

**BURLINGTON CITY COUNCIL  
WORK SESSION MEETING MINUTES  
County of Kit Carson  
State of Colorado  
Burlington Community and Education Center  
340 S. 14th St., Main Conference Room  
July 25, 2022  
6:30 p.m.**

**1. Call to order**

Mayor Greg Swiatkowski called the meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

**Council members present:**

Greg Swiatkowski, Mayor	Adrian Hernandez
Paul Velasco, entered 6:32 p.m.	Troy Schultz
Brent Carter, Mayor Pro Tem	

**Council members absent:** Lana Mireles, Dale Franklin

**Staff/Officials present:**

Jim Keehne, Administrator	Rol Hudler, Economic Development
Georgia Gilley, Clerk	Becky Castillo, Treasurer
Daniel Melia, Airport	Nate Hill, Chief of Police

**Others present:**

Tim Mayberry, Mayberry & Company LLC – left the meeting at 6:45 p.m.  
Lorraine Trotter, Professional Management Systems LLC – left the meeting at 6:45 p.m.  
Deb Gutierrez

**4. Review and Approve Agenda**

Motion by Carter and second from Hernandez to approve the agenda.

Motion passed unanimously.

Mireles: Absent	Velasco: Aye	Hernandez: Aye
Carter: Aye	Schultz: Aye	Franklin: Absent

**5. Consent Agenda**

Motion by Schultz and second from Carter to approve the July 11, 2022, minutes.

Motion passed unanimously.

Mireles: Absent	Velasco: Aye	Hernandez: Aye
Carter: Aye	Schultz: Aye	Franklin: Absent

**6. Public comment**

None

**7. Public hearings**

None

**8. Unfinished Business**

None

**9. New Business**

**A. Approval of liquor license renewal application for Davis & Davis Liquor**

Motion by Carter and second from Hernandez to approve the liquor license renewal application for Davis & Davis Liquor.

Motion passed unanimously.

Mireles: Absent	Velasco: Aye	Hernandez: Aye
Carter: Aye	Schultz: Aye	Franklin: Absent

**B. Approval of liquor license renewal application for The Dish Room**

Motion by Carter and second from Schultz to approve the liquor license renewal application for The Dish Room.

Motion passed unanimously.

Mireles: Absent	Velasco: Aye	Hernandez: Aye
Carter: Aye	Schultz: Aye	Franklin: Absent

**C. Approval of Modification of Premises permit for The Dish Room**

Motion by Carter and second from Schultz to approve the liquor license renewal application for The Dish Room.

Motion passed unanimously.

Mireles: Absent	Velasco: Aye	Hernandez: Aye
Carter: Aye	Schultz: Aye	Franklin: Absent

**D. Tim Mayberry of Mayberry & Company LLC – 2021 Audit Report**

Tim Mayberry presented the 2021 Audit Report and indicated a few budget appropriations would be required before filing the final report with the state. No action was taken.

**E. Lorraine Trotter, Professional Management Systems LLC – Management Discussion and Analysis Report**

Lorraine Trotter reviewed the financial portion of the 2021 Audit Report, noting a paragraph in Mayberry’s report reflecting a clean audit. No action was taken.

**10. Reports from city departments**

Department managers present touched on a few points from their written reports to council.

**11. Council comments**

Velasco asked about the break-ins on main street and if the City was doing any public service at the county fair, like handing out water. Keehne indicated the City was not doing anything for fair besides the annual monetary contribution.

**12. Adjournment**

With a motion by Carter and second from Velasco, the meeting adjourned at 8:03 p.m.

Motion passed unanimously.

Mireles: Absent

Velasco: Aye

Hernandez: Aye

Carter: Aye

Schultz: Aye

Franklin: Absent

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Greg Swiatkowski, Mayor

ATTEST:

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Georgia Gilley, City Clerk

Approved