



**BURLINGTON CITY COUNCIL
REGULAR MEETING
Community Center
340 S. 14th St., Room A
October 25, 2021 – 6:30 p.m.**

Live public streaming available at
<https://www.burlingtoncolo.com/virtualcouncilmeeting>

UPDATED AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Roll call

- A. Mayor Greg Swiatkowski
- B. Kamron Weisshaar, mayor pro tem
- C. Mark Burghart
- D. Brent Carter
- E. Melvin Gilley
- F. Adrian Hernandez
- G. Troy Schultz

******After this agenda was posted, two items of new business came to light and have been added to this agenda as letters B and C.

4. 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.

- A. Approval of Oct. 11, 2021 meeting minutes.

5. Public comment (*Comment is limited to 3 minutes.*)

6. Public hearings – none

7. Unfinished business

- A. Discussion on proposed 2022 Budget

8. New business

- A. Discussion on additional employee benefit providing for Emergent/Non-Emergent Air and Ground Transport through MASA Medical Transport Services.
- B. Approval of retail liquor license renewal for Safeway Store Forty-six Inc, dba Safeway Store #2520.
- C. Approval of agreement with Safebuilt for a Plan Review for Albertsons Safeway

9. Reports from city departments

Administrator – Jim Keehne
Clerk – Georgia Gilley
Treasurer – Becky Castillo
Activities – Tyson Weisshaar
Airport – Daniel Melia

Economic Development – Rol Hudler
Library – Nick McCarty-Daniels
Old Town – Nikki Wall
Police – Nate Hill
City attorney – Mike Grinnan

10. Council comments

11. Adjournment

Emergency matters coming before Council may be discussed, with decisions to be ratified at a subsequent council meeting.

**BURLINGTON CITY COUNCIL
WORK SESSION MEETING MINUTES
County of Kit Carson
State of Colorado
Burlington Community and Education Center
340 S. 14th St., Room A
October 11, 2021
5:00 p.m.**

1. Call to order

Mayor Greg Swiatkowski called the work session meeting to order at 5:01 p.m.
The meeting was held in person.

2. Pledge of Allegiance

3. Roll Call

Council members present:

Greg Swiatkowski, Mayor
Brent Carter, Mark Burghart, Kamron Weisshaar, Troy Schultz

Council members absent:

Melvin Gilley, Adrian Hernandez

Staff/Officials present:

Jim Keehne, Administrator
Georgia Gilley, Clerk
Mike Grinnan, City Attorney
Daniel Melia, Airport, left 5:30 p.m.
Becky Castillo, Treasurer, arrived 5:10 p.m.

4. Consent Agenda

A. Approval of the September 27, 2021 meeting minutes

Motion by Burghart and second from Carter to approve the September 27, 2021 meeting minutes as presented. Motion passed unanimously.

Burghart: Aye	Gilley: absent	Hernandez: absent
Weisshaar: Aye	Carter: Aye	Schultz: Aye

5. Public comment – none

6. Public hearing – none

Council took a break for dinner at 5:04 p.m. and reconvened at 5:39 p.m. for the work session.

7. Work Session

A. Proposed 2022 Budget

Keehne gave an overview of all aspects of the proposed 2022 Budget.

Keehne related the budget would continue to be discussed at the next three council meetings, with the budget adoption slated Monday, Dec. 13, 2021.

8. Council member comments – none

9. Adjournment

With a motion by Carter and second from Schultz, the meeting adjourned at 9:24 p.m.

Motion passed unanimously.

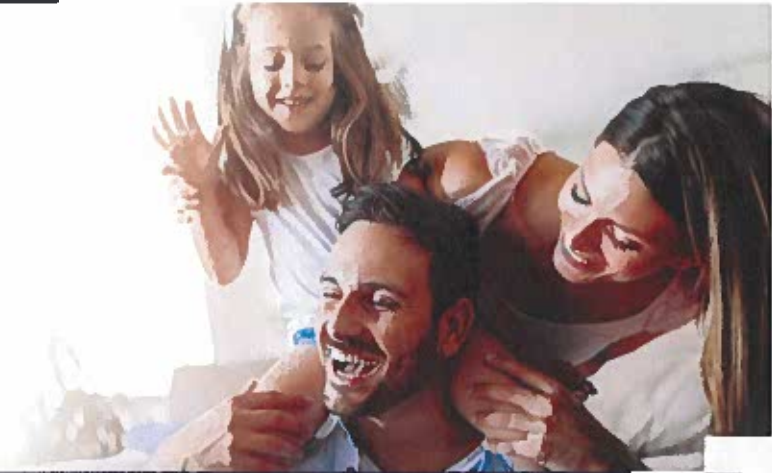
Greg Swiatkowski, Mayor

ATTEST:

Georgia Gilley, City Clerk

DRAFT

Enroll in the Emergent Plus plan today and protect you and your family against the financial burden of massive out-of-pocket ambulance costs, all at an **affordable group rate.**



EMERGENT PLUS MEMBERSHIP BENEFITS

A MASA MTS Membership provides the ultimate peace of mind at an affordable rate for emergency ground and air transportation service within the United States and Canada, regardless of whether the provider is in or out of a given group healthcare benefits network.

After the group health plan pays its portion, MASA MTS works with providers to deliver our members \$0 in out-of-pocket costs for emergency transport.

Emergent Air Transportation

In the event of a serious medical emergency, Members have access to emergency air transportation into a medical facility or between medical facilities.

Emergent Ground Transportation

In the event of a serious medical emergency, Members have access to emergency ground transportation into a medical facility or between medical facilities.

Non-Emergency Inter-Facility Transportation

In the event that a member is in stable condition in a medical facility but requires a heightened level of care that is not available at their current medical facility, Members have access to non-emergency air or ground transportation between medical facilities.

Repatriation/Recuperation

Suppose you or a family member is hospitalized more than 100-miles from your home. In that case, you have benefit coverage for air or ground medical transportation into a medical facility closer to your home for recuperation.

DID YOU KNOW?

25 MILLION PEOPLE

are sent to the emergency room through ground or air ambulance every year.

Insurance companies **may not cover all air and ground ambulance expenses which can result in excessive bills.**



\$5,000



\$60,000

\$14 /MONTH

Contact Your MASA MTS Representative, **Lynn Arenson** to learn more about membership plan options.

@ larenson@masamts.com

 (970-481-6282

The information provided in this product sheet is for informational purposes only. The benefits listed, and the descriptions thereof, do not represent the full terms and conditions applicable for usage and may only be offered in some memberships. Premiums vary depending on the benefits selected. Commercial Air and Worldwide coverage are not available in all territories. For a complete list of benefits, premiums, and full terms and conditions please refer to the applicable member service agreement for your territory. MASA MTS products and services are not available where prohibited. For Florida residents, Medical Air Services Association of Florida, Inc. is doing business as MASA MTS and is a prepaid limited health service organization licensed under Chapter 636, Florida Statutes, license number: 65-0265219 operating in Florida at 1250 S. Pine Island Road, Suite 500, Plantation, FL 33324. MASA Global, MASA MTS and MASA TRS are registered trade names of Medical Air Services Association, Inc., an Oklahoma corporation.

FACTS

YOU SHOULD KNOW

- Emergent Ground Ambulance transports can easily surpass \$2,000 and can reach as high as \$5,000.
- Emergent Air Ambulance transports frequently cost more than \$40,000, reaching as high as \$70,000.
- Non-emergent transport to specialized care in a medically equipped plane commonly costs over \$20,000.
- Most people assume that their health insurance will cover most, if not all, of the costs for these transports. Usually, the opposite is true, leaving you with financially crippling bills.



When is your next
medical emergency
planned?

Are you prepared?

The strength of MASA at work for you.

MASAGLOBAL™



When is your next medical
emergency planned?

Emergencies can happen to
anyone, anytime, and anywhere.

Are you prepared?



Toll-Free: 1-800-643-9023

info@MASAmts.com | www.MASAmts.com

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ARCHURS_MTS_8.18_PRODUCES

MASA

 Medical Transport Solutions

Any Ground. Any Air. Anywhere.™

Coverage against unplanned medical emergencies is surprisingly affordable.



MASA MTS protects you when your insurance falls short.

- One low fee for peace of mind for emergent transport costs
- No deductibles
- Easy claim process
- No health questions



BENEFIT	PLATINUM \$39/mo. or \$468/yr.	EMERGENT PLUS \$14/mo. or \$168/yr.
Emergent Ground Transportation	U.S./Canada	U.S./Canada
Emergency Air Transportation	U.S./Canada	U.S./Canada
Non-Emergent Air Transportation	Worldwide	U.S./Canada
Repatriation	Worldwide	U.S./Canada
Escort Transportation	Worldwide	
Mortal Remains Transportation	Worldwide	
Visitor Transportation	BCA*	
Minor Children/Grandchildren Return	BCA*	
Vehicle Return	BCA*	
Pet Return	BCA*	
Organ Retrieval	U.S. Only	
Organ Recipient Transportation	U.S. Only	

MASA MTS provides peace of mind.

Every day, families face the financial burden of unexpected emergency medical transportation. A MASA membership ensures the peace of mind in knowing that a life-saving medical transport doesn't have to jeopardize your family's financial security.



*Basic Coverage Area (BCA) includes U.S., Canada, Mexico, and Caribbean including Guam.
Coverage includes legal spouses, domestic partners and dependents up to age 26.



Any Ground. Any Air. Anywhere.™

www.MASAmts.com
Toll-Free: 1-800-643-9023
Email: info@MASAmts.com

Group Number: _____



EMPLOYER BENEFIT AGREEMENT

Employer/Organization Name		Contact's Name		
Telephone	Fax	E-Mail		
Physical Address		City	State	Zip Code
Mailing Address (if different)		City	State	Zip Code
Broker's Name		MASA MTS Representative's Name Lynn Arenson #7311006		
Invoicing Contact Name	Invoicing Email	Eligible Employee Count		

This Employer Benefit Agreement ("Agreement"), effective as of _____, 20__ ("Effective Date"), by and among _____ ("Employer"), as described above, a(n) _____, **Medical Air Services Association, Inc.**, an Oklahoma corporation acting through its MASA Medical Transport Solutions division ("MASA MTS") with its principal executive office at 1250 S. Pine Island Rd., Suite 500, Plantation, FL 33324, and **Medical Air Services Association of Florida, Inc.**, a Florida corporation with its principal executive office at 1250 S. Pine Island Rd., Suite 500, Plantation, FL 33324 ("MASAF"). MASA MTS and MASAF may be referred to collectively as "MASA". This Agreement supersedes and replaces any and all prior agreements, whether verbal or written, between Employer, MASA MTS, and MASAF (individually, the "Party," collectively, the "Parties") and any of their affiliates concerning the subject matter set forth herein.

WHEREAS, MASA is in the business of providing single individual memberships and family memberships with certain benefits, including, but not limited to, covering a portion of the out of pocket-expenses incurred as a result of an emergent transport situation ("Services");

WHEREAS, MASA offers a "Platinum" and an "Emergent Plus" membership (collectively, "Memberships") that entitle members ("Members") to certain services and benefits ("Benefits") and Employer desires to offer Memberships to its employees as part of general benefit offering.

NOW, THEREFORE, MASA and Employer agree as follows:

- Term and Termination.** This Agreement shall have a term of one (1) year from Effective Date ("Initial Term"). Thereafter, this Agreement shall automatically renew for additional one (1) year terms (each a "Renewal Term") unless written notice is given by one Party to the other Parties of its intention not to renew the Agreement at least sixty (60) days before the expiration of the then current Renewal Term. Upon the termination of this Agreement, for any reason, it shall be the Employer's obligation to notify its employees of such termination and the impact on their membership coverage.
- Memberships.** MASA offers a Platinum and an Emergent Plus Membership.

The Parties agree that the following Memberships shall be offered to the Employer's employees (Select all that apply):

- Platinum Emergent Plus

- Member Enrollment.** The Employer shall begin the initial enrollment process on _____, 20__ and shall end initial enrollment process on _____, 20__ ("Enrollment Period"). Following the Enrollment Period, enrollment may remain open for current and/or new employees.

The Parties agree that the method for enrollment shall be as follows: (check one)

- Electronic Enrollment Platform Manual (Paper Form) MASA Online Enrollment Form
Name of Platform _____

In the event the enrollment will not take place in a manner that MASA will receive an EDI file (or similar type of files) on a regular basis, MASA MTS will provide Employer with an eligibility file used to process enrollments ("Enrollment Roster") to assist Employer in the

Group Number: _____

enrollment process. Employer should populate the Employment Roster and submit the same to their MASA Representative, identified above. Employer agrees to complete and/or amend, as needed, the Enrollment Roster in a timely manner. It is the responsibility of the group or their broker to ensure that an EDI connection is established when it is the intention that EDI be the delivery channel for eligibility communication. Additionally, Employer agrees to populate and maintain the Enrollment Roster with the most accurate and up-to-date information, as is reasonably possible. Upon enrollment, MASA agrees to mail to all new members a new member packet, including a membership services agreement ("MSA"), a membership card, and explanation of benefits.

4. Membership Fees & Payment. MASA agrees to provide Memberships at the following rates:

	<u>Platinum</u>	<u>Emergent Plus</u>
Monthly	\$39	\$14
Annual	\$468	\$160

At MASA's sole discretion, MASA may change, add, or remove product offerings and the respective pricing of such product offerings.

• Employer agrees to offer and/or provide the Memberships to its employees via (Employer – Check all that apply):

Payroll Deduction Employer Paid Cost Share via Payroll Deduction Bundled (with Health Plan)

• Employer shall remit payment to MASA on the following basis:

Monthly Annual

For recurring payments following the initial payment above, Employer acknowledges and agrees that Employer's failure to make "timely payment" constitutes breach of this Agreement. For the purposes of this Agreement, "timely payment" shall be defined as payment made within thirty (30) days from the date identified in any bill and/or invoice submitted to Employer by MASA MTS. Failure to cure such a breach within fifteen (15) days of receiving written notice from MASA may result in the termination of this Agreement. Waiver of such termination rights shall not prevent future enforcement of the same.

• Employer desires MASA to (Employer – Please select one option):

- Invoice Employer directly
- Allow Employer to remit payments via self-bill process
- Work with Employer's third-party administrator ("TPA") for payments. The TPA contact information for billing purposes is:

Name: _____

Email: _____

Phone Number _____

5. Membership Effective Date: Each Members' benefits become effective as of the Member's membership effective date ("Membership Effective Date"). The Membership Effective Date shall be no earlier than the first day of the month following the thirtieth (30th) day after the end of the Enrollment Period, unless prior written approval has been received from MASA. Additionally, for a new employee who enrolls after the Enrollment Period, their Membership Effective Date shall be no earlier than the first day of the month following the thirtieth (30th) day after the enrollment of the new employee is completed, unless prior written approval has been received from MASA. For a current employee who enrolls after the Enrollment Period, the Membership Effective Date shall be no earlier than the first day of the month following the thirtieth (30th) day after the enrollment of the current employee is completed. For employees that enroll as a Member during the Enrollment Period, the Membership Effective Date shall be _____, 20__.

The initial payment for this plan will be made by the Employer by _____, 20__ ("Initial Payment Date"). The Initial Payment Date must be no later than 45 days after the Membership Effective Date.

6. Membership Benefits and Requirements. The Parties acknowledge and agree that the Memberships offered by MASA were designed to protect members and their immediate families from the reasonable and customary out-of-pocket expense associated with emergency medical transportation following the primary insurer's reimbursement. Reasonable and customary expenses are determined on a case-by-case basis, considering a variety of factors, including, but not limited to, the primary insurer's determination of reasonable and customary expense and industry practice, based on national and regional norms, among other factors. The Parties

Group Number: _____

acknowledge and agree that Memberships are not represented and/or marketed as a primary level of coverage but rather as a supplement to such coverage; nor is a Membership intended to replace or take the place of primary insurance coverage.

By offering and/or providing Memberships to its employees, Employer represents and warrants that Employer also offers health insurance policies and plan options that provide a level of coverage for emergency, ground and air transportation based on reimbursement schedules that are consistent with other levels of coverage within the same policies and plan options and that do not unreasonably cap or otherwise limit reimbursement for emergency ground and air transportation. Failure by Employer to provide and/or maintain such coverage for its employees may be grounds for immediate termination of this Agreement. Waiver of such termination rights shall not prevent future enforcement of the same.

7. Membership Services Agreement. All Memberships resulting from this Agreement are subject to the terms and conditions of the MSA between MASA MTS and Member employees. Notwithstanding the terms and conditions of that MSA, those members purchasing the Platinum Membership under the monthly payment option via payroll deduction, "Worldwide Coverage" will be an included benefit without the full annual payment requirement (ref. Platinum Service Agreement Article 1. Service #13). All other Worldwide Coverage and Platinum Service Agreement Benefit requirements still apply. This waiver does not include enrollments by employees who choose to enroll other family member Platinum Memberships via the "Self-Pay" (Member pays MASA directly) or "Payroll Deduction" (Employer permits Member to pay for other family members via a payroll deduction) monthly membership fee option.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

MEDICAL AIR SERVICES ASSOCIATION, INC.

_____ (Group)

Signature

Signature

Name: Executive, Medical Air Services Association, Inc.

Name: Executive, Employer

Date

Date

MEDICAL AIR SERVICES ASSOCIATION OF FLORIDA, INC.

Signature

Name: Executive, Medical Air Services Association of Florida, Inc.

Date



October 25, 2021

City Administrator's Summary Report

October 25, 2021

Administration

COVID Update - Worldwide there have been over 243 million persons infected by the virus, up 2.5% over the last two weeks, with 4.9 million reported deaths attributed to the infection. 18.5% (45 million) of all reported cases have occurred in the U.S. which has also reported over 725,000 attributable deaths. Colorado has experienced approximately 710,000 confirmed cases. As of October 08, Kit Carson County has reported 932 positive cases, up 50 cases in the last two weeks, with a mortality rate of 14 persons. There continues to be no Kit Carson County directed public health orders (or new State Directed orders) in place for the COVID response. However, it is highly advised to increase social distancing measures and/or improve ventilation in indoor venues in efforts to slow the growing incidence of the virus. It is also recommended to hold large venues in outdoor spaces rather than indoors. Lastly, vaccination is still the preferred option to prevent infection, if not vaccinated, masks are highly encouraged.

2022 Budget - Proposed FY 2022 budget was prepared and presented to council at the "Budget Workshop", held October 11, 2021, 5:00 P.M. at the Community and Education Center. Budget discussion to be held to determine any additional changes needed as we prepare for the Public Hearing on November 8th. After public hearing, additional changes will be made, and final budget prepared for review and adoption at the December 13th council meeting.

Preparing Request for Proposals for Comprehensive Plan to be distributed prior to year end.

Proposed Employee Benefit – Lynn Arenson State Director for MASA MTS presented to the Management Team the benefits of membership with MASA. MASA Medical Transport Services provides members with coverage for both emergent and non-emergent air and ground ambulance transport, regardless of the provider. Coverage is provided for employee, and immediate family members anywhere in the United States and Canada. Asking Council if City can provide costs associated with program as part of benefit package offered to employees. Cost is \$14 a month per employee (includes family).

April 05, 2022 Municipal Election – Currently developing ballot language for Referred Ballot Issue asking the question should taxes be increased through the imposition and assessment of an additional 6% sales tax on retail marijuana. The citizen initiated ballot issue asks the voters to allow for retail marijuana stores in the City of Burlington with rules, regulations, and restrictions as adopted by council in the form of an ordinance. The ordinance is currently being finalized, at which point petitioners for this ballot issue will begin the petition process. Ballot and Ordinance language will be reviewed by City Attorney prior to distribution.

Additionally, ballot language is being developed for a Referred ballot issue asking the voters to approve for the assessment of an additional 1% sales tax with all revenues derived from such tax collected be spent for street maintenance and repair to include curb, gutter, sidewalk and alleyways.

And as always, will be three council seats up for election.

Burlington Housing Authority – The Housing Authority’s new Executive Director, Shauna Richardson began her full time duties October 25, 2021. During the transition time between the resignation of Mari Mitchek and Shauna coming on board, she has given time to become familiar with the duties and responsibilities of an Executive Director, and the importance of the financial aspect of the position. Changes are already being made which will assist the Burlington Housing Authority out of troubled status. The Board will continue to meet on a weekly basis to assist the ED in her new position and to ensure competency in the position.

Operations/Public Works

- **Water/Wastewater**
 - Daily well checks and testing.
 - Daily checks and maintenance at WWTP
 - Installation of hydrant and water line extension to intersection of Rose/Madison project completed.
 - Hydrant flushing and pressure checks in process.
 - Sanitary Survey training attended in Limon, October 20th.
 - Aerator installation at WWTP.
 - Fixed broken water line at Hitchcock’s

- **Parks**
 - Mowing operations have ceased for the season
 - Water lines blown out for winterization process
 - Equipment maintenance underway

- **Streets**
 - Street sweeping underway.
 - Alley maintenance.
 - Pothole repair and maintenance in process.
 - Equipment maintenance.
 - Assist electric department with pole replacement

- **Electric**
 - One man out due to COVID
 - Hiring process has been completed with top candidate accepting employment offer. Will begin duties in November.
 - Substation maintenance and system check performed. Our contracted technician that performs substation maintenance announced his retirement, and a new tech has been found that has visited the City and performed check of system. Awaiting information on his ability to provide needed services.
 - Plan development for street light implementation on Tower Ave. Scheduled for boring and light placement taking place.

Airport

- Submittals for Pavement Maintenance re-imburement in process.
- Medical transports continue to be a daily occurrence.

Intergovernmental/Upcoming Events

- Management Team Meeting – In Person at Community Building – Wednesdays 2:00 P.M.
- Council Meeting – Monday, October 25, 2021, 6:30 P.M., Community Center Room A, In Person or Virtual
 - FY2022 Budget Discussion
- Council Meeting – Monday November 08, 2021, 6:30 P.M., Community Center Room A, In Person or Virtual
 - Public Hearing – FY2022 Budget



To: City council members
From: Georgia Gilley, Clerk
Date: Oct. 25, 2021
Subject: Clerk's report

By the time this report is read, I will have attended the Colorado Municipal Clerks Association 2021 conference, which was held in Greeley Oct. 19-22. In addition to the daily general meetings, there was a choice of breakout sessions to attend. I chose the following sessions, three of which were geared to help prepare for the upcoming April 2022 election:

- Surviving Democracy – Re-call, Initiatives and Referendums
- Marijuana Enforcement Division Licensing & Legislative Update
- Liquor Enforcement Division Licensing & Legislative Update
- Advanced Campaign Finance

The City hosted a flu shot clinic Oct. 14. Due to the cooler weather, the Kit Carson County Public Health nurses set up inside City Hall, rather than the alley. There was a decent turn out for the clinic, and the nurses appreciated the opportunity to have a clinic here.

Ten city employees signed up, and ten showed up for the CPR certification course held Sept. 30. Officer Chris Gramm was the instructor, and I heard good feedback from those who attended. Two participants approached me after the class and indicated Chris was a good instructor and kept the class moving at a good pace. Other participants directed the same comments to Chief Hill at our department management meeting.

Another CPR course will be arranged in early spring to catch the city employees whose certification expires in March. If any council member would like to participate, please let me know, and I will add your name to the list.

COVID-19 has reared its ugly head. One additional employee was added to the total below.

COVID-19 update

City employees testing positive:

2021 total to date:	6
2020 total:	<u>9</u>
Grand total:	15



www.burlington.com

415 15th Street Burlington, CO 80807 Phone 719-346-8652 Fax 719-346-8397

To: City Council
From: Becky Castillo, City Treasurer
Date: 10/21/2021
Re: Treasurer's Report

- April was the first month since the start of the COVID-19 pandemic that we were able to charge penalties and process shut off due to nonpayment on accounts. The penalty assessed is 10% of the accounts unpaid balance after the due date. Shut off penalty is an additional \$70. We only have 1 customer that we are still working with to get their account caught up. Ashley has done great at keeping track of all the catch-up payment agreements and making sure customers followed through with their payments.
- COVID-19 precautions have been lifted at City Hall. We have hand sanitizer and masks available. Masks are optional to enter the office. Hopefully with the new Delta strain of COVID 19 we can still help prevent the spread. To help prevent the spread all utility payments can still be made online through Xpress bill pay or by dropping off payments in the night drop at City Hall.
- Process payroll on a bi-weekly basis, payroll taxes, and monthly Utility and Airport Sales tax. Process Quarterly Old Town Sales Tax, SUTA and 941.
- Process accounts payable weekly.
- 2020 Audit is completed. The audit has been submitted to the State and the Single Audit has been submitted to the Federal Audit Clearinghouse.
- Worked with Lorraine to help complete a grant request for the Police Department body cams. Also, was able to complete and submit the forms for the JAG grant that were missing.
- The training Lorraine gave me last month allowed me to get started on the Bank reconciliation for September. I will be getting more training to continue to gain more pieces of the process for reconciliation and to be trained on the adjustments and corrections that take place in the GL. We are hoping to set up a time maybe next month to get some more training in. There are many pieces to making sure all the accounts balance correctly so I am looking forward to gaining more knowledge as I receive more training.



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

Burlington Activities Department

October 20, 2021

→ Scoreboards at the softball fields have been installed by the public works crew. New beams were installed the first week in October, with the scoreboards being installed the following week. Now we are waiting on Daniel's Electric to come get power to them as we need to replace some broken conduit and have a longer run of wire run as the new boards are a bit higher than the old ones. Below are pics of the crew installing the first scoreboard.



→ Flag Football wraps up with last games on October 22nd and then all of them will be recognized at halftime of the varsity football game on October 23rd. This has been a great program and I really want to thank coach Jon Bailey and the entire high school coaching staff and players for helping with this program. We look forward to doing it again next fall.

→ Martial Arts and Soul Steppin' Studio continues to operate on a monthly registration fee, with the city collecting 15% from each program. Both programs are excellent and have a good following.

→ Registrations for Future Cougars Basketball Skills Camp are currently being taken. This program will focus on basketball skills & fundamentals for kids in grades 1st through 6th and will be instructed by the BHS head basketball coaches. 1st and 2nd grades will be combined boys & girls with both head coaches instructing along with BHS players. 3rd through 6th grades will be split with the boys being instructed by coach David Norton and the BHS boys' basketball players, and the girls being instructed by coach Keenan Williams and the BHS girls' basketball players.

This program will begin on November 6th and conclude on November 20th before Thanksgiving break begins. Towards the end of this program, we will put out registrations for the City Traveling Basketball program, which is for 3rd through 6th grade boys & girls. We are looking at the possibility of expanding the program to include 1st and 2nd grades, but only for an intramural program that does not include any traveling for grades 1 & 2.

→ Youth Council members recently went to Elych Gardens to get a tour of the haunted houses they put on to get an idea for our haunted house, which will operate one day, October 30th. Youth Council members will only have 5 days this year to get it put together as we are scheduled to run the family-friendly version in conjunction with Old Town Ghost Town (3-5pm) and then the “scary” version that same night (7-9pm). Admission is \$5 per person with all proceeds going towards youth council student scholarships.

→ Youth Council members also recently spent a few hours on a Sunday afternoon doing the “Trick-or-Treat So Kids Can Eat” program. This is where they went out collecting nonperishable food items to be donated to our local food bank. 12 members participated and collected just shy of 350 pound of food.

→ The community center continues to be busy with rentals throughout each week and several weekend events. We do slow down on the weekend in November and December, but with the holiday seasons of Thanksgiving, Christmas and New Year’s, that isn’t very shocking. Just glad to see the weekdays staying busy. In November, we do have two land auctions on back-to-back days which more than likely will bring several people in to town.

→ The Gift Gala and Craft Fair are both scheduled to take place this year as we were not able to host them in 2020 due to the pandemic. The Gift Gala is a vendor show that any type of vendor can attend and is scheduled for Saturday, November 6th, 9am-2pm. The Craft Fair is a vendor show for vendors that are handmade items only and is scheduled for Saturday, December 4th, 9am-3pm. Both events are well attended by both vendors and patrons. Hopefully we will see a strong return with these events after a year off.

→ Preparations are already underway for the Breakfast with Santa event, which is scheduled for Saturday, December 18th. With shipping delays affecting nearly everything, staff has begun working on this event to make sure we can have everything on-hand for this event. Much like other events in 2020, this one was altered to a drive-thru, so we are very excited to be back to an in-person/in-building event. We are planning to serve a pancake and sausage breakfast and have games and activities for kids to participate in, as well as visit Santa just one week before Christmas day.

→ **Other Activities in the works:** Rentals of Community Center, Future Cougars Basketball Skills Camp, City Travel Basketball, Youth Council Haunted House, Gift Gala, Craft Fair, Breakfast with Santa,



14111 US Highway 385 - Burlington CO 80807 - 719.346.5352

Council Report 10.25.2021

- Runway Fog seal and repaint project for 2021
 - All work has been completed
 - Painters were onsite on Thursday to finish the second coat of paint and finish the project

September 2020 Fuel

Total- 4,573.68 Gallons

Avgas- 1,768.48 gallons

Jet fuel- 2,787.20 Gallons

Gross sales- \$ 13,167.66

September 2021 Fuel

Total- 3,087.06 Gallons

Avgas- 125.06 Gallons

Jet fuel- 2,962.00 Gallons

Gross sales- \$ 10,832.13

“Eastern Colorado’s Premier Aviation Experience”

ECONOMIC DEVELOPMENT REPORT FROM ROL

There has been some interest from a large firm on the property that is located directly south of Love's.

I have had several conversations with different individuals.

I have not yet contacted Judy Standley or Tony Parmer to see if they would be interested in selling the property.

No need to do that until we determine the firm is committing to coming to Burlington.

They have been made fully aware the property has to be annexed to the city prior to the start of any construction if they want water, sewer and electricity from the City of Burlington.

They have indicated they will most definitely have the property annexed if their final decision is to open a location in Burlington.

Presently, they are looking at all of the land south of Love's.

Sorry, but at this point in time, I am unable to share additional information with the council and the mayor.

As you all are aware of, there is a serious labor shortage throughout the United States, including Burlington.

More than a year and a half into the pandemic, the U.S. is still missing around 4.3 million workers. That is how much bigger the labor force would be if the participation rate—the share of the population 16 or older either working or looking for work—returned to its February 2020 level of 63.3 percent.

In September, it was at 61.6 percent.

Some economists are concerned that deeper worker shortages reflect longer-term shifts, such as pandemic driven acceleration of retirements that will not reverse.

Some workers have become self employed.

Couples with children have, in some cases, discovered that with the rising costs of day care centers, it made more sense for one of them to stay home with the children. It actually increased their spendable income.

Enhanced unemployment benefits to jobless workers have been a factor in the short numbers as well.

However, this was not a huge factor according to many economists.

It would appear that the labor shortage could be with us for several years.

One positive fact that is emerging is we have many people who were in the service and food industry that will not be going back as they took advantage of the pandemic and learned new skills that had considerably higher compensation.

The Library

10/25/21

- Story times
 - Classic on Wednesday
 - Toddler on Saturday
 - Science Day! first Friday of the month
- Colorado Humanities Grant
 - \$3,000
 - Historical Digital Archive expansion
- Continue to accept book donations
- Participating in Trunk-or-Treat

Checkouts: 706

Visits: 547

Programs: 6 for 128 people

Nick McCarty-Daniels

October 2021 City Council Report—Old Town Museum

- We filled our open maintenance position and our new hire, Russell Corliss, started on Oct 11th.
- Old Town Ghost Town which is scheduled for October 30th from 3-5pm. We have secured enough volunteers and cash donation to help us purchase the necessary amount of candy.
- We will start stringing lights for Winter Wonderlights on Monday Nov 1st. Dates for the 2021 season will be Dec 11th, Dec 17 & 18, Dec 20-22 and Dec 27-28. We are working on adding additional attractions and a signature cocktail which we will be applying for a liquor license for.
- On Nov 1st the boardwalk that runs from heritage hall to the saloon will be torn out and replaced with stamped concrete. This project was part of our capital requests for 2021.
- October attendance and revenue has surpassed that of 2020 with 10 days left in the month.

Police Department Council Report 10/25/2021

- The entire sworn staff at the police department recently attended a Colorado legal update training which was put on by the 13th Judicial District Attorney's Office.
- The police department recently provided traffic control and participated in Burlington high School's Homecoming Parade and Homecoming week events.
- The Neighborhood Services Division of the police department recently organized the annual dog vaccine clinic and about 100 dogs were vaccinated and had their city tags updated for 2222. There were also patrol staff that assisted with the event. The weather was good, and everything went smoothly.
- The police department recently had the honor of participating in former Police Chief Wayne Mills funeral.
- The police department recently held our annual in-house emergency vehicle operations training. Each of the officers was retrained and tested in the safe operation of emergency vehicles. This is the second year that we have done this here at the PD.
- Police department staff recently attended an Intoxilyzer certification training. This certification allows for the officers to be able to administer breath alcohol tests to suspected drunk drivers.
- Officer Ben Gramm will be attending a Standardized Field Sobriety Instructor Training this week. This will certify Officer Gramm to instruct other officers in the administration of nationally standardized field sobriety tests.
- I recently applied for and was granted a Colorado POST training grant for training equipment used by the police department. The grant was for just over \$5000.00 and will be used for a variety of training equipment we use on a regular basis.
- I recently submitted a Colorado Department of Justice grant for the first year of our body camera expenses. We applied for just over \$24,500.00 which will be used for the allocation of body cameras, storage of video, redaction assistance services all for the first year, as well as new computers to help us manage body cam footage.