

Centennial City Clerk

Monthly Report

January 2013

Activity

Boards and Commissions

The City Clerk staffed interviews held on January 24th for the three Finance Committees. She also served as the City Manager's appointee for the Liquor Licensing Authority Ad Hoc Appointment Committee.

City Council Meetings

The City Clerk and Deputy City Clerk staffed three City Council meetings in January. Audio recordings of each meeting and approved minutes are available via the city's web site at www.centennialcolorado.com.

Senior Commission

The Senior Commission met for their monthly meeting on January 8th. The Senior Commission participated in a joint meeting with City Council and the Planning and Zoning Commission on January 14th to hear a presentation on Planning for Changing Demographics from DRCOG.

Liquor Licensing

The Liquor Licensing Authority Meeting did not meet in January.

Six (6) renewal applications were processed by the Deputy City Clerk in January.

The City Clerk's office received an application for a transfer of a Hotel/Restaurant Liquor License from Jerez-Marquez Group LTD, dba El Senor Sol Mexican Restaurant, 8236 S. Holly Street. This application was processed administratively and sent to the State for approval.

Passports

Two-hundred ninety-six (296) passport applications were accepted and sent to the U.S. Department of State in January. One-hundred sixty-six (166) photos were taken.

Public Records Request

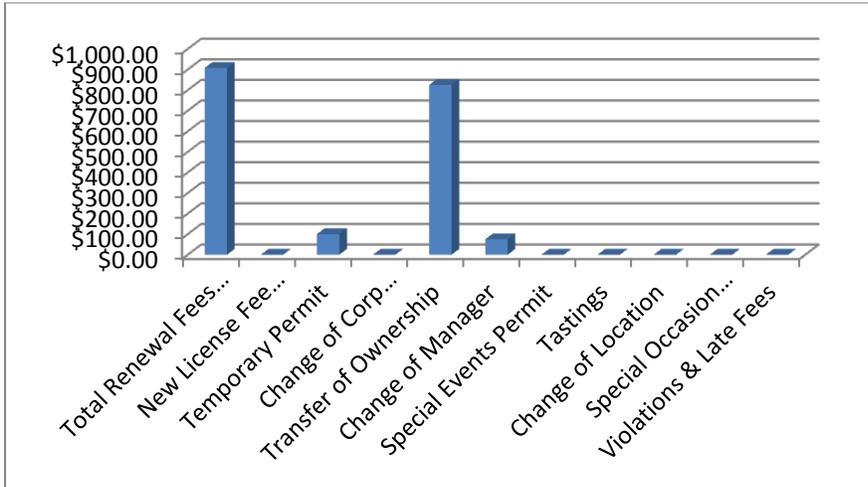
The City Clerk's office processed five (5) public records requests in January. All requests were completed in a timely manner according to the Colorado Open Records Act.

Fees

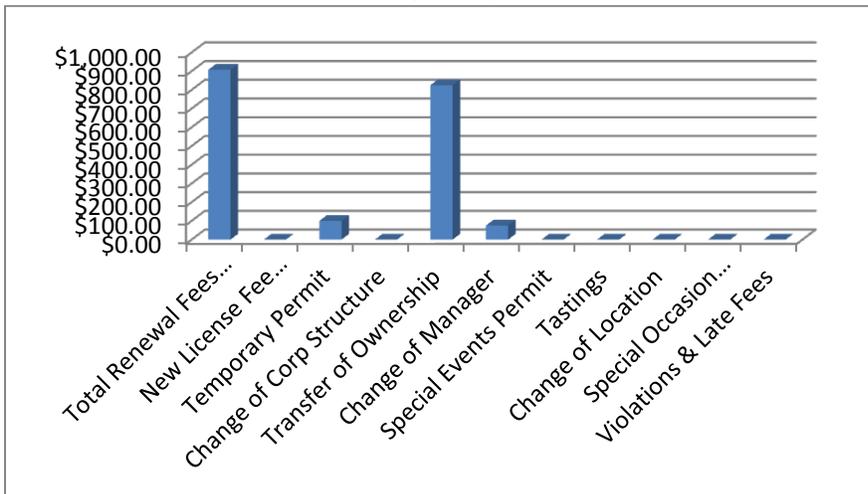
Liquor Licensing

Total Licensing Fees Collected January 2013: **\$1,907.50**

January 2013



Year to Date Fees Collected (2013): \$ 1,907.50



Passports

Total Passport Fees Collected January 2013: **\$9,060.00**

Execution Fees to the City of Centennial: \$7,400.00

Photo Fees Collected: \$1,660.00

Public Records Request

Total Public Records Request Fees Collected January 2013: **\$0.00**

Year to Date Total Fees Collected 2013: **\$0.00**

Total Fees Collected by the City Clerk's Office Year to Date (2013): \$10,967.50

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES	PAWNBROKER FEES
\$1,907.50	\$0.00	\$9,060.00	\$0.00