

Centennial City Clerk

Monthly Report

APRIL 2011

Activity

Boards and Commissions

The City Clerk staffed the organizational meetings for the Ad Hoc Appointment Committees for the Board of Review and Planning and Zoning Commission. The meetings were held on April 6, 2011.

City Council Meetings

The City Clerk and Deputy City Clerk staffed three City Council meetings in April. The City Clerk staffed the City Council Budget Workshop on April 25, 2011. Audio recordings of each meeting and approved minutes are available via the city's web site at www.centennialcolorado.com.

Elections

The Election Commission met on April 26, 2011. The Commission discussed a draft of the Campaign and Political Finance Reporting Manual for use by candidates of the municipal election, which was prepared by the City Attorney's office.

The City Clerk and the Deputy City Clerk attended the Coordinated Elections meeting for the 2011 November Election with the Arapahoe County Clerk & Recorder's Office on April 27, 2011. Information regarding the coordinated election procedures, vote centers, and Intergovernmental Agreements for the general election with the County was discussed.

Liquor Licensing

The Centennial Liquor Licensing Authority conducted two Preliminary Hearings on April 7, 2011 concerning violations of the liquor code. Goal Line Grill LLC, dba Goal Line Sports Grill, 16728 E. Smoky Hill Road #11C, Centennial stipulated that a violation of the liquor code occurred; sale/service to an intoxicated person. Goal Line Sports Grill agreed to a suspension of their liquor license of ten (10) days, five (5) held in abeyance for one year, and five (5) days served as a fine in lieu, and State approved alcohol services/sellers training of all employees of the establishment within ninety (90) days.

Wal-Mart, dba Wal-Mart, 10900 E. Briarwood Avenue, Centennial, stipulated that a violation of the liquor code occurred; sale to a minor. Wal-Mart agreed to a suspension of

their liquor license of ten (10) days, five (5) held in abeyance for one year, and five (5) days served as a fine in lieu, and all employees of Wal-Mart would attend an in-house alcohol sellers training within ninety (90) days.

Two Transfer of Ownership applications were processed in April: SeN Group Inc., dba The Fairway Sports Grill, 4151 E. County Line Road #H, Centennial, (formally El Parral Mexican Restaurant); and TRG Burgers of Colorado, dba 5 Star Burgers, 2330 E. Arapahoe Road, Centennial, (formally Fire Bowl Café). Temporary permits were approved by the City Clerk while the State of Colorado processes and approves the Transfer applications.

Seventeen (17) renewal applications were processed by the Deputy City Clerk in April.

Passports

One-hundred and four (104) passport applications were accepted and sent to the U.S. Department of State in April. Forty (40) photos were taken.

Public Records Request

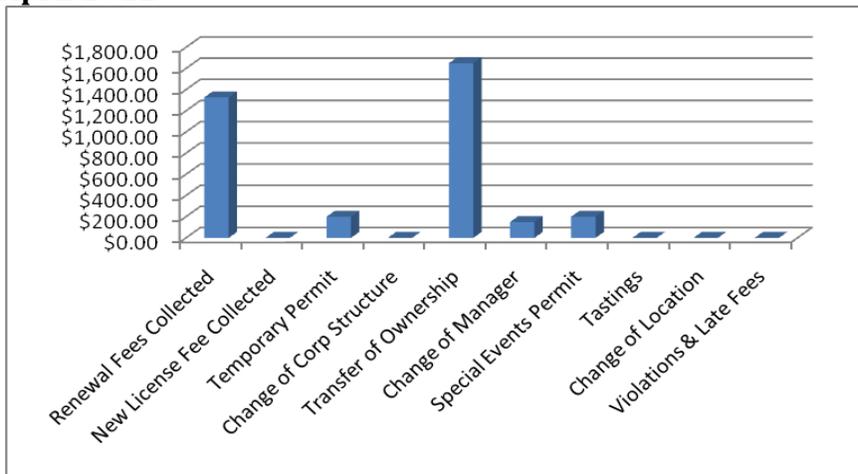
The City Clerk’s office processed fourteen (14) public records requests in April. All requests were completed in a timely manner according to the Colorado Open Records Act.

Fees

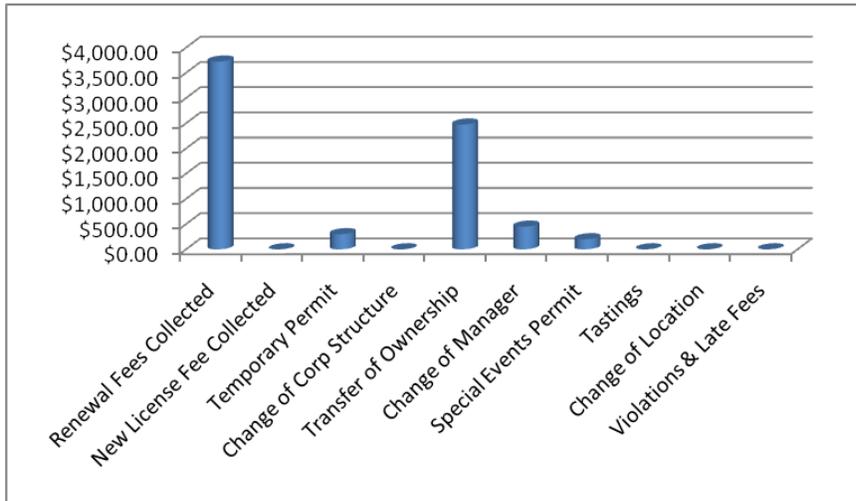
Liquor Licensing

Total Licensing Fees Collected April 2011: **\$3,327.50**
 (Compared to Total Licensing Fees Collected in April 2010: \$5,253.75)

April 2011



Year to Date 2011



Passports

Total Passport Fees Collected April 2011: **\$3,000.00**

Execution Fees to the City of Centennial: \$2,600.00

Photo Fees Collected: \$400.00

Public Records Request

Total Public Records Request Fees Collected April 2011: **\$33.70**

Year to Date Total Fees Collected 2011: **\$191.70**

Total Fees Collected by the City Clerk's Office Year to Date (2011): \$18,465.45

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES
\$7,148.75	\$191.70	\$11,125.00

