

Centennial City Clerk Monthly Report March 2012

Activity

Boards and Commissions

The City Clerk staffed organizational meetings held March 20th for the Ad Hoc Appointment Committees for the Board of Review and Planning and Zoning Commission. Applications will be taken through the first two weeks in April for both boards.

City Council Meetings

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

Senior Citizen Commission

The City Clerk staffed the Senior Commission meeting on March 13, 2012. Additionally, a team from the City of Centennial, including Mayor Noon, Senior Commission Members Greg Glischinski and Pat Palmer, and the City Clerk met with seniors and City staff from the City of Lone Tree on March 19, 2012. The Centennial team made a presentation regarding the formation of the Centennial Senior Commission, its activities and requirements from staff.

Liquor Licensing

The Liquor Licensing Authority did not meet in March.

An application for a new 3.2 Beer license was received on March 6, 2012 from Wal-Mart Store Inc, dba WalMart Market #3126, 16746 E. Smoky Hill Road. The LLA will conduct Public Hearing for this new application on April 19, 2012.

An application for a Special Events Permit was received and processed in March for TAPS – Tragedy Assistance Program for Survivors, for their yearly fundraising event being held on June 16, 2012 at the Ranch of Cherry Creek, 6225 S. Fraser.

Ten (10) renewal applications were processed by the Deputy City Clerk in March.

Passports

Ninety (90) passport applications were accepted and sent to the U.S. Department of State in March. Forty-one (41) photos were taken.

Public Records Request

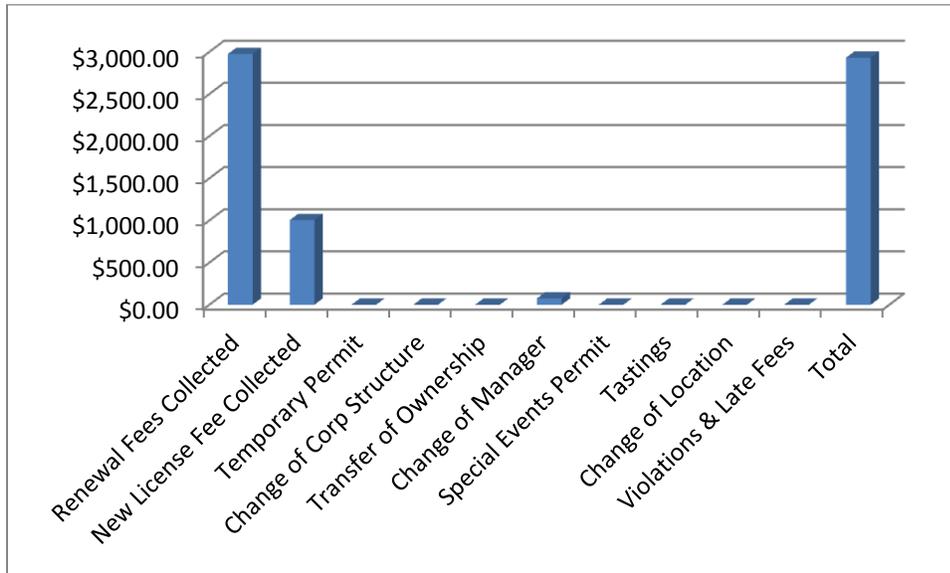
The City Clerk’s office processed five (5) public records requests in March. All requests were completed in a timely manner according to the Colorado Open Records Act.

Fees

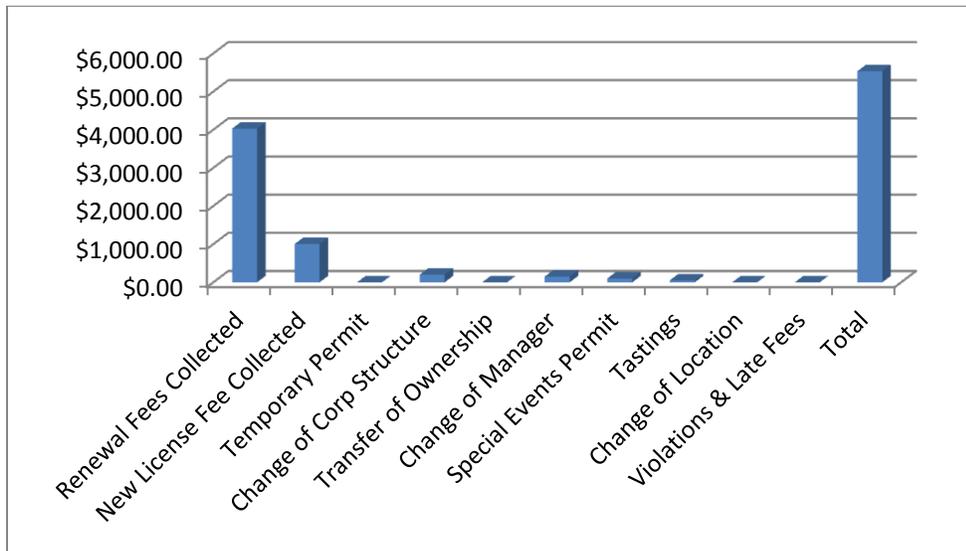
Liquor Licensing

Total Licensing Fees Collected March 2012: **\$2,931.25**
 (Compared to Total Licensing Fees Collected in March 2011: \$1,822.50)

March 2012



Year to Date



Passports

Total Passport Fees Collected March 2012: **\$2,660.00**

Execution Fees to the City of Centennial: \$2,250.00

Photo Fees Collected: \$410.00

Public Records Request

Total Public Records Request Fees Collected March 2012: **\$579.75**

Year to Date Total Fees Collected 2012: **\$1,082.50**

Total Fees Collected by the City Clerk’s Office Year to Date (2012): \$14,255.00

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES	PAWNBROKER FEES
\$5,532.50	\$1,082.50	\$7,640.00	\$0.00

