

**CITY OF BURLINGTON
KIT CARSON COUNTY
CITY COUNCIL
REGULAR MEETING
AGENDA
12-2018
COMMUNITY BUILDING ROOM A
340 S 14TH STREET
June 24, 2019
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.

4 Public Comment

5 Unfinished Business

6 New Business

A. Approval of Ordinance No. 942 revising Burlington Municipal Ordinance 13.04.160
– Outdoor use of water for users of water supplied by the city during summer months.

7 Reports from City Departments

Administrator- Jim Keehne
Airport-Daniel Melia
Police- Barry Romans
Economic Development- Rol Hudler

Activities- Tyson Weisshaar
IT-Suzy Velasco
Library-Nick McCarty-Daniels
Old Town- Nikki Wall

8 Council Comments

9 Adjournment

- A. Mayor Dale Franklin
- B. Kamron Weisshaar
- C. Mark Burghart
- D. Melvin Gilley
- E. Harold McNerney
- F. Greg Swiatkowski
- G. Paul Velasco

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

**CITY OF BURLINGTON
ORDINANCE NO. 942**

AN ORDINANCE REVISING BURLINGTON MUNICIPAL ORDINANCE 13.04.160 - Outdoor use of water for users of water supplied by the city during summer months.

WHEREAS, the outdoor water usage affects our potable water sources and supply; and

WHEREAS, when more water usage takes place, it may impact our ability to respond to emergency type situations. To address this issue, and provide additional conservation measures to be in place, the proposed change to our existing ordinance should be adopted; and

WHEREAS, City Council of the City of Burlington is desirous of amending its ordinance relating to the outdoor use of water for users of water supplied by the City during summer months;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON THAT:

Burlington Municipal Code 13.04.160 shall read as follows:

13.04.160 - Outdoor use of water for users of water supplied by the city during summer months.

A. The use of water supplied by the City of Burlington for outdoor purposes, including the watering of lawns and gardens, washing cars, etc. shall be restricted during the summer months of high consumption, as follows:

1. **Restricted Period.** Water restrictions set forth in this section shall be in effect from April 1 through September 30 during the hours of 12:00 a.m. until 11:59 p.m. ("restricted period"), commencing June 11, 2019. Water may be used for outdoor purposes by all users of water supplied by the City of Burlington on May 31, July 31, and August 31.
2. **Even Numbered Addresses.** Except for large irrigators as defined in paragraph 4. below, for those residences and businesses who use water supplied by the City of Burlington and whose street address ends in an even number (i.e., 2, 4, 6, 8, etc.), water can be used for outdoor purposes such as lawn and garden watering, car washing, etc. only on those days that are even-numbered days (i.e., the 2nd, 4th, 6th day of each month, etc.) during the restricted period.
3. **Odd Numbered Addresses.** Except for large irrigators as defined in paragraph 4. below, for those residences and businesses who use water supplied by the City of Burlington and whose street address ends in an odd number (i.e., 1, 3, 5, 7, etc.), water can be used for outdoor purposes such as lawn and garden watering, car washing, etc. only on those days that are odd-numbered days (i.e., the 1st, 3rd, 5th, 7th day of each month, etc.) during the restricted period.
4. **Large Irrigators.** Large irrigators shall be determined from time to time by the city council, which determination shall be confirmed in writing to any party deemed to be a large irrigator. Large irrigators may only use water supplied by the City of Burlington between the hours of 12:00 a.m. and 6:00 a.m. during the restricted period.
5. **Exception for New Lawns.** New lawns that are not yet established shall be exempt from the watering restrictions set forth in this section if the owner obtains an exemption permit at City Hall, which permit shall be prominently displayed at the address for which the permit

is obtained. Permits may be obtained for a thirty-day period, and only one permit may be obtained by any owner for the same property during any calendar year.

- B. For any violation of this section, the violator may be issued a written citation summoning the violator into the municipal court to answer for the violation.

The city council finds and declares that this ordinance is necessary for the immediate preservation of the public health or safety and, therefore, this ordinance shall become effective five (5) days after publication thereof.

PASSED, ADOPTED and ORDERED PUBLISHED this ____ day of _____, 2019.

[SEAL]

Dale Franklin, Mayor

ATTEST:

Shelly Clark, City Clerk

STATE OF COLORADO)
County of Kit Carson)ss.
City of Burlington)

CLERK’S CERTIFICATE

That I, Shelly Clark, the official City Clerk of the City of Burlington, do by these presents, say that the foregoing Ordinance No. ____ was passed and adopted by the City Council of the City of Burlington on the ____ day of _____, 2019 and that the foregoing Ordinance is a true, correct and full copy of the Ordinance as shown in Ordinance Book _____ of the records of the City of Burlington, Burlington, Colorado.

Dated this ____ day of _____, 2019

Shelly Clark, City Clerk

STATE OF COLORADO)
County of Kit Carson)ss.
City of Burlington)

CLERK’S CERTIFICATION OF PUBLICATION

That I, Shelly Clark, the official City Clerk of the City of Burlington, do by these presents, say that the foregoing Ordinance No. _____ and Clerk’s Certificate attached thereto was published in the *Burlington Record*, a weekly newspaper of general circulation in Burlington, Kit Carson County, Colorado, on _____, 2019 and “Proof of Publication” is filed herewith.

Dated this ____ day of _____, 2019.

Shelly Clark, City Clerk



June 24, 2019

City Administrator's Summary Report

June 10 – 24, 2019

Administration.

- A joint meeting was held between City Council and the Burlington Housing Authority on June 17th at the Community Center. As there was no quorum from council an official meeting was not held though a discussion took place between Council and Authority to discuss the status of Burlington Housing Authority, the options available to them to gain HUD compliance, and how we move forward from here. The Authority indicated they wished to proceed with gaining HUD compliance and have already addressed the deficiencies as noted in HUD correspondence. The City will assist the Authority with ensuring they are in compliance and maintain compliance from this point forward. Additionally, the City has put a time frame on reaching HUD compliance of October 1st. Should compliance not be achieved by that point the City will recommend to HUD the program be turned over to another public housing organization. City Administrator will maintain oversight of compliance issues and work with the Executive Director to ensure HUD compliance.
- The 2019 Street Project is scheduled to begin the first week of July, where the emulsion will be applied followed by the chip application to those streets identified in the project. This will be followed approximately 30 days later (after fair) with the fog seal application to ensure proper adhesion to the road surfaces. Currently the products used in this application are being delivered to have on hand for project start. Residents in the affected area will be notified through door hangers and direct contact. As of now the plan is to complete East/West applications day one, and North/South applications day two. Expect minor delays and street closures during the project.
- The Legacy Drainage Project is being re-bid, as ownership at Legacy will not allow for utility easement on their property. We have developed a couple of alternative plans where one will move easement to adjacent properties or two, 800 feet of drain pipe will be installed from Rose Avenue South to Fay Street Alley, at which point it will terminate to existing ditch. Next year we will go pack and pour concrete pan from Fay Street Alley, East to 9th Street where it will terminate in street. The North/South pipe will have a series of collection boxes placed in for drainage from Legacy property. Currently looking to obtain easements from other property owners, at the completion of which the project will be re-bid.
- Ordinance for water conservation efforts in Burlington through change in water restriction requirements has been drafted by the City Attorney and is included in your packet for review and approval.
- Met with local Contractor and reviewed new requirements for annexation petition submittals.
- Drafting Lease Agreement for new Airport Hangars.

Operations

- Water/Wastewater
 - Request for bids will be re-published in the Record for work to be performed on the Legacy Drainage project, a part of our 2019 Capital Plan. The City will still provide for all materials needed for the project with local contractors responsible for the excavation, bedding and installation of drainage pipe, manholes, tracer wire, etc. All materials needed for this project have been ordered. Re-bidding the project is due to the inability to obtain easement through the Legacy Property.
 - Development of bid specifications for sewer line replacement also a part of the 2019 capital plan. Also checking into “cure in place” lining applications for this project.
 - Cure in place piping is also being looked into for repair work needed at the splash park.
 - Notices on backflow device requirements have been delivered to those required to have devices and have them tested annually. Those refusing to address this issue face the possibility of having their potable water supply turned off, as required by State rules and regulations. These notices are a requirement to maintain compliance with CDPHE.
 - 2018 Consumer Confidence Report has been submitted to State and Record for publication. Report has also been placed on our web site.
- Parks
 - Scheduling of island renovation
 - Mowing operations are underway at all City owned concerns.
- Streets
 - Street sweeping and patching
 - Crack fill work has been completed on areas affected by the upcoming 2019 Street Project
 - Requests for quotes are being solicited from local contractors for drain pan replacement on 13th and 15th streets.
 - Work has been completed on asphalt cutting and removal on certain streets where asphalt has failed. Bedding and compaction activities were performed where asphalt was removed, and Hot mix applied and rolled to gain good seal, further protecting our streets.
 - Assisting parks with the pool maintenance concerns.
 - Mowing of City right of ways
- Electric
 - Osmose has provided costs for testing of poles identified to be replaced. Proposal is under review at this time, and determination can be made as to areas of town that are in immediate need. Pole counts are being obtained.
 - Placing new underground for lights in Outback Park
 - New lineman began work June 17th

Intergovernmental

- Review of agreement with Kit Carson County for Communication Services.
- Joint meeting with Burlington Housing Authority on June 17th.
- Received word from DOLA that the Airport Turnaround Project grant request was approved for funding. Letter attached.
- CAMU meeting to be held in Delta, Colorado July 10-12. Will be attending as pole attachment agreements, upcoming changes in net metering, and status of energy regulations in Colorado are being discussed.



14111 US Highway 385 - Burlington CO 80807 - 719.346.5352

Council Report 6.24.19

- Continuing work on the Master Plan project for 2019
 - Scheduling Technical Advisory Committee meeting for July
- Working on Taxiway turnaround Grant for 2019
 - DOLA Grant for local match awarded!
- Water Well Permit
 - Working with State to provide Survey data

May 2018 Fuel

Total- 4,483.52 Gallons

Avgas- 1,162.08 gallons

Jet fuel- 3,321.44 Gallons

Gross sales- \$17,219.26

May 2019 fuel

Total- 11,021.02 gallons

Avgas 924.67 gallons

Jet Fuel- 10,096.35 gallons

Gross Sales- \$35,011.48

“Eastern Colorado’s Premier Aviation Experience”



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

Council Report June 24, 2019

The department received ballistic helmets and ballistic shields last week through the Homeland Security grant. We should also receive more equipment by the end of this month.

We are still waiting for funds to be released for the BDA (bi-directional amplifier) for the department. This will allow us to broadcast and receive radio communication through our 800mhz radios easier. Our building (erected in 1916) was just inspected for the grant and are moving forward in the process.

We are set for driving training, TVI re-certification, and defensive driving next month. Andrea is also getting prepared to go to the academy in July.

We have been working on adding evidence into EFORCE adding bar codes to each item. This will allow us to perform quarterly and annual inspections, easier tracking of evidence, removal of found property and returning of property as well.

ECONOMIC DEVELOPMENT REPORT FROM ROL

Core Civic continues in negotiations with two different states who must find space for 1,200 inmates. They have indicated they remain quite positive about getting the Kit Carson Correctional Center in Burlington opened in the very near future.

They have also talked to the Federal Bureau of Prisons about housing ICE prisoners. The Federal Bureau of Prisons (as I told you previously) has said they want to open two new facilities in Colorado.

Right now we are simply in a "hold" position. In that respect, nothing has really changed since the facility was closed.

Herman's are in talks with several individuals (and or firms) about the Shopko building. I am not in a position to provide you with any details at this point in time. Hopefully, something will be announced in the very near future.

I have been in touch with Ronny Puckett, general manager of Plains Cooperative Telephone. As Jim reported to you recently, he and I met with Ronny about the city providing some funding (with a future payback or to become a partner) to install fiber optic cable to all of the residents of Burlington.

As Jim informed you, it is vitally important to us to have excellent fiber optic service in order for the City of Burlington to continue to grow and prosper. This becomes more important every day.

I told Ronny that we did have some interest in continuing discussions about the fiber optic for Burlington. I also said that Jim said we would probably attempt to get a grant from DOLA if the council gave us a green light to proceed.

I concluded the email by stating we would not be interested in any serious discussion until after the first of the year.

The Rural Prosperity Tour in Burlington on June 4 at the Burlington Community and Education Center was well attended and very successful.

We had approximately 50 people attend and many stated they appreciated the fact we had so many different state agencies at the same time.

Nikki did an excellent job in helping to organize the event and getting light food and drinks.

Betsy Markey, executive director, Colorado Office of Economic Development and International Trade, informed me she was delighted with everything. They appreciated having people to learn what the different state agencies could offer.

She said they also enjoyed touring the hemp farm and getting to see the Kit Carson County Carousel the night before.

She asked me at approximately 6:30 p.m. on June 4, if they could possibly see the carousel since the event was over. I told her it closed at 6 p.m.

I then gave Robbie Fearon a call and asked her if it would be possible to re-open it for the state officials. She said "certainly" and we met her at 7 p.m. So...if you see Robbie, please give her a thank you.

I will relate to you that this was an excellent way to meet the state officials....many of them new to their offices with a new governor in place.

Nikki and I did some excellent networking....which is always a good thing.



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

Burlington Activities Department

June 20, 2019

→ Things are very busy down at the activities department with several different things going on. Blastball enjoyed another successful year as that program wrapped up back on June 7. With the few changes we made, things went much better and we received some positive feedback about the changes.

Cal Ripken wrapped up the league season on June 15 with the league tournaments. They are now in the all star tournament trail, which we have a team in each division representing our league with kids from all the different teams. We will be hosting several all star team practices and possibly some scrimmage games as they prepare for their state tournaments.

12U softball will wrap up with league tournament in Stratton June 24-26. Unfortunately, there weren't enough kids to commit to all stars in this division, so this will be completely done after league tournament play is concluded.

13-15 Babe Ruth will have the league tournament in Burlington June 22-23. Then they will begin with their all star trail, which will be like the Cal Ripken division, and have a team in each age group. We will host some practices for those teams as well as they prepare for state tournaments and I believe the 13's and 14's will auto-qualify for regionals as there aren't many teams in the state committed to playing in the state tournaments for those divisions.

18U softball will host the annual Thunder on the Plains tournament June 29-30. We currently have 6 teams (Burlington, Wray, Yuma, Holyoke, Limon, & Goodland) and waiting to hear from Lamar. This tournament will consist of pool play on Saturday and a single elimination bracket on Sunday.

Co-ed softball began the season on June 9 and will go through mid-to-late July, depending on harvest and when we can squeeze in the league tournament. We had 5 teams in the league this season, same as last year.

Day Camps have gone very well through the first 3-weeks of June. We have two more left next week on Tuesday & Thursday and will wrap them up once again with our biggest hit, Splish-N-Splash on June 27. Hopefully mother nature will cooperate and give us a very warm, dry day for our last day camp.

The pool continues to operate daily. We had issues with the boiler to get the season underway, but once we got the burners in and installed, it has been working like it should, keeping the water at the desired temp. However, the slide is still not operational. The motor and pump went out the day before we opened. The shop guys came down and took it out, had Duerst's look at it and make some repairs, which has been completed. The water department also had to order some flange kits, that we are waiting to be delivered so that they can reinstall the motor and pump and get the slide going for the rest of the summer.

Community Center

→ Rentals continue to be consistent with several rentals each week. We have booked several weekend events, especially during the summer and early fall months, as the months of June & July has every weekend booked, plus we will have several summer activities going on throughout June and July.

→ **Other Activities in the works:** Rentals of Community Center, summer baseball/softball, day camps, swimming pool, inventory, repainting community center parking lot, island rehab completion, repaint lobby of community center, painting at ball fields and pool

Memorandum

To: Council
From: I.T. Department - Suzy Velasco
Date: 6/20/19
Re: Council Report for 6/24/19

- Routine maintenance & updates performed on city workstations & equipment
- Troubleshooting & repair for reported user issues
- Website updated to reflect current and upcoming programs, events, and information
- Draft website layout has been completed—we are currently working on revisions with designers, with a final draft approval due by Friday, June 21st. We are still on target for our launch date of August 22nd.
- Website content revisions are underway—this consists of updates and revisions obtained through partnership with department managers to refresh information on various City processes and programs to serve as a reference point for citizens and prospective citizens.

- **Notify Me Statistics as of 6/20/19:**
 - **Calendar Subscriptions**
 - Activities – 104
 - Business - 34
 - Community - 73
 - Government – 39
 - Library – 46
 - Old Town – 52
 - **Agendas Module**
 - Subscribers - 29
 - **Newsflash Subscriptions**
 - Business - 44
 - Community - 82
 - Government – 47
 - **Jobs Module Subscriptions**
 - 33
 - **Bids Module Subscriptions**
 - 54
 - **Total Subscriptions**
 - 637

- **Facebook Statistics as of 6/20/19**
 - 822 likes (Burlington, CO page)

THE
LIBRARY

1145

CHECKOUTS
THIS MONTH.

**18 Programs
with 166 people
in June**

Summer
Reading
Program:
Wednesdays at
1:00

July 12th- Music and
Magic Show

Book Sale
July 22nd-26th
at the library.

June 2019 City Council Report—Old Town Museum

- Our DOLA grant project for the east end face lift is off and running. Paint is complete. Signage is in production. Cost estimates are coming in for west side phase. West side will start late July.
- Old Town and the City of Burlington were featured on Channel 7 morning news on June 17TH. It was a nice feature about the museum and our community, both Rol and I were interviewed. We have received several calls since the show inquiring about Dinner Theatre tickets and show info.
- On June 14th we hosted our first Drive-In movie of the season as a kick-off to Celebration of Summer. We had about 40 cars pay admission. Overall, we made about \$450 in admission and concessions. With the sponsor contribution, we grossed \$300 for the event.
- June dinner theatres are nearly sold out. We still have several tickets available for Friday, June 28th, but the 29th is very close to capacity.
- We had 3 bus tours stop in June so far, we an average of 35 people per visit. They all generally tour and shop a little in the store.
- We are getting ready to start painting a couple of buildings (School and Bank) in hopes to preserve the siding for another year or 2.
- Paid gate admission in June so far is 561.