



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

## **Agenda**

### **New Castle Town Council Regular Meeting**

**Tuesday, January 04, 2022, 7:00 PM**

Starting times on the agenda are approximate and intended as a guide for Council. The starting times are subject to change by Council, as is the order of items on the agenda.

Virtual Meetings are subject to internet and technical capabilities.

[To join by computer, smart phone or tablet click HERE](#)

If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

Follow the prompts as directed. Be sure to set your phone to mute until called on

#### **Call to Order**

#### **Pledge of Allegiance**

#### **Roll Call**

#### **Meeting Notice**

#### **Conflicts of Interest**

#### **Agenda Changes**

#### **Citizen Comments on Items not on the Agenda**

-Comments are limited to three minutes-

#### **Consultant Reports**

Consultant Attorney

Consultant Engineer

#### **Items for Consideration**

- A. Consider a Letter of Interest from Dick Fletcher for Appointment to a Seat on the Historic Preservation Commission (7:05 p.m.)**

Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority

- B. Consider a Special Events Liquor License Application from the Town of New Castle for Bad Art Night on January 15, 2022 (7:15 p.m.)**

- C. Consider an Application from Tapatios, LLC, to Modify their Hotel & Restaurant Liquor Licensed Premises (7:25 p.m.)**

Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting

**D. Discussion: Recreation Facilities Development Fee (7:40 p.m.)**

Recess the Town Council Meeting, Convene as the Water & Sewer Enterprise

**E. Consider Ordinance E 2022-1, An Ordinance of the Town of New Castle Water and Sewer Enterprise Amending Chapters 13.32 & 13.36 of the New Castle Municipal Code Concerning the Regulation of Wastewater Discharge and Cross Connections (1st reading) (8:00 p.m.)**

Adjourn the Water & Sewer Enterprise, Reconvene the Town Council Meeting

**F. Consider Ordinance TC 2022-1, An Ordinance of the Town of New Castle Town Council Amending Chapter 17 of the Municipal Code To Comply With HB21-1222 (1st reading) (8:15 p.m.)**

**G. Consider Procedures for CVR Filing 11 (8:30 p.m.)**

**H. Consider Resolution TC 2022-1, A Resolution of the Town of New Castle of the Town of New Castle, Colorado, Designating Public Notice Posting Places (8:45 p.m.)**

**I. Consider Resolution TC 2022-2, A Resolution of the Town Council of the Town of New Castle, Colorado, Waiving the Requirement for Posting of Bonds By Certain Town Officers (8:55 p.m.)**

**Consent Agenda (9:05 p.m.)**

Items on the consent agenda are routine and non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a council member or citizen requests it, in which case the item will be removed from the consent agenda.

[December](#) 21, 2021 minutes

[December](#) Bills of \$410,336.05

**Staff Reports (9:10 p.m.)**

Town Administrator

Town Clerk

Town Treasurer

Town Planner

Public Works Director

**Commission Reports (9:20 p.m.)**

Planning & Zoning Commission

Historic Preservation Commission

Climate and Environment Commission

Senior Program

RFTA

AGNC

GCE

EAB

**Council Comments (9:30 p.m.)**

**Adjourn (9:45 p.m.)**

Richard C. Fletcher here.

I am interested in a being on the New Castle Historic Preservation Commission. I am interested in old buildings and want to preserve them.

I have lived in New Castle for 7 years and have participated in the Spirit Walk twice. I also volunteer at the Pauline S. Schneegas Wildlife Foundation.

I love New Castle and welcome the opportunity to serve on this commission.

Thank you,

Dick Fletcher  
970-250-3338



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**To:** Local Liquor Authority  
**From:** Melody Harrison, Town Clerk  
**Date:** January 4, 2022  
**Re:** Town of New Castle Special Event Liquor Permit for the Recreation 'Bad Art Night' Event

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The purpose of this agenda item is to consider an application from the Special Event Staff of the Town of New Castle for a special events liquor license for 'Bad Art Night' located in the New Castle Community Center at 423 W Main, on Saturday, January 15, 2019.

The Arts and Enrichment Coordinator, Kelley Cox, filed the application on December 8, 2021, more than 30 days prior to the event date, within the application guidelines as required by the State Liquor Code. The public hearing has been properly noticed. The application is properly complete.

If the Authority's consensus is to approve the attached application for a special event liquor permit for the Town of New Castle, the Clerk's Office staff recommends that Authority consider the following condition:

- That a 100% ID check be conducted because only individuals that meet the eligible drinking age of 21 should be served alcohol.

Recreation Staff will serve light snacks.

Recreation staff has also been ServSafe certified, and Clerk's Office staff recommends approval of the application.

*Melody L Harrison, CMC*

# Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. 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 type="checkbox"/> National Organization or Society   | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution              |   |

<b>LIAB</b> Type of Special Event Applicant is Applying for:	<b>DO NOT WRITE IN THIS SPACE</b>
2110 <input type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate <i>New Castle Recreation</i>	State Sales Tax Number (Required)
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2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>PO Box 90 423 W. Main New Castle, CO 81647</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <i>same</i>
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4. Authorized Representative of Qualifying Organization or Political Candidate <i>Kelley Cox</i>	Date of Birth <i>12/17/62</i>	Phone Number <i>970-456-9953</i>
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Authorized Representative's Mailing Address (if different than address provided in Question 2.)  
*PO Box 902 New Castle, CO 81647*

5. Event Manager <i>Kelley Cox</i>	Date of Birth	Phone Number
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Event Manager Home Address (Street, City, State, ZIP)	Email Address of Event Manager
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6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes How many days? _____	7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input type="checkbox"/> No <input type="checkbox"/> Yes License Number _____
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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>1/15/21</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>Kelley D Cox</i>	Title <i>Arts + Enrichment Coord.</i>	Date <i>12-8-21</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 44, Article 5, 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)	\$

## Application Information and Checklist

**The following supporting documents must be attached to this application for a permit to be issued:**

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
- If not incorporated, a NONPROFIT charter; **or**
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

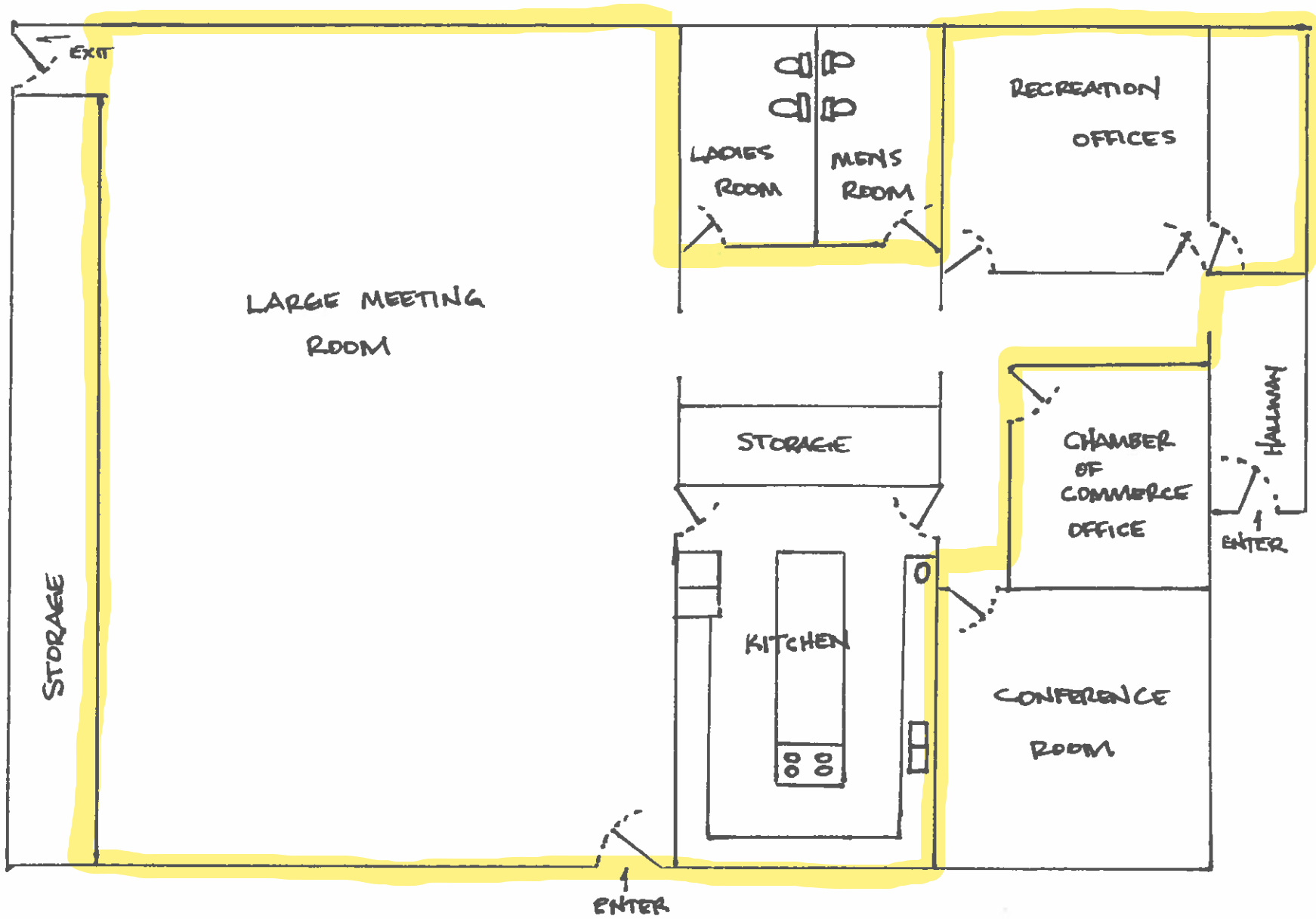
- Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- Check payable to the Colorado Department Of Revenue

### Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

# NEW CASTLE COMMUNITY CENTER



PARKING LOT

MAIN STREET



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To: Local Liquor Licensing Authority  
From: Melody Harrison, Town Clerk  
Date: January 4, 2022  
Re: Tapatios, LLC DBA Tapatios Application for Modification of Premises

The purpose of this agenda item is to consider an application from Tapatios, LLC, DBA Tapatios, for a modification of their liquor licensed premises.

The applicant, Esmeralda Cornejo, has obtained a lease on the unit immediately adjacent to the current licensed premises. The applicant intends to utilize the space as an office, storage and to serve customers. In addition, they have leased an additional portion of the sidewalk to allow for access from the interior service area to the outside service area. Please see the map of the premises included in the packet.

The application was submitted on December 3, 2021, and is complete. All fees have been paid. Additional background investigations are not required by the State of Colorado for modification applications.

Staff recommends approval of the application.

*Melody L Harrison, CMC*

## Permit Application and Report of Changes

**Current License Number** 03-13939  
**All Answers Must Be Printed in Black Ink or Typewritten**  
**Local License Fee \$** \_\_\_\_\_

1. Applicant is a		Present License Number
<input type="checkbox"/> Corporation ..... <input type="checkbox"/> Individual <input type="checkbox"/> Partnership..... <input checked="" type="checkbox"/> Limited Liability Company		03-13939
2. Name of Licensee <u>Tapatios LLC</u>		3. Trade Name
4. Location Address <u>820 Castle Valley Blvd #101</u>		
City <u>New Castle</u>	County <u>Garfield County</u>	ZIP <u>81647</u>

**SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.**

Section A – Manager reg/change	Section C
<ul style="list-style-type: none"> <li>• License Account No. _____</li> <li><input type="checkbox"/> Manager's Registration (Hotel &amp; Restr.).....\$75.00</li> <li><input type="checkbox"/> Manager's Registration (Tavern).....\$75.00</li> <li><input type="checkbox"/> Manager's Registration (Lodging &amp; Entertainment).....\$75.00</li> <li><input type="checkbox"/> Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.) NO FEE</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Retail Warehouse Storage Permit (ea).....\$100.00</li> <li><input type="checkbox"/> Wholesale Branch House Permit (ea) ..... 100.00</li> <li><input type="checkbox"/> Change Corp. or Trade Name Permit (ea) ..... 50.00</li> <li><input type="checkbox"/> Change Location Permit (ea)..... 150.00</li> <li><input checked="" type="checkbox"/> Change, Alter or Modify Premises \$150.00 x _____ Total Fee _____</li> <li><input type="checkbox"/> Addition of Optional Premises to Existing H/R \$100.00 x _____ Total Fee _____</li> <li><input type="checkbox"/> Addition of Related Facility to an Existing Resort or Campus Liquor Complex \$160.00 x _____ Total Fee _____</li> <li><input type="checkbox"/> Campus Liquor Complex Designation <span style="float: right;">No Fee</span></li> <li><input type="checkbox"/> Sidewalk Service Area <span style="float: right;">\$75.00</span></li> </ul>
Section B – Duplicate License	
<ul style="list-style-type: none"> <li>• Liquor License No. _____</li> <li><input type="checkbox"/> Duplicate License ..... \$50.00</li> </ul>	

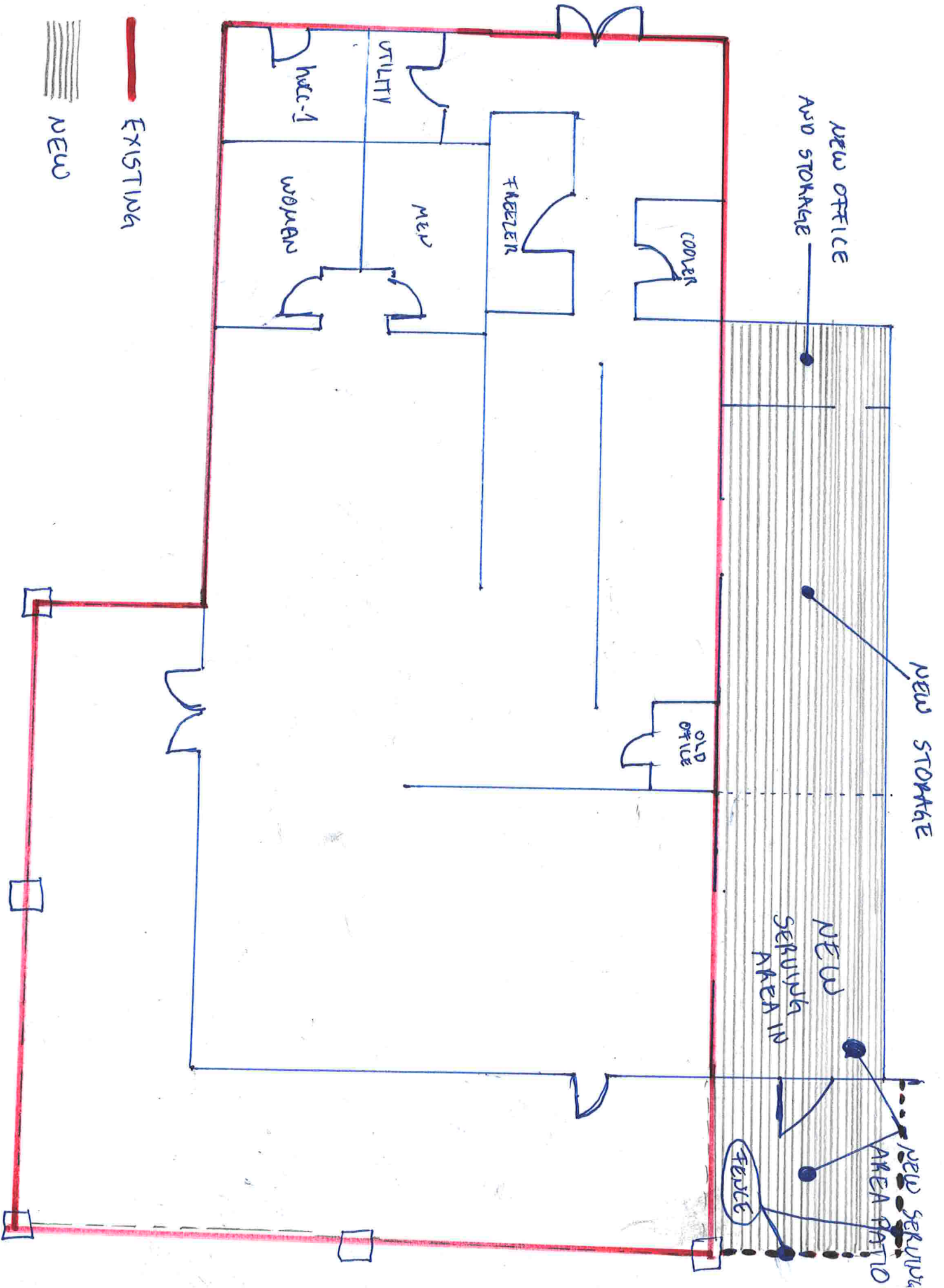
**Do Not Write in This Space – For Department of Revenue Use Only**

Date License Issued	License Account Number	Period

<small>The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.</small>	<b>TOTAL AMOUNT DUE</b> \$ _____ .00
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<b>Change of Manager</b>	<p><b>8. Change of Manager or to Register the Manager</b> of a Tavern, Hotel and Restaurant, Lodging &amp; Entertainment liquor license or licenses pursuant to section 44-3-301(8).</p> <p>(a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging &amp; Entertainment only)          Former manager's name _____          New manager's name _____</p> <p>(b) Date of Employment _____</p> <p>Has manager ever managed a liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/>          Does manager have a financial interest in any other liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/>          If yes, give name and location of establishment _____</p>
<b>Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area</b>	<p><b>9. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area</b></p> <p><b>NOTE:</b> Licensees may not modify or add to their licensed premises until approved by state and local authorities.</p> <p>(a) Describe change proposed <u>expand area for storage, service area and sidewalk service area. opening wall for door entryway to storage and another for entryway to service area.</u></p> <p>(b) If the modification is temporary, when will the proposed change:          Start _____ (mo/day/year) End _____ (mo/day/year)</p> <p><b>NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00</b></p> <p>(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?          (If yes, explain in detail and describe any exemptions that apply) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>(d) Is the proposed change in compliance with local building and zoning laws? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.</p> <p>(g) Attach any existing lease that is revised due to the modification.</p> <p>(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.</p>
<b>Campus Liquor Complex Designation</b>	<p><b>10. Campus Liquor Complex Designation</b></p> <p>An institution of higher education or a person who contracts with the institution to provide food services</p> <p>(a) I wish to designate my existing _____ Liquor License # _____ to a Campus Liquor Complex Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<b>Additional Related Facility</b>	<p><b>11. Additional Related Facility</b></p> <p>To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises.</p> <p>(a) Address of Related Facility _____</p> <p>(b) Outlined diagram provided Yes <input type="checkbox"/> No <input type="checkbox"/></p>

<b>Oath of Applicant</b>		
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>Emmanuel Coumbis</i>	Title <i>Owner</i>	Date <i>12/03/21</i>
<b>Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)</b>		
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 applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. <b>Therefore, This Application is Approved.</b>		
Local Licensing Authority (City or County)		Date filed with Local Authority
Signature	Title	Date
<b>Report of STATE Licensing Authority</b>		
The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.		
Signature	Title	Date



*emailed 4/16/21*

**AMENDMENT TO LEASE**

**A. PARTIES**

The parties to this Amendment to Lease are BURNING MOUNTAIN ASSOCIATES LLLP, a Colorado Limited Liability Partnership ("Lessor"), and OCTAVIO DIAZ GAVILAN and ESMERALDA CORNEJO, ("Lessee").

**B. RECITALS**

The reason and purpose for entering into this Amendment to Lease is premised upon the following:

1. Lessor and Lessee entered into a lease with an effective date of May 1, 2021 for Space 101, Lot C6 Burning Mountain Planned Unit Development, Phase 2 ("Lease").
2. The current fixed monthly rental paid by Lessee to Lessor under the terms of the Lease is \$2250.00, which rental amount is subject to modification on pursuant to section 4.01(b) of the Lease ("Current Monthly Rent").
3. Lessee wishes to lease additional space comprising 617 square feet, and Lessor has agreed to lease such additional space to Lessee, on the terms and conditions set forth herein.

**C. AGREEMENT**

The parties hereto mutually agree that the Lease is hereby modified as follows:

1. **Leased Premises.** The description of the Leased Premises under the Lease is hereby modified to read as follows:  
Space 101 (containing approximately 2625 square feet and space 102A (containing approximately 617 square feet) immediately adjacent to the eastern wall of space 101 Lot C6 Burning Mountain Planned Unit Development, Phase 2 (the "Leased Premises")
2. **Term.** The parties hereto acknowledge that, the term of the lease shall remain unchanged.
3. **Base Rental.** Commencing December 1, 2021, Lessee shall pay to Lessor an additional fixed monthly rental of \$700.00 for the Leased Premises space 102A ("Additional Monthly Rent"). Said Additional Monthly Rent shall be paid to Lessor in addition to the Current Monthly Rent and shall be payable in advance on the first day of each month during the Term of the Lease.

4. **CAM.** Commencing December 1, 2021 Lessee, as its pro rata share, shall pay 2.26% of the total of all of the costs for the payment of utilities, trash disposal, insurance, maintenance fees, management fees and any costs incurred under the Declaration of Joint Parking Use and amended thereto for the portion of the Commercial Center located upon Lot C6. Lessee shall pay such CAM charges within fifteen (15) days after the receipt of a statement therefor. In no event shall such statements be rendered more frequently than quarterly in each calendar year.

5. **Fire Insurance on Fixtures and Inventory.** Lessee agrees to maintain in force, at all times during the Term of this Lease, on all fixtures and equipment in the Leased Premises, a policy or policies of fire insurance in companies approved by the Lessor to the extent of at least 2.26% of the insurable replacement value and adequate inventory insurance, the proceeds of which will, so long as it is Lease is in effect, be used for the repair or replacement of the property so insured. Such policies shall name the Lessor as an additional insured to protect its interest as such Lessor.

6. **Fire Insurance on Premises.** Lessor agrees to maintain in force, at all times during the term of this Lease, a policy or policies of fire insurance to the extent of at least 2.26% of the insurable value of the Leased Premises. If permitted without additional charge, Lessor shall cause to be endorsed on its fire insurance, and any extended coverage policy or policies, the waiver of right of subrogation.

7. **Terms Ratified and Confirmed.** Except as herein modified, all of the terms and conditions of the Lease are hereby ratified and confirmed, December 1, 2021.

8. **Effective Date.** The effective date of this Amendment to Lease is December 1, 2021, regardless of the dates executed by the parties hereto.

Lessee:

Esmeralda Cornejo

By Esmeralda Cornejo 11/30/21

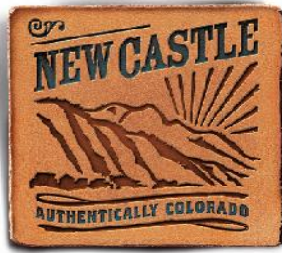
Getavio Diaz Gavilan

By [Signature] 11/30/21  
Tapatios LLC

Lessor:

Burning Mountain Associates, LLLP

By [Signature] 12/03/21  
Rue Balcomb, GP, Property Manager



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## Memorandum

**To:** Mayor & Council  
**From:** David Reynolds & Hannah Bihr  
**Re:** Agenda Item – Discussion of Recreational Facilities Development Fee  
**Date:** 01/04/22

**Purpose:**

The purpose of this agenda item is to discuss a possible adjustment to the existing *Recreational Facilities Development Fee*.

Chapter 15.40 of the Town's Municipal Code creates an assessment for *RECREATIONAL FACILITIES DEVELOPMENT FEES* to be charged for each new building permit issued. Section 15.40.030 of the code identifies that all funds received under this chapter shall be used solely for the purpose of developing and equipping recreational facilities of the town. The funds collected may not be used for operations and maintenance of such facilities.

Originally approved by Town Council in 1998 as a fee of \$436.00 per new house built (Ordinance No. 98-11), this fee was raised to \$500.00 per new house built in the year 2000 (Ordinance No. 2000-24). Since 2000 this fee has not been adjusted and remains today at \$500.00 per each new house built.

Section 15.40.070 of the Municipal Code allows that the amount of the *Recreational Development Fee* may be reviewed by Town Council upon written recommendation by the town's recreation director. With Council approval, fees may be adjusted up or down based on the director's determination that the demand for recreational facilities has changed, or that the costs associated with building recreational facilities has changed.

It is staff's opinion that in the twenty-two years since *Recreational Facilities Development Fees* were changed from \$436 to \$500, there have been significant increases in the demand for town *recreational facilities*. With the growth of Castle Valley Ranch, Lakota, Castle Ridge, River Park Condos, and other in town development, the town has seen a large population growth and a serious demand for *recreational facility* improvements. Improvements to VIX Park, Bear Dance, River Park, trail improvements (hard and soft surface), and recreational programming which includes the use of local school facilities are all an indication that these fees have gone to good use over the past two decades. With the forecast for large scale growth in Lakota and Castle Valley Ranch, it is likely that the population of New Castle will experience a significant population increase over the

next several years. Additional growth will add pressure to existing recreational facilities and create additional demand for added parks, trails, recreation center, etc..

Also noted by staff, is the substantial increase in development costs since *Recreational Facilities Development Fees* were last adjusted in 2000. Between the years 2000 and 2020 the U.S. Bureau of Labor Statistics reports that the Consumer Price index (CPI) has risen by over 60%. In addition, indications for our area in 2021 are that construction costs have escalated by 20% -25% over the same costs seen in 2020. It is reasonable to conclude that funds collected for *Recreational Facility Development Fees* in recent years do not have the buying power that they once had. These fees have not kept up with inflation, or with the cost of development in our area.

Looking forward, as the town’s population continues to grow it is reasonable to conclude that new development will add demand to our existing facilities, it will require updating our parks and equipment, and may require the addition of new recreational facilities. During the past decade, the town has collected and put to use approximately \$85,000 through the collection of *recreational facilities development fees* which were associated with 170 building permits. With the cost of new parks, park renovations, and other needed recreational facilities estimated to be in the millions of dollars (Frank Breslin Memorial Park renovation estimated cost \$2.5 million, Burning Mountain Park renovation estimated cost \$400,000, long term planning for new recreation building estimated cost of several million, expansion of hiking and biking trails estimated to be several hundred thousand dollars over time), it is clear that the financing of *Recreational Facilities* through the collection of permit fees at their current rate will only cover a small fraction of the needed funding.

In conclusion staff recommends (based on forecasted population growth, inflation rates over the past twenty years, and increased costs of development), that Council may wish to consider a sizeable adjustment to *Recreational Facility Development Fees*.

*By way of example staff has provided the following table in order to illustrate the impact of various rate options:*

<b>Estimated New Homes</b>	<b>Current Fee</b>	<b>2022 Adjusted Fee</b>	<b>Total Collection</b>
(over ten years)			
750	\$500	\$500	\$375,000
750		\$1000	\$750,000
750		\$1500	\$1,125,000
750		\$1750	\$1,312,500
750		\$2000	\$1,500,000

**TOWN OF NEW CASTLE, COLORADO**  
**ORDINANCE NO. E 2022-01**

AN ORDINANCE OF THE TOWN OF NEW CASTLE WATER AND SEWER  
ENTERPRISE AMENDING CHAPTERS 13.32 & 13.36 OF THE NEW CASTLE  
MUNICIPAL CODE CONCERNING THE REGULATION OF  
WASTERWATER DISCHARGE AND CROSS CONNECTIONS

WHEREAS, the Town of New Castle, Colorado (“Town”) is a home rule municipality with all of the powers, authorities, and privileges granted to it under its Charter and Colorado law; and

WHEREAS, pursuant to Chapter 13.04 the Town has established a Water and Sewer Enterprise (the “Enterprise”) as an enterprise of the Town within the meaning of Article X, Section 20 of the Colorado Constitution to manage, operate, use, maintain, and conduct all water, wastewater, and storm water activities, services, and facilities of the Town;

WHEREAS, pursuant to Section 13.04.050, the New Castle Town Council serves as the governing body of the Enterprise (the “Enterprise Board”); and

WHEREAS, Municipal Code (“Code”) Chapter 13.32 specifies the requirements for domestic and industrial discharge into the town’s wastewater treatment system;

WHEREAS, Code Chapter 13.36 specifies the requirements for cross connections with the town’s potable water supply;

WHEREAS, Chapter 13.32 has been insufficient for monitoring discharge and preventing instances of harmful effluents from entering the wastewater treatment system;

WHEREAS, Chapter 13.36 contains deficient specifications for regulating cross connections within the potable water supply;

WHEREAS, in order to help preserve safe and optimal performance of the Town’s potable water and wastewater systems, town staff recommends amending Chapter 13.32 and Chapter 13.36 with the revisions below;

WHEREAS, pursuant to the powers granted to the Enterprise under Section 13.04.060, the Enterprise Board now desires to amend the Code as provided in this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE NEW CASTLE WATER AND SEWER ENTERPRISE AS FOLLOWS:

1. **Recitals.** The foregoing recitals are incorporated by reference herein as findings and determinations of the Enterprise Board.
2. **Chapter 13.32 Amendment.** Chapter 13.32 of the Code is repealed in its entirety and replaced by the following text:

## **Chapter 13.32 – Sewage discharge regulations.**

The provisions contained in this chapter are set forth to prevent the discharge of any waters which may interfere with the operation of the wastewater reclamation facilities or cause damage to or pollution of the Town public wastewater system.

The size, slope, alignment and materials for construction of all public wastewater systems, including building sewers, and the methods to be used in excavating, placing the pipe, jointing, testing, backfilling the trench and connecting the building sewer into the public wastewater system, shall conform to the requirements of this Code and all applicable ordinances, regulations and specifications which may be adopted by the Town.

### **13.32.010 – Definitions.**

“Domestic or Sanitary Wastes” means liquid, solid, and semi-solid wastes from the noncommercial preparation, cooking, and handling of food and/or containing only human excrement and similar matter from the sanitary conveyances of dwellings, commercial buildings, industrial facilities, and institutions. Domestic users requiring interceptors or separators per the plumbing code shall comply with section 13.32.030 below.

“Industrial Wastes” means the liquid, solid, and semi-solid wastes from industrial manufacturing processes, trade, or businesses that do not include domestic or sanitary wastes unless specifically regulated by applicable standards.

“Normal Domestic Strength Wastewater” means wastewater that when analyzed by methods approved under 40 CFR Part 136 and contains no more than 250 mg/L of Total Suspended Solids (TSS) and 250 mg/L of Biochemical Oxygen Demand (BOD<sub>5</sub>).

"User" means any entity connected to the Town's public wastewater facilities.

### **13.32.020 – Nonacceptable discharge.**

- A. No person shall discharge or cause to be discharged any storm water runoff, ground water, roof runoff, subsurface drainage, cooling water or unpolluted industrial process water into the public wastewater system. Storm water shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the town administrator or designated representative.
- B. No person shall discharge or cause to be discharged any of the following described water or wastes into the Town's public wastewater facilities:
  1. Any solid, liquid or gas having a temperature higher than one hundred fifty (150) degrees Fahrenheit.

2. Any gasoline, benzene, naphtha, fuel oil, petroleum products or derivatives, mineral oil or other flammable or explosive liquid, solid or gas.
3. Any waters containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any wastewater reclamation process, equipment or employees, constitute a hazard to humans or animals, create a public nuisance or create any hazard in the receiving of waters to the public wastewater facilities.
4. Any waters or wastes containing fats, wax, *grease* or oils, whether emulsified or not, in excess of twenty-five (25) milligrams per liter or containing substances that will solidify or become discernibly viscous at temperatures between thirty-two (32) and one hundred fifty (150) degrees Fahrenheit.
5. Greywater and blackwater from recreational vehicles.
6. Any food waste that is not properly shredded.
7. Any waters or wastes having a pH lower than six (6.5) or greater than nine (9.0) or having any other corrosive property capable of causing damage or hazard to the public wastewater system, equipment or personnel, or that create any hazard in the receiving stream, including but not limited to cyanides in excess of twenty-five-hundredths (0.025) milligrams per liter as cyanides or in excess of one (1) milligram per liter of hydrogen sulfide in the wastewater discharged to the public wastewater system; provided, however, that these standards may be amended to conform to more restrictive state or federal regulations as may be adopted.
8. Solid or viscous substances in quantities or of size capable of causing obstruction to the flow in the public wastewater system or other interference with the proper operation of the wastewater reclamation facilities, such as but not limited to: ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, whole blood, cattle manure, hair, fleshings and entrails, beer or distillery slops, chemical residues, paint or ink residues, cannery wastes, tannery wastes, bulk solids or, either whole or ground by garbage grinders, paper dishes, cups or milk containers.
9. Any toxic substance, as the same is defined in the Rules and Regulations of the Environmental Protection Agency embodied in 40 C.F.R. § 266.505-266.506 and § 403, prohibiting the discharge of hazardous waste pharmaceuticals.
10. Any substance which would cause the Town's public wastewater facilities to violate any permit issued by the State, the federal government or any other applicable agency.
11. Any waters or wastes containing strong acid pickling wastes or concentrated plating solutions.

12. Any waters or wastes containing iron, chromium, copper, zinc and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater exceeds the limits established by the public works director in compliance with applicable state or federal regulations.
13. Any radioactive wastes or isotopes of such half-life or concentrations as may exceed limits established by the public works director in compliance with applicable state or federal regulations.
14. Any waters or wastes containing phenols or other waste- or odor-producing substances in such concentrations exceeding limits established by the public works director in compliance with regulations of state or federal agencies having jurisdiction over discharge to the receiving streams.
15. Any waters, wastes, materials or substances which, either singularly or by interaction with other waters or wastes in the public wastewater system, release obnoxious or malodorous gases, form suspended solids in unusual concentration or create any other condition deleterious to structures and reclamation processes or which are capable of creating a public nuisance or hazard to public health.
16. Materials which exert or cause:
  - a. Unusual concentrations of inert suspended solids (such as but not limited to Fuller's earth, lime slurries and lime residues) or of dissolved solids (such as but not limited to sodium chloride and sodium sulfate).
  - b. Excessive discoloration, such as but not limited to dye wastes and vegetable tanning solutions.
  - c. Biochemical Oxygen Demand (BOD<sub>5</sub>) greater than domestic wastewater or having Suspended Solids (SS) greater than domestic wastewater, except that industrial wastes, as defined in Section 13-3-10 of this Article, may be discharged into the public wastewater system, provided that the person so discharging notifies the town administrator or designated representative in advance thereof and thereupon fully qualifies and complies with all the terms and provisions of this Chapter relating to industrial wastes; however, the person first must have received approval by action of the public works director to dump such wastes. Approval is revocable at any time by the director.
  - d. Volume of flow or concentration of wastes constituting a slug.
17. Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater reclamation processes employed or are amenable to reclamation only to such degree that the wastewater treatment facility's effluent

cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving stream.

If any waters or wastes are discharged or are proposed to be discharged to the public wastewater facilities, which waters contain the substances or possess the characteristics enumerated in Subsections (A), (B) and (C) above, the town administrator shall have available those remedies as are set forth in Section 13.32.040.

### **13.32.030 – Interceptors and separators.**

Interceptors and separators shall be provided as necessary to prevent the discharge of oil, grease, and other substances, including but not limited to those listed in Section 13.32.020, that may be harmful or hazardous to the public sewer, the private sewage system or the sewage treatment plant or processes. Interceptors and separators shall conform to the requirements and specifications of the Town's currently adopted plumbing code.

Interceptors and separators shall be utilized and maintained in continuously efficient operation at all times by the user at the user's expense. Users shall maintain and clean interceptors and separators at least four (4) times annually in order to prevent harmful materials from entering the public wastewater system. The town administrator or designated representative may reduce the maintenance frequency for good cause upon request from the user. All maintenance records shall be provided to the town with a third party affidavit from a commercial hauler indicating the delivery of such material to an appropriate handling facility by the time of the user's business license expiration date. The third party affidavit shall be a prerequisite for business license issuance.

### **13.32.040 – Remedial action.**

If any waters or wastes are discharged or are proposed to be discharged to the public wastewater system containing the substances or possessing the characteristics enumerated in Section 13.32.020 of this Chapter or otherwise have a deleterious effect upon the public wastewater facilities or public health, the town administrator may enforce one or more remedies which include, but are not limited to:

- A. Following a notice of violation and demand for abatement from the Town, disconnecting potable water service and refusing to accept the wastes into the public wastewater system until all unacceptable discharges have ceased, any system repairs or maintenance related thereto have been completed, and any costs associated therewith to be paid by the user have been paid to the Town;
- B. Requiring pretreatment by the user at their own expense to an acceptable condition for discharge to the public wastewater system;
- C. Requiring control by the Town over the quantities and rates of discharge;

- D. Requiring payment by the User to the Town to cover the Town's actual cost of handling and treating the wastes as set forth in Section 13.32.110; or
- E. Commencing an action in municipal, county, or district court, as appropriate to pursue appropriate legal and/or equitable relief arising out of or related to the violation

**13.32.050 – Control manhole.**

Any user who discharges any industrial waste, any wastewater identified as having a strength in excess of normal domestic strength wastewater, or any nonacceptable waste as defined in Section 13.32.020 into the public wastewater system shall install a suitable control manhole in the building wastewater line to facilitate observation and sampling of the waste by the Town. Such manholes shall be accessible and safely located and shall be constructed in accordance with plans approved by the Town. They shall be installed and maintained by the user at the user's expense

**13.32.060 – Pretreatment of unacceptable wastes.**

Where investigation reveals the presence in the system of nonacceptable wastes or if it is known that such wastes will be produced, the owner, lessor, renter or occupant of any lot, land, building, or premises from which such wastes emanate shall be required at his or her own expense to treat, neutralize or in other ways prepare the noxious substance therein to convert the same into acceptable wastes.

**13.32.070 – Industrial discharge permit.**

All users who propose to connect to the Town's public wastewater facilities in order to discharge industrial waste as defined in 13.32.010 shall require an industrial discharge permit. A permit application shall be filed with the town administrator or designated representative and shall contain the following information:

- A. The name, address and location of the discharger.
- B. The standard industrial classification (S.I.C.) number of the business according to the standard industrial classification manual.
- C. Disclosure of wastewater constituents and characteristics, including but not limited to those mentioned in this Article, including the regulations of the United States Environmental Protection Agency as incorporated herein, as determined by appropriate chemical or biological analysis. Sampling and analysis shall be performed in accordance with the procedures established by the United States Environmental Protection Agency and contained in 40 C.F.R. Part 136, as amended.
- D. Disclosure of the time and duration of discharge.

- E. Disclosure of average daily and instantaneous peak wastewater flow rates and gallons per day, including daily, monthly and seasonal variations, if any. All flows shall be measured, unless other verifiable techniques are approved by the public works director due to cost or other reasons.
- F. Disclosure of site plans, floor plans, mechanical and pumping plans and details to show all sewers, sewer connections, inspection manholes, sampling chambers and appurtenances by size, location and elevations.
- G. A description of activities, facilities and plant processes on the premises, including all materials which are or may be discharged to the sewers and disclosure of the nature and concentration of any pollutants or materials in the discharge prohibited by this Chapter together with a statement regarding whether or not compliance is being achieved with this Chapter on a consistent basis and, if not, whether additional operation and maintenance activities or additional pretreatment would be required in order for the discharger to comply with this Chapter.
- H. Where additional pretreatment and/or operation or maintenance activities will be required to comply with this Chapter, a declaration of the shortest schedule by which the discharger will provide such additional pretreatment and/or implementation of additional operation and maintenance activities.
- I. Disclosure of each product produced by type, amount, process and rate of production; and disclosure of the type and amount of raw materials utilized (average in maximum per day).

All permit applications shall be signed by a principal executive officer of the discharger, under oath and subject to the penalties of perjury, and shall be approved by an engineer licensed to practice in the State.

**13.32.080 – Structures required for discharge permit.**

Any user who requires a discharge permit shall install a suitable structure, together with such necessary meters and other appurtenances in the building sewer, to facilitate observation, sampling and measurement of the wastes. Such structure shall be constructed in accordance with plans approved by the town administrator or designated representative. The structure shall be installed and maintained by the owner at his or her expense so as to be safe and accessible at all times.

**13.32.090 – Industrial discharge permit conditions and reporting.**

- A. All industrial users regulated by the state or EPA that are that are applying for or hold a Notice of Discharge Requirements (NDR) issued by the Colorado Department of Public Health and Environment (CDPHE) pursuant to Regulation 63, shall copy the Town on the following items:
  - 1. NDR application information;

2. The NDR issued by the CDPHE;
  3. All reports required by the NDR; and
  4. Any other report or documentation reported to the CDPHE as required by the NDR or Regulation 63.
- B. All industrial users that are Categorical Industrial Users shall notify the Town that they are located within the Town and meet the definition of an industrial user. The industrial user shall copy the Town on all reports, documents and notifications that are reported to EPA pursuant to 40 CFR Part 403 and the applicable Categorical Standard. A Categorical Industrial User (CIU) means an Industrial User subject to a Categorical Pretreatment Standard that appears in 40 CFR chapter I, subchapter N, Parts 405-471.
- C. Once every six months, all users operating under an industrial discharge permit shall file a written report with the public works director. This report shall contain at least the following information:
1. The nature and concentration of prohibited or regulated substances in the effluent.
  2. A record of all measured or estimated average and minimum daily flows during the reporting period.
  3. Whether or not the applicable pretreatment standards or requirements are being met on a consistent basis; and whether additional pretreatment may be necessary in order to bring the discharger into compliance with the applicable standards.
  4. The results of all sampling and analysis of the discharge, including the flow and nature of the concentration or production en masse where required by the public works director. All analyses shall be performed in accordance with 40 C.F.R. Part 136.
- D. All such periodic reports shall be signed by a responsible official of the discharger, under oath, and subject to the penalties of perjury; and, if required by the public works director, shall be signed by an engineer licensed to practice in the State.

**13.32.100 – Enforcement of discharge permits.**

- A. The town administrator or designated representative may revoke the permit of any discharger who:
- 1) Fails to factually report the wastewater constituents and characteristics of its discharge.
  - 2) Fails to report significant changes in wastewater constituents and characteristics.

- 3) Refuses reasonable access to the discharger's premises by representatives of the authority for the purpose of inspection or monitoring.
  - 4) Violates the conditions of its permit, this Chapter or any final judicial order entered with respect thereto.
- B. In the event a user violates the conditions of the discharge permit or fails to report discharge in the manner specified in Section 13.32.090, the town administrator is authorized to suspend potable water service when the actual or threatened discharge presents an imminent or substantial danger to the health or welfare of persons, the environment, operation of the public wastewater facilities, violates any pretreatment limits imposed by this Chapter or any discharge permit issued pursuant to this Chapter.
  - C. Any discharger notified of the suspension of wastewater treatment service or of the discharge permit shall, within a reasonable period of time as determined by the public works director, cease all discharges. In the event of failure of the user or discharger to comply voluntarily with the suspension order within the specified time, the town administrator and Town Attorney, with authorization from Town Council, may initiate judicial proceedings to induce compliance with such order and obtain any other legal and/or equitable relief.
  - D. Any user who violates any of the provisions of this Chapter, the rules or regulations adopted pursuant hereto, or a term and condition of any permit issued pursuant to this Chapter will be subject to the general penalty in Section 1.20.010 of this code.

**13.32.110 – Recovery of costs**

Any user who violates any of the provisions of this Chapter, discharges or causes a discharge producing a deposit or obstruction, or causes damage to or impairs the Town's public wastewater facilities, shall be liable to the Town for any expense, loss or damage caused by such violation or discharge. The Town shall bill the user for the costs incurred by the town in any cleaning or repair replacement work caused by the violation or discharge. Refusal to pay the assessed cost shall constitute a violation of this Chapter enforceable as provided in this Chapter and shall constitute a lien on the User's property which may be enforced pursuant to Section 13.12.140 of the Code.

**13.32.120 – Right of entry.**

- A. The town administrator, or designated representative, shall be permitted to enter the property of all users for the purposes of inspection, observation, measurement, sampling and testing pertinent to sewage discharge to the Town's public wastewater facilities in accordance with the provisions of this Chapter. While performing work pursuant to this Chapter, all employees of the town shall observe all safety rules applicable to the premises established by the owner or contractor for his or her own employees.
- B. The town administrator, or designated representative, shall be permitted to enter all private properties through which the Town holds a duly negotiated easement for the purposes of,

but not limited to, inspection, observation, measurement, sampling, repair, maintenance or replacement of any portion of the public wastewater system lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the easement.

**13.32.130. – Sewer service surcharge**

- A. Major contributing user surcharge: The surcharge applied in addition to sewer service charges to mitigate the additional impact on the town’s public wastewater system is applicable to users that have or may have in the future pretreatment or industrial wastewater reclamation agreements with the town. The surcharge is as set forth in town’s Directory of Fees.
  - B. Sampling charge: Those industrial and commercial contributors who contribute wastewater which is monitored by the Town shall pay a sampling charge as set forth in the Town’s Directory of Fees. For tests completed by outside certified laboratories, contributors will be charged the cost of the required testing.
3. **Section 13.36 Amendment.** Section 13.36 of the Town Municipal Code is repealed in its entirety and replaced by the following text:

**Chapter 13.36 – Cross Connections**

**13.36.010 – Responsibility of enforcement.**

The town administrator or designated representative shall be responsible for the management of the water system of the Town and all of the property appertaining thereto. He or she shall see that such system and such property are in good working order and repair. He or she shall ensure proper compliance with all local, state and federal regulations for the collection, transmission, treatment, and distribution of water and shall perform all other duties in connection with such system as may be required of him or her by the town council. This responsibility shall include enforcement of the provisions of this Chapter.

The town administrator or designated representative is hereby delegated the responsibility to implement a cross-connection control program in accordance with this Chapter, and for the enforcement thereof. If a backflow prevention device is required at the Town water service connection to any owner's premises for the protection of the municipal water system, the town administrator, or designated representative, shall give notice in writing to the owner to install an approved backflow prevention assembly at each service connection to the premises. The owner shall install an approved assembly or assemblies at the owner's own expense. No provision of this Chapter exempts the owner from the cross-connection control provisions for internal water distribution systems as contained in the plumbing code adopted by the Town from time to time.

**13.36.020 - Authority.**

The authority to implement and maintain this program of cross connection control in addition to this chapter, is contained in the following legislative actions:

- A. Sections 25-1-114 and 25-1-114.1, C.R.S.;
- B. Regulation NO.11 – Colorado Primary Drinking Water Regulations, Section 11.39;
- C. CDPHE Policy 7: Backflow Prevention and Cross-Connection Control Rule Policy
- D. Occupational Safety and Health Administration Federal Register No. 202 Part 2, Page 22234, Subpart J;
- E. Uniform Plumbing Code of the International Plumbing and Mechanical Officials, Chapter 10, Sections 1001, 1002 and 1003.2.0;

### **13.36.030 – Definitions.**

The following terms as used in this chapter shall have the meanings hereinafter designated:

"Air gap" means the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture, other device or vessel and the flood level rim of said vessel.

"Approved backflow prevention device (assembly)" means a device listed in the latest University of Southern California Foundation for *Cross Connection Control* and Hydraulic Research (F.C.C. and H.R.) "List of Approved Backflow Prevention Assemblies."

"Backflow" means the undesirable reversal of the direction of flow of the water or mixtures of water and other liquid, gases, or other substances into the distribution pipes of the potable water supply from any source or sources caused by backpressure or backsiphonage.

"Backpressure" means backflow caused by a pump, elevated tank, boiler or means that could create an elevated pressure within the nonpotable water system greater than the supply pressure.

"Backsiphonage" means the flow of water or other liquids, mixtures or substances into the distribution pipes of a potable water supply system from any source other than its intended source caused by negative or subatmospheric pressure in the potable water supply system.

"Certified cross connection control technician" means a person who has shown his or her competency and has passed the cross connection control technician certification examination given by the Water Distribution and Wastewater Collection Systems Council. This person shall be familiar with appropriate laws and rules, and shall be able to make competent tests and repairs on all approved backflow prevention devices, and stay abreast of all new products and information on the subject. The technician shall be listed by the Colorado Department of Health.

"Check valve" means a self-closing device which is designed to permit the flow of fluids in one (1) direction and to close if there is a reversal of flow.

“Colorado Department of Health Cross-Connection Control Manual” means a manual that has been published by the State addressing cross-connection control practices which will be used as a guidance document for the utility in implementing a cross-connection control program.

"Containment" means protection by the installation of an approved backflow prevention device or method on the water service line(s) serving any premises, location, facility, or area. Protection by containment shall be used when the potable water system may be contaminated or polluted by substances used within a building or premises.

"Contamination" means an impairment of the quality of the potable water by sewage, industrial fluids or waste liquids, compounds, or other materials to a degree which creates an actual hazard to the public health through poisoning or through the spread of disease.

“Controlled” means having a properly installed, maintained, and tested or inspected backflow prevention assembly or backflow prevention method that prevents backflow through a cross-connection.

“Critical level” means the critical level (C-L or C/L) marking on a backflow prevention device assembly or vacuum breaker which is a point conforming to approved standards and established by the testing laboratory (usually stamped on the device by the manufacturer), which determines the minimum elevation above the flood-level rim of the fixture, highest point of usage, or receptacle served at which the device may be installed. When a backflow prevention device assembly does not bear a critical level marking, the bottom of the vacuum breaker, combination valve or any such approved device assembly shall constitute the critical level.

"Cross connection" means any physical arrangement whereby a potable water supply is connected, directly or indirectly, with any other water supply system, sewer, drain, conduit, tank, plumbing fixture, or other device which contains or may contain contaminated water, sewage, or other waste, liquid or gas of unknown or unsafe quality which may be capable of imparting contamination or pollution to the potable water supply as a result of backflow.

“Cross-connection, controlled” means a connection between a potable water system and a nonpotable water system with an approved backflow prevention assembly properly installed that will continuously afford the protection commensurate with the degree of hazard.

“Cross-connection, uncontrolled” means a connection between a potable water system and a nonpotable water system that does not have an approved backflow prevention assembly installed.

"Customer" means the person or organization responsible for the water utility account for the premises and includes authorized employees or agents or the owner.

"Distribution main" means that portion of the water supply system that transmits and distributes water of the town from treatment or storage facilities to users excluding service lines.

“Double check valve assembly” means an assembly of two (2) independently operating approved check valves with tightly closing shut-off valves on each side of the check valves, plus properly located test cocks for the testing of each check valve. The entire assembly shall meet the design and performance specifications and approval of a recognized and utility-approved testing establishment for backflow prevention assemblies. To be approved, these assemblies must be readily accessible for in-line maintenance and testing and be installed where no part of the device will be submerged.

“Hazard, degree of” means the term is derived from an evaluation of the potential risk to public health and the adverse effect of the hazard upon the potable water system.

“Hazard, health” means any condition, device or practice in the water supply system and its operation which could create or, in the judgment of the town administrator, may create, a danger to the health and well-being of the water consumer. An example of a health hazard is a structural defect, including cross-connections, in a water supply system, or a direct connection of a potable water supply line to a sanitary sewer.

“Hazard, plumbing” means a plumbing type cross-connection in a consumer's potable water system that has not been properly protected by a vacuum breaker, air-gap separation or backflow prevention assembly. Unprotected plumbing type cross-connections are considered to be a health hazard.

“Hazard, pollution” means an actual or potential threat to the physical properties of the water system or to the potability of the public potable water system or the consumer's potable water system, but which would constitute a nuisance or be aesthetically objectionable or could cause damage to the system or its appurtenances, but would not be dangerous to health.

“Hazard, system” means an actual or potential threat of severe damage to the physical properties of the public potable water system or the consumer's potable water system or of a pollution or contamination which would have a protracted effect on the quality of the potable water in the system.

“Industrial fluids system” means any system containing a fluid or solution which may be chemically, biologically or otherwise contaminated or polluted in a system, pollution or plumbing hazard if introduced into an approved water supply. This may include, but not be limited to: polluted or contaminated waters; all types of process waters and used waters originated from the public potable water system which may have deteriorated in sanitary quality; chemicals in fluid form; plating acids and alkalies, circulated cooling waters connected to an open cooling tower and/or cooling towers that are chemically or biologically treated or stabilized with toxic substances; contaminated natural waters such as from wells, springs, streams, rivers, lakes, dams, ponds, retention pits, irrigation canals, systems, etc.; oils, gases, glycerine, paraffins, caustic and acid solutions and other liquid and gaseous fluids used in industrial or other purposes or for fire-fighting purposes.

“Nonpotable water” means water that is not safe for human consumption or that is of questionable quality.

"Pollution" means the presence of any foreign substance (organic, inorganic, radiological, or biological) in the water that may degrade the water quality so as to constitute a non-health type hazard or impair its usefulness.

"Potable water" means water free from impurities in amounts sufficient to cause disease or harmful physiological effects. The bacteriological, chemical, and radiological quality shall conform with the state of Colorado Primary Drinking Water Regulations.

“Reduced pressure principal assembly” means an assembly of two (2) independently operating approved check valves with an automatically operating differential relief valve between the two (2) check valves, tightly closing shut-off valves on either side of the check valves, plus properly located test cocks for the testing of the check and relief valves. The entire assembly shall meet the design and performance specifications and approval of a certified cross-connection control technician. The assembly shall operate to maintain the pressure in the zone between the two (2) check valves at a level less than the pressure on the public water supply side of the device. At cessation of normal flow, the pressure between the two (2) check valves shall be less than the pressure on the public water supply side of the device. In case of leakage of either of the check valves, the differential relief valve shall operate to maintain the reduced pressure in the zone between the check valves by discharging to the atmosphere. To be approved, the assembly must be readily accessible for in-line maintenance and testing and be installed in a location where no part of the device will be submerged.

"Service line" means the water line extending from the point of connection at the corporation stop.

“Survey” means a survey of property plumbing conducted by an authorized employee of the town for the purposes of identifying cross-connections, both controlled and uncontrolled.

"User" means any person who uses, takes water from or is connected to the water supply system of the town.

“Vacuum” means any pressure less than that exerted by the atmosphere.

“Vacuum breaker, atmospheric nonpressure type” means a vacuum breaker consisting of an air inlet opening and a nonloaded check disk valve designed to prevent backsiphonage only. The assembly shall not be subjected to continuous static line pressure or backpressure or be installed where it would be under pressure for more than twelve (12) hours in any twenty-four-hour period.

“Water service connection” means the terminal end of the town’s service; i.e., where the town loses jurisdiction and sanitary control over the water at its point of delivery to the customer. There shall be no unprotected take-offs from the service line ahead of any meter or backflow prevention assembly located at the point of delivery to the customer's water system. Service connection shall also include water service connection from a fire hydrant and all other temporary or emergency water service connections from the public potable water system.

“Water supply system” means a water distribution system, piping, connection fittings, valves and appurtenances within a building, structure, or premises. Water supply systems are also referred to commonly as premise plumbing systems.

### **13.36.040 – Water system.**

The municipal water system shall consist of the source and distribution facilities of the water system to the point of the owner's system. The source shall include all components of the facilities utilized in the production, treatment, storage and delivery of water to the distribution system. The distribution system shall include the network of conduits used for the delivery of water from the source to the owner's system. The owner's water supply system shall begin at the water service connection.

### **13.36.050 – Types of backflow prevention assemblies.**

The type of protective assembly required shall depend upon the degree of hazard which exists, as determined by the town administrator or designated representative, based upon the following general guidelines:

- A. Commercial and or Industrial connections to the Towns potable water supply, shall be protected by Air Gap or Reduced Pressure Principal Backflow Device.
- B. Multi-family connections where one potable water line serves more than one residential dwelling unit shall be protected by either Air Gap or Reduced Pressure Principal Backflow Device.
- C. In the case of any premises where there is an auxiliary water supply and it is not subject to any of the following rules, the municipal water system shall be protected by an approved air-gap separation or an approved reduced pressure principal backflow prevention assembly.
- D. In the case of any premises where there is water or any substance that would be objectionable but not hazardous to health if introduced into the municipal water system, the municipal water system shall be protected by an approved double check valve assembly.
- E. In the case of any premises where there is any material dangerous to health which is handled in such a fashion as to create an actual or potential hazard to the municipal water system or there has been a backflow incident, either suspected or documented, the municipal water system shall be protected by an approved air-gap separation or an approved reduced pressure principal backflow prevention assembly.
- F. In the case of any premises where there are uncontrolled cross-connections, either actual or potential, the municipal water system shall be protected by an approved reduced pressure principal backflow prevention assembly at the service connection.

- G. In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete in-plant cross-connection survey, the municipal water system shall be protected against backflow or backsiphonage from the premises by the installation of a backflow prevention assembly in the service line. In this case, maximum protection shall be required; that is, an air gap shall be installed in each service connection to the premises.

**13.36.060 – Installation, testing, & inspections for backflow assemblies**

- A. Building plans must show water service size and location, backflow prevention device size, type and location, fire sprinkling system service line size and type of backflow prevention device, as must any irrigation system on the premises.
- B. Backflow prevention devices are to be installed by a licensed plumber in an accessible location to facilitate testing, maintenance and repair. They shall be installed downstream of water meters. There shall be no connections or tees between the meter and service line backflow prevention device.
- C. In order to insure that backflow prevention devices continue to operate satisfactorily, it will be necessary that they be tested at the time of installation and on an annual schedule thereafter. Such test will be conducted in accordance with F.C.C. and H.R. performance standards as directed by the Colorado Department of Health and the town by a certified cross connection control technician.
- D. All costs for design, installation, maintenance, repair and testing are to be borne by the customer.
- E. No grandfather clause exists. All laws and regulations apply regardless of the age of the facility.
- F. Backflow prevention device installations shall be inspected and approved for use by the town.

**13.36.070 – Right of entry for the inspection of cross-connections.**

- A. The Town retains the right to test or otherwise check the installation and operation of any containment device.
- B. The water utility representative assigned to inspect premises relative to possible hazards shall carry proper credentials of his or her office, upon exhibit of which he or she shall have the right of entry during usual business hours to inspect any and all buildings and premises for cross connection in the performance of his or her duties. The right of entry shall be a condition of water service.

**13.36.080 – Surveys, inspections, testing and repair of cross-connections.**

It is the responsibility of the owner to grant access to the town for the purpose of conducting cross-connection site surveys. It shall be the responsibility of the owner to correct any identified uncontrolled cross-connections within one hundred twenty (120) days by installing the appropriate backflow prevention assembly for the degree of hazard identified and have certified inspections and operational tests made on the backflow prevention assembly upon installation and at least once per year thereafter. The town administrator or designated representative may require certified inspections at more frequent intervals. These inspections shall be made at the expense of the owner and shall be performed by a certified cross-connection control technician. A backflow prevention assembly shall be repaired or replaced at the expense of the owner whenever an assembly is found to be defective. Site surveys are conducted at no expense to the owner, however correction of identified cross-connections including the purchase, installation, testing, and repairs of backflow prevention assemblies, shall be at the owner's expense.

### **13.36.090 – Reporting and recordkeeping of cross-connections.**

The certified cross-connection control technician shall report, on the form prescribed by the Town, the results of inspections, tests and maintenance to the town administrator and the water owner. This report shall be submitted to the town administrator or designated representative within ten (10) days following the completion of the inspection, test or maintenance of the device. The certified inspector shall also, on the form prescribed by the Town, attach a card to the backflow prevention assembly following such inspection, test or maintenance activity to document and date the activities performed. Records of all inspections, tests or maintenance activities, including materials and parts changed, shall be kept by the certified cross-connection control technician and the owner. Backflow prevention assemblies that fail testing shall be reported to the town of New Castle immediately by email or phone call.

### **13.36.100 – Approved backflow prevention assemblies.**

Any backflow prevention assembly required herein shall be of a model and size approved by the town administrator or designated representative. The term approved backflow prevention assemblies means an assembly that has been manufactured in full conformance with the standards established by the American Water Works Association entitled "AWWA C506-78 Standards for Reduced Pressure Principal and Double Check Valve Backflow Prevention Devices," which is hereby adopted by reference in its present form and as it may subsequently be amended from time to time as the time standard. The term approved backflow prevention assembly also means an assembly that has completely met the laboratory and field performance specifications of the Foundation for Cross-Connection Control and Hydraulic Research (FCC and HR) of the University of Southern California established by "Specifications of Backflow Prevention Devices - Section 10," of the most current issue of "Manual of Cross-Connection Control," which is hereby adopted by reference as the City laboratory and field performance specifications. Final approval shall be evidenced by a certificate of approval issued by an approved testing laboratory certifying full compliance with said AWWA standards and FCC and HR specifications. In addition to the aforementioned standards and specifications, all backflow prevention assemblies shall have a unique serial number attached to the device by the manufacturer.

**13.36.110 – Enforcement of cross-connection assemblies.**

- A. It is unlawful for any user or customer to cause or allow the existence of a hazardous cross connection which is not contained by an approved backflow prevention device in the customer service line to prevent contamination or pollution in the Town's distribution mains. Failure of the customer to cooperate in the installation, maintenance, testing, or inspection of such devices shall be grounds for discontinuance of water services to the premises or the requirement for an air gap separation from the public potable water system.
- B. Service of water to any premises may be discontinued by the Town after written notification, if unprotected cross connections exist on the premises or if any defect is found in an installed backflow prevention device or if a backflow prevention device has been removed or bypassed. Service shall not be restored until such conditions or defects are corrected.
- C. Discontinuance of service may be summary, immediate, and without written notice whenever, in the judgment of the town administrator, such action is necessary to protect the purity of the public potable water supply to the safety of the water system.

**4. Effective Date.** This Ordinance shall be effective fourteen days after final publication pursuant to section 4.3 of the Town Charter.

INTRODUCED on January 4th, 2022, at which time copies were available to the Enterprise Board and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

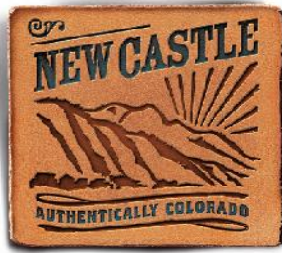
INTRODUCED a second time at a meeting of the Enterprise Board on January 18<sup>th</sup>, 2022, read by title and number, passed without amendment, approved, and ordered published as required by the Charter.

TOWN OF NEW CASTLE, COLORADO

By: \_\_\_\_\_  
Art Riddile, Mayor

ATTEST:

\_\_\_\_\_  
Melody Harrison, Clerk



**Town of New Castle**  
450 W. Main Street  
PO Box 90  
New Castle, CO 81647

**Administration Department**  
**Phone:** (970) 984-2311  
**Fax:** (970) 984-2716  
[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

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## Memorandum

**To:** Mayor & Council  
**From:** David Reynolds  
**Re:** Agenda Item – Consider Ord. No. TC 2022-1 Concerning Zoning Regulations for In-Home Child-Care Facilities.  
**Date:** 01/04/22

**Purpose:**

The purpose of this agenda item is to consider Ordinance No. TC 2022-1 on first reading. Colorado House Bill HB21-1222 now mandates that *local governing authorities treat licensed in-home child care facilities as residential properties in the application of local regulations, including zoning and land use development.*

In order to comply with HB21-1222, our legal counsel recommends that the Town make adjustments to Chapters 17.04, 17.20, 17.24, and 17.28 of our municipal code. Changes to these code sections include redefining *In-Home Child Care*, and redefining permitted and conditional uses for this type of use within various town zoning districts.

Please see attached draft ordinance for greater detail on the proposed code amendments.

**TOWN OF NEW CASTLE, COLORADO  
ORDINANCE NO. TC 2022-1**

AN ORDINANCE OF THE TOWN OF NEW CASTLE TOWN COUNCIL AMENDING  
CHAPTER 17 OF THE MUNICIPAL CODE TO COMPLY WITH HB21-1222

WHEREAS, the Town of New Castle (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town of New Castle Home Rule Charter; and

WHEREAS, Chapter 17 of the New Castle Municipal Code (“Code”) outlines the Town’s zoning and land use regulations; and

WHEREAS, HB21-1222 mandates that local governing authorities treat licensed in-home child care facilities as residential properties in the application of local regulations, including zoning and land use development; and

WHEREAS, the Town Council has determined that the adoption of this Ordinance is necessary to comply with HB21-1222.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NEW CASTLE, COLORADO:

1. Recitals. The foregoing recitals are incorporated herein as findings and determinations of the Town Council.
2. Amendment. Chapter 17 of the Code is hereby amended as follows. Text in ALL CAPS indicates text that has been added, and text in ~~strike through~~ indicates text that has been deleted.

**Chapter 17.04 – General Provisions**

**17.04.050 – Definitions.**

B. Definitions. The following listed specific words and terms are defined as follows:

“Family CHILD care home” means a ~~facility for child care in a place of residence of a family or person for the purpose of providing family care and training for a child under the age of sixteen (16) years who is not related to the head of such home~~ DWELLING IN WHICH A PERMANENT OCCUPANT OF THE DWELLING PROVIDES LESS THAN TWENTY-FOUR (24) HOUR CARE AT ANY TIME FOR TWO (2) OR MORE CHILDREN THAT ARE UNRELATED TO EACH OTHER OR THE PROVIDER, AND ARE CARED FOR IN THE PROVIDER’S PLACE OF RESIDENCE.

**Chapter 17.20 – R-1 Residential District**

**17.20.040 – Permitted uses.**

The following are permitted uses when conforming to building design standards as established herein.

- A. Single-family dwelling, detached building;
- B. Public park and open space;
- C. Home occupation;
- D. Public utilities;
- E. Accessory use;
- F. Historic character building(s), as provided herein;
- G. FAMILY CHILD CARE HOME.

**17.20.050 – Conditional uses.**

Conditional uses shall be as follows:

- A. Two-family dwelling (duplex);
- B. Church;
- C. School;
- D. Day nursery;
- ~~E. Home child care;~~
- ~~F.~~ E. Room boarding (maximum two rooms);
- ~~G.~~ F. Bed and breakfast lodge (maximum four rooms);
- ~~H.~~ G. Museum;
- ~~I.~~ H. Municipal facilities;
- ~~K.~~ I. Fire station;
- ~~L.~~ J. Utility substation;
- ~~M.~~ K. Accessory dwelling units associated with a primary single-family dwelling.

**Chapter 17.24 – R-2 Residential District**

**17.24.040 – Permitted uses.**

- E. ~~Home child care~~ FAMILY CHILD CARE HOME;

**Chapter 17.28 – R-3 Residential District**

**17.28.040 – Permitted uses.**

- F. ~~Home child care~~ FAMILY CHILD CARE HOME;

**Chapter 17.32 – R-4 Residential District**

**17.32.040 – Permitted uses.**

Permitted uses shall be as follows:

- A. Single-family dwellings;
- B. Animals (see Section 17.32.130);
- C. Animal structures and shelters;
- D. Agricultural;
- E. Grazing;
- F. Public park and open space;
- G. Home occupation;
- H. Public utilities;
- I. Accessory use;
- J. FAMILY CHILD CARE HOME.

**Chapter 17.68 – Commercial Transitional District.**

**17.68.030 – Uses by right.**

Uses permitted by right in CT districts shall be as follows:

- A. Residential on second story or above;
- B. Single-family residential;
- C. Home occupation;
- D. Domestic animals;
- E. Underground utility lines;
- F. Parks/open space;
- G. Accessory uses;
- H. Overhead utilities;
- I. FAMILY CHILD CARE HOME.

INTRODUCED on January 4, 2022, at which time copies were available to the Council and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the Town of New Castle, Colorado, on January 18, 2022, read by title and number, passed without amendment as set forth herein, approved, and ordered published as required by the Charter.

TOWN COUNCIL OF THE TOWN OF  
NEW CASTLE, COLORADO

By: \_\_\_\_\_  
Art Riddile, Mayor

ATTEST:

\_\_\_\_\_  
Melody Harrison, Town Clerk

---

DAVID J. MYLER<sup>1</sup>

ADMITTED IN CO

CHER VINCENT, Paralegal

## THE MYLER LAW FIRM, P.C.

A Colorado Professional Corporation

211 MIDLAND AVENUE  
SUITE 201  
BASALT, COLORADO 81621

TELEPHONE  
(970) 927-0456  
FACSIMILE  
(970) 927-0374

EMAILS  
dmyler@mylerlawpc.com  
cvincent@mylerlawpc.com

December 7, 2021

David McConaughy, Esq.  
Attorney for the Town of New Castle  
c/o Garfield & Hecht, P.C.  
901 Grand Avenue, Ste 201  
Glenwood Springs, CO 81601

Via email at [dmcconaughey@garfieldhecht.com](mailto:dmcconaughey@garfieldhecht.com)

Re: Filing 11, Castle Valley Ranch

Dear David,

I am writing in response to your suggestion for moving the Filing 11 Application forward as set forth in your email of November 22<sup>nd</sup>. Please consider the following:

1. Applicable Land Use Code Sections. CVR Investors, Inc. continues to believe that Filing 11 and all future filings should be processed under Titles 13 and 14 as they existed in 2002. This position is not only supported by Paragraph 4 of Ordinance 2002-2 but by Title 17 itself. Section 17.104.020 provides that each new filing within Castle Valley Ranch shall be processed in accordance with the procedures and standards set forth in Titles 13 and 14 and that the Town Council will approval Final Plans and Plats. Nevertheless, in order to conclude the Filing 11 process as expeditiously as possible, Investors will agree to continue utilizing Titles 16 and 17, but reserves the right to revisit the appropriate Titles for future filings.
2. Current Procedural Status of Filing 11 and Next Steps. We propose a modified version of the proposal that you described in your November 22<sup>nd</sup> email. As explained below, we believe that the next step should be submission of the combined Preliminary/Final PUD Plan and Subdivision Plat that were denied by the Planning Commission pursuant to its Resolution 2020-6.

By way of background, it is clear that Sections 17.100.040 (PUD) and 16.16.010 (Subdivision) authorize the Town Administrator to permit the filing of a combined Preliminary/Final PUD Development Plan ("Plan") and a combined Preliminary/Final

Filing 11 - Castle Valley Ranch  
December 7, 2021  
Page 2

Subdivision Plat ("Plat"). However, the procedures for approval of Plans and Plats only relate to separate Preliminary and Final Plans and Plats. There is no specified procedure for combined applications. If a combined Preliminary/Final Plan and Plat are authorized and filed, it would make sense that they would be processed under the rules applicable to Final Plans and Plats since there are no additional steps and it is clear that the Council is the decision maker when it comes to Final Plans and Plats. Accordingly, the denial of the combined Preliminary/Final Plan and Plat by the PC in June of 2020 (Resolution 2020-6) should have been submitted to the Council as a PC recommendation of denial. The Council would then have final authority to accept the PC's recommendation and deny the combined Plan and Plat or approve them with or without conditions.

The process whereby an applicant may request reconsideration of a denied Preliminary Plan and Plat by the Council only applies to separately filed Applications for Preliminary Plans and Plats. It does not apply to a denial of a combined Preliminary/Final Plan and Plat. We believe that it was a procedural mistake for the PC to submit only the denied Preliminary Plan to the Council. If the Final Plan and Plat procedures apply, both the combined Preliminary/Final Plan and Plat should have been forwarded to the Council for action based upon the PC's recommendation.

As I understand the facts, Investors never amended its Applications or requested that only the denied Preliminary Plan be submitted to the Council by itself. The staff seems to have invented this procedure assuming that the combined Preliminary/Final Plan and Plat were to be processed under the Preliminary Plan and Plat procedures whereby the PC has authority to deny those types of applications. There is, however, no logical or legal support for that position.

Investors proposes that the combined Preliminary/Final Plan and Plat that was denied by the PC be submitted to the Council under Sections 17.100.80 and 16.16.030.G.7 along with the PC's recommendation of denial. Even though the process was flawed, it does not make sense to ignore the PC's recommended conditions. Investors will agree to accept all of the PC's conditions described in PC Resolution 2020-9, except the ones objected to in my letter of November 22, 2021. We will also agree to all of the concessions described in the attachment to that letter and will agree to modify the Final Plat to accommodate the acceptable conditions and concessions. And, of course, we will consider any additional conditions that the Council may want to impose. Review by the Council does not seem to require a public hearing, and we will not need to return to the PC. We also propose that any processing deadlines be waived or tolled since we were not responsible for the procedural error.

3. Vested Right Analysis. It is likely that the primary focus of the next meeting with Council to review the denied Plan and Plat will be the five conditions described in my letter that are not acceptable to Investors. In discussion with Council regarding those conditions, the vested

**THE MYLER LAW FIRM, P.C.**

Filing 11 - Castle Valley Ranch

December 7, 2021

Page 3

rights analysis also set forth in that letter will likely come into play. Accordingly, I would appreciate your thoughts regarding our vested rights position in advance of that discussion.

I look forward to your questions and comments, as well as the opportunity to discuss this proposal with you at your earliest convenience.

Very truly yours,

THE MYLER LAW FIRM, P.C.

By: 

David J. Myler

DJM/cv

cc: John Elmore (via email)  
Davis Farrar (via email)

**From:** [David H. McConaughy](#)  
**To:** [David Myler](#)  
**Cc:** [Dave Reynolds](#); ["Paul Smith"](#); [Haley Carmer](#); [Davis Farrar \(davis@coloradoplanning.com\)](#)  
**Subject:** Castle Valley Ranch Filing 11  
**Date:** Thursday, December 23, 2021 10:54:15 AM

---

David,

After speaking with Town Staff about your recent letter and the process, staff will recommend going directly to Council for the next step in the process rather than going back to the Planning Commission for another hearing, subject to the following:

1. While the Town Code doesn't strictly require a public hearing before Council unless you are requesting new vested rights, the Council will allow public comment, and we'd like the applicant to notice the Council meeting using the same notice requirements as would typically be required for a public hearing before the Planning Commission. Given that we are essentially agreeing to skip a step, this shouldn't really slow you down much if at all. We'll determine the applicable meeting date once the application is submitted and deemed complete.
2. If approved by Council, the approval ordinance will require our standard SIA which will include an indemnity against any third party challenges regarding the process. The applicant will thus assume the risk of any procedural challenges by third parties.
3. While staff will recommend skipping a further hearing at the Planning Commission, it's possible that the Council might not go along with that and instead remand the matter to the Planning Commission. I don't expect that outcome, but ultimately the Council is the decision-maker on this.
4. The final application including a new final plat that conforms to the various changes will need to be submitted no later than 1/13/22.
5. A representative of the Planning Commission may attend the Council meeting to summarize what happened there and the reasons for their recommendation.

Let me know if you have any questions or concerns with this approach.

---

**David H. McConaughy**  
Shareholder

Garfield & Hecht, P.C.  
Aspen | Avon | Carbondale | Crested Butte | Denver | Glenwood Springs | Rifle

901 Grand Avenue, Suite 201  
Glenwood Springs, Colorado 81601  
Phone: (970) 947-1936  
Direct Dial: (970) 920-5801

Facsimile: (970) 947-1937

Email: [dmcconaughey@garfieldhecht.com](mailto:dmcconaughey@garfieldhecht.com)

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**From:** [David H. McConaughy](mailto:David.H.McConaughy)  
**To:** ["dmyler.mylerlawpc.com"](mailto:dmyler.mylerlawpc.com)  
**Cc:** [Dave Reynolds](#); [Melody Harrison](#); [Haley Carmer](#)  
**Subject:** RE: Filing 11, CVR  
**Date:** Monday, January 3, 2022 11:52:48 AM  
**Attachments:** [McConaughy djm ltr re Filing 11 CVR - executed 12072021.pdf](#)  
[Castle Valley Ranch Filing 11.msg](#)

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

Just to be sure that Town Council is onboard with this general approach, we're going to put an agenda item on tomorrow night's regular Town Council meeting to consider the procedures for the next step. There will be no discussion or vote on the merits of the application, just the proposal to skip any further proceedings for P&Z and proceed directly to Council and how that will be noticed.

We'll share a copy of your letter of December 7 with Council and my response (both attached here), but not your separate letter of November 22 that addresses the application specifically and your position on the various conditions recommended by P&Z because that discussion should wait for the actual review.

We'll also ask Council to weigh in on your proposal about notice. Dave Reynolds and I figured this would be preferable to let Council decide the procedural issue before we set the meeting for the actual final application review. You are of course welcome to attend tomorrow's meeting if you wish via Zoom, but I think your 12/7 letter and your email below lay out the issues pretty well.

David

-----Original Message-----

From: dmyler.mylerlawpc.com <dmyler@mylerlawpc.com>  
Sent: Sunday, January 2, 2022 9:23 PM  
To: David H. McConaughy <dmconnaughy@garfieldhecht.com>  
Subject: Filing 11, CVR

Hi David.

I hope that the skiing was great last Thursday.

As we discussed, the Owner of Filing 11 would prefer to just follow the Code when it comes to notice of the anticipated Council meeting to consider the Combined Preliminary/Final PUD Plan and Plat. Nevertheless, in the spirit of compromise and respecting the Council's desire to avoid criticism, we propose to publish a separate notice of the meeting at least 15 days in advance. We do not want to mail or post notice.

We are discussing submission requirements with Paul and he indicated that he would be meeting with you in that regard. We would like to incorporate by reference the previous Preliminary/Final reports and documents which are quite extensive rather than recreating and resubmitting all of them. We will, of course, prepare a new Final PUD Plan which incorporates the P&Z conditions that are acceptable and which clearly identifies the ones that we want to discuss with the Council. We will also submit a revised Final Plat which incorporates revisions to the previous version consistent with P&Z conditions.

I look forward to your thoughts as we put together the information required for Council review.

**TOWN OF NEW CASTLE  
RESOLUTION NO. TC-2022-1**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NEW CASTLE,  
COLORADO, DESIGNATING PUBLIC NOTICE POSTING PLACES.

WHEREAS, the Home Rule Charter of the Town of New Castle contains various provisions requiring that notices be posted in at least two public places within the Town; and

WHEREAS, Colorado Revised Statutes §24-6-402(2)(c) requires local governments to designate public notice posting places annually at the local public body's first regular meeting of each calendar year; and

WHEREAS, consistent with House Bill 19-1087, the Town hereby desires to post notice of the Town's public meetings not only in physical locations, but also on the Town's website as the Town's official online presence to the greatest extent practicable; and

WHEREAS, the notice must have specific agenda information, posted no less than twenty-four (24) hours prior to the meeting, must be accessible at no charge to the public, must be searchable by type of meeting, date of meeting, time of meeting and agenda contents, shall provide the address of the website to the Department of Local Affairs, and shall designate a public place within the boundaries of the local public body at which it may post a notice no less than twenty-four (24) hours prior to a meeting if it is unable to post a notice online in exigent or emergency circumstances such as a power outage or interruption in internet service that prevents the public from accessing the notice online.

WHEREAS, the Town Council finds and determines that the Public Notice Bulletin Boards located at the New Castle Post Office, New Castle Town Hall and Kay Williams Park as well as on the Town's website at [www.newcastlecolorado.org](http://www.newcastlecolorado.org) are appropriate places within the Town for the posting of notices required by the Charter, by C.R.S. §24-6-402(2)(c). and House Bill 19-1087.

NOW, THEREFORE, Be it Resolved by the Town Council of the Town of New Castle, Colorado:

1. The Council incorporates in this resolution the foregoing recitals as findings by the Council.

2. For the purposes of all provisions of the Home Rule Charter of the Town of New Castle, Colorado, and the provisions of C.R.S. §24-6-402(2)(c), and House Bill 19-1087 requiring the posting of notices within the Town, such notices shall be posted at the following locations:

Public Notice Bulletin Board  
New Castle Town Hall  
450 West Main Street  
New Castle, Colorado

Public Notice Bulletin Board  
New Castle Post Office  
112 West Main Street  
New Castle, Colorado

Public Notice Bulletin Board  
Kay Williams Park  
802 Alder Avenue  
New Castle, Colorado

[www.newcastlecolorado.org](http://www.newcastlecolorado.org)

3. If, for any reason, any of the locations listed in Paragraph 2 is not available at the time that a posting of a public notice is required, then the Town Clerk is authorized to post notices in other public places in the Town without violating the provisions of the Charter or this Resolution.

THIS RESOLUTION was read and adopted by the Town Council of the Town of New Castle, Colorado, at its regular meeting on January 4, 2022.

TOWN OF NEW CASTLE

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Mayor Art Riddle

ATTEST:

---

Town Clerk Melody Harrison, CMC

**TOWN OF NEW CASTLE  
RESOLUTION NO. TC-2022-02**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NEW CASTLE, COLORADO,  
WAIVING THE REQUIREMENT FOR POSTING OF BONDS BY CERTAIN TOWN OFFICERS.

WHEREAS, New Castle Municipal Code Section 2.04.020 requires certain Town officers to post bonds to insure faithful performance of the duties of their respective offices; and

WHEREAS, this Code Section allows the Town Council to waive such bonding requirements by resolution where such waiver is in the Town's best interests; and

WHEREAS, the Town has insurance coverage in place to protect itself from employee dishonesty; and

WHEREAS, coverage under Town officer bonds may duplicate the Town's insurance coverage against employee dishonesty and reduce the amounts available under either the bonds, the insurance coverage, or both; and

WHEREAS, the Town Council finds that it is in the best interests of the Town to waive the bonding requirement contained in Code Section 2.04.020.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of New Castle, Colorado:

1. The Town Council adopts the foregoing recitals as findings of fact and determinations of the Council.
2. The Council waives the bonding requirement contained in New Castle Municipal Code Section 2.04.020.
3. This Resolution is effective until the Town adopts its next annual budget, or until the Town no longer has insurance coverage in effect to protect itself from employee dishonesty, whichever occurs first.

Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town of New Castle, Colorado, on January 4, 2022.

TOWN OF NEW CASTLE

\_\_\_\_\_  
Mayor Art Riddile

ATTEST:

\_\_\_\_\_  
Town Clerk Melody L. Harrison, CMC

1 **New Castle Town Council Regular Meeting**  
2 **Tuesday, December 21, 2021, 5:30 PM**

3  
4 **Virtual Meetings are subject to internet and technical capabilities.**

5  
6 To join by computer, smart phone or tablet:

7 <https://us02web.zoom.us/j/7096588400>

8 If you prefer to telephone in:

9 **Please call: 1-346-248-7799**

10 **Meeting ID: 709 658 8400**

11  
12 **Follow the prompts as directed. Be sure to set your**  
13 **phone to mute until called on**

14 **Call to Order**

15 Mayor A Riddile called the meeting to order at 5:30 p.m.

16  
17 **Pledge of Allegiance**

18  
19 **Roll Call**

20 Present	Councilor Mariscal
	Councilor Owens
	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
27 Absent	None

28  
29 Also present at the meeting were Town Administrator Dave Reynolds and Town Clerk  
30 Melody Harrison.

31  
32 **Meeting Notice**

33 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
34 accordance with Resolution TC 2021-1.

35  
36 **Conflicts of Interest**

37 There were no conflicts of interest.

38  
39 **Agenda Changes**

40 There were no agenda changes.

41  
42 **Citizen Comments on Items not on the Agenda**

43 There were no citizen comments.

44  
45 **Consultant Reports**

46 Consultant Attorney – not present.

47 Consultant Engineer – not present.

48  
49 **Items for Consideration**

50

1 Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority  
2 **MOTION: Councilor G Riddile made a motion to recess the town council meeting**  
3 **and to convene as the local liquor licensing authority. Councilor Mariscal**  
4 **seconded the motion and it passed unanimously.**  
5  
6

7 **Consider Resolution TC 2021-17, A Resolution of the New Castle Town Council**  
8 **Approving an Application from Hogback Pizza, LLC, for a Hotel & Restaurant**  
9 **Liquor License**

10 Town Clerk Melody Harrison told the council that Hogback Pizza, LLC, had held a beer and  
11 wine license for more than 20 years. They recently made the decision that they wanted to  
12 expand their service to include spirituous alcohol and have applied for a hotel & restaurant  
13 license. She said that per state regulations, although Hogback Pizza held a valid license  
14 that was on good standing, they were required to apply for and process as a new license.  
15 Clerk Harrison said that Hogback Pizza had submitted their complete application on  
16 November 5, 2021. She further stated that nothing else about their license was changing,  
17 only that if the liquor authority approved the application, they would be allowed to serve  
18 spirituous alcohols as well as beer and wine. Clerk Harrison said that the only item that  
19 was not complete about the application was that the applicant's fingerprint background  
20 results had not come in, and that turnaround time with the state was very slow. She  
21 noted that her office would not issue the new liquor license until fingerprint results were  
22 in.  
23

24 The council asked the applicants, Dustin and Diane Chapin, what their plans were. Mr.  
25 Chapin said that they were not ready to begin serving spirituous alcohols right away,  
26 rather, they were planning ahead. He said they felt they wanted to rearrange the  
27 restaurant but did not yet know what that looked like. Mr. Chapin clarified by saying that  
28 they were not intending to be a full-service bar but did want the option to expand their  
29 drink selections. Mr. Chapin said that eventually they wanted to add some outdoor music  
30 as well, but they were taking things slowly. Ms. Chapin said they were considering pre-  
31 mixed drinks in cans to begin with.

32 **MOTION: Councilor G Riddile made a motion to approve Resolution TC 2021-17,**  
33 **A Resolution of the New Castle Town Council Approving an Application from**  
34 **Hogback Pizza, LLC, for a Hotel & Restaurant Liquor License. Councilor Copeland**  
35 **seconded the motion and it passed unanimously.**  
36

37 Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting on  
38 November 5, 2021.

39 **MOTION: Councilor G Riddile made a motion to adjourn the local liquor**  
40 **licensing authority and to reconvene the town council meeting. Councilor**  
41 **Hazelton seconded the motion and it passed unanimously.**  
42  
43

44 **Consider Ordinance TC 2021-12, an Ordinance of the New Castle Town Council**  
45 **Amending Chapter 9.28 Regarding Private Party Alcohol Permits (2nd reading)**

46 Clerk Harrison told the council that the ordinance was to repeal the municipal code section  
47 that provided the town administrator authority to issue private party alcohol permits. She  
48 said that nothing in the ordinance had changed since first reading.

49 **MOTION: Councilor G Riddile made a motion to approve Ordinance TC 2021-12,**  
50 **an Ordinance of the New Castle Town Council Amending Chapter 9.28 Regarding**

1 **Private Party Alcohol Permits on 2nd reading. Councilor Copeland seconded the**  
2 **motion and it passed on a roll-call vote: Councilor Copeland: yes; Councilor**  
3 **Mariscal: yes; Councilor Owens: yes; Councilor Hazelton: yes; Councilor Leland:**  
4 **yes; Mayor A Riddile: yes; Councilor G Riddile: yes.**

5  
6 **Consent Agenda**

7 December 7, 2021 minutes

8 Lazy Bear Restaurant Hotel & Restaurant Liquor License Renewal

9 **MOTION: Mayor A Riddile made a motion to approve the consent agenda.**

10 **Councilor G Riddile seconded the motion and it passed unanimously.**

11  
12 **Staff Reports**

13 Town Administrator – Town Administrator Dave Reynolds told the council that he did not  
14 have anything to report, but he did have a power point presentation of the town’s 2021  
15 successes. Clerk Harrison screen-shared the presentation for the council.

16 Town Clerk – nothing to report.

17 Town Treasurer – not present.

18 Town Planner – not present.

19 Public Works Director – not present.

20  
21 **Council Comments**

22 Councilor Leland said that after watching the power point presentation he realized how  
23 many events he had missed in 2021 because of his health because of his health that had  
24 been declining because of low sodium. He said that he was doing fine now that his sodium  
25 levels were up again.

26 Mayor A Riddile asked the council members to help clean up the community center after  
27 the Christmas party, because the town staff shouldn’t do the clean-up.

28  
29 **MOTION: Mayor A Riddile made a motion to adjourn. Councilor Mariscal seconded**  
30 **the motion and it passed unanimously.**

31  
32 The meeting adjourned at 5:50 p.m.

33  
34  
35 Respectfully submitted,

36  
37  
38  
39 \_\_\_\_\_  
40 Mayor A Riddile

41  
42  
43 \_\_\_\_\_  
44 Town Clerk Melody Harrison, CMC

**TOWN OF NEW CASTLE - BILLS ALLOWED SUMMARY - December 2021**

12/2021 INVOICES PAID	\$137,348.63
VIX PARK LOAN PAYMENT	5,129.61
NET PAYROLL (3)	170,505.71
FED & STATE EMPLOYMENT TAXES (3)	67,570.02
RETIREMENT PLAN PAYMENTS (3)	28,575.14
CREDIT CARD FEES	<u>1,206.94</u>
<b>12/2021 TOTAL PAYMENTS</b>	<b><u>\$ 410,336.05</u></b>

LESS CAPITAL EXPENDITURES *	(361.38)
LESS CHARGE-BACKS **	(59.10)
LOAN PAYMENTS	(5,129.61)
REC CENTER DEPOSIT REFUNDS	<u>(200.00)</u>

12/2021 OPERATING EXPENSES: **\$404,585.96**

**\* CAPITAL:**

Talbott Trail - legal fees	206.00
South Alley Fence materials	155.38
Total	<u><u>361.38</u></u>

**\*\*CHARGE-BACKS:**

Developer costs	<u>59.10</u>
-----------------	--------------

Report Criteria:  
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
213	AFLAC	441682	12/2021 premium	12/11/2021	366.42	.00	366.42	53317	12/23/2021
Total 213:					366.42	.00	366.42		
325	All State Communications, I	35137	shipping for radios-ps	10/01/2021	38.51	.00	38.51	53273	12/09/2021
Total 325:					38.51	.00	38.51		
377	Alpine Bank	CHILI 2021	petty cash & awards for Ch	12/02/2021	500.00	.00	500.00	53272	12/03/2021
Total 377:					500.00	.00	500.00		
475	American Fidelity Assuranc	D396118	12/2021 supplemental polic	12/01/2021	1,525.22	.00	1,525.22	53319	12/23/2021
Total 475:					1,525.22	.00	1,525.22		
476	American Fidelity Assuranc	6017760	11.2021 flex payment - pay	11/30/2021	658.32	.00	658.32	53275	12/09/2021
		6019544	12.2021 flex payment - pay	12/15/2021	658.32	.00	658.32	53320	12/23/2021
Total 476:					1,316.64	.00	1,316.64		
497	AlSCO, Inc	LGRA257191	mats, mops cleaned-comm	12/02/2021	80.89	.00	80.89	53274	12/09/2021
		LGRA257736	mats, mops cleaned-comm	12/16/2021	80.89	.00	80.89	53318	12/23/2021
Total 497:					161.78	.00	161.78		
549	Anderson, Barry	CHRISTMAS	2021 christmas party	12/20/2021	100.00	.00	100.00	53315	12/20/2021
Total 549:					100.00	.00	100.00		
557	Andis, Mindy L.	DEC AMER	refund for accident policy p	12/01/2021	13.30	.00	13.30	53321	12/23/2021
Total 557:					13.30	.00	13.30		
1605	Bureau of Reclamation	1803281984	2022 Ruedi Reservoir wate	12/02/2021	1,276.00	.00	1,276.00	53277	12/09/2021
Total 1605:					1,276.00	.00	1,276.00		
1665	Burrows, Charles L.	ADVANCE 2	salary advance	12/21/2021	1,700.00	.00	1,700.00	53316	12/22/2021
		DEC AMER	refund for accident policy p	12/01/2021	13.30	.00	13.30	53322	12/23/2021
Total 1665:					1,713.30	.00	1,713.30		
1897	Caselle, Inc.	113559	software support-b&p	12/01/2021	187.55	.00	187.55	53278	12/09/2021
		113559	software support-admin	12/01/2021	187.55	.00	187.55	53278	12/09/2021
		113559	software support-muni cour	12/01/2021	87.18	.00	87.18	53278	12/09/2021
		113559	software support-rec	12/01/2021	137.37	.00	137.37	53278	12/09/2021
		113559	software support-pks	12/01/2021	137.37	.00	137.37	53278	12/09/2021
		113559	software support-sts	12/01/2021	185.52	.00	185.52	53278	12/09/2021
		113559	software support-water	12/01/2021	458.73	.00	458.73	53278	12/09/2021
		113559	software support-w/water	12/01/2021	458.73	.00	458.73	53278	12/09/2021
Total 1897:					1,840.00	.00	1,840.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1965	Cedar Networks	326790	12/2021 internet-town hall	12/01/2021	180.00	.00	180.00	53279	12/09/2021
		326791	12/2021 internet-comm ctr	12/01/2021	180.00	.00	180.00	53279	12/09/2021
		326796	12/2021 internet-ps	12/01/2021	90.00	.00	90.00	53279	12/09/2021
		326796	12/2021 internet-town hall	12/01/2021	45.00	.00	45.00	53279	12/09/2021
		326796	12/2021 internet-w/wtr	12/01/2021	45.00	.00	45.00	53279	12/09/2021
Total 1965:					540.00	.00	540.00		
1993	CenturyLink	0558 774B 1	12/2021 fax lines-wt	11/19/2021	147.49	.00	147.49	53280	12/09/2021
		9807 957B 1	12/2021 fax lines-ps	11/19/2021	78.35	.00	78.35	53280	12/09/2021
Total 1993:					225.84	.00	225.84		
2497	Colorado Analytical Lab	211027074	lab test-wtp	11/09/2021	95.00	.00	95.00	53281	12/09/2021
		211105095	lab test-wwtp	11/15/2021	25.00	.00	25.00	53281	12/09/2021
Total 2497:					120.00	.00	120.00		
2561	Colorado Mtn. News Media	IN7181	legal notice for budget-adm	11/30/2021	32.79	.00	32.79	53282	12/09/2021
Total 2561:					32.79	.00	32.79		
2729	Conoco Fleet	76376214	11/2021 fuel-admin	11/30/2021	57.23	.00	57.23	53283	12/09/2021
		76376214	11/2021 fuel-ps	11/30/2021	1,961.93	.00	1,961.93	53283	12/09/2021
		76376214	11/2021 fuel-pks	11/30/2021	192.71	.00	192.71	53283	12/09/2021
		76376214	11/2021 fuel-pks	11/30/2021	765.42	.00	765.42	53283	12/09/2021
		76376214	11/2021 fuel-wtr	11/30/2021	376.36	.00	376.36	53283	12/09/2021
		76376214	11/2021 fuel-w/wtr	11/30/2021	429.56	.00	429.56	53283	12/09/2021
Total 2729:					3,783.21	.00	3,783.21		
2767	Contreras, Christopher	DEC AMER	refund for accident policy p	12/01/2021	10.80	.00	10.80	53323	12/23/2021
Total 2767:					10.80	.00	10.80		
2881	Cox, Kelley	CITY MKT 12	reimb for arts & entertainm	12/01/2021	23.89	.00	23.89	53324	12/23/2021
		CITY MKT 12	reimb for arts & entertainm	12/16/2021	46.14	.00	46.14	53324	12/23/2021
		CITY MKT N	arts & enrichment supplies-	11/30/2021	46.58	.00	46.58	53284	12/09/2021
		DOLLAR TR	reimb for arts & entertainm	12/17/2021	7.00	.00	7.00	53324	12/23/2021
Total 2881:					123.61	.00	123.61		
3009	CT Electric & Automation, L	15788	electrical work-wtp	12/03/2021	85.00	.00	85.00	53285	12/09/2021
		15788	electrical work distribution-	12/03/2021	402.50	.00	402.50	53285	12/09/2021
		15788	electrical work-wwtp	12/03/2021	1,147.50	.00	1,147.50	53285	12/09/2021
		15789	electrical work-wwtp; contr	12/03/2021	3,340.00	.00	3,340.00	53285	12/09/2021
Total 3009:					4,975.00	.00	4,975.00		
3059	Cutright, Christie	RESTITUTIO	restitution payment	11/08/2021	142.79	.00	142.79	53325	12/23/2021
Total 3059:					142.79	.00	142.79		
3191	Davis, Terrence	DEC AMER	refund for accident policy p	12/01/2021	10.80	.00	10.80	53326	12/23/2021
Total 3191:					10.80	.00	10.80		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
3305	Dept. of the Interior / BLM	2022011904	2022 water tank row-water	11/29/2021	322.65	.00	322.65	53327	12/23/2021
Total 3305:					322.65	.00	322.65		
3425	Dodson Engineered Produ	283063	flange accesory kit-wtp	11/09/2021	258.99	.00	258.99	53286	12/09/2021
Total 3425:					258.99	.00	258.99		
3529	DPC Industries, Inc.	DE73000916	demurrage-wtp	10/31/2021	80.00	.00	80.00	53287	12/09/2021
Total 3529:					80.00	.00	80.00		
3731	EleMech Inc.	2022 SUPPO	bulk water station software	12/03/2021	2,800.00	.00	2,800.00	53288	12/09/2021
Total 3731:					2,800.00	.00	2,800.00		
3820	Enviro-Chem Analytical, In	14170312	acrylamide test for chem e	12/01/2021	587.43	.00	587.43	53289	12/09/2021
Total 3820:					587.43	.00	587.43		
3953	Family Support Registry	12032021-A	Remittance ID 15120108 R	12/03/2021	142.61	.00	142.61	53290	12/09/2021
		12172021-A	Remittance ID 15120108 R	12/17/2021	142.61	.00	142.61	53328	12/23/2021
Total 3953:					285.22	.00	285.22		
4081	Fite, Michelle	FITNESS DE	fitness classes 12.06-12.20	12/20/2021	58.50	.00	58.50	53329	12/23/2021
		FITNESS NO	fitness classes 11.04-12.06	12/06/2021	166.50	.00	166.50	53291	12/09/2021
Total 4081:					225.00	.00	225.00		
4253	Freedom Mailing Service, I	41825	11/21 newsletter-admin	12/01/2021	24.81	.00	24.81	53330	12/23/2021
		41825	11/21 util bills-water	12/01/2021	292.34	.00	292.34	53330	12/23/2021
		41825	11/21 util bills-trash	12/01/2021	102.25	.00	102.25	53330	12/23/2021
		41825	11/21 util bills-w/water	12/01/2021	292.33	.00	292.33	53330	12/23/2021
Total 4253:					711.73	.00	711.73		
4341	Galls, LLC	017358670	uniform-ps	10/01/2021	10.61	.00	10.61	53292	12/09/2021
		018325978	uniform-ps	10/01/2021	35.66	.00	35.66	53292	12/09/2021
		019255691	uniform-ps	10/01/2021	102.14	.00	102.14	53292	12/09/2021
		019378436	equipment-ps	10/01/2021	87.15	.00	87.15	53292	12/09/2021
		019435806	vest-ps	10/04/2021	483.65	.00	483.65	53292	12/09/2021
		019722008	uniform-ps	11/09/2021	385.88	.00	385.88	53292	12/09/2021
		019752860	uniform-ps	11/12/2021	139.06	.00	139.06	53292	12/09/2021
		019771982	uniform-ps	11/15/2021	164.98	.00	164.98	53331	12/23/2021
		019788537	uniform-ps	11/17/2021	176.85	.00	176.85	53331	12/23/2021
		019860141	uniform-ps	11/29/2021	20.21	.00	20.21	53331	12/23/2021
		019869332	uniform-ps	11/29/2021	132.33	.00	132.33	53331	12/23/2021
		019899607	uniform-ps	12/02/2021	124.98	.00	124.98	53331	12/23/2021
Total 4341:					1,863.50	.00	1,863.50		
4405	Garfield & Hecht, P.C.	218997	10/21 legal fees-general m	10/31/2021	3,125.00	.00	3,125.00	53332	12/23/2021
		218998	10/21 legal fees-Talbott Tra	10/31/2021	206.00	.00	206.00	53332	12/23/2021
		219000	10/21 legal fees-planning	10/31/2021	704.00	.00	704.00	53332	12/23/2021
		219001	10/21 legal fees-CDOT rou	10/31/2021	63.00	.00	63.00	53332	12/23/2021
		219002	10/21 legal fees-sign code	10/31/2021	40.00	.00	40.00	53332	12/23/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		219004	10/21 legal fees-research r	10/31/2021	297.50	.00	297.50	53332	12/23/2021
		219005	10/21 legal fees-Credit bal	10/31/2021	212.40-	.00	212.40-	53332	12/23/2021
		219006	10/21 legal ERR final plat	10/31/2021	245.00	.00	245.00	53332	12/23/2021
		219007	10/21 legal fees-Romero o	10/31/2021	26.50	.00	26.50	53332	12/23/2021
		Total 4405:			4,494.60	.00	4,494.60		
4697	Glenwood Springs, City of	635916	cake disposal-wwtp	11/03/2021	228.15	.00	228.15	53293	12/09/2021
		635923	cake disposal-wwtp	11/03/2021	241.46	.00	241.46	53293	12/09/2021
		635930	cake disposal-wwtp	11/03/2021	235.01	.00	235.01	53293	12/09/2021
		635940	cake disposal-wwtp	11/03/2021	237.83	.00	237.83	53293	12/09/2021
		635967	cake disposal-wwtp	11/03/2021	249.52	.00	249.52	53293	12/09/2021
		639010	fence removal-South Valley	12/03/2021	77.40	.00	77.40	53293	12/09/2021
		Total 4697:			1,269.37	.00	1,269.37		
5034	Gutierrez, Amy	DEC 2021	cleaning svc 11.11-12.10.2	12/13/2021	225.00	.00	225.00	53333	12/23/2021
		DEC 2021	cleaning svc 11.12-12.10.2	12/13/2021	420.00	.00	420.00	53333	12/23/2021
		Total 5034:			645.00	.00	645.00		
5035	Pierce, Christine	HIP HOP DE	Adult Hip Hop instructor-De	12/20/2021	378.00	.00	378.00	53346	12/23/2021
		NOV 2021 HI	Adult Hip Hop instructor-No	11/21/2021	364.00	.00	364.00	Multiple	Multiple
		Total 5035:			742.00	.00	742.00		
5050	Haagen, Phil	237 CASTLE	overpayment due to closin	11/09/2021	47.63	.00	47.63	53294	12/09/2021
		Total 5050:			47.63	.00	47.63		
5235	Hazelton, Sophie	CHRISTMAS	2021 christmas party	12/20/2021	50.00	.00	50.00	53334	12/23/2021
		Total 5235:			50.00	.00	50.00		
5633	Impressions of Aspen Inc.	33968	notary stamp-J. Reynolds-	12/02/2021	22.85	.00	22.85	53296	12/09/2021
		33975	notary stamp-C. Burrows-p	12/03/2021	22.85	.00	22.85	53296	12/09/2021
		33988	office supplies-admin	12/09/2021	63.41	.00	63.41	53335	12/23/2021
		33988	office supplies-town maint	12/09/2021	202.30	.00	202.30	53335	12/23/2021
		33988.1	office supplies-admin	12/09/2021	29.98	.00	29.98	53335	12/23/2021
		34079	notary stamp-R Firth-admin	12/10/2021	22.85	.00	22.85	53335	12/23/2021
		34088	office supplies-admin	12/16/2021	17.89	.00	17.89	53335	12/23/2021
		34089	office supplies-admin	12/16/2021	46.87	.00	46.87	53335	12/23/2021
		34089	office supplies-ps	12/16/2021	17.38	.00	17.38	53335	12/23/2021
		6524CM	return office supplies-ps	12/09/2021	144.50-	.00	144.50-	53335	12/23/2021
		Total 5633:			301.88	.00	301.88		
5681	Innermountain Dist. Co.	6001727	trash bags-parks	12/07/2021	153.37	.00	153.37	53297	12/09/2021
		6001836	cleaning supplies-comm ctr	12/17/2021	119.91	.00	119.91	53336	12/23/2021
		Total 5681:			273.28	.00	273.28		
5713	Intermountain Sweeper Co.	115721	street sweeper parts-sts	11/15/2021	361.22	.00	361.22	53337	12/23/2021
		Total 5713:			361.22	.00	361.22		
5999	Juarez, Annabel	DEP REFUN	damage deposit refund-co	12/07/2021	200.00	.00	200.00	53298	12/09/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 5999:					200.00	.00	200.00		
7009	Maurer Miller , Amanda	155	12/21 judge fee-court	12/13/2021	1,000.00	.00	1,000.00	53338	12/23/2021
Total 7009:					1,000.00	.00	1,000.00		
7109	MCPH Regional Lab	3339-21	bac-t test-water	11/23/2021	20.00	.00	20.00	53299	12/09/2021
		3340-21	bac-t test-water	11/23/2021	20.00	.00	20.00	53299	12/09/2021
		3341-21	bac-t test-water	11/23/2021	20.00	.00	20.00	53299	12/09/2021
		3454-21	bac-t test-water	12/07/2021	22.00	.00	22.00	53339	12/23/2021
		3455-21	bac-t test-water	12/07/2021	20.00	.00	20.00	53339	12/23/2021
		3456-21	bac-t test-water	12/07/2021	20.00	.00	20.00	53339	12/23/2021
		3457-21	bac-t test-water	12/07/2021	20.00	.00	20.00	53339	12/23/2021
		3533-21	bac-t test-water	12/14/2021	20.00	.00	20.00	53339	12/23/2021
		3554-21	bac-t test-water	12/14/2021	20.00	.00	20.00	53339	12/23/2021
		3555-21	bac-t test-water	12/14/2021	20.00	.00	20.00	53339	12/23/2021
Total 7109:					202.00	.00	202.00		
7345	Micro Plastics	138841	name plates-safety audit-re	12/17/2021	25.40	.00	25.40	53340	12/23/2021
Total 7345:					25.40	.00	25.40		
7377	Midland Fitness, Inc	NOV 2021	11/2021 fitness classes-ad	11/30/2021	39.58	.00	39.58	53300	12/09/2021
		NOV 2021	11/2021 fitness classes-rec	11/30/2021	39.58	.00	39.58	53300	12/09/2021
		NOV 2021	11/2021 fitness classes-pks	11/30/2021	39.58	.00	39.58	53300	12/09/2021
		NOV 2021	11/2021 fitness classes-sts	11/30/2021	39.58	.00	39.58	53300	12/09/2021
		NOV 2021	11/2021 fitness classes-wtr	11/30/2021	39.59	.00	39.59	53300	12/09/2021
		NOV 2021	11/2021 fitness classes-w/	11/30/2021	39.59	.00	39.59	53300	12/09/2021
Total 7377:					237.50	.00	237.50		
7400	Millard, Jorja	CHRISTMAS	2021 christmas party	12/20/2021	50.00	.00	50.00	53341	12/23/2021
Total 7400:					50.00	.00	50.00		
7410	Miller, Robin	DEC AMER	refund for accident policy p	12/01/2021	10.80	.00	10.80	53342	12/23/2021
Total 7410:					10.80	.00	10.80		
7637	Mountain Waste & Recyclin	4874261	11.2021 residential trash se	11/30/2021	42,578.62	.00	42,578.62	53301	12/09/2021
		4875925	11.2021 trash-town hall	12/01/2021	32.55	.00	32.55	53301	12/09/2021
		4875925	11.2021 trash-comm ctr	12/01/2021	135.25	.00	135.25	53301	12/09/2021
		4875925	11.2021 trash-pwf	12/01/2021	297.68	.00	297.68	53301	12/09/2021
		4875925	11.2021 porta jons-w/water	12/01/2021	958.62	.00	958.62	53301	12/09/2021
		4875925	11.2021 trash-w/water	12/01/2021	110.25	.00	110.25	53301	12/09/2021
Total 7637:					44,112.97	.00	44,112.97		
7717	Municipal Code Corporatio	00367220	online code/meetings/webs	12/02/2021	250.00	.00	250.00	53302	12/09/2021
		00367977	website rebuild-economic d	12/10/2021	4,000.00	.00	4,000.00	53343	12/23/2021
Total 7717:					4,250.00	.00	4,250.00		
7849	NCPWF, LLC	143	05-11/2021 solar electricity-	12/13/2021	6.88	.00	6.88	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	47.72	.00	47.72	53344	12/23/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		143	05-11/2021 solar electricity-	12/13/2021	28.21	.00	28.21	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	25.41	.00	25.41	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	613.32	.00	613.32	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	6.88	.00	6.88	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	495.34	.00	495.34	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	328.47	.00	328.47	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	6.88	.00	6.88	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	382.83	.00	382.83	53344	12/23/2021
		143	05-11/2021 solar electricity-	12/13/2021	21.32	.00	21.32	53344	12/23/2021
Total 7849:					1,963.26	.00	1,963.26		
8341	Pagni, Tony	DEC AMER	refund for accident policy p	12/01/2021	10.80	.00	10.80	53345	12/23/2021
Total 8341:					10.80	.00	10.80		
8357	Paper Wise	000151-R-00	doc shredding-admin	12/01/2021	50.00	.00	50.00	53303	12/09/2021
Total 8357:					50.00	.00	50.00		
8470	Peek, Linda	JEWELRY C	Jewelry Class with Maddie-	11/21/2021	30.00	.00	.00	53258	Multiple
		JEWELRY C	Jewelry Class with Maddie-	11/21/2021	30.00-				
Total 8470:					.00	.00	.00		
8570	Pierson, Linda	CHRISTMAS	2021 christmas party	12/20/2021	190.00	.00	190.00	53313	12/20/2021
Total 8570:					190.00	.00	190.00		
8639	Pipestone Equipment	12143	freight for PRV's-wtp	12/08/2021	90.00	.00	90.00	53347	12/23/2021
Total 8639:					90.00	.00	90.00		
8641	Pitney Bowes - Purchase P	12082021	postage-b&p	12/08/2021	7.42	.00	7.42	1012022	12/23/2021
		12082021	postage-admin	12/08/2021	7.29	.00	7.29	1012022	12/23/2021
		12082021	postage-ps	12/08/2021	4.71	.00	4.71	1012022	12/23/2021
		12082021	postage-muni ct	12/08/2021	2.12	.00	2.12	1012022	12/23/2021
		12082021	postage-rec ctr	12/08/2021	36.46	.00	36.46	1012022	12/23/2021
		12082021	postage-sts	12/08/2021	33.25	.00	33.25	1012022	12/23/2021
		12082021	postage-water	12/08/2021	29.38	.00	29.38	1012022	12/23/2021
		12082021	postage-w/water	12/08/2021	29.37	.00	29.37	1012022	12/23/2021
Total 8641:					150.00	.00	150.00		
8646	SunCentral	2EB8FCCE	11/21 solar-admin	12/21/2021	35.49	.00	35.49	53353	12/23/2021
		2EB8FCCE	11/21 solar-comm ctr	12/21/2021	115.97	.00	115.97	53353	12/23/2021
		2EB8FCCE	11/21 solar-parks	12/21/2021	27.10	.00	27.10	53353	12/23/2021
		2EB8FCCE	11/21 solar-sts	12/21/2021	45.56	.00	45.56	53353	12/23/2021
		2EB8FCCE	11/21 solar-street lights	12/21/2021	134.09	.00	134.09	53353	12/23/2021
		2EB8FCCE	11/21 solar-town hall	12/21/2021	35.48	.00	35.48	53353	12/23/2021
		2EB8FCCE	11/21 solar-wtp	12/21/2021	1,440.53	.00	1,440.53	53353	12/23/2021
		2EB8FCCE	11/21 solar-raw water	12/21/2021	393.71	.00	393.71	53353	12/23/2021
		2EB8FCCE	11/21 solar-town hall	12/21/2021	35.48	.00	35.48	53353	12/23/2021
		2EB8FCCE	11/21 solar-wwtp	12/21/2021	3,081.43	.00	3,081.43	53353	12/23/2021
		2EB8FCCE	11/21 solar-south utilities	12/21/2021	34.09	.00	34.09	53353	12/23/2021
		9F9123D5	10/21 solar-admin	11/30/2021	43.58	.00	43.58	53305	12/09/2021
		9F9123D5	10/21 solar-comm ctr	11/30/2021	142.41	.00	142.41	53305	12/09/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		9F9123D5	10/21 solar-parks	11/30/2021	33.29	.00	33.29	53305	12/09/2021
		9F9123D5	10/21 solar-sts	11/30/2021	55.94	.00	55.94	53305	12/09/2021
		9F9123D5	10/21 solar-street lights	11/30/2021	164.66	.00	164.66	53305	12/09/2021
		9F9123D5	10/21 solar-town hall	11/30/2021	43.58	.00	43.58	53305	12/09/2021
		9F9123D5	10/21 solar-wtp	11/30/2021	1,768.90	.00	1,768.90	53305	12/09/2021
		9F9123D5	10/21 solar-raw water	11/30/2021	483.46	.00	483.46	53305	12/09/2021
		9F9123D5	10/21 solar-town hall	11/30/2021	43.57	.00	43.57	53305	12/09/2021
		9F9123D5	10/21 solar-wwtp	11/30/2021	3,783.83	.00	3,783.83	53305	12/09/2021
		9F9123D5	10/21 solar-south utilities	11/30/2021	41.86	.00	41.86	53305	12/09/2021
		Total 8646:			11,984.01	.00	11,984.01		
8677	Polen, Matthew & Nicole	DEC AMER	refund for accident policy p	12/01/2021	10.80	.00	10.80	53348	12/23/2021
		Total 8677:			10.80	.00	10.80		
9204	Reynolds, Justin	DEC AMER	refund for accident policy p	12/01/2021	10.80	.00	10.80	53349	12/23/2021
		Total 9204:			10.80	.00	10.80		
9325	Rifle Sportsmens Club, Inc.	RANGE FEE	2022 range memberships-	12/01/2021	1,440.00	.00	1,440.00	53304	12/09/2021
		Total 9325:			1,440.00	.00	1,440.00		
9477	Roaring Fork Rentals, Inc.	282354	wood chipper rental-parks	12/16/2021	700.00	.00	700.00	53350	12/23/2021
		Total 9477:			700.00	.00	700.00		
9607	Rodriguez-Garcia, Jose	REDUND CO	refund-court 11.12.2021	11/12/2021	153.00	.00	153.00	53351	12/23/2021
		Total 9607:			153.00	.00	153.00		
10981	Timber Line Elect. & Contr	6211	ace power supply-wtp	11/05/2021	785.00	.00	785.00	53306	12/09/2021
		6256	fix SCADA phone alarm cal	11/22/2021	191.00	.00	191.00	53306	12/09/2021
		6273	Replacement moscad CPU	11/19/2021	1,669.00	.00	1,669.00	53306	12/09/2021
		6287	SCADA security audit-wtp	11/22/2021	991.08	.00	991.08	53306	12/09/2021
		Total 10981:			3,636.08	.00	3,636.08		
11193	Two Rivers Productions	NC TREE LI	sound system for 2021 chili	12/10/2021	450.00	.00	450.00	53354	12/23/2021
		Total 11193:			450.00	.00	450.00		
11285	Upper Case Printing, Ink	17727	utility bill forms-wtr	11/23/2021	21.00	.00	21.00	53307	12/09/2021
		17727	utility bill forms-w/water	11/23/2021	21.00	.00	21.00	53307	12/09/2021
		17745	12/2021 newsletter-admin	12/06/2021	600.15	.00	600.15	53355	12/23/2021
		17745	tourism booklets-econ dev	12/06/2021	250.00	.00	250.00	53355	12/23/2021
		17745	2022 trash calendar	12/06/2021	219.60	.00	219.60	53355	12/23/2021
		Total 11285:			1,111.75	.00	1,111.75		
11321	USA Bluebook	793828	pipette tips-wwtp	11/16/2021	47.90	.00	47.90	53308	12/09/2021
		799692	pipette tips-wwtp	11/22/2021	64.78	.00	64.78	53308	12/09/2021
		801881	pit biffer-wwtp	11/23/2021	78.35	.00	78.35	53308	12/09/2021
		804626	lab supplies-wwtp	11/29/2021	470.70	.00	470.70	53356	12/23/2021
		813250	source water protection-wt	12/07/2021	393.88	.00	393.88	53356	12/23/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 11321:					1,055.61	.00	1,055.61		
11327	Used Furniture Outlet	CUBICLES D	modular furniture for PW s	12/13/2021	2,975.00	.00	2,975.00	53357	12/23/2021
		CUBICLES D	modular furniture for PW s	12/13/2021	2,975.00	.00	2,975.00	53357	12/23/2021
Total 11327:					5,950.00	.00	5,950.00		
11345	Utility Notification Center-C	221110999	11/2021 locates-wtr	11/30/2021	31.68	.00	31.68	53309	12/09/2021
		221110999	11/2021 locates-w/wtr	11/30/2021	31.68	.00	31.68	53309	12/09/2021
Total 11345:					63.36	.00	63.36		
11385	Valley Lumber Company	2112-103524	materials for South Alley F	12/02/2021	38.99	.00	38.99	53310	12/09/2021
Total 11385:					38.99	.00	38.99		
11493	Verizon Wireless	9894253105	12/2021 cell phones-b&p	12/03/2021	50.63	.00	50.63	53358	12/23/2021
		9894253105	12/2021 cell phones-admin	12/03/2021	151.89	.00	151.89	53358	12/23/2021
		9894253105	12/2021 cell phones-ps	12/03/2021	536.93	.00	536.93	53358	12/23/2021
		9894253105	12/2021 cell phones-rec	12/03/2021	90.64	.00	90.64	53358	12/23/2021
		9894253105	12/2021 cell phones-parks	12/03/2021	131.89	.00	131.89	53358	12/23/2021
		9894253105	12/2021 cell phones-sts	12/03/2021	101.26	.00	101.26	53358	12/23/2021
		9894253105	12/2021 cell phones-water	12/03/2021	261.27	.00	261.27	53358	12/23/2021
		9894253105	12/2021 cell phones-w/wtr	12/03/2021	50.63	.00	50.63	53358	12/23/2021
Total 11493:					1,375.14	.00	1,375.14		
11701	Wash-By U, Inc.	NOV 2021	11/2021 car washes-ps	11/30/2021	27.41	.00	27.41	53311	12/09/2021
Total 11701:					27.41	.00	27.41		
11857	Westcott, Travis T.	DEC AMER	refund for accident policy p	12/01/2021	13.30	.00	13.30	53359	12/23/2021
Total 11857:					13.30	.00	13.30		
12185	XCel Energy	758152453	11/2021 utilities-town hall	11/30/2021	71.46	.00	71.46	53312	12/09/2021
		758152453	11/2021 utilities-comm cent	11/30/2021	322.20	.00	322.20	53312	12/09/2021
		758152453	11/2021 utilities-parks	11/30/2021	223.47	.00	223.47	53312	12/09/2021
		758152453	11/2021 utilities-sts	11/30/2021	210.95	.00	210.95	53312	12/09/2021
		758152453	11/2021 utilities-street light	11/30/2021	3,700.62	.00	3,700.62	53312	12/09/2021
		758152453	11/2021 utilities-town hall	11/30/2021	71.45	.00	71.45	53312	12/09/2021
		758152453	11/2021 utilities-wtp	11/30/2021	2,467.04	.00	2,467.04	53312	12/09/2021
		758152453	11/2021 utilities-raw water	11/30/2021	611.80	.00	611.80	53312	12/09/2021
		758152453	11/2021 utilities-town hall	11/30/2021	71.45	.00	71.45	53312	12/09/2021
		758152453	11/2021 utilities-wwtp	11/30/2021	3,498.87	.00	3,498.87	53312	12/09/2021
		758152453	11/2021 utilities-w/wtr south	11/30/2021	135.67	.00	135.67	53312	12/09/2021
		760436039	12/2021 utilities-ev chargin	12/16/2021	81.19	.00	81.19	53360	12/23/2021
		760440812	12/2021 utilities-evidence b	12/16/2021	54.54	.00	54.54	53364	12/23/2021
Total 12185:					11,520.71	.00	11,520.71		
12193	Xpress Bill Pay	61126	11/2021 cc fees-water	11/30/2021	307.83	.00	307.83	12062021	12/06/2021
		61126	11/2021 cc fees-w/water	11/30/2021	307.82	.00	307.82	12062021	12/06/2021
Total 12193:					615.65	.00	615.65		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
12213	Broadvoice	183812	12/21 phone svc-admin	12/01/2021	176.33	.00	176.33	53276	12/09/2021
		183812	12/21 phone svc-ps	12/01/2021	142.30	.00	142.30	53276	12/09/2021
		183812	12/21 phone svc-rec	12/01/2021	87.57	.00	87.57	53276	12/09/2021
		183812	12/21 phone svc-pks	12/01/2021	65.68	.00	65.68	53276	12/09/2021
		183812	12/21 phone svc-sts	12/01/2021	65.68	.00	65.68	53276	12/09/2021
		183812	12/21 phone svc-water	12/01/2021	269.00	.00	269.00	53276	12/09/2021
		183812	12/21 phone svc-w/water	12/01/2021	269.00	.00	269.00	53276	12/09/2021
Total 12213:					1,075.56	.00	1,075.56		
12233	Your Parts Haus	642583	hook truck maint-sts	12/09/2021	125.99	.00	125.99	53362	12/23/2021
Total 12233:					125.99	.00	125.99		
12269	Zancanella and Associates,	27445	10/2021 eng acctg-water	11/12/2021	595.50	.00	595.50	53363	12/23/2021
Total 12269:					595.50	.00	595.50		
12374	ProVelocity	32861	IT support svcs-b&p	12/01/2021	308.79	.00	308.79	12152021	12/10/2021
		32861	IT support svcs-admin	12/01/2021	367.77	.00	367.77	12152021	12/10/2021
		32861	IT support svcs-ps	12/01/2021	333.07	.00	333.07	12152021	12/10/2021
		32861	IT support svcs-rec	12/01/2021	350.42	.00	350.42	12152021	12/10/2021
		32861	IT support svcs-pks	12/01/2021	308.79	.00	308.79	12152021	12/10/2021
		32861	IT support svcs-sts	12/01/2021	374.71	.00	374.71	12152021	12/10/2021
		32861	IT support svcs-wtr	12/01/2021	714.72	.00	714.72	12152021	12/10/2021
		32861	IT support svcs-w/wtr	12/01/2021	711.23	.00	711.23	12152021	12/10/2021
		32952	desktop computer for muse	12/10/2021	1,120.00	.00	1,120.00	12242021	12/23/2021
Total 12374:					4,589.50	.00	4,589.50		
12449	Holton, Jennifer	NOV-DEC 20	tai chi 11.05-12.06.2021-re	12/06/2021	246.75	.00	246.75	53295	12/09/2021
Total 12449:					246.75	.00	246.75		
12794	Xerox Financial Services	2970346	copier lease & prints-b&p	12/10/2021	52.28	.00	52.28	53361	12/23/2021
		2970346	copier lease & prints-admin	12/10/2021	52.29	.00	52.29	53361	12/23/2021
		2970346	copier lease & prints-rec	12/10/2021	52.28	.00	52.28	53361	12/23/2021
		2970346	copier lease & prints-water	12/10/2021	52.28	.00	52.28	53361	12/23/2021
		2970346	copier lease & prints-w/wat	12/10/2021	52.28	.00	52.28	53361	12/23/2021
		2970347	copier lease & prints-ps	12/10/2021	160.58	.00	160.58	53365	12/23/2021
Total 12794:					421.99	.00	421.99		
12854	Shaw, Candice	GIFT GIVER	gift giver workshop Dec 13	12/15/2021	252.00	.00	252.00	53352	12/23/2021
Total 12854:					252.00	.00	252.00		
12874	OTW Safety	Z5583 PMT	crowd control barriers for s	12/09/2021	3,206.49	.00	3,206.49	12092021	12/15/2021
Total 12874:					3,206.49	.00	3,206.49		
Grand Totals:					137,348.63	.00	137,348.63		