Chain Saw Blade
48435	Herman Lumber	\$ 38.49	Water	Ballast for Water Department
49891	Herman Lumber	\$ 59.98	Welcome Center	Light Bulbs
50847	Herman Lumber	\$ 11.99	Electric	Batteries
48451	Herman Lumber	\$ 395.00	Electric	Rope for Frontier Ag Project
50928	Herman Lumber	\$ 33.96	PD	Cleaner, Bleach, Mice Bait Station w 6 Refills
48453	Herman Lumber	\$ 5.38	Water	2-7" Cutoff Wheels for Cutting Window in Shop
48455	Herman Lumber	\$ 1.49	Streets	Steel Ring for Safety Harness
50939	Herman Lumber	\$ 33.96	Activities	Thermostat & Paint Liner
48456	Herman Lumber	\$ 200.59	IT	Lumber & Screws for Suzy's Office
49893	Herman Lumber	\$ 120.37	Water	Supplies for New Shop-Plywood, Lacquer, Lacquer Thinner, Wire
49894	Herman Lumber	\$ 24.17	IT	Varnish, Wood Putty, Paintbrush for Suzy's Office
48458	Herman Lumber	\$ 5.99	Electric	Screws for Electric Dept
48459	Herman Lumber	\$ 66.96	Water	Paint for New Water Shop
50958	Herman Lumber	\$ 59.40	Water	Paint, Paint Rollers, Paint Trays

50968	Herman Lumber	\$ 4.49	Parks	Silicone
48463	Herman Lumber	\$ 81.63	Parks	Plexiglass & Window Trim
50953	Hillyard	\$ 260.24	Community Center	Paper Towels, Tissue
50836	Hitchcock	\$ 976.67	Streets	Work on Bidirectional Mower
50798	Ingram Library Services	\$ 188.06	Library	September New Book Purchases
50938	In Line Plumbing	\$ 2,000.00	Water	New Water Shop-move water heater & run plumbing for new sink
50398	John Deere	\$ 13.27	Streets	Hydronic Seal
50929	John Deere	\$ 102.25	Parks	Gas Mower Repair Fuel Pump
48412	John Deere	\$ 8.16	Streets	2 Master Links for Chain
50801	John Deere	\$ 114.05	Streets	Loader Service Filters
48420	John Deere	\$ 70.46	Streets	Hydraulic Trabsmission Oil for John Deere 544 Loader
50845	Kit Carson County	\$ 5,833.66	PD	Monthly Dispatch Fees
50682	Kit Carson County Health Service Dist	\$ 166.00	PD	Lab Fees for John Dodson-Workmens Comp sent for restitution
50796	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50797	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50795	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50822	Kit Carson County Landfill	\$ 46.23	Streets	Dumping Fees
50821	Kit Carson County Landfill	\$ 23.23	Streets	Dumping Fees
50853	Kit Carson County Landfill	\$ 31.18	Streets	Dumping Fees
50852	Kit Carson County Landfill	\$ 29.50	Streets	Dumping Fees
50849	Kit Carson County Landfill	\$ 28.38	Streets	Dumping Fees
50850	Kit Carson County Landfill	\$ 61.49	Streets	Dumping Fees
50851	Kit Carson County Landfill	\$ 24.01	Streets	Dumping Fees
50874	Kit Carson County Landfill	\$ 23.48	Streets	Dumping Fees
50873	Kit Carson County Landfill	\$ 11.73	Streets	Dumping Fees
50872	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50871	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50870	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50869	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50868	Kit Carson County Landfill	\$ 17.48	Streets	Dumping Fees
50867	Kit Carson County Landfill	\$ 48.73	Streets	Dumping Fees
50866	Kit Carson County Landfill	\$ 66.91	Streets	Dumping Fees
50865	Kit Carson County Landfill	\$ 113.21	Streets	Dumping Fees
50864	Kit Carson County Landfill	\$ 61.85	Streets	Dumping Fees
50863	Kit Carson County Landfill	\$ 23.23	Streets	Dumping Fees
50880	Kit Carson County Landfill	\$ 184.93	Streets	Dumping Fees
50879	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50878	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50877	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50876	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50899	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50898	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50897	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50896	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50895	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50894	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50893	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50891	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50890	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50889	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50888	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50887	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50924	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50923	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50922	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50921	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50920	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50919	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50918	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50917	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50916	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50915	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50914	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50913	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50912	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50911	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50910	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50909	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50908	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50907	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50906	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50934	Kit Carson County Landfill	\$ 40.48	Streets	Dumping Fees
50932	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50963	Kit Carson County Landfill	\$ 20.23	Streets	Dumping Fees
50841	Knapp, Arianne	\$ 25.00	Judicial	Cleaning Courthouse
50679	Maxx Wrench	\$ 193.01	PD	Vehicle Repairs-Replaced Water Pump & Cooling System
50681	Maxx Wrench	\$ 496.97	PD	Vehicle Repairs-Replaced Rotors & Brake Pads
50840	Mellaire Aviation	\$ 3,000.00	Airport	Airport Manager
50677	Motorola Solutions, Inc	\$ 17,975.01	PD	Capital Outlay-Radios
50835	Northwest Parkway	\$ 4.75	PD	License Plate 654LAQ Toll Fee
50838	Pankratz, Norma	\$ 70.00	Administration	Reimbursement for use of Personal Equipment
50904	Pankratz, Norma	\$ 178.25	Administration	Reimbursement for Travel Expenses from Castle Rock for Council Meeting on 9/26/16
50827	Permits & Papers	\$ 40.00	Administration	Non-DOT Random Collection
50828	Permits & Papers	\$ 60.00	Electric	Non DOT Random Collection
50833	Permits & Papers	\$ 40.00	PD	Non DOT Pre-Employment Collection

50837	Perry Cleaning Services	\$	1,075.00	Welcome Center	Cleaning Welcome Center
50883	Petty Cash-Library	\$	119.69	Library	Burlington & Bethune Post Offices, Computer Central (Push Pins)-Petty Cash
50832	Prairie Mountain Publishing	\$	3,258.75	Various	Monthly Newspaper/Ads
50789	Quality Inn	\$	91.00	Administration	Hotel for Norma Panikratz
50810	Quill	\$	34.93	Administration	Post It Tabs & 2 Air Wick Dispensers
50809	Quill	\$	13.58	Administration	Air Wick Refills
50808	Quill	\$	17.98	Administration	Colored Paper
50807	Quill	\$	5.79	Administration	Air Wick Refills
50902	Quill	\$	38.38	Administration	EberGel Ink Pens, Multipurpose Lined Pages Refills
50901	Quill	\$	70.98	Judicial	File Folder Dividers & Qb Manila Fastener Folders
50935	Quill	\$	73.96	Misc	Glad Kitchen Trashbags & 31-33 Gallon Trashbags for VA Clinic
50900	Quill	\$	39.95	Library	Removable Rectangular Labels
50948	Quill	\$	33.97	Administration	Vertical Wire Step File
50785	Recht Kornfield	\$	100.00	Administration	Counsel Confer with Weisshaar regarding case status
50799	Safeway	\$	7.52	Administration	4 Cases Bottled Water
50823	Safeway	\$	53.50	Administration	Pepsi, Sprite, Candy for City Council
50825	Safeway	\$	71.63	Activities	Ground Beef for Youth Council Meeting
50824	Safeway	\$	89.13	Activities/Community	Youth Council-Hamburgers, Ketchup, Chips, Ziplock Bags, Onions, Coffeemate, Caramel
48439	Schlossers	\$	171.00	Water	4 1/2 Yards Flowfill for New Tap at Car Care Center/Lincoln & RR
48446	Schlossers	\$	175.50	Electric	Concrete for Slab at Frontier Ag
50947	Sensus Metering Systems	\$	1,893.15	Water	Yearly Support for Walk by Drive by Meter Readers
48442	Share Coporation	\$	1,076.04	Activities	Algaecide for Swimming Pool
50814	Sinclair/Wex Bank	\$	838.76	Various	September Vehicle Fuel Used
50839	Snyder, Lyn	\$	125.00	PD	Cleaning Police Department
50817	Stanion	\$	1,050.00	Electric	2 Meters with Demand
23141	Stanion	\$	727.50	Electric	Aluma-Form Mounts for Underground Supplies
50673	Stratton CO-OP	\$	25.38	PD	Building Maintenance for Interview Room-Limo Tint
48437	Stratton CO-OP	\$	64.32	Streets	Springbrake Chamber-#11 Freightliner
48438	Stratton CO-OP	\$	59.96	Streets	Springbrake Chamber-#11 Freightliner
50678	Stratton CO-OP	\$	19.00	PD	Tire Repair
49884	Stratton CO-OP	\$	19.00	Water	Tire Repair
49888	Stratton CO-OP	\$	33.73	Streets	Street Sweeper Drive Belt Chain
48450	Stratton CO-OP	\$	7.43	Water	Headlamp Bulb for Ron's Pickup
48452	Stratton CO-OP	\$	35.00	Streets	Tire Repair on Water Truck
49895	Stratton CO-OP	\$	11.10	Streets	Gasket Remover for Street Sweeper
48457	Stratton CO-OP	\$	90.00	Parks	Replace Tire on Air Compressor
50804	Sunrise Environmental	\$	138.16	Community Center	Disinfectant Foam Cleaner
48441	Sunrise Environmental	\$	219.32	Water	Hand Sanitizer, Wasp Spray
50820	Sunrise Tree Service	\$	205.00	Streets	Stump Grinding on 300 & 400 Block of 14th Street
50951	Threadz	\$	91.38	Activities	Work shirts for Lorenzo
50952	Tricked Out Tees	\$	84.00	Activities	Orange Punt Pass & Kick Tees
50097	US Bank	\$	781.00	IT	Copier Lease
49882	Utility Deposit Refund	\$	53.51	Electric	Utility Deposit Refund Jose Villalobos
48443	Wagner	\$	94.55	Streets	Service Filter for 120 H Road Grader
49890	Wagner	\$	76.03	Streets	Filters for CAT Skidloader & Backhoe
23142	Wilcox Oil & Chemicals	\$	2,686.50	Electric	Light Plant Diesel Fuel
50859	Xcel	\$	206,491.65	Electric	September Energy Used
50967	Yersin, Della	\$	32.37	Library	Shopko & Safeway Reimbursement for Wonder Map, Coffee Creamer & Ice
		\$	281,797.81		

#### Vendor Credits

50930	John Deere	\$	(143.63)	Parks/Streets	Credit
50959	Stratton CO-OP	\$	(350.00)	Water	Core Deposit Refund
		\$	281,654.18		

**MINUTES OF THE MEETING  
OF THE MEMBERS OF THE CITY COUNCIL  
CITY OF BURLINGTON  
COUNTY OF KIT CARSON  
STATE OF COLORADO  
5:00PM  
COMMUNITY BUILDING ROOM A  
340 S 14<sup>TH</sup> STREET  
September 19, 2016**

Mayor Dale Franklin called the meeting to order at 5:00PM.

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

Harold McNerney	Rod Murray	
Mark Burghart	Kamron Weisshaar	Beth Crites

Absent: Mike Halde

**Staff/Officials:**

James Bradley, Administrator  
Shelly Clark, City Clerk  
Daniel Melia, Airport  
Veronica Boyles, Treasurer  
Tim Ellis, Public Works  
Barry Romans, Police  
Rol Hudler, Economic Development  
Tyson Weisshaar, Activities  
Della Yersin, Library  
Nikki Wall, Old Town  
Suzy Velasco-IT

Also:

**2 Pledge of Allegiance**

**3 Work Session**

A. Budget Discussion.

**4 REPORTS AND COMMENTS FROM MAYOR AND COUNCIL:**

- A. Mayor Dale Franklin
- B. Mike Halde
- C. Mark Burghart
- D. Kamron Weisshaar
- E. Beth Crites
- F. Harold McNerney
- G. Rod Murray

**5 MOTION** by Burghart, second by McNerney to adjourn the meeting at 6:35PM.

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

Those nay:

**Motion passes.**

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Dale Franklin, Mayor

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Shelly Clark, City Clerk

**MINUTES OF THE MEETING  
OF THE MEMBERS OF THE CITY COUNCIL  
CITY OF BURLINGTON  
COUNTY OF KIT CARSON  
STATE OF COLORADO**

**6:30PM**

**COMMUNITY BUILDING ROOM A**

**340 S 14<sup>TH</sup> STREET**

**September 26, 2016**

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

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

Mike Halde

Mark Burghart

Harold McNerney

Kamron Weisshaar

Rod Murray

Beth Crites

Absent:

Staff/Officials:

James Bradley, Administrator

Shelly Clark, City Clerk

Daniel Melia, Airport

Veronica Boyles, Treasurer

Tim Ellis, Public Works

Barry Romans, Police

Rol Hudler, Economic Development

Tyson Weisshaar, Activities

Della Yersin, Library

Nick McCarty-Daniels, Library

Nikki Wall, Old Town

Norma Pankratz, Contract Monitor

Also:

Jake Hoban

Justin Pietz

John Rostas

Stan Murphy

Tim Mayberry

**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 8-29-2016 and 9-12-2016

Approval of bills

**MOTION** by McNerney, second by Burghart to approve the consent agenda items.

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

Those nay:

**Motion passes.**

**4 Public Comment-** Stan Murphy shared with Council a list of concerns: The murder and attempted murder that recently took place in Burlington where both these incidents were drug related. Murphy feels that this has a negative impact on our community. Murphy was concerned that there was no notification in his neighborhood that a murder had taken place and no information was released when the attempted murder happened. He feels it is time that this drug issue is addressed. We need to start an anti-drug campaign and involve other agencies. Inform the public that the drug issues are not just marijuana and that drugs are showing a strong presence in our community. This community needs to show a resistance against allowing drugs. Have the schools do programs educating the kids and

parents about drugs; put information in the paper and on the radio about how to report suspicious activity to the police. Murphy shared with Council it is time to take action. Mayor Franklin thanked Murphy for sharing his concerns with the Council.

#### **5 Department Head Reports:**

**Grinnan=>** Absent

**Bradley=>** Report is in the packet. Bradley shared information on the coffin run that will be held on October 29<sup>th</sup>. Also shared the project calendar with Council.

**Clark=>**

**Boyles=>**

**Ellis=>** Shared with Council that Atwell the engineers for electric will be out to look at where we are at on the 20 year plan.

**Romans=>**Report is in the packet.

**Hudler=>** Report is in the packet.

**Weisshaar=>** Report is in the packet.

**Melia=>** Shared with Council that the FAA did a compliance inspection. The inspection consisted of reviewing safety standards in relation to the airport. The overall maintenance for the airport was very good. There were a couple of things that we had to take care of. The ends of the runway need to add dirt to even the lip. Farm equipment has to be moved from the safety area.

**Yersin=>** Report is in the packet.

**Wall=>** Report is in the packet.

**Pankratz=>** Report is in the packet.

#### **6 UNFINISHED BUSINESS:**

- A. Chief Romans to present proposal to pay for training for two police officers in January.

Romans shared with Council that the cost of sending someone to the cadet education training at FlatRock Training Academy will be approximately \$5251.00. Discussion on writing a contract with guidelines for sending someone to the Academy.

**MOTION** by Murray, second by Crites to approve allowing the Police Department to send two individuals for training at FlatRock Academy.

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

Those nay:

**Motion passes.**

#### **7 NEW BUSINESS:**

- A. Armstrong Consulting to give update on Airport.

Jake Hoban with Armstrong gave Council an Airport Improvement update.

- 2010-Pavement Maintenance/Taxiway Edge Marker Installation
- 2011-Rotating Beacon Replacement
- 2012- Apron Rehabilitation
- 2014- Aircraft Parking Apron/Taxilane Expansion
- 2015-Precision Approach Path Indicator Installation
- 2017-Airport Master Plan with AGIS- \$333,333.00
- 2018-Carryover-\$0
- 2019- Runway 33 Turnaround- Design Update - \$1,000,000.00

- 2020-Pavement Maintenance-\$111,111.00  
Hoban shared with Council that the contract with Armstrong expires this year.

**B. Approval of 2015 audit.**

Tim Mayberry with Holscher, Mayberry & Company, LLC presented the 2015 audit to the Council. There are a few changes that need to be made in the audit. The MDA report and Highway user tax need to be added and some of the numbers in the rate maintains and calculations need changed. The City received a clean opinion for 2015, but that doesn't mean everything was in great shape. However by the time we were done everything was good. With the changes in the Treasurer position and the audit staff, the audit was a little more challenging. Mayberry gave a brief overview of the audit for the Council.

**MOTION** by Crites, second by Weisshaar to approve 2015 audit with the MDA report, Highway User Tax report and the changes presented by Mayberry.

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

Those nay:

**Motion passes.**

**C. Approval of Resolution 2016-06 authorizing the City of Burlington's Board of Appeals to approve special review at lots 17 & 18, Block 32 on Sycamore Street.**

No action taken.

**D. Approval of loan agreement between Colorado Water Resources and Power Development Authority and City of Burlington, Colorado, acting by and through its Water and Sewer Activity Enterprise.**

**MOTION** by Burghart, second by Crites to approve the loan agreement between Colorado Water Resources and Power Development Authority and City of Burlington, Colorado, acting by and through its Water and Sewer Activity Enterprise.

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

Those nay:

**Motion passes.**

**E. Discussion on approval of contracting with Merrick & Company to finish the Water Conservation Plan for the water project.**

**MOTION** by Weisshaar, second by McNerney to approve the contract with Merrick & Company to finish the Water Conservation Plan for the water project.

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

Those nay:

**Motion passes.**

**8 REPORTS AND COMMENTS FROM MAYOR AND COUNCIL:**

A. Mayor Dale Franklin-Shared that he attended the Mayor's Summit and felt it was very beneficial. He would like each Council member to submit one name for the Board of Appeals. Told Council that we will be hosting the CML district dinner next year.

B. Mike Halde

- C. Mark Burghart-The trailer house out east that was removed left trash that needs to be cleaned up.
- D. Kamron Weisshaar
- E. Beth Crites- Asked if the former audit team has any reasonability for the IRS audit we are going through. Bradley said he would talk to Mike Grinnan. Crites stated that it says in our policy that all contracts will go before Council but Council has not been seeing the contracts. Crites would like to have the contracts come before Council
- F. Harold McNerney
- G. Rod Murray

**9 MOTION** by Crites, second by Burghart to adjourn the meeting at 8:06PM.

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

Those nay:

**Motion passes.**

---

Dale Franklin, Mayor

---

Shelly Clark, City Clerk

DRAFT

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  
October 10, 2016

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

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

Kamron Weisshaar	Beth Crites	
Mark Burghart	Harold McNerney	Rod Murray

Absent: Mike Halde

**Staff/Officials:**

Mike Grinnan, City Attorney  
Veronica Boyles, City Treasurer  
Shelly Clark, City Clerk  
Barry Romans, Police  
Tyson Weisshaar, Activities  
Della Yersin, Library  
Nick McCarty-Daniels  
Suzy Velasco-IT

**Also:**

Stan Murphy  
Debbie Hinkhouse  
Carla Foth

**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 the bills.

**MOTION** by Crites, second by Weisshaar to approve the consent agenda items.

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

Those nay:

**Motion passes.**

**4 Public Comments**

**5 Public Hearing**

Approval of Special Event Liquor License for Wee Blew Inn.

Approval of Special Event Liquor License for Our Hometown Charitable Foundation.

Approving the renewal of a 3.2 beer off premises liquor license for Safeway.

Approving the renewal of a 3.2 beer off premises liquor license for Western Gas & Convenience #12.

Approving the renewal of a 3.2 beer off premises liquor license for Burlington Super's.

**MOTION** by Weisshaar, second by Crites to approve the Special Event Liquor Licenses for Wee Blew Inn, Our Hometown Charitable Foundation and to approve the renewals for Safeway, Western Gas & Convenience and Burlington Super's.

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

Those nay:

**Motion passes.**

#### **6 Departments**

**A. Attorney-Mike Grinnan**

**B. Clerk- Shelly Clark- Report is in the packet.**

**C. Treasurer- Veronica Boyles**

#### **7 Work Session Topics**

##### **Unfinished Business**

**A. First Initial Review of 2017 Budget.**

Budget review will be moved to the November 1<sup>st</sup> meeting.

**B. Ratification of the Mayor's signature on the Dola grant contract.**

**MOTION** by McNerney, second by Crites to approve the ratification of the Mayor's signature on the Dola grant contract.

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

Those nay:

**Motion passes.**

##### **New Business**

**A. Approval of lease agreement at 1394 Webster with Patricia Jo Stone Attorneys at law.**

**MOTION** by Crites, second by McNerney to approve the contract with Patricia Jo Stone Attorney's office for one year.

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

Those nay:

**Motion passes.**

**B. Discussion on reallocating the Activities Department Capital Outlay to fix or replace the projectors at the Community Center.**

Weisshaar shared with Council that the projectors are not working at the Community Center. He would like to use the Capital Outlay to replace the projectors. There is \$7500.00 in the Capital Outlay and the projectors will be \$7090.30 + shipping.

**MOTION** by McNerney, second by Burghart to approve allowing Weisshaar to reallocate the Capital Outlay to replace the projectors and sound system at the Community Center.

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

Those nay:

**Motion passes.**

**C. Approval of contracts for Outback Art Council.**

Outback Arts Council would like to contract with Allied Concert Services and on this year's contract they will have Grand Magic, Hot Club of Cowtown, Scarborough Fair, the cost will be \$14,100.00. The second contract will be with Link Union and the cost is \$2000.00. Carla Foth shared that Michael Martin Murphey's agent called and would do a Christmas Concert here in Burlington. Murphey would get 100% of the gate and the City would pay for their hotel rooms. The cost of a concert normally would be \$20,000.00.

**MOTION** by Burghart, second by Weisshaar to approve the list of concerts for the Outback Arts Council.

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

Those nay:

**Motion passes.**

Consensus approval on Michael Martin Murphey.

Break 7:13pm.

Reconvened at 7:17pm.

**EXECUTIVE SESSION: CRS Section 24-6-204(2)(f) personnel matters. Corrected to EXECUTIVE SESSION: CRS Section 24-6-402(4)(b) for receiving legal advice.**

**MOTION** by McNerney, second by Burghart to move into executive session CRS Section 24-6-402(2) (b) legal advice.

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

Those nay:

**Motion passes.**

**MOTION** by Burghart, second by McNerney to reconvene back to regular session.

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

Those nay:

**Motion passes.**

**EXECUTIVE SESSION: CRS Section 24-6-402(2)(f) personnel matter.**

**MOTION** by Crites, second by Burghart to move into executive session CRS Section 24-6-402(2) (f) personnel matter.

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

Those nay:

**Motion passes.**

**MOTION** by Crites , second by Burghart to reconvene back to regular session.

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

Those nay:

**Motion passes.**

**8 REPORTS AND COMMENTS FROM MAYOR AND COUNCIL:**

- A. Mayor Dale Franklin- Asked if Council had any names for the Board of Adjustment and Appeals.
- B. Mike Halde-Absent
- C. Mark Burghart
- D. Kamron Weisshaar
- E. Beth Crites-List of vehicles by departments and employees' salaries for budget meeting.
- F. Harold McNerney
- G. Rod Murray

**9 MOTION** by McNerney, second by Murray to adjourn the meeting at 7:45PM.

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

**Those nay:**

**Motion passes.**

---

Dale Franklin, Mayor

---

Shelly Clark, City Clerk

**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  
6:00 pm  
October 17, 2016  
Special Meeting**

Mayor Dale Franklin called the meeting to order at 6:00PM.

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

Mike Halde	Beth Crites	
Mark Burghart	Rod Murray	Harold McNerney

Also in attendance were: Kamron Weisshaar

Shelly Clark, City Clerk	Donn Witzel
Tim Ellis, Public Works	
Ron McLaughlin	
Allyson Junker	

**2 Pledge of Allegiance**

**3 Departments**

- A. Clerk-Shelly Clark
- B. Public Works- Tim Ellis

**4 Merrick and Company to update Council on the bids for the water quality improvement project for the City of Burlington.**

Ron McLaughlin with Merrick & Company shared with Council that no bids were received on the water project. McLaughlin told the Council the choices the City has would be to advertise again or to negotiate the different sections of the project. Discussion on water project McLaughlin has found three contractors for sections A, B and C. McLaughlin recommended that Council give authorization to negotiate the three sections and not advertise for bids again. Discussion on negotiating the individual section.

**MOTION** by McNerney, second by Murray to allow Merrick & Company to negotiate with contractors for all three sections of the project.

Those yea: Burghart, Crites, Murray, McNerney

Those nay: Halde

**Motion passes.**

McLaughlin shared with Council that we need to be sure the easements are in place before signing any contracts. Gave Council update on conservation plan being drafted by Merrick & Company and should be completed soon. McLaughlin shared with Council some of the other costs that may come up during the process of the project.

**4 REPORTS AND COMMENTS FROM MAYOR AND COUNCIL:**

- A. Mayor Dale Franklin
- B. Mike Halde
- C. Mark Burghart
- D. Kamron Weisshaar-Absent
- E. Beth Crites- Asked if we could put something in the paper to inform the public on the nitrate levels. There is a group of concerned parents that would like more information.
- F. Harold McNerney
- G. Rod Murray

**5 MOTION** by McNerney, second by Crites to adjourn the meeting at 7:20PM.

Those nay:

**Motion passes.**

---

Dale Franklin, Mayor

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Shelly Clark, City Clerk

City of Burlington  
PO Box 366  
Burlington , CO 80807

September 20, 2016

Holscher, Mayberry & Company, LLC  
8130 S Valley Highway Suite 300  
Englewood, CO 80112

This representation letter is provided in connection with your audit of the financial statements of City of Burlington, which comprise the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, the aggregate remaining fund information as of December 31, 2015, and the respective changes in financial position and, where applicable, cash flows for the period then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of September 20, 2016, the following representations made to you during your audit.

**Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated October 20, 2015, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the Town is contingently liable, if any, have been properly recorded or disclosed.

## Information Provided

11) We have provided you with:

- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters [and all audit or relevant monitoring reports, if any, received from funding sources].
- b) Additional information that you have requested from us for the purpose of the audit.
- c) Unrestricted access to persons within the Town from whom you determined it necessary to obtain audit evidence.
- d) Minutes of the meetings of the Board of Trustees or summaries of actions of recent meetings for which minutes have not yet been prepared.

12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14) We have no knowledge of any fraud or suspected fraud that affects the Town and involves:

- Management,
- Employees who have significant roles in internal control, or
- Others where the fraud could have a material effect on the financial statements.

15) We have no knowledge of any allegations of fraud or suspected fraud affecting the Town's financial statements communicated by employees, former employees, regulators, or others.

16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.

18) We have disclosed to you the identity of the Town's related parties and all the related party relationships and transactions of which we are aware.

## Government—specific

19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.

21) The Town has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.

22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.

23) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.

24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.

25) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.

- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The Town has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The Town has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 31) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.
- 32) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position (net investment in capital assets; restricted; and unrestricted) , and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 34) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 35) Provisions for uncollectible receivables have been properly identified and recorded.
- 36) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 37) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 38) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 39) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 40) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 41) We have appropriately disclosed the Town's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 42) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.

43) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

**CITY OF BURLINGTON, COLORADO**

**ORDINANCE NO. 919**

**AN ORDINANCE AMENDING ORDINANCE NO. 917 RELATING TO THE AUTHORIZATION OF A LOAN AGREEMENT WITH THE COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY PROVIDING FOR OTHER DETAILS IN CONNECTION THEREWITH, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Burlington (the "City"), in the County of Kit Carson and State of Colorado, is duly organized and existing under the Constitution and the laws of the State of Colorado and the home rule charter of the City (the "Charter"); and

WHEREAS, the members of the City Council of the City (the "Council") have been duly elected, chosen and qualified; and

WHEREAS, on August 8, 2016, the Council adopted Ordinance No. 917 (the "Bond Ordinance") approving a Loan Agreement with the Colorado Water Resources and Power Development Authority (the "Loan Agreement") and authorizing the execution of a governmental agency bond (the "Bond") to secure a loan (the "Loan") in order to construct the nitrate reduction project (the "Project"); and

WHEREAS, the Bond Ordinance provided that the Loan would mature not later than 30 years from the date of the Loan; and

WHEREAS, the Colorado Water Resources and Power Development Authority allows the term of the Loan to extend to May 1, 2047; and

WHEREAS, the Council desires to amend the Bond Ordinance to allow for the Loan to mature not later than December 31, 2050; and

WHEREAS, pursuant to Section 31-16-105, C.R.S. and Article IV, Section 4.6 of the Burlington City Charter, because of the urgent need for the financing of the Project and the limited availability of low or no interest loans, the Council has determined that an emergency exists and that adoption of this Ordinance as an emergency measure is necessary for the immediate preservation of the public peace, health, safety and welfare.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF BURLINGTON, COLORADO, ORDAINS:**

Section 1. Definitions. Unless otherwise defined herein, all terms used herein shall have the same meaning as in the Bond Ordinance.

Section 2. Amendments.

Section 4 – Delegation – is hereby amended as follows (double underline indicates additional language):

(b) The delegation in paragraph (a) of this Section 4 shall be subject to the following parameters and restrictions:

- i. the interest rate on the Loan shall not exceed 1.0%;
- ii. the principal amount of the Loan shall not exceed \$2,250,000; and
- iii. the final maturity of the Loan shall not be later than ~~30~~ years from the date of the Loan December 31, 2050.

Section 3. Ratification. All action heretofore taken (not inconsistent with the provisions of this Ordinance) by the Council, the officers of the City and otherwise taken by the City directed toward the Bonds or the amendment of the Bond Ordinance, is hereby ratified, approved and confirmed. Except as amended hereby, the provisions of the Bond Ordinance are hereby ratified, approved and confirmed.

Section 4. Repealer. All bylaws, orders, resolutions and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any such bylaw, order, resolution or ordinance, or part thereof, heretofore repealed. All rules of the Council, if any, which might prevent the final passage and adoption of this Ordinance as an emergency measure at this meeting of the Council be, and the same hereby are, suspended.

Section 5. Severability. If any section, subsection, paragraph, clause or other provision of this Ordinance for any reason is invalid or unenforceable, the invalidity or unenforceability of such section, subsection, paragraph, clause or other provision shall not affect any of the remaining provisions of this Ordinance.

Section 6. Emergency Declaration. By reason of the City's need to complete the Project to provide for the health and welfare of its citizens, the further need to acquire additional financing to complete the Project and the limited availability of such zero and low interest financing through the CWRPDA, the Council declares that this Ordinance is necessary for the immediate preservation of the public peace, health and safety, and that this Ordinance shall be in full force and effect five days after its passage by at least two-thirds of the members of the Council.

**Section 7. Effective Date and Disposition.** After its passage by at least two-thirds of the members of the Council, this Ordinance shall be recorded, published and authenticated by the signature of the Mayor and the City Clerk as required by the City Charter. This Ordinance shall become effective five days after its adoption.

**PASSED, ADOPTED AS AN EMERGENCY ORDINANCE AND  
ORDERED PUBLISHED IN FULL** this 1st day of November, 2016.

**CITY OF BURLINGTON, COLORADO**

(S E A L)

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Mayor

ATTEST:

---

City Clerk

STATE OF COLORADO            )  
   )  
 COUNTY OF KIT CARSON        ) SS.  
   )  
 CITY OF BURLINGTON         )

I, Shelly Clark, the duly appointed, qualified and acting City Clerk of the City of Burlington, Colorado (the "City") do hereby certify:

1. That the foregoing pages are a true, correct, and complete copy of an ordinance adopted by the City Council (the "Council") of the City on first reading at a regular meeting of the Council held at the City Hall on November 1, 2016.

2. That the ordinance has been signed by the Mayor, sealed with the corporate seal of the City, attested by me as City Clerk, and duly recorded in the books of the City; and that the same remains of record in the book of records of the City.

3. The Ordinance was adopted as an emergency ordinance at the regular meeting by an affirmative vote of a majority of the members of the Council as follows:

Name	"Yes"	"No"	Absent	Abstain
Dale Franklin, Mayor				
Mark Burghart				
Beth Crites				
Mike Halde				
Harold Mc Nerney				
Rod Murray				
Kamron Weisshaar				

4. That notice of the regular meeting on November 1, 2016, in the form attached hereto as **Exhibit A**, was posted in a designated public place within the boundaries of the City no less than twenty-four hours prior to the meeting as required by law.

5. That the ordinance was published in \_\_\_\_\_ after its adoption on November 1, 2016, in accordance with Article IV, Section 4.6 of the Burlington City Charter. The affidavit of publication is attached hereto as **Exhibit B**.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of  
said City this 1st day of November, 2016.

(SEAL)

---

City Clerk

**EXHIBIT A**

**(attach notice of meeting)**

**A-1**

**EXHIBIT B**

**(attach affidavit of publication)**

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

## COLORADO'S CENTRAL PLAINS



Box 28 • Stratton, Colorado 80836 • (719) 348-5562 • FAX (719) 348-5887 • [www.eccog.com](http://www.eccog.com)

To: ECCOG Member Communities in Kit Carson County

From: Jo Downey

Subject: 2017 Municipal Board Members

Date: October 11, 2016

It is now time to begin the selection process of municipal representatives for the 2017 East Central Council of Governments Board of Directors. Each town is being asked to submit the names of any of its council members or of its mayor if any of these individuals are interested in serving on the COG Board. Nominations are due by November 11, 2016. If there is more than one nomination, ballots will then be developed and mailed to the respective town councils by November 18<sup>th</sup>.

Voting should take place at your late November or early December council meeting. All ballots must be mailed back to the COG office for final tabulation by January 11, 2017. The current representative on the COG Board for Kit Carson County municipalities is Hal McNeerney, Burlington Town Council member.

The responsibilities of the Board of Directors of the ECCOG continue to be numerous. It is vitally important that interested and knowledgeable persons be selected as board members and that each person selected be able to attend a majority of the 6-7 meetings a year.

The COG Board meets the first Wednesday of the month at 7:00 p.m. Bylaws were amended in 2009 to enable the Board to meet fewer times a year (previously it had been every month). Most meetings are held in Limon. The first "official" 2017 board meeting will be February 1<sup>st</sup> (the January meeting on the 4<sup>th</sup> will be to finalize December, 2016 business). Some of the board members eat supper together prior to the meeting. Mileage expenses incurred in attending the meetings or participating in other related duties are reimbursed. Car pooling is arranged whenever possible.

The ECCOG, in its coordination and cooperation efforts for its member local governments in 2017, will continue to focus on: economic development; including technical assistance in

To: ECCOG Member Communities in Kit Carson County  
October 11, 2016 - Page two

business and industrial development to requesting communities and direct administration of various economic development projects including: marketing and administration of the Enterprise Zone on behalf of its service area; and administration of the \$2,000,000 revolving loan fund to assist in capitalization for new and expanding businesses and industry in the four-county area. The Broadband Service Plan developed in 2015 will be built upon in 2017.

ECCOG will continue to provide services and funding for the senior citizen centers and meal sites in all four counties. Needed highway construction project "lobbying", monitoring the input on new state legislation and rules and regulations that might adversely affect the rural plains, continued promotion of Colorado's Central Plains as a great place to live and do business, heritage tourism promotion, grant preparation assistance to requesting communities and counties, and main street improvement and historic preservation for requesting entities will continue to be part of ECCOG's 2017 scope of work.

Energy Impact funds and a continuing equitable distribution of the severance tax dollars to the central plains counties involved in oil and gas production will again be aggressively pursued. In addition to the previously outlined areas of emphasis, the Council of Governments will continue to administer an annual Transportation grant that results in the purchase of additional mini-buses, partial operation costs for these buses, and continued coordination of transportation services among the communities.

In partnership with the Prairie Development Corporation, the East Central Council of Local Governments has developed an "award winning" heritage tourism promotion program...*Our Journey*. ECCOG and PDC will continue to build on this program in 2017.

To meet EDA criteria, the ECCOG Board was expanded in May of 2009 to include five "non-government" representatives in addition to the four municipal representatives and the four county commissioners. Each county now appoints a county commissioner to the Board and also appoints a private business representative. The fifth private business board member is appointed by the Prairie Development Corporation. The counties will make their two appointments to the 2017 ECCOG Board at their January reorganizational meetings.

In summary, 2017 will be a very busy year. The ECCOG Board has been a very cohesive and close working group in the past and we anticipate that this same working relationship for the "betterment of all" will continue in the coming years. Working together to provide more with less will continue to be even more important. Your interest and involvement is sincerely requested.

cc: Hal McNerney  
Valerie Rhoades  
Dave Hornung

Burlington wishes to place the following elected town official in nomination as Kit Carson County's municipal representative on the East Central Council of Governments Board of Directors for 2017:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Burlington has no nominations

\_\_\_\_\_  
(signed)

\_\_\_\_\_  
Date

Please return in the enclosed envelope no later than November 11<sup>th</sup>. If you have no nomination, we would appreciate knowing that as well. Thank you.

# Memorandum

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**To:** Council  
**From:** I.T. Department - Suzy Velasco  
**Date:** 10/27/2016  
**Re:** Additional Information re: Caselle User Licenses

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I have submitted a quote from Caselle for the council packet for two additional user licenses for concurrent use of Caselle at City Hall.

We frequently run into issues where the maximum allowable workstations are logged in (6 total) and will need at least one additional license to accommodate the possibility of a consultant for the Finance Department, as the consultant will need assured access each time they log in to our network remotely.

Two additional licenses would be most beneficial to ensure that all users, including the consultant, can be logged in simultaneously. I am not including myself in this number, as I utilize Caselle infrequently compared to other users at City Hall, primarily only for database maintenance after hours and to adjust settings per user requests.

Another partial solution to this issue would be to retire the workstation at the front counter that remains logged in to Caselle's Cash Receipting module to allow for quicker transactions when customers come in and return to processing those transactions at each employee's desk. This would free up one license, allowing us to purchase one additional, rather than two.



*Caselle*® Software & Services Proposal

# City of Burlington, CO

**October 27, 2016**

(Valid until November 4, 2016)

**Caselle® Software & Services Proposal**  
**City of Burlington, CO**  
**October 27, 2016**

**Proposal Summary**

Total Software License	\$4,000	
Special Consideration Discount	<800>	
Net Software License		\$3,200
<b>Total Investment</b>		<b>\$3,200</b>

Software Assurance will increase by \$100 per month.

**Proposal Detail**

<b>Caselle® Application Software</b>	<b>License Fees</b>	<b>Total</b>
Two (2) Additional Concurrent User Licenses (8 Total)	\$4,000	\$4,000
Sub Total	\$4,000	\$4,000
Special Consideration Discount	(800)	(800)
<b>Grand Total</b>	<b>\$3,200</b>	<b>\$3,200</b>



[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  
11-1-2016**

On the agenda is approval of minutes for 9-19-16, 9-26-16, 10-10-16 and 10-17-16 and approval of bills. There are two renewals: Chen Vuong Thai and Love's Travel Stops & Country Stores Inc. BLT Liquor Investments, LLC, dba Burlington Liquors is requesting a temporary permit to operate under the current liquor license while the transfer of ownership goes through. All three businesses have filed the proper paperwork in order to allow approval for their requests.

The representation letter for Holscher, Mayberry & Company, LLC needs approval by the Council for the Mayor to sign.

Approval of Ordinance 919 amending Ordinance 917 relating to the authorization of a loan agreement with Colorado Water Resource and Power Development Authority providing for other details in connection therewith, and declaring an emergency.

Council will need to nominate a Council member for the East Central Council of Local Governments Board of Directors.

Suzu is requesting two additional user licenses for concurrent use of Caselle at City Hall. If the City signs a contract with Lorraine Trotter to help with financials, we will need another user license. There are times at City Hall we/ I am not able to logon because they are all being used.

The water project is moving right along. Dale has signed the loan documents. Mike Grinnan has the easement agreements drafted and will be contacting the property owners. Merrick and Company may be requesting a special meeting for November 7<sup>th</sup> for bid approval. Ron will let me know on Friday the 5<sup>th</sup>.

We are trying to correct several errors that we made over the last several months. The Police Department's payroll process was changed and was being done incorrectly. We will be paying our officers around \$15,000.00 in overtime pay. We have found issues with our bond payments and that has been corrected.

Lorraine Trotter came out on Thursday to see if she would be willing to contract with us to help get our finances back in order. She spent the day with Veronica and me asking lots of questions. I really feel if she is up to the task, it would be a huge benefit for the City to contract with her. She shared with me several changes that need to take place. I would like to go into executive session to go into more detail.

I would also like to discuss with Council the possibility of giving me a pay increase during my interim time and I would like to discuss with Council allowing me to move to the Airport house. I know the inside of the house needs painted and new carpeting. My husband and I would be willing to paint the inside over the next couple of months and pull the carpet. We would need someone to lay the new carpet. It should be under \$5000.00 to complete both of those projects. The step in the front of the house is falling away from the house itself, so that will need to be fixed or replaced. We would also be willing to finish the basement for cost of materials. If for some reason I do not get the Administrator position, I would ask the City to pay us for the work we put in at the house.



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

## **Council Report October 31<sup>st</sup>, 2016**

**Item 1: We are providing reflective Halloween bags for the entire Burlington elementary school student body.**

**Item 2: We are working with Ministerial alliance to change how they are called out for aid at night.**

**Item 3: We have also surpassed the number of cases (1289) we pulled in 2015.**

**Item 4: We have received 9 applications, some from local residents and some from out of state who have applied for our cadet program. We will begin our process with these applicants soon.**

**Item 5: Cpl Jamie Foster has left the department as of the 21<sup>st</sup> of October. We wish him well on his new adventure.**

**We also have offered a conditional offer of employment to Tory Treat, a certified constable in Texas. Officer Treat will begin his service with the department the last week of October or first week in November.**

*" To Serve and Protect "*

City of Burlington  
Kit Carson Correctional Center  
Contract Monitor  
Monthly Report October 2016  
Norma H. Pankratz

### **City Council meeting**

Pankratz participated in the City Council meeting on September 26. I reported that the BC did not fund the request from the governor's office for the \$685,446. As a follow up to the request it seemed the JBC thought they did not have the power to fund this request as a supplemental. The JBC thought it should be brought before the entire Legislature at the 2017 session. By bringing the request to the full legislature all Representatives and Senators will need to vote on the funding. My feeling also is that DOC will move forward this year in their request for Capitol dollars to repurpose CSPII to increase their inmate space. This is a huge dollar request.

### **JBC upcoming meetings**

November 14 10:30 – 11:30 Presentation of the FY 2017-2018 Budget Request by Governor Hickenlooper.

November 16 9:00 – 10:30 Briefing for Capitol Construction Budget

December 20 1:30 – 5:00 Briefing for the Department of Corrections

January 9, 2017 1:30 – 4:30 Hearing for the Department of Corrections

I plan to participate in the above meetings either in person at the Capitol or by listening by way of my computer. The 2 important meetings will be December 20 and January 9.

I had planned to be at the City Council meeting in October. With the change of date, I have a conflict.

Norma Pankratz, Contract Monitor City of Burlington

## October 2016 Council Report- Old Town

- 2 unscheduled bus tour groups (All from USA Tours) came, nice to be back on the group tour radar a bit.
- Old Town Ghost Town has brought in just under \$1200.00 in cash donations, in addition to over 30 bags of donated candy for the event.
- We have begun planning our Christmas events—Old Town Country Christmas on Dec 9<sup>th</sup> after the parade of lights, our Christmas Tree stroll and horse-drawn wagon rides on Dec 16<sup>th</sup> and Dec 23<sup>rd</sup>, and Old Town holiday craft & gift show on Dec 17<sup>th</sup>.

Here is the YTD for the Museum thru 9/22/16:

MONTH	GIFT SHOP SALES	RENTALS	Group/Meal	GATE	TOTAL
JAN	\$547.95			52/\$262	\$809.95
FEB	\$833.42	\$100		25/\$142	\$975.42
MARCH	\$1,512.68			161/\$738.80	\$2,251.48
APRIL	\$2,060.51	\$40	\$2,377	215/\$931	\$5,376.01
MAY	\$7,040.84	\$650	\$3,860	1129/\$4,717.10	\$16,267.94
JUNE	\$5,026.77	\$1,200	\$1,710	841/\$3,689.80	\$11,626.57
JULY	\$5,795.00	\$1,986	\$985	966/\$4,513.80	\$13,079.80
AUGUST	\$3,804.00	\$700	\$2,050	780/\$3,742	\$10,296.00
SEPTEMBER	\$3,074	\$400	\$598	534/\$2,615	\$6,687
OCTOBER	\$2,557			286/\$1,394	\$3,951
					\$71,321.17

# Memorandum

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**To:** Council  
**From:** I.T. Department - Suzy Velasco  
**Date:** 10/27/2016  
**Re:** Council Report for 11/1/16

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- Routine maintenance & updates performed on city workstations & equipment
- Troubleshooting & repair for reported user issues
- Performed monthly database maintenance for all databases in Caselle
- Spotlight feature on website updated to reflect current and upcoming events
- Working on e-discovery project for PD (electronic submission of case files and supporting documents)
- **Notify Me Statistics as of 10/25/16:**
  - **Calendar Subscriptions**
    - Activities – 73
    - Business - 25
    - Community - 52
    - Government – 31
    - Library – 32
    - Old Town – 35
  - **Newsflash Subscriptions**
    - Business - 29
    - Community - 56
    - Government – 32
  - **Jobs Module Subscriptions**
    - 21
  - **Bids Module Subscriptions**
    - 30
  - **Total Subscriptions**
    - 416
- **Facebook Statistics as of 10/27/16**
  - 476 likes (Burlington, CO page)



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

### October 26, 2016

→ Our first session of gymnastics will be coming to a close on October 28. We do have registrations out for our second session of gymnastics and we will see what our turnout is for this session as the registration deadline isn't until November 2.

For our other fall programs, soccer will be ending on October 28, while dance will continue until December 12. All of these programs are instructed by Merrie David.

→ Youth Council has a total of 76 members. This month has been fairly busy as we went on our annual trip to Elitch Gardens to tour the haunted houses. We had a total of 44 members make this trip. I think they came away with some good ideas for our haunted house, which we have been working on since October 18. This year, we will run our family-friendly haunted house in conjunction with Old Town Ghost Town (Oct. 29) from 3-5pm. Our scary haunted house will be on Oct. 30 from 7-10pm. Admission is \$5 and patrons can also donate a canned food item to receive \$1 off admission (limit 1 per person).

We also had a few youth council members who participated in the Trick-or-Treat So Kids Can Eat program back on October 23. These kids went around town and collected nonperishable food items that will be donated to the local food bank. This year, our numbers were down for kids participating, but they still rounded up nearly 200 items to be donated.

→ Outback Arts Council had Reckless Abandon here on October 15. We had a decent crowd, maybe around 85-100 people and brought in \$435 in admission at the door. Link Union will be here October 26 for a free-will donation concert. We are hoping to have a good turn-out for this event. We will be selling tickets for the Michael Martin Murphey concert, beginning at the Link Union concert and continue selling until November 28. Outback Arts Council will then have their annual Craft Fair on December 3, 3 Guys 30 Instruments – New Odyssey Christmas (Dec. 16), Future Rhythm Quartet (Mar. 16).

→ The annual Gift Gala is set for November 5. As of today, we have a total of 26 vendors and 32 spaces. We are hoping to pick up a few more vendors in the remaining days.

→ Registrations are still out for the Craft Fair (first Saturday in December) and we recently put out registrations for our traveling 5<sup>th</sup>/6<sup>th</sup> grade basketball.

→ **Other Activities in the works:** Gift Gala, Craft Fair, Breakfast with Santa, Traveling Basketball, Intramural Basketball, Denver Nuggets Skills Challenge

## Library Report

11/1/16

- Story time continues every Wednesday at 10:30.
- We continue to re-barcode the library and are about  $\frac{3}{4}$  done.
- We continue to publish reviews in the paper, kids are actually starting to write our reviews and are excited to see their writing in the paper.
- Our new genealogy section is up and running.
- We have started a kid's non-fiction section.
- We are attempting to attract people playing Pokemon Go.
- We have begun preparing for next year's solar eclipse.
- Our next program beginning to take shape is a story time for older readers on Fridays. We will be coordinating our times with the activities center schedule.
- Our next display board will be to honor our military in observance of Veteran's Day.

Nick McCarty-Daniels

## ECONOMIC DEVELOPMENT REPORT FROM ROL

I have spent a considerable amount of time these past few weeks with a firm that wanted to start a vegetable cleaning facility in Burlington. According to them, they wanted to secure local farmers to plant beans and peas and they would be taken to a cleaning plant.

The size of the building we have been discussing is 34,000 square feet and they need approximately 6 to 7 acres of land for the complex. I do have two individuals who said they would be interested in talking to them about a lease-purchase of the building.

There is one major stumbling block in regard to the vegetable cleaning facility. They originally said they would need to borrow \$1.2 million for operating funds. Later as the discussion continued this operating capital increased to just short of \$8 million.

I have informed the parties involved that financial statements would certainly be the first requirement or, as far as I was concerned, we were done with any further discussion.

I talked to one of the firm's owners last week, and he informed me that financials would certainly be forthcoming in the next month...or possible two months.

I would be greatly surprised if we hear anything from them in the near future. Certainly could be wrong but really doubt it.

On a local note: Bob and Gina Hines are in the process of purchasing Burlington Liquor from Kitty and Harold Mitchel.

Present plans are for the Hines family to continue to operate Burlington Liquor as well as Burlington Liquor.

Kitty informed me the transaction should be completed near the end of November.

There are a number of rumors circulating in regard to a new Super Store for Burlington. I am always astonished at how many people think social media is always correct.

We are continuing to talk to both Safeway and Kroger Foods. As I have informed you several times, Kroger Foods (King Soopers) has shown very little interest in our limited market.

Allow me to give you some recent facts in regard to Super Stores throughout the United States as this will enable you to have some insight into what the large grocery chains are being confronted with as they continue to fight to just keep their present market share.

According to the Huffington Post the days of buying all of your food at a local grocery store are coming to an end...and that could be a problem for the supermarket industry.

The share of the grocery market held by traditional supermarkets like Kroger, Safeway and Publix will fall to about 37 percent in 2018 from 40 percent in 2013.

On the positive side, both Target and Walmart see their growth coming from pint-sized versions of their traditional cavernous stores.

Both are building stores of approximately 45,000 square feet and Walmart stores tend to be located in more rural destinations.

As I have informed you previously, we are attempting to get a comprehensive study completed of the three counties in Colorado and three in Kansas that would come to Burlington to shop in a smaller version of a super store...around 45,000 square feet.

We are presently looking at a REDI grant through the department of local affairs.

Cost of the study has jumped to approximately \$50,000. However, if we do receive a grant and have a study completed, we will know, as will Safeway and King Soopers) if we can support a store of this size.

We hosted a tourism meeting here recently. This was part of our discussion with Lt. Gov. Donna Lyme when she and others were here offering support to the community and county in regard to the prison closing.

We said at that meeting we wanted to expand our tourism as much as possible....therefore, they came to Burlington to see what Nikki was doing to promote tourism and also the Kit Carson County Carousel.

The meeting, which started at 10 a.m. and concluded at 3 p.m., was very helpful to us and also to them.

They were very impressed with what Nikki had done with Old Town. Increasing numbers have been exceptional (as you already know) and these numbers certainly had an impact on the state tourism group.

The morning was spent touring Old Town and the Kit Carson County Carousel and the museum at the carousel.

The state officials were delighted with both.

They will now be working with Nikki as she continues in her successful efforts to get more paid attendance at Old Town.

The state certainly has some programs that may be available to us in regard to social media and also development and grant programs.

Corrections Corporation of America just recently received a huge federal contract from the government in regard to housing illegal immigrants.

This was certainly welcome news as we continue (along with the county, CCA and the state) to secure a contract with other states to house inmates.

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

## COLORADO'S CENTRAL PLAINS



Box 28 • Stratton, Colorado 80836 • (719) 348-5562 • FAX (719) 348-5887 • [www.eccog.com](http://www.eccog.com)

October 12, 2016

City of Burlington  
415 – 15<sup>th</sup> Street  
Burlington, CO 80807

To Whom it May Concern:

This past week, October 6 & 7, the Eastern Plains Legislative Task Force sponsored the Senior Speak Out XL in Burlington. The Area Agency on Aging, Region V, hosted this two-day conference at the Community Center. It was attended by approximately seventy senior citizens across the eastern plains from north to south.

We would like to express our gratitude that the city allowed us to use the Community Center at no charge. This act was deeply appreciated, as we are a non-profit organization. It is because of this type of generosity that we can continue to support the seniors of our communities.

We would also like to let you know that Darla Laverenz, along with Tyson Weisshaar and Lorenzo Zamarron, were extremely helpful and a pleasure to work with. They all went above and beyond to help us out in any way needed.

Once Again – Thank you – City of Burlington,

Dora King, Senior & Transit Services Director  
East Central Council of Local Governments  
Area Agency on Aging