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360 Main St. • Delta, Colorado 81416 • Phone (970) 874-7566 • Fax (970) 874-8776

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Council may take formal action on any item appearing on this Agenda. However, formal action WILL NOT be taken at this meeting on any item of business first identified during the course of the meeting as a change to the Agenda, other business, or Citizen, Councilmember and Staff Comments.

## A G E N D A

**Delta City Council  
Regular Meeting**

**February 4, 2014  
7:00 p.m.**

- A. Pledge of Allegiance**
- B. Changes to the Agenda**
- C. Minutes**
- D. Citizen Comments**
- E. Public Hearing: Special Events Permit Application; Ducks Unlimited, Inc.**
- F. Public Hearing: Special Events Permit Application; Delta Area Chamber of Commerce**
- G. Financial Approval for Possible Fleet Equipment**
- H. City Attorney Comments**
- I. City Manager Comments**
- J. Councilmember Comments**
- K. Executive Session:**  
For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under CRS Section 24-6-402(4)(e); or more specifically for discussions regarding property on Silver Street.

Item A:

**Pledge of Allegiance**



Item B:

**Changes to the Agenda**

Mayor Ed Sisson called the meeting to order at 7:00 p.m. Also present were Councilmembers Bill Raley, Robert Jurca, Mary Cooper, and Ray Penick along with City Manager Justin Clifton. A meeting notice was posted in the south window at City Hall at least twenty-four hours prior to the meeting.

**Pledge of Allegiance**

The Mayor led everyone present in the Pledge of Allegiance.

**Changes to the Agenda**

There were none.

**Minutes**

It was moved by Councilmember Penick and seconded by Councilmember Raley to approve the minutes of the January 7, 2014 regular meeting as submitted by the Clerk. All in favor, motion carried.

**Citizen Comments**

Dennis Phillips, 1906 1600 Road, commented on the revenues at the golf course for the month of January. He also stated that there are manhole covers that could be a hazard in the parking lot at the golf course.

**Golf Course Advisory Board Appointments**

Mayor Sisson stated that there were some outstanding applicants.

Councilmember Jurca thanked everyone that applied.

It was moved by Councilmember Jurca and seconded by Councilmember Cooper to appoint Jo Rosenquist, Jeffery Allinson, Kelly Scates and Michael Ludlow to the Golf Course Advisory Board. All in favor, motion carried.

**Purchase of Wire for ML&P**

Manager Justin Clifton explained that staff is requesting approval to purchase wire for Municipal Light and Power. Generally staff can bring Council a firm price; however, with the price volatility, the vendors will only honor a quote for one or two days. Staff is recommending approval for the purchase of the wire with an amount not to exceed \$40,000 to the lowest bidder.

It was moved by Councilmember Cooper and seconded by Councilmember Raley to seek firm quotes and execute a purchase order to the lowest quoting company not to exceed \$40,000. All in favor, motion carried.

## **Regular Meeting, Delta City Council, January 21, 2014 (cont.)**

### **Scheduling Future Work Sessions**

Manager Clifton stated that as was discussed previously, Council and staff would like to get together a couple of times in a work session setting rather than a retreat to focus on the vision for 2014. He suggested a few dates.

There was a consensus to have additional work sessions on February 12<sup>th</sup> and 25<sup>th</sup>, 2014 starting at 5:00pm.

### **City Attorney Comments**

There were none.

### **City Manager Comments**

Manager Clifton commented on the following items;

- Petitions are available for candidates that are seeking Council seats.
- Presented a letter from the auditor. Council has the opportunity to ask questions if they have any.
- He and Glen Black attended the Community Builder Leadership Institute last week. Mr. Clifton provided a brief summary of the program.

### **Councilmember Comments**

Councilmember Cooper stated that DCED received a grant for the program that Manager Clifton and others attended. The soil health conference is this Thursday and Friday.

Councilmember Cooper read a letter regarding the recent media articles that have surfaced regarding Confluence Drive.

Councilmember Raley thanked Dennis Phillips for his help in soliciting applicants for the Golf Course Advisory Board.

Councilmember Penick thanked the applicants that applied for the Golf Course Advisory Board. He stated that when Council can hear from the citizens in an advisory capacity the future will be better for the City.

Councilmember Jurca stated that the bar is set high for applicants applying for various boards in the future.

Mayor Sisson also thanked Mr. Phillips, as well as Rob Sanders, for their work with the applicants.

The meeting was adjourned at 7:20 p.m.

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Jolene E. Nelson, City Clerk

Item D:

Citizen Comments



# MEMO

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To: Mayor and City Council  
From: Jolene E. Nelson, City Clerk  
Date: January 31, 2014+  
Subject: Ducks Unlimited, Inc. Special Events Permit



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*Office of the City Clerk*

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**Recommendation:**

Staff recommends approving a application for Special Events Liquor Permits for Ducks Unlimited, Inc.

**Background:**

The Ducks Unlimited, Inc. has submitted an application for Special Events Liquor Permit for their event to be held at Bill Heddles Recreation Center on March 8, 2014. The application specifies that they plan to sell alcoholic beverages from 8:00 a.m. to 11:00 p.m.

The application is complete and the fees, \$35 to the City, and \$25 to the State, have been paid.

A sign notifying the public of this hearing has been posted at the site for at least ten days as required by law. As of the writing of this memo, no comments – either for or against the approval of the application - have been received by the City Clerk.

**Cost:**

There is no cost to the City.

**Alignment With Strategic Planning:**

Per Delta Municipal Code 5.10.010 “the Delta City Council is hereby designated the local licensing authority for the purposes of exercising the duties and powers provided for in the Colorado Beer Code and the Colorado Liquor Code.”

**Actions To Be Taken if Approved:**

The Mayor and Clerk will sign the applications, and the Clerk will mail them to the State, who will review them and issue the permits.

# APPLICATION FOR A SPECIAL EVENTS PERMIT

Department Use Only

**IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT AND ONE OF THE FOLLOWING (See back for details.)**

- |                                    |   |  |
|------------------------------------|---|--|
| <input type="checkbox"/> SOCIAL    | <input type="checkbox"/> ATHLETIC   | <input type="checkbox"/> PHILANTHROPIC INSTITUTION           |
| <input type="checkbox"/> FRATERNAL | <input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER               | <input type="checkbox"/> POLITICAL CANDIDATE                 |
| <input type="checkbox"/> PATRIOTIC | <input checked="" type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY | <input type="checkbox"/> MUNICIPALITY OWNING ARTS FACILITIES |
| <input type="checkbox"/> POLITICAL | <input type="checkbox"/> RELIGIOUS INSTITUTION                            |  |

<b>LIAB TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:</b>	<b>DO NOT WRITE IN THIS SPACE</b>
2110 <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$25.00 PER DAY	LIQUOR PERMIT NUMBER
2170 <input type="checkbox"/> FERMENTED MALT BEVERAGE (3.2 Beer) \$10.00 PER DAY	

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE <i>Ducts Unlimited Inc</i>	State Sales Tax Number (Required) <i>099041669</i>
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2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE (include street, city/town and ZIP) <i>453 Main St Delta, CO 81416</i>	3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT (include street, city/town and ZIP) <i>Bill Hedley Recreation Center 530 Gunnison Dr Delta, CO 81416</i>
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NAME	HOME ADDRESS (Street, City, State, ZIP)	PHONE NUMBER
4. PRES./SEC'Y OF ORG. or POLITICAL CANDIDATE <i>Jacob Oberheu</i>	<i>799 1675 Rd, Delta, CO 81416</i>	<i>970-250-4360</i>
5. EVENT MANAGER <i>Jacob Oberheu</i>	<i>799 1675 Rd, Delta, CO 81416</i>	<i>970-250-4360</i>
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____	

8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED?  Yes  No

LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date	Date	Date	Date	Date
Hours From	Hours From	Hours From	Hours From	Hours From
To	To	To	To	To
<i>3/9/14</i>				
<i>8:00 AM</i>				
<i>11:00 PM</i>				

**OATH OF APPLICANT**

*I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.*

SIGNATURE <i>Jacob Oberheu</i>	TITLE <i>CO-Chairman</i>	DATE <i>3/4/14</i>
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**REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY OR COUNTY)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended.

**THEREFORE, THIS APPLICATION IS APPROVED.**

LOCAL LICENSING AUTHORITY (CITY OR COUNTY)	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY	TELEPHONE NUMBER OF CITY/COUNTY CLERK
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SIGNATURE	TITLE	DATE
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**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

LIABILITY INFORMATION			
License Account Number	Liability Date	State	TOTAL
		-750 (999)	\$ .

# MEMO

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To: Mayor and City Council  
From: Jolene E. Nelson, City Clerk  
Date: January 31, 2014+  
Subject: Delta Area Chamber of Commerce Special Events Permits



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*Office of the City Clerk*

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**Recommendation:**

Staff recommends approving two applications for Special Events Liquor Permits for Delta Area Chamber of Commerce.

**Background:**

The Delta Area Chamber of Commerce has submitted two applications for Special Events Liquor Permits for their events to be held at Bill Heddles Recreation Center. The first application is for their Annual Meeting and Awards Banquet being held on March 1, 2014. The application specifies that they plan to sell alcoholic beverages from 5:00 p.m. to 10:00 p.m. The second application is for their event scheduled on March 28, 2014. The application specifies that they plan to sell alcoholic beverages from 5:00pm to 8:00pm.

The applications are complete and the fees, \$35 to the City, and \$25 to the State for each day, have been paid.

A sign notifying the public of this hearing has been posted at the site for at least ten days as required by law. As of the writing of this memo, no comments – either for or against the approval of the application - have been received by the City Clerk.

**Cost:**

There is no cost to the City.

**Alignment With Strategic Planning:**

Per Delta Municipal Code 5.10.010 “the Delta City Council is hereby designated the local licensing authority for the purposes of exercising the duties and powers provided for in the Colorado Beer Code and the Colorado Liquor Code.”

**Actions To Be Taken if Approved:**

The Mayor and Clerk will sign the applications, and the Clerk will mail them to the State, who will review them and issue the permits.

## APPLICATION FOR A SPECIAL EVENTS PERMIT

Department Use Only

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT  
 AND ONE OF THE FOLLOWING (See back for details.)

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> SOCIAL | <input type="checkbox"/> ATHLETIC                              | <input type="checkbox"/> PHILANTHROPIC INSTITUTION           |
| <input type="checkbox"/> FRATERNAL         | <input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER    | <input type="checkbox"/> POLITICAL CANDIDATE                 |
| <input type="checkbox"/> PATRIOTIC         | <input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY | <input type="checkbox"/> MUNICIPALITY OWNING ARTS FACILITIES |
| <input type="checkbox"/> POLITICAL         | <input type="checkbox"/> RELIGIOUS INSTITUTION                 |  |

<b>LIAB TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:</b>	<b>DO NOT WRITE IN THIS SPACE</b>
2110 <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$25.00 PER DAY	LIQUOR PERMIT NUMBER
2170 <input type="checkbox"/> FERMENTED MALT BEVERAGE (3.2 Beer) \$10.00 PER DAY	

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE <i>Delta Area Chamber of Commerce</i>	State Sales Tax Number (Required) <i>00401876-0000</i>
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2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE (include street, city/town and ZIP) <i>301 Main Street Delta CO 81416</i>	3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT (include street, city/town and ZIP) <i>Bill Heddles Rec Center 530 Gunnison River Drive Delta CO 81416</i>
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NAME	DATE OF BIRTH	HOME ADDRESS (Street, City, State, ZIP)	PHONE NUMBER
4. PRES./SEC'Y OF ORG. or POLITICAL CANDIDATE <i>Josh Applegate</i>		<i>37 Howard St, Delta CO 81416</i>	<i>970-250-3877</i>

5. EVENT MANAGER <i>Kami Collins</i>	HOME ADDRESS (Street, City, State, ZIP) <i>745 Tessman Rd, Delta CO 81416</i>
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6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____
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8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED?  Yes  No

LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
<i>March 28</i>		<i>5</i>	<i>8</i>												
		<i>p.m.</i>	<i>p.m.</i>												

**OATH OF APPLICANT**

*I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.*

SIGNATURE <i>K Collins</i>	TITLE <i>Executive Director</i>	DATE <i>1-6-14</i>
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**REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY OR COUNTY)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended.

**THEREFORE, THIS APPLICATION IS APPROVED.**

LOCAL LICENSING AUTHORITY (CITY OR COUNTY) <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY	TELEPHONE NUMBER OF CITY/COUNTY CLERK
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SIGNATURE	TITLE	DATE
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**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

**LIABILITY INFORMATION**

License Account Number	Liability Date	State	TOTAL
		<i>-750 (999)</i>	\$ .

# MEMO

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**To:** City Council  
**From:** Rod Myers, Director of Fleet /Facilities  
**Date:** January 31, 2014  
**Subject:** Purchasing used equipment & vehicles



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*Fleet and Facilities*

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**Recommendation:**

Staff would like approval from Council to purchase used equipment or vehicles if available for budgeted items only in the 2014 budget year.

**Background:**

Occasionally used equipment will become available that will serve the city well for a substantially lower cost than new. Some companies will even offer a warranty on the used equipment, making a potential purchase comparable to a new product. When the equipment or vehicle become available, the need to act quickly is sometimes important. Final approval for all purchases would still require signatures from the City Finance Director and City Manager.

**Cost:**

The cost depends of the item purchased. However, staff would only purchase items anticipated to create a savings beyond what is included in the 2014 Budget.

**Alignment With Strategic Planning:**

By purchasing good used equipment and vehicles, the Fleet Department can avoid the initial high cost of replacement on certain equipment and vehicles. This would allow a continued aggressive replacement program.

**Actions To Be Taken if Approved:**

Staff will purchase used equipment and vehicles for items budgeted in 2014 if they are available; if not staff will go to bid and bring proposed new purchases to Council.

**Attorney Comments**



**City Manager Comments**



**Councilmember Comments**



### **Executive Session:**

**For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under CRS Section 24-6-402(4)(e); or more specifically for discussions regarding property on Silver Street.**