



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

Agenda

New Castle Town Council Regular Meeting Tuesday, December 05, 2023, 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. Staff Introductions – Justin Perkins

B. Consider Resolution TC 2023-12, A Resolution of the New Castle Town Council Approving a Conditional Use Permit for A Small Truck and Trailer Rental Facility on Property Located in the C-1 Zone District.

Public Hearing

C. Consider Resolution TC2023-11 A Resolution of the Town Council of the Town of New Castle Adopting a Budget for the Town of New Castle, Colorado, for the Fiscal Year Beginning on January 1, 2024 and Ending on December 31, 2024, Appropriating the Amounts Specified in the Budget as Expenditures from the

Funds Indicated, Levying the Property Tax Proposed in the Budget, and Reserving and Designating Certain Amounts in Each Fund.

D. Consider Ordinance TC 2022-8 - An Ordinance of the Town of New Castle, Colorado summarizing additional expenditures for the Utility Fund, Conservation Trust Fund and Cemetery Fund, and adopting a supplemental budget for the Town of New Castle, Colorado, for the calendar year beginning on the first day of January, 2023 and ending on the last day of December, 2023 (1st reading)

Items for Consideration

E. Consider Ordinance TC2023-10 – Ordinance 2021 Building , Residential, Mechanical, Fuel Gas, Plumbing Code Model Electric Ready and Solar Ready Code, Fire Code Adoption and Addition Section 15.06 Regarding Construction Management Plans and amending Title 15 of the town Municipal Code Accordingly. (1st reading)

F. Executive Session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under CRS Section 24-6-402(4)(b) regarding pending litigation against Castle Valley Ranch Investors

G. Consider ratification/approval of settlement agreement in Castle Valley Ranch Investors litigation following 12/4/23 mediation

H. Consider Resolution TC 2023-13 - a Resolution of the New Castle Town Council Approving a Memorandum of Understanding with Garfield County Older Adult Programs

I. Approval of the Kamm Lot Lease

Consent Agenda

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.

[November](#) 7, 2023 Minutes

November 21, 2023 Minutes

November Bills \$545,971.04

Black Bear Bar & Grill Hotel Restaurant Liquor License Renewal

Stop N Save Fermented Malt Beverage Off-Premises Liquor License Renewal

Staff Reports

Town Administrator

Town Clerk

Town Treasurer

Town Planner

Public Works Director

Commission Reports

Planning & Zoning Commission

Historic Preservation Commission

Climate and Environment Commission

Senior Program

RFTA

AGNC

GCE

EAB

Detox

Council Comments**Items for Future Council Agendas****Adjourn**



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Administration Department
Phone: (970) 984-2311
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Memorandum

To: Mayor & Council
From: Dave Reynolds
Re: Agenda Item: Introduction to new staff member Justin Perkins
Date: 12/05/23

Purpose:

The purpose of this agenda item is to allow time for town staff to formally introduce our newest team member in the Utility Department.

Wastewater Plant Operator Justin Perkins joined our team in October and has been working with Daniel and the rest of the team to learn the operations and procedures of the Wastewater Treatment Plant facility. Although he has only been with us for a short time, Justin's past work experience and education is proving useful in helping him adapt to his new role. The New Castle team is looking forward to helping Justin advance in his role, progress through certifications and trainings, and become a strong long term member of our staff.



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Memorandum

To: Mayor Riddile & Town Council

From: Dave Reynolds

Subject: Agenda Item – Consider Resolution TC-2023-12 Conditional Use Permit for a U-Haul Business to be operated by Jim Schrull at 667 W. Main Street

Date: 12/05/2023

Purpose:

The purpose of this agenda item is to consider Resolution TC 2023-12 allowing the operation of a U-Haul Truck and Trailer Rental Business with specified conditions on Town owned property located at 667 West Main Street.

Business owner Jim Schrull has successfully operated his U-Haul Business at its current location of 589 West Main Street (Texaco Service Station) since Conditional Use Approval was granted by the Town Council in 2001. With over 20 years in business as a service garage and U-Haul Rental facility Jim now seeks to limit his business by removing automotive repair elements and limiting his operations to the U-Haul business only. Jim is in the process of selling his Texaco property to local business owners who can reimagine the property in a way that brings a new business element to the Downtown core. Jim is seeking approval for the operations of his U-Haul Business under a *Conditional Use Permit* to be relocated to the town owned property at 667 W. Main Street.

During a Public Hearing on 11/29/23, the Planning and Zoning Commission considered Jim's CUP Application as well as public comment. Staff will present P&Z's recommendation for the Council's consideration of Resolution TC 2023-12.



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

**Building & Planning
Department**
Phone: (970) 984-2311
Fax: (970) 984-2716
www.newcastlecolorado.org

Special Planning Commission Meeting – Public Hearing
Tuesday, December 5th, 2023
Resolution Council 2023-12
Staff Report

| | |
|---------------------------------|--|
| Name of Applicant | James Shrull |
| Mailing Address | PO Box 294 New Castle, CO 81647 |
| Property Address | 667 W Main St., New Castle, CO 81647 |
| Name of Property Owner | Town of New Castle |
| Existing Zoning | Commercial C-1 |
| Surrounding Zoning | Commercial C-1, Transitional Commercial CT, Residential R-1, Performance P |
| Surrounding Land Uses | Residential, Short-Term Rentals, Automotive Repair, Water Treatment Plant |
| Existing use of property | Retail & Furniture Restoration Shop |
| Proposed use of property | Business (Group B), Miscellaneous: Private Garage (Group U) |
| Property size | 0.2 Acres |

I. Background:

The Applicant proposes relocating their current U-Haul business and private garage from 589 W Main St. to the “Premises” at 667 W Main St. and the western forty (40) feet of the “Kamm Lot” (Assessor Parcel No. 212331301004). The Premises consists of empty parking area and a 1,200 square foot warehouse structure. The warehouse is currently an unfinished shell building containing a restroom and gas heater. As proposed, the warehouse will accommodate a U-Haul office as well as the Applicant’s personal workshop and storage. The exterior parking area will provide private vehicle parking for the tenant, additional personal storage area, and parking for the rotating fleet of U-Haul rental vehicles and trailers.

Pursuant to Chapter 17.36 of the Municipal Code (MC), a trailer rental facility is listed as a conditional use, 17.36.050 (B) (3). Though the Applicant was originally approved for a conditional use for the U-Haul business at 589 W Main St. in 2001, (**Exhibit K**), conditional use permits (CUP) are location specific and may not transfer to another site without Council approved. Upon approval, the Applicant has consented to signing a commercial lease with the Town and comply with the terms therein (**Exhibit L**) as well as any additional conditions approved as part of this application. As part of the CUP process, the Planning Commission (P&Z) is required to hold a public hearing in accordance with the procedures set forth in MC Section 16.08. Within 30 days of the hearing, P&Z must make one of these three recommendations to Town Council:

- 1) Approve the CUP unconditionally;
- 2) Approve the CUP with conditions;
- 3) Deny the CUP.

II. Application Requirements:

The purpose of a CUP is to determine if the nature of the proposed use is appropriate to the location and character of the surrounding development, whether service capacity is sufficient to meet the use's demand and determine if there are potential negative environmental or nuisance concerns, among other factors, that the Town may deem relevant to the type of land use.

1. Site Plan:

- a. Adjacent land uses and location of adjacent structures;

Staff Comment – The land uses proposed are consistent with surrounding commercial uses including Reiger's automotive repair and the Town's wastewater treatment facility (**Exhibit H**). Compatibility with the residential uses across U.S. 6 will generally involve compliance with all performance standards (**Exhibit D**) and nuisance codes.

- b. Boundary and size of lot;

Staff Comment – The subject property is located at 667 W Main Street in addition to the western forty (40) feet of the Kamm Lot public parking lot. The CUP does not include the remaining eastern portion of the public parking lot. The Premises is approximately 9,000 square feet (SF), which is well within the C-1 district minimum lot area of 2,500 SF per unit.

- c. Building location, height and setbacks;

Staff Comment – The warehouse is 14 ft tall and approximately 8 ft setback from the alleyway in rear. Maximum commercial building height is 40 ft and the only setback requirement for the principle building is 5 ft in rear. The proposed lease currently allows for a single storage shed encroaching the rear setback (**Exhibit L**). Since setbacks are designed for life-safety, it is recommended as a condition of this approval that no other structure or objects be permanently placed in the rear setback.

- d. Off-street parking and loading areas;

Staff Comment – There are no off-street parking requirements for the proposed uses in the C-1 District. However, there shall be at least one ADA van-compliant off-street parking space that is appropriately signed since no other off-street parking is being

proposed. Any loading, unloading, or staging is to be performed exclusively on the Premises. The U-Haul business activity shall not occur in the eastern sixty (60) feet of the Kamm Lot, or on US 6 (Main Street). Though, U-Haul customers may use the Kamm Lot drive aisle to exit the Premises.

- e. Points of ingress and egress;

Staff Comment – The main entrance for the Premises is from Main Street across from the 7th Street intersection (**Exhibit F**). Staff is amenable to the use of the Kamm Lot as an exit provided the eastern fence opening maintains a minimum drive aisle of 20 ft permanently accessible. The eastern portion of the Kamm Lot shall remain public parking free from U-Haul activity.

- f. Service and refuse areas;

Staff Comment – The refuse area, labeled Trash Bin in **Exhibit F**, shall be accessible for weekly pickup. Other than routine deliveries and trash removal, no other services are anticipated.

- g. Signs and exterior lighting;

Staff Comment – **Exhibit G** shows the intended signage for the business, with one mounted sign, like that on the current facility, and a portable 2 ft x 3 ft sign advertising prices. A decorative petrol sign will also be attached to the front gable. Exterior lighting will be unchanged (**Exhibit I**). If the Applicant finds additional exterior lighting for security is necessary, the new illumination shall be dark-sky compliant. Lighting requiring new circuitry shall apply for an electrical permit.

- h. Fencing, landscaping and screening;

Staff Comment – The Applicant has expressed interest in potentially installing a split rail fence at the eastern boundary of the subject property. Staff suggests adding a condition for signs and fence to be installed to delineate the Kamm lot boundary and deter the general public from parking on the Premises.

- i. Compliance with performance standards;

Staff Comment – Performance standards are requirements, agreed to by the Applicant, assuring compliance with the Town's nuisance code, (Section 17.72.090). The Applicant has signed the Performance Standards (**Exhibit D**).

- j. Anticipated utility requirements;

Staff Comment – Electrical utilities for the Premises are located at the northwest corner of the warehouse and southwest corner of the lot. The general location of the water service valve for the warehouse and the electrical panel for Kamm Lot's EV charger is labeled "Utilities" on **Exhibit F**. Staff does not anticipate the proposed uses negatively affecting existing utilities. As long as performance standards and parking requirements are followed, the mere relocation of the U-Haul business and private garage should have no additional impacts to the police or fire departments.

III. Planning Commission Questions and Comments

The Applicant introduced the application to the Planning Commission on November 29th, 2023. The Commissions provided constructive feedback, some of which is summarized below:

A. P&Z Questions/Applicant or Staff Answers

- How long is the lease term? **Two years with options.**
- Has the Applicant received complaints of current business? **No official complaints to the Town about U-Haul Business.**
- Will added exterior lights be dark-sky compliant? **Any additional lighting will be reviewed by staff for dark-sky compliance.**
- Would the Town and Applicant consider renting the south parking spaces of the Kamm Lot instead of the western 40 feet for sake of sidewalk appeal along Main Street? **Staff and Applicant are in support of this option.**
- Should be consider a parking cap? **A southside Kamm parking alignment would support up to 12 spaces.**
- How can we improve enforcement of the CUP? **The lease agreement will include penalties for breach. The conditional Use Agreement will include performance requirements.**

IV. Staff Recommendations:

Staff recommends approval of a Conditional Use Permit for a small truck and trailer rental facility as portrayed on the site plan, with the following conditions:

A. The Uhaul trucks and trailers allowed on the Property are limited to the following:

- One (1) permanent 26-foot box truck
- One (1) 6' x 12' enclosed trailer
- One (1) 5' x 8' enclosed trailer
- One (1) 6' x 12' open bed trailer
- The maximum number of Uhaul trucks and trailers, including those dropped off by customers in the ordinary course of business, on the Property shall not exceed ____.

B. The following outdoor decorations & signage shall be permitted on the Property:

- One (1) 1' x 1.5' U-Haul sign hanging on warehouse;
- One (1) 3' x 2' portable advertisement sign to be located out of public ROW, parking spaces and ingress/egress areas; and
- "Standard Oil" decorative sign above overhead doors and/or an antique, decorative gas pump in front of the building

C. Applicant shall clean up and restore the exterior of Applicant's prior Uhaul business location (589 W. Main Street) and remove all outdoor cars, equipment, and other personal property on or before March 31, 2024;

- D. Applicant shall provide ADA van parking and loading areas that shall be signed, available, and accessible directly in front of the U-Haul office door per International Existing Building Code (IEBC) section 410;
- E. All vehicles associated with the Proposed Use are to load, park, stage, etc. only on the Property. The portion of Parcel No. 212331301004 not included in the Property and public on-street parking in the Town are not to be used for Applicant's business or personal storage and shall remain public parking; provided, however, that said area may be used for access to the Property so long as a 20-foot wide drive aisle is maintained;
- F. Aside from the personal storage shed and temporary parking of vendor truck as shown on the approved site plan for the Application, customers and personal loading, parking, and storage is prohibited behind and along the western side of the warehouse. The storage shed and vendor truck shall be located so as not to disrupt access to utilities located at the southwest corner of the warehouse;
- G. Office hours of operation of the Proposed Use shall be limited to 9 am to 4 pm, Monday through Friday, which hours shall be clearly posted on the exterior of the building. The office hours of operation do not include or prohibit vehicle drop-off by customers or personal use of the Property by Applicant.
- H. Applicant shall install a split rail fence along the north end of the eastern boundary of 667 W. Main to match existing fence along Kamm Avenue. Staff shall approve the location and length of the fence prior to installation.
- I. One year after the effective date of this Resolution, Town staff shall conduct a review of Applicant's business operations on the Property, the functionality of the approved site plan and maximum Uhaul parking, and compliance with all conditions of approval of the Proposed Use.
- J. Prior to issuance of the Conditional Use Permit, Applicant shall execute a lease for the Property with the Town.
- K. The Proposed Use approved in the Application shall not be conducted until the Town Planner has issued a conditional use certificate. That certificate shall be issued only after the Applicant has entered into an agreement with the Town specifying that all conditions imposed by the Town council will be completed and that the use and improvements will be in accordance with the approved application site plan and development schedule. The conditional use certificate must be issued within one year of the date of final approval by Town Council, or the application is deemed withdrawn by the Applicant and is of no further force and effect;
- L. No approved conditional use may be altered, structurally enlarged, expanded in parking area or expanded in ground area unless the site plan is amended and approved in

accordance with the procedures applicable to approval of a conditional use as set out in § 17.84.070 of the Code;

- M. In the event the Town receives any complaints about the use of the site in violation of the conditional use approval or other Code requirements or observes or becomes aware of any violations of the conditional use approval, the Applicant and/or owner may be summoned before the Town Council in a public meeting to show cause why the permit should not be revoked, suspended, or additional conditions imposed. Such show-cause hearing shall be open to the public and the applicant or owner may present testimony or offer other evidence on its behalf;
- N. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all accessibility requirements;
- O. Any added exterior lighting will be dark sky compliant pursuant to the Comprehensive Plan Goal EN-4;
- P. All representations of the Applicant in written and verbal presentations submitted to the Town or made at public hearings before the planning commission or Town Council shall be considered part of the application and binding on the Applicant; and
- Q. Applicant shall reimburse the Town for any and all expenses incurred by the Town regarding this approval, including without limitation all costs incurred by the Town's outside consultants such as legal and engineering costs.

V. Application Exhibits:

- A. Conditional Use Permit Application
- B. Public Notice
- C. Notarized Affidavit of Notice
- D. Signed Performance Standards
- E. Conditional Use Certificate
- F. Site Plan
- G. Elevation Plan
- H. Adjacent Land Uses
- I. Existing Property Photos
- J. Certified Mail Recipients
- K. Special Review Resolution TC-2001-3
- L. Commercial Lease Draft

TOWN OF NEW CASTLE, COLORADO
RESOLUTION NO. TC 2023-12

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL
CONDITIONALLY APPROVING A CONDITIONAL USE PERMIT FOR A
SMALL TRUCK AND TRAILER RENTAL FACILITY ON PROPERTY
LOCATED IN THE C-1 ZONE DISTRICT.

WHEREAS, on October 4, 2023, James Shrull (“Applicant”) submitted a Conditional Use Permit Application (“Application”) concerning property owned by the Town of New Castle (the “Town”) described in Exhibit A hereto (the “Property”); and

WHEREAS, the Property is zoned C-1; and

WHEREAS, the Property is currently improved with a 1,200 square-foot warehouse structure and surrounding parking areas; and

WHEREAS, Applicant seeks to operate his Uhaul rental business on the Property and use a portion of the warehouse for permitted accessory uses such as personal storage and repair work; and

WHEREAS, Chapter 17.36 of the New Castle Municipal Code (the “Code”) establishes the permitted and conditional uses for the C-1 District; and

WHEREAS, Applicant’s proposed “small truck and trailer rental” use (the “Proposed Use”) is eligible for conditional use review by virtue of its inclusion on the list of conditional uses under § 17.36.050 and, therefore, requires the issuance of a conditional use permit pursuant to Chapter 17.84 of the Code; and

WHEREAS, as required under Code § 17.84.040(B), the New Castle Planning and Zoning Commission (“Commission”) held a duly noticed public hearing on November 29, 2023, to consider the Application and recommended approval of the same with conditions; and

WHEREAS, Town Council considered the Application at a duly-noticed public meeting on December 5, 2023; and

WHEREAS, pursuant to Code § 17.84.050, Town Council finds that the Application:

1. is eligible for conditional review under § 17.84.040;
2. is generally compatible with adjacent land uses;
3. meets all requirements of § 17.84.020 of the Code, is in compliance with Title 17 of the Code, and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;
4. is consistent with the comprehensive plan; and
5. the Town has the capacity to serve the proposed use with fire and police protection and is not required to provide water or sewer service.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE TOWN COUNCIL AS FOLLOWS:

1. Recitals Incorporated by Reference. The foregoing recitals are incorporated by reference herein as findings and determinations of the New Castle Town Council.

2. Listing of Approved Uses. The following constitute the uses for the Property that are approved under the Application and otherwise permitted uses of the Property:

A. Operation of a small truck and trailer rental business with office space supporting the same, along with accessory personal storage and repair work

3. Conditions. Town Council approves the Application and the Proposed Use pursuant to § 17.84.050 of the Code, subject to the following conditions:

A. The Uhaul trucks and trailers allowed on the Property are limited to the following:

- i. One (1) permanent 26-foot box truck
- ii. One (1) 6' x 12' enclosed trailer
- iii. One (1) 5' x 8' enclosed trailer
- iv. One (1) 6' x 12' open bed trailer
- v. The maximum number of Uhaul trucks and trailers, including those dropped off by customers in the ordinary course of business, on the Property shall not exceed ____.

B. The following outdoor decorations & signage shall be permitted on the Property:

- i. One (1) 1' x 1.5' U-Haul sign hanging on warehouse;
- ii. One (1) 3' x 2' portable advertisement sign to be located out of public ROW, parking spaces and ingress/egress areas; and
- iii. "Standard Oil" decorative sign above overhead doors and/or an antique, decorative gas pump in front of the building

C. Applicant shall clean up and restore the exterior of Applicant's prior Uhaul business location (589 W. Main Street) and remove all outdoor cars, equipment, and other personal property on or before March 31, 2024;

D. Applicant shall provide ADA van parking and loading areas that shall be signed, available, and accessible directly in front of the U-Haul office door per International Existing Building Code (IEBC) section 410;

E. All vehicles associated with the Proposed Use are to load, park, stage, etc. only on the Property. The portion of Parcel No. 212331301004 not included in the Property and public on-street parking in the Town are not to be used for Applicant's business or personal storage and shall remain public parking; provided, however, that said area may be used for access to the Property so long as a 20-foot wide drive aisle is maintained;

F. Aside from the personal storage shed and temporary parking of vendor truck as shown on the approved site plan for the Application, customers and personal loading, parking, and storage is prohibited behind and along the western side of the warehouse. The storage shed and vendor truck shall be located so as not to disrupt access to utilities located at the southwest corner of the warehouse;

G. Office hours of operation of the Proposed Use shall be limited to 9 am to 4 pm, Monday through Friday, which hours shall be clearly posted on the exterior of the building. The office hours of operation do not include or prohibit vehicle drop-off by customers or personal use of the Property by Applicant.

H. Applicant shall install a split rail fence along the north end of the eastern boundary of 667 W. Main to match existing fence along Kamm Avenue. Staff shall approve the location and length of the fence prior to installation.

I. One year after the effective date of this Resolution, Town staff shall conduct a review of Applicant's business operations on the Property, the functionality of the approved site plan and maximum Uhaul parking, and compliance with all conditions of approval of the Proposed Use.

J. Prior to issuance of the Conditional Use Permit, Applicant shall execute a lease for the Property with the Town.

K. The Proposed Use approved in the Application shall not be conducted until the Town Planner has issued a conditional use certificate. That certificate shall be issued only after the Applicant has entered into an agreement with the Town specifying that all conditions imposed by the Town council will be completed and that the use and improvements will be in accordance with the approved application site plan and development schedule. The conditional use certificate must be issued within one year of the date of final approval by Town Council, or the application is deemed withdrawn by the Applicant and is of no further force and effect;

L. No approved conditional use may be altered, structurally enlarged, expanded in parking area or expanded in ground area unless the site plan is amended and approved in accordance with the procedures applicable to approval of a conditional use as set out in § 17.84.070 of the Code;

M. In the event the Town receives any complaints about the use of the site in violation of the conditional use approval or other Code requirements or observes or becomes aware of any violations of the conditional use approval, the Applicant and/or owner may be summoned before the Town Council in a public meeting to show cause why the permit should not be revoked, suspended, or additional conditions imposed. Such show-cause hearing shall be open to the public and the applicant or owner may present testimony or offer other evidence on its behalf;

N. Applicant shall comply with all applicable building and municipal code requirements, including the sign code and all accessibility requirements;

O. Any added exterior lighting will be dark sky compliant pursuant to the Comprehensive Plan Goal EN-4;

P. All representations of the Applicant in written and verbal presentations submitted to the Town or made at public hearings before the planning commission or Town Council shall be considered part of the application and binding on the Applicant; and

Q. Applicant shall reimburse the Town for any and all expenses incurred by the Town regarding this approval, including without limitation all costs incurred by the Town's outside consultants such as legal and engineering costs.

4. Effective Date: This Resolution shall take effect upon passage.

THIS RESOLUTION TC 2023-12 was adopted by the New Castle Town Council by a vote of ____ to ____ on the 5th day of December, 2023.

TOWN OF NEW CASTLE TOWN COUNCIL

By: _____
Art Riddile, Mayor

ATTEST:

Mindy Andis, Town Clerk

EXHIBIT A
Legal Description

The property that is the subject of the Application described in Resolution TC 2023-12 is legally described as follows:

Block 9, Lots 11 through 16, Original Townsite, New Castle
commonly known as 667 W. Main and the [western] [southern] ____ feet of 645 W. Main,
New Castle, Colorado 81647.

Exhibit A**Planning Department**

(970) 984-2311

Email:

psmith@newcastlecolorado.org

**LAND DEVELOPMENT APPLICATION****Town of New Castle**

PO Box 90

450 W. Main Street

New Castle, CO 81647

Note: All land use applications must be filed with the Town Clerk. Please consult the Town Planner for codes specific to the Land Development Application. All application materials are subject to the Colorado Open Records Act (CORA), C.R.S. §24-72-201 to 207.

Applicant:**James Shrull****Address:**

PO Box 294 New Castle, CO 81647

Phone:

E-mail: 970-230-0808

Property Owner:**Town of New Castle****Address:**

PO Box 90, New Castle 81647-0166

Phone:

E-mail: 970-984-2311

Contact Person:**Town of New Castle****Address:**

450 W Main St.

Phone:

E-mail: 970-984-2311

Property Location/Address:

667 W Main St. & Western 40 Feet of 645 W Main St. (Kamm Lot)

Legal Description:

Section: 31 Township: 5 Range: 90 SEC 31 SW1/4

Acres:

0.22

Existing Zone (e.g., Residential R-1, Commercial C-1):**Commercial C-1****Existing Land Use:****Retail and furniture restoration shop****TYPE(S) OF LAND USE(S) REQUESTED**☐ Pre-Annexation Agreement☐ Annexation☐ Subdivision (including Minor and Major Subdivisions, Lot Splits, Sketch Plans, Subdivision Preliminary Plans, Subdivision Final Plans, & Condominiumizations)☐ Amended Plat☐ Planned Unit Development (including PUD Sketch Plans, Preliminary PUD Development Plans, PUD Master Plans and Final PUD Development Plans)☐ Master Plan Amendment☒ Conditional Use Permit or Special Review Use Permit☐ Lot Line Adjustment or Dissolution☐ Site Specific Development Plan/Vested Rights☐ Variance☐ Zoning☐ Zoning Amendment☐ Re-zoning☐ Watershed Permit

Applicant Signature

10-4-23

Date

*Consulting fees waived per Council

NOTICE OF PUBLIC HEARING Town of New Castle

Virtual Meetings are subject to internet and technical capabilities.

To join by computer, smart phone or tablet:

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

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.

Date: November 29, 2023

Time: 7:00 PM

Place of hearing: New Castle Town Hall, 450 West Main Street, New Castle, CO

Public body
conducting hearing: Planning & Zoning Commission

Brief description
of application: Applicant requests a Conditional Use Permit in order to operate U-Haul vehicle rental business and store personal equipment on premises.

Legal description: Block 9, Lots 11 through 16, Original Townsite, New Castle.

Common address: 667 West Main Street and the western 40 feet of 645 W Main Street, New Castle, CO 81647.

Applicant: James Shrull

Landowner: Town of New Castle

The complete application is available at the Town Clerk's office at 450 West Main Street, P.O. Box 90, New Castle, CO 81647. All interested persons are invited to appear and state their views, protests or objections. If you cannot appear personally at such hearing, then you are urged to state your views by letter.



AFFIDAVIT AS TO NOTICE OF PUBLIC HEARING

I, **Paul Smith**, New Castle Town Planner, do hereby certify that pursuant to ordinances of the Town of New Castle, Colorado, I provided notice of a public hearing before the New Castle Planning Commission on **November 29, 2023**, regarding a **conditional use permit** application by doing the following:

1. At least fifteen **(15) days prior** to such hearing, I sent a copy of the attached Notice of Public Hearing by **certified mail to the owners of all property within two hundred and fifty (250) feet** of the subject property and to the Town of New Castle.
2. ~~If required by Chapter 16.10 of the New Castle Municipal Code, at least thirty (30) days prior to such hearing, I sent a copy of the attached Notice of Public Hearing by certified mail to the owners of mineral estates who have requested notification with respect to the subject property at the Garfield County Clerk and Recorder.~~
3. At least fifteen **(15) days prior** to such hearing, **I posted notice of the hearing on the property on a sign** approved by the Town at least twenty-two (22) inches wide, twenty-six (26) inches high, with letters at least one (1) inch in height. The sign was posted so that it was visible from a public street.
4. At least (15) days prior to such hearing, the attached Notice of Public Hearing was published on the **Town's website**.

Paul Smith
Signature

STATE OF COLORADO)
) ss.
COUNTY OF Garfield)

Subscribed and sworn to before me this 8 day of November, 2023, by Paul Smith.

Witness my hand and official

seal **REMI BORDELON**
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID #20214018872
My Commission Expires May 13, 2025

Remi Bordelon
Notary Public

My commission expires: May 13, 2025



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

**Building & Planning
Department**
Phone: (970) 984-2311
Fax: (970) 984-2716
www.newcastlecolorado.org

PERFORMANCE STANDARDS

I, James Shull, ON THIS DATE 10/16/23 agree
to abide by the following PERFORMANCE STANDARDS:

Performance Standards

- (A) Smoke. No use shall be permitted in any district unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to emission of smoke.
- (B) Particulate Matter. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to emission of particulate matter.
- (C) Dust, Odor, Gas, Fumes, Glare or Vibration. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to emission of dust, odor, gas, fumes, glare or vibration.
- (D) Radiation Hazards and Electrical Disturbances. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to radiation control.
- (E) Noise. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to noise.
- (F) Water Pollution. No operation shall be conducted unless it conforms to the standards established by the Colorado Department of Public Health's rules and regulations pertaining to water pollution.

Source: Ord. 261, Sec. 15.04.090, 1983



TOWN OF NEW CASTLE CONDITIONAL USE CERTIFICATE

Conditional Use Resolution PZ 2023-4

This conditional use permit (CUP) is hereby issued to *U-HAUL Business, c/o James Shrull* to *permit the use of a trailer rental business with an accessory use private garage storage* on Block 9, Lots 11 through 16 of the Original Townsite within the Town of New Castle Commercial District in conformance with the requirements of the New Castle Municipal Code Chapter 17.84. The Premises consists of an empty parking area and a 1,200 square foot warehouse structure at 667 W Main St. and the western forty (40) feet of the "Kamm Lot" (Assessor Parcel No. 212331301004). The conditional use permit application was considered at a public hearing on November 29, 2023, before the New Castle Planning & Zoning Commission and recommended for approval with conditions by Resolution PZ 2023-4 and subsequently approved by the New Castle Town Council on December 5, 2023, by Resolution TC 2023-11 for the aforementioned property and shall be subject to the following uses and conditions.

Listing of approved uses.

A. Vehicle and Trailer Rental Business with office and personal garage and storage on the Premises.

Conditions of approval.

1. Applicant shall comply with all terms of the signed final lease agreement. In the event the Town receives any complaints about the use of the site or observes or becomes aware of any violations of the conditional use approval, the Applicant may be summoned before the Town Council in a public meeting to show cause why the permit should not be revoked, suspended, or additional conditions imposed. Such show-cause hearing shall be open to the public and the applicant or owner may present testimony or offer other evidence on its behalf.
2. Allow the following personal outdoor storage, decoration & signage:
 - a. One (1) antique John Deer tractor
 - b. One (1) antique mining cart
 - c. One (1) 1' x 1.5' U-Haul sign hanging on warehouse
 - d. One (1) 3' x 2' portable advertisement sign to be located out of public ROW, parking spaces and ingress/egress areas
3. Provide ADA van parking and loading areas that shall be signed, available and accessible directly in front of the U-Haul office door, per Lease term 58 (Exhibit L) & International Existing Building Code (IEBC) section 407.
4. All vehicles associated with the U-Haul Business are to load, park, stage, etc. only on the Premises.
 - a. The eastern portion of Kamm Lot and public on-street parking in the Town are not to be used for business or personal storage.
5. Prohibit customer or personal loading, parking, storing, etc., in the rear of the warehouse, besides 8' x 10' shed and temporary vender trailer agreed upon in Commercial Lease, Exhibit L.
 - a. Approved items shall be stored so as not to disrupt access to utilities, at SW corner of warehouse.
6. Limit U-Haul Business hours of operation from 9am to 4pm, Monday – Friday.
 - a. Hours of operations shall be clearly posted on the exterior of the building, per Lease term 10 (Exhibit L).
 - b. Hours of operation do not include vehicle drop-off by clients and personal use of the Premises, per Lease terms outlining Use of Premises (9) and Additional Prohibitions (16e).
7. Any Tenant improvements, such as proposed installation of split rail fence at eastern property boundary or additional signage, shall receive The Town's approval and necessary permits before undertaking any work.
8. This Conditional Use Certificate shall be reassessed if any use or occupancy changes.
9. Applicant shall install split rail fence to match existing fence along Kamm Avenue, with 20ft minimum opening.

This conditional use permit is hereby approved by the New Castle Town Planner upon signature below.
_____, Paul Smith — New Castle Town Planner

Exhibit F
Site Plan

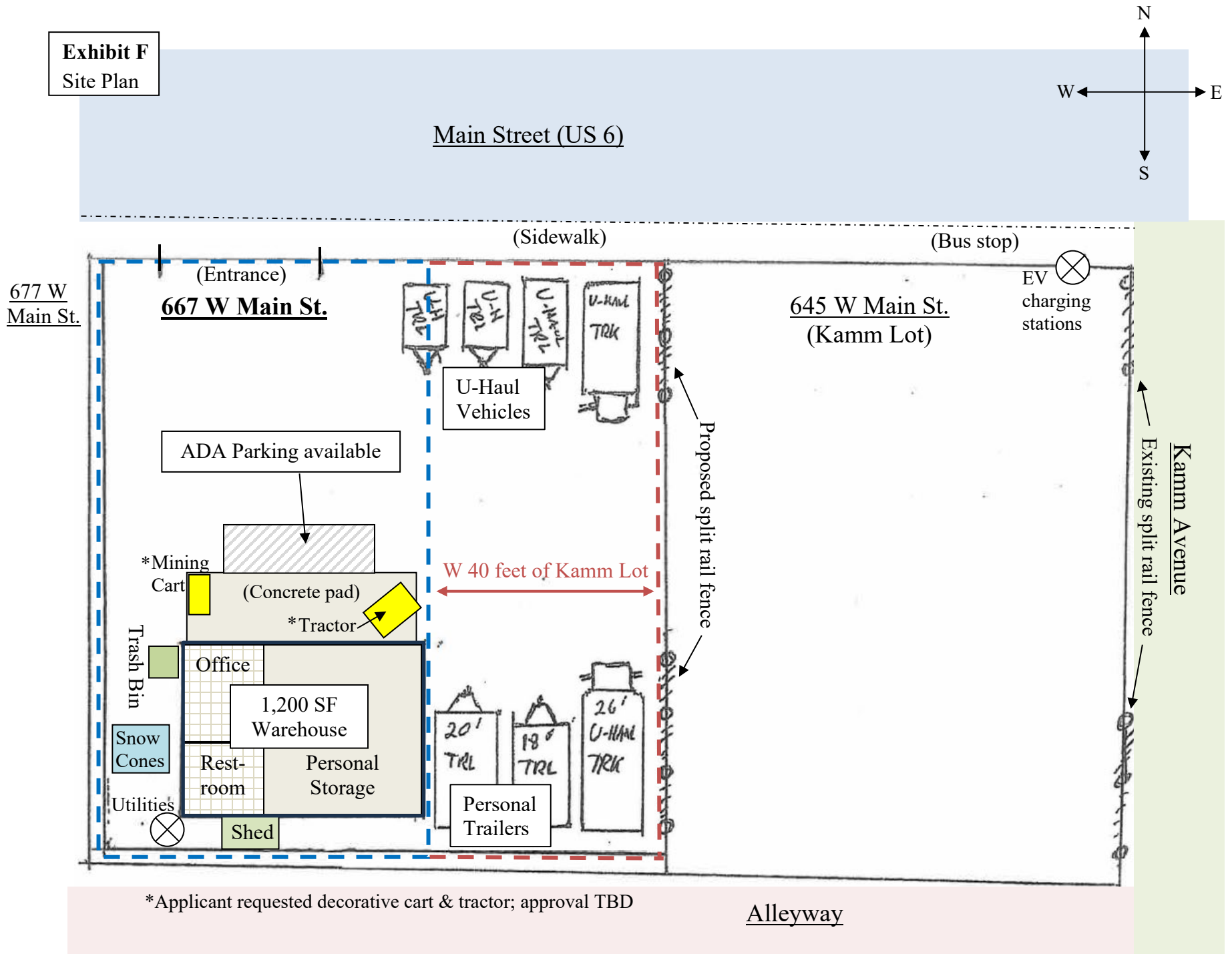


Exhibit G
Elevation Plan

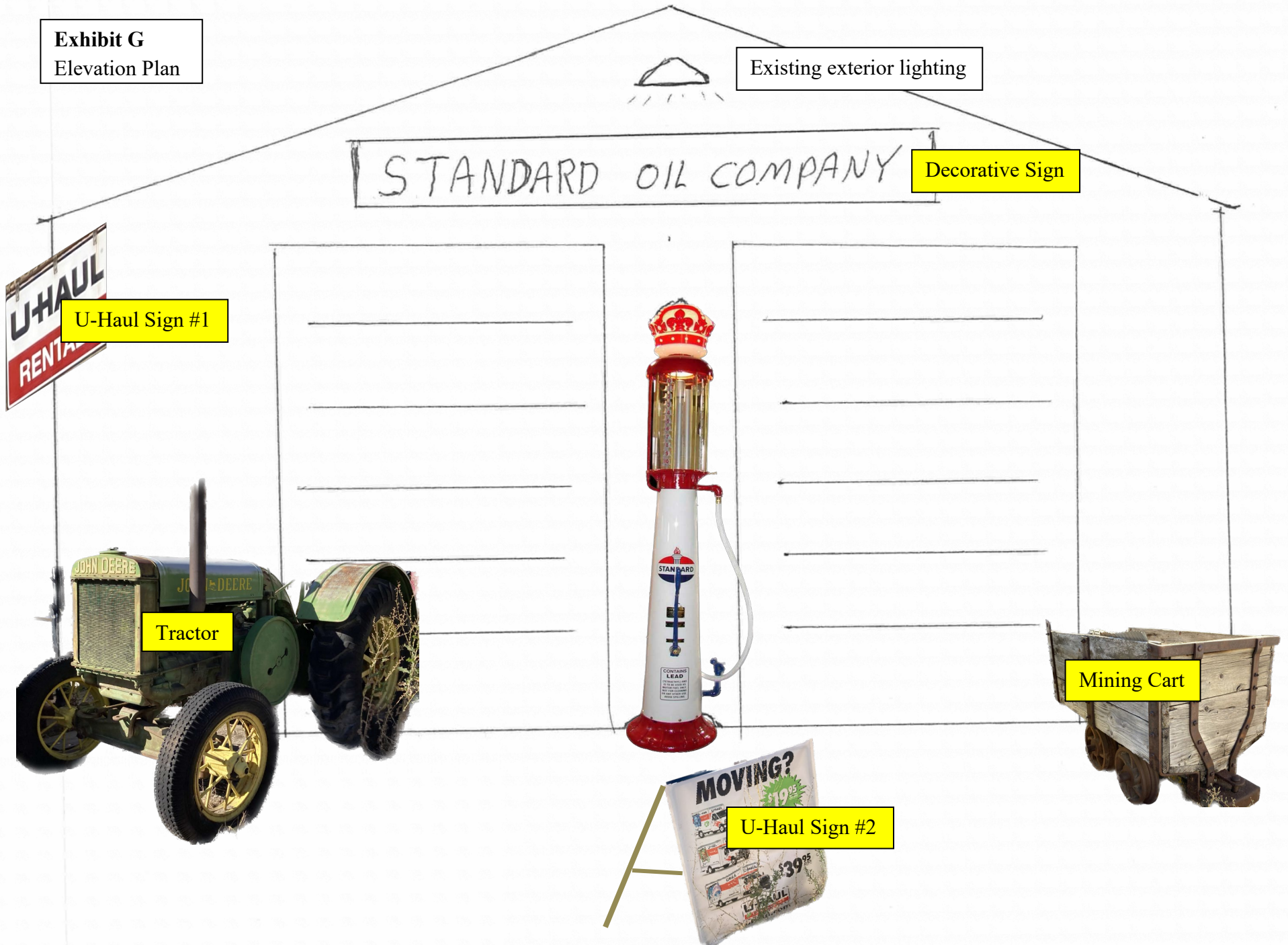


Exhibit H
Adjacent Land Uses



Exhibit I
Existing Property Photos

667 W Main Street - Photos taken Fall 2023:



Exhibit I
Existing Property Photos

589 W Main Street - Photos taken Fall 2023:



| |
|------------------|
| Exhibit J |
|------------------|

BOLAND, WHITNEY M & SALO, ANDREW
111 N 6TH STREET
NEW CASTLE, CO 81647

BRESLIN, FRANK J TRUST DTD 9/8/11
321 STARK MESA ROAD
CARBONDALE, CO 81623

CARTWRIGHT, ADAM H
620 W MAIN STREET
NEW CASTLE, CO 81647

CRUZ HERRERA, MARGARET MONGE &
111 N 7TH STREET
NEW CASTLE, CO 81647

DAVIS, MARGIE A
PO BOX 255
NEW CASTLE, CO 81647

GLIDDEN HARMONY LLC
0381 COUNTY ROAD 228
SILT, CO 81652

MALLOY, TODD F
PO BOX 404
NEW CASTLE, CO 81647

MCFARLAND, RONALD P & LINDA G
PO BOX 885
NEW CASTLE, CO 81647-0885

NEW CASTLE, TOWN OF (SEWAGE PLA
PO BOX 90
NEW CASTLE, CO 81647-0166

NEW CASTLE, TOWN OF
PO BOX 90
NEW CASTLE, CO 81647

NEW CASTLE, TOWN OF
PO BOX 90
NEW CASTLE, CO 81647-0166

PICKARD, SAMANTHA L
640 W MAIN STREET
NEW CASTLE, CO 81647

RITTNER, ROBERT L
PO BOX 253
NEW CASTLE, CO 81647

RUIZ, IGNACIO
PO BOX 741
NEW CASTLE, CO 81647

SAMUELSON, WARD A & KERN A
1260 COUNTY ROAD 325
RIFLE, CO 81650

SHRULL, JAMES O & SAMANTHA J
PO BOX 294
NEW CASTLE, CO 81647

SHRULL, JAMES O
PO BOX 424
NEW CASTLE, CO 81647

SMYTHE, RYAN C & BRANDI
129 N 6TH STREET
NEW CASTLE, CO 81647

VAN GORP, EMILY ANN
702 W MAIN STREET
NEW CASTLE, CO 81647

WIGGER, KURT & ELSBETH
292 CASTLE RIDGE DRIVE
NEW CASTLE, CO 81647

MAISON, JOSEPH H & NANCY
15452 HIGHWAY 82
CARBONDALE, CO 81623

BRISTOL, KYLE
116 NORTH 16TH STREET
NEW CASTLE, CO 81647

ALLEN, BENJAMIN R
542 W MAIN STREET
NEW CASTLE, CO 81647

BREIDENBACH, SYLVIA PATRICIA
PO BOX 244
NEW CASTLE, CO 81647-0244



Administration Department
(970) 984-2311
Fax: (970) 984-2716
Email: tnc@glenwood.net

Town of New Castle
P.O. Box 90
450 W. Main Street
New Castle, CO 81647

MEMORANDUM

TO: Town Council

FROM: Planning & Zoning Commission

DATE: January 10, 2001

RE: Application for Special Review Use Permit

| | |
|--------------------|---|
| Purpose: | Vehicle Rental Operation in C-1 Zone District |
| Applicant: | New Castle Garage/James O. & Sheryl A. Shrull |
| Street Address: | 589 W. Main Street, New Castle, Colorado (SE corner of Kamm Ave./Main Street Intersection) |
| Legal Description: | Lots 7 through 10, Block 9, Original Townsite |
| File No.: | 2000-SRU-001 |

On January 10, 2001, the Planning & Zoning Commission held a public hearing on the above application. The Commission recommends approval of the application, subject to the following conditions:

- A. Completion of the following items at Applicant's expense by June 1, 2001:
- (1) Install a screen fence along the east side of the property from the northeast corner of the existing building to the southeast property corner; and
 - (2) Remove and/or relocate some of the abandoned vehicles and generally improve the appearance of the property.
- B. All representations of the Applicant contained in the application, or stated at the public hearing before the Planning and Zoning Commission, shall be considered conditions of approval unless stated otherwise.

**TOWN OF NEW CASTLE
RESOLUTION NO. TC-2001-3**

**A Resolution of the Town Council of the Town of New Castle Granting a
Special Review Use Permit for 589 West Main Street.**

WHEREAS, at a regular meeting of the Town Council of the Town of New Castle on January 16, 2001, the Council reviewed an application from James O. Shrull and Sheryl A. Shrull, doing business as New Castle Garage ("Applicant") for a special review use permit to conduct a vehicle rental operation within the C-1 Commercial zone district on Lots 7, 8, 9 and 10, Block 9, Original Townsite of the Town of New Castle, also known as 589 West Main Street; and

WHEREAS, the New Castle Planning and Zoning Commission held a public hearing on January 10, 2001, on whether to recommend that the Council approve or deny the above-described application for a special review use permit, at which hearing the public and interested persons were given the opportunity to express their opinions regarding the issuance of said special review use permit; and

WHEREAS, on January 10, 2001, the Commission recommended the Council approve the above-described application, subject to certain conditions; and

WHEREAS, the Council, on the basis of substantial competent evidence produced at the public hearing before the Planning and Zoning Commission and at the hearing before the Council on January 16, 2001, has made the following decisions:

1. That the hearings before the Planning and Zoning Commission and the Town Council were extensive and complete, and all pertinent facts, matters and issues were heard at those hearings.
2. For the above stated and other reasons, the proposed use is in the best interest of the health, safety, morals, convenience, order, prosperity and welfare of the citizens of the Town of New Castle.

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

1. The Town Council hereby adopts the foregoing recitals as findings of fact and determinations of the Council.
2. The Town Council approves the application of James O. Shrull and Sheryl A. Shrull, doing business as New Castle Garage, for a special review use permit to conduct a vehicle rental operation within the C-1 Commercial zone district on Lots 7, 8, 9 and 10, Block 9, Original Townsite of the

Town of New Castle, also known as 589 West Main Street, subject to the following conditions:

- A. Completion of the following items at Applicant's expense by June 1, 2001:
 - (1) Install a screen fence from the northeast corner of the existing building to the east property line, then along the east property line to a point adjacent to the southeast corner of the existing building; and
 - (2) Remove and/or relocate some of the abandoned vehicles and generally improve the appearance of the property.
- B. The use shall be conducted entirely within the boundaries of the property.
- C. The use shall meet the Town's performance standards, contained in Ordinance No. 261, Section 15.04.090.
- D. Town water and wastewater utility services shall be adequate to serve the use at the property.
- E. All representations of the Applicant contained in the application, stated at the public hearing before the Planning and Zoning Commission, or stated at the hearing before the Town Council, shall be considered conditions of approval unless stated otherwise.
- F. This special review use permit may not be transferred by the Applicant without prior written approval of the Town Council.
- G. Violation of any of the above conditions shall be cause for revocation of the special review use permit.
- H. This Resolution shall not be effective until and unless the Applicant agrees to all conditions herein by signing below.

THIS RESOLUTION was adopted by the Town Council of the Town of New Castle, Colorado, by a vote of 7 to 0 on January 16, 2001.

TOWN OF NEW CASTLE

Steve Rippy, Mayor

ATTEST:

Lisa H. Cain, Town Clerk

AGREED AND ACCEPTED:

James O. Shrull, doing business as
New Castle Garage

Sheryl A. Shrull, doing business as
New Castle Garage

STATE OF COLORADO)
)
COUNTY OF GARFIELD) ss.

Acknowledged before me this _____ day of _____, 2001, by James O. Shrull,
doing business as New Castle Garage.

WITNESS my hand and official seal. My Commission expires: _____.

Notary Public

STATE OF COLORADO)
)
COUNTY OF GARFIELD) ss.

Acknowledged before me this _____ day of _____, 2001, by Sheryl A. Shrull,
doing business as New Castle Garage.

WITNESS my hand and official seal. My Commission expires: _____.

Notary Public

COMMERCIAL LEASE

This Commercial Lease (the “**Lease**”) is made as of this ____ day of December, 2023, and is entered into by and between Landlord (as defined below) and Tenant (as defined below). In consideration of the payment of the Rent (as defined below); all costs, charges, and expenses which Tenant assumes, agrees, or is obligated to pay to Landlord pursuant to the Lease (the “**Additional Rent**”); and the performance of the promises by Tenant set forth below, Landlord hereby leases to Tenant, and Tenant hereby accepts, the Premises (as defined below), subject to the terms and provisions set forth in the Lease.

PARTIES, PREMISES, AND DEFINED TERMS

1. **Landlord:** Town of New Castle, Colorado, a Colorado home rule municipality (the “**Landlord**”). Landlord’s authorized representative for matters arising this Lease shall be the Town of New Castle Town Administrator (“**Town Administrator**”).

2. **Tenant:** James Shrull (the “**Tenant**”).

3. **Premises:** Landlord is the owner of that certain real property located at 667 W. Main Street, New Castle, Colorado, Assessor Parcel No. 212331300005, the improvements thereon, including a 1,200 square-foot warehouse, and the western forty (40) square feet of Assessor Parcel No. 212331301004 as depicted on Exhibit A, attached hereto and incorporated herein by this reference (the “**Premises**”). Landlord hereby leases the Premises to Tenant according to the terms of this Lease.

4. **Term:** Tenant shall take possession of the Premises and Landlord will lease the Premises to Tenant pursuant to the terms and conditions of this Lease from 12:00 a.m. on the 1st day of January, 2024 (the “**Commencement Date**”), through 11:59 p.m. on the 31st day of December, 2025 (the “**Initial Term**”). Subject to Tenant’s performance of all obligations under the Lease, including, without limitation, payment of Rent and Additional Rent, Tenant shall enjoy quiet possession of the Premises.

5. **Renewal.** Tenant shall have the option to extend the Term pursuant to the terms and conditions contained herein for up to three (3) additional 1-year periods (each a “**Renewal Term**”). Tenant shall provide Landlord with written notice of its intent to renew at least forty-five (45) days before the end of the Initial Term or Renewal Term, as applicable. Upon receipt of said notice, Landlord will review and make a decision to approve or deny, in its reasonable judgment, the extension at the next regularly scheduled Town Council meeting. The option to renew set forth in this Paragraph 5 may only be exercisable by Tenant if (i) no Tenant Default exists at the time the renewal is sought, (ii) Tenant has satisfactorily cleaned up the exterior of 589 W. Main Street, New Castle, and removed all cars, equipment, and personal property therefrom by March 31, 2024, and (iii) no notice of a Tenant Default was provided to Tenant during the Initial or immediately preceding Renewal Term.

6. **Termination.** Landlord and Tenant reserve the right to terminate this Lease with or without cause upon one hundred twenty (120) days’ written notice to the other party. In the event one party elects to terminate the Lease pursuant to the terms of this Paragraph 6, all of the parties’ obligations under this Lease will cease as of the date of termination of the Lease stated in the notice. In no event shall Landlord be liable to Tenant for any damages Tenant may incur as a result of Landlord’s exercising its rights under this Paragraph 6.

7. **Rent:** Rental for the Initial Term and each Renewal Term shall be payable, without notice, in equal installments of ONE THOUSAND and 00/100 Dollars (\$1,000.00) per month (the “**Rent**”) to Landlord on the first day of each calendar month for that month’s rental. Rent for the first month of the Initial Term shall be due on or before November 1, 2023. Unless otherwise provided in the Lease, all payments due under the Lease, including Rent and Additional Rent, shall be mailed or delivered to Landlord at the following address: 450 West Main Street, P.O. Box 90, New Castle, Colorado 81647.

8. **Security Deposit:** Tenant shall provide a security deposit in the amount of \$1,000.00 (“**Security Deposit**”) upon execution of this Lease. Landlord will hold the Security Deposit as security for the return of the Premises at the expiration of the Term or Renewal Term, as applicable, in as good condition as when Tenant entered the Premises, normal wear and tear and approved improvements excepted, as well as the faithful, timely, and complete performance of all other terms, conditions, and covenants of the Lease.

a. **Application of Security Deposit:** The parties agree: (1) that the Security Deposit, or any portion thereof, may be applied to the curing of any Default that may exist, and/or payment of subsequent damages and costs incurred

by Landlord, without prejudice to any other remedy or remedies that the Landlord may have on account thereof, and upon such application Tenant shall pay Landlord on demand the amount so applied, which shall be added to the Security Deposit so it will be restored to its original amount; (2) that should the Premises be conveyed by Landlord, the Security Deposit or any portion thereof may be turned over to Landlord's grantee, and if the Security Deposit is turned over, Tenant agrees to look to such grantee for such application or return; (3) that Landlord shall not be obligated to hold Security Deposit as a separate fund; and (4) that should a Default occur, Landlord may, as an additional remedy, increase the Security Deposit at its sole discretion. The Security Deposit may also be used in the event of termination of the Lease by re-entry, eviction, or otherwise.

b. Return of Security Deposit: If Tenant shall perform all of its respective covenants and agreements in the Lease, the Security Deposit, or the portion thereof not previously applied pursuant to the provisions of the Lease, together with an accounting for any amounts withheld, shall be returned to Tenant without interest, no later than sixty (60) days after the expiration of the Term, or any renewal or extension thereof (or such earlier time if required by applicable law), provided Tenant has vacated the Premises and surrendered possession thereof to Landlord.

9. Use of Premises: The Premises shall only be used for the purposes set forth below in accordance with the applicable terms and conditions and provided that the uses conform with applicable zoning, licensing, and permitting regulations. Tenant shall not, without the prior written consent of Landlord, permit the Premises to be used for any other purposes.

- a. Uhaul business:** Tenant may operate his existing Uhaul business from and on the Premises, which operation includes the outdoor parking and storage of the vehicles listed on Exhibit B, which exhibit is attached hereto and made a part hereof by this reference; the pick-up and drop-off of Tenant's inventory of Uhaul trucks and trailers; and related customer interfacing and office work. No other business shall be operated on the Premises.
- b. Personal Storage:** Tenant may use the Premises for limited indoor and outdoor storage of Tenant's personal items. The personal items that may be stored outdoors on the Premises are expressly limited to those listed on Exhibit B. Any other personal property Tenant desires to store on the Premises must be stored inside the structure located on the Premises. Relatedly, Tenant shall clean up the exterior of Tenant's former property, 589 W. Main Street in New Castle, and remove all of Tenant's cars, equipment, and other personal property therefrom on or before March 31, 2024. No flammable or hazardous substances shall be stored on the Premises, except that gasoline in any of Tenant's motorized equipment shall be permitted.
- c. Personal Workshop.** Tenant may use the Premises as a workshop to perform minor mechanical and other service work on Tenant's Uhaul vehicles and Tenant's personal vehicles and other motorized vessels. Tenant may not perform any mechanical or other service work on the Premises on any motorized vessel not owned by Tenant, regardless of whether Tenant receives compensation for such work. Tenant is expressly prohibited from using the Premises as a mechanic or auto repair shop.
- d. Penalties.** Failure to clean up the exterior of 589 W. Main Street by March 31, 2024, or use of the Premises for any purpose not expressly allowed under this Lease, including, but not limited to, the storage of unauthorized vehicles or other property or the performance of mechanical, service, or other work on vehicles or motorized vessels not owned by Tenant shall constitute a Default. In the event the Town of New Castle Town Administrator or other Town staff members learn of or observe a Default of this Paragraph 9 and its subparts, the Town Administrator may provide written notice to Tenant of the Default, and the parties agree that a monetary penalty in the amount of \$200.00 shall also be due and payable to Landlord, which penalty shall constitute Additional Rent. The imposition and collection of said penalty shall not operate to waive any other rights or remedies of Landlord for such Default or for any other reason and shall be a remedy in addition to, not in lieu of, any other remedy Landlord may have as a result of Tenant's Default.

10. Hours of Operation. Tenant agrees that the primary use of the Premises is that of the operation of Tenant's Uhaul business. Tenant shall maintain and advertise regular hours of operation unless Tenant is prohibited from operating by a court or governmental order. Tenant's hours of operation shall be clearly posted on the exterior of the building on the Premises.

11. Taxes and Utilities: Tenant shall be responsible for paying when due all real property taxes imposed against the Premises during the Initial Term or any Renewal Term. If Tenant fails to pay such taxes Landlord may, but shall not be obligated to, pay the taxes and recover the same from Tenant as Additional Rent. Tenant shall be responsible for paying all utilities needed on the Premise, which include, but are not limited to, electric, gas, water, sewer, phone, cable/satellite T.V.,

internet, refuse disposal, and any other utilities Tenant desires to allow Tenant to use the Premises in compliance with this Lease. Tenant shall put said utilities in its name and pay the utilities directly to the utility provider. In the event Tenant fails to timely pay any of the aforementioned taxes or utility charges, it shall be deemed a Default.

12. Payment of Additional Rent: Additional Rent shall be paid by Tenant to Landlord in monthly installments concurrent with the Rent.

13. Late Payments: If any Rent, Additional Rent, or other payment is received later than 5 days after the date when due, the parties agree that a late fee in the amount of \$200.00 shall also be due and payable, which late fee shall constitute Additional Rent. The addition of such amount and the collection thereof shall not operate to waive any other rights of Landlord for nonpayment of Rent, or for any other reason.

14. Parking: For the Term, Landlord grants to Tenant and its employees and invitees, at no additional charge, a Parking License. The Parking License is a non-exclusive license for the use of all parking spaces upon the Premises (the "Parking License"). The Parking License shall be effective for the Initial Term and any Renewal Term. Tenant may, at its discretion, designate and/or demarcate the parking spaces available to its employees and invitees. Notwithstanding the foregoing, except as provided in Exhibit B, Tenant and its licensees and invitees are prohibited from parking or storing mobile homes, trailers, RVs/ATVs, boats, and broken down motor vehicles on the Premises, except that trailers may be temporarily parked on the Premises for the purpose of delivering and removing inventory.

PREMISES

15. Condition of Premises and Representations: Tenant is familiar with the physical condition of the Premises. Except as may otherwise be provided in the Lease, Landlord makes no representations, or warranties as to the physical condition of the Premises or their suitability for Tenant's intended use. The Premises are rented "as is," in current condition, and all warranties are hereby expressly disclaimed. Landlord makes no representations or warranties as to the suitability of the Premises for Tenant's intended use. Landlord further makes no representations or warranties as to whether Tenant's intended use will necessitate changes or alterations to the Premises in order to comport with local, state, or federal laws and regulations. Such laws and regulations include, but are not limited to: health code regulations, access regulations (including, but not limited to, the Americans with Disabilities Act), and zoning regulations. Tenant understands and agrees that in the event actions, alterations, or improvements are required in order to bring the Premises into compliance with any local, state, or federal laws and regulations because of Tenant's intended use, Tenant shall be solely responsible for any and all associated costs and expenses relative thereto. Tenant further indemnifies and agrees to hold Landlord harmless from any and all claims and liabilities that may arise by virtue of Tenant's use of the Premises in violation of any local, state, or federal laws and regulations.

16. Use of Premises: Tenant, in consideration of the leasing of the Premises, agrees as follows:

a. Use of Premises: To use and occupy the Premises solely as and for the uses specified in Paragraph 9 of the Lease. Landlord's consent to the aforementioned use is not an assurance or warranty that the Premises' attributes are sufficient for Tenant's use. Tenant represents and warrants that it has conducted sufficient due diligence to assure itself that the Premises are suitable for its use, and that such use is permitted by applicable law.

b. Signage: Tenant shall be permitted to erect a sign or signs upon the Premises, provided all signage is in compliance with size and other requirements of Landlord and as may be set forth by applicable ordinances and regulations including, but not limited to, sign and design ordinances.

c. Vacancy: It will be deemed a Default of the Lease if the Premises are left vacant and unoccupied for over thirty (30) days. In addition to other remedies contained in the Lease, the Landlord may, without being obligated to do so, and without terminating the Lease, retake possession of the Premises and relet, or attempt to relet them for such rent and upon such conditions as the Landlord deems best, making such changes and repairs as may be required, giving credit for the amount of rent so received, less all expenses of such changes and repairs. Tenant shall be liable for the balance of the Rent and Additional Rent herein reserved until the expiration of the Term or Renewal Term, as applicable.

d. Legal Compliance: Tenant and its licensees and invitees shall comply with and abide by all federal, state, county, and municipal laws and ordinances in connection with the occupancy and use of the Premises. Such municipal laws and ordinances include the obligation to collect and remit sales tax to the Town of New Castle. Failing to collect and remit sales tax in compliance with the Town of New Castle municipal code will be deemed a Default of this Lease. Tenant

hereby covenants and agrees to use its reasonable efforts to prevent and preclude its employees, guests, invitees, etc. from the engaging in illegal conduct. Tenant and its licensees and invitees shall not use the Premises in any way that may result in an increase of the rate or cost to the Landlord to insure the Property. No hazardous or dangerous activities are permitted upon the Premises.

e. Additional Prohibitions: Neither Tenant nor its subtenants, licensees, volunteers, employees, guests, or invitees shall act in any manner that would interfere with, or be a nuisance to adjacent property owners or that would interfere with other parties' quiet enjoyment of their premises. Said prohibition includes, but is not limited to, loud noises, loud music, noxious or unpleasant odors, and disruptive behavior or actions. Tenant shall not permit any portion of the Premises to be used in a manner that may endanger the person or property of Landlord, co-tenants, or any person living on or near the Premises.

f. Pets and Animals: Domestic pets are permitted upon the Premises.

g. Condition of Premises; Storage/Trash: Tenant shall keep all portions of the Premises in a clean, sightly, safe, sanitary, and habitable condition and shall not allow the Premises to fall into disrepair. Except as otherwise provided in this Lease, Tenant shall store all personal property entirely within the Premises. Tenant shall store all trash and refuse in adequate containers within the Premises, which Tenant shall maintain in a neat and clean condition and so as not to be visible to members of the public in, on, or about the Premises, and so as not to create any health or fire hazard.

h. Hazardous Material Prohibited: Tenant shall not cause or permit any hazardous material to be brought upon, kept or used in, on, or about the Premises by Tenant, its agents, employees, contractors, or invitees. Landlord and Tenant agree that reasonable quantities of oil and other fluids needed for minor repairs to and servicing of Tenant's Uhaul and personal motorized vehicles on the Premises is permitted. If Tenant breaches the obligations stated in this subsection, or if the presence of hazardous material on the Premises caused or permitted by Tenant results in contamination of the Premises, or if contamination of the Premises by hazardous material otherwise occurs for which Tenant is responsible to Landlord for resulting damage, then Tenant shall indemnify, defend, and hold Landlord harmless from any and all resulting claims, judgments, damages, penalties, fines, costs, liabilities, or losses.

i. Quiet Enjoyment: Landlord agrees that upon Tenant's paying the Rent and performing Tenant's obligations under the Lease, Tenant shall peacefully and quietly have, hold, and enjoy the Premises throughout the Term or until the Lease is terminated pursuant to its terms. Landlord shall not be responsible for the acts or omissions of any other tenant or third party that may interfere with Tenant's use and enjoyment of the Premises. In the event of any transfer or transfers of Landlord's interest in the Premises, other than a transfer for security purposes only, the Landlord shall be automatically relieved of any and all obligations and liabilities accruing from and after the date of such transfer.

17. Subletting or Assignment: Tenant shall not sublet the Premises or any part thereof, nor assign the Lease or any interest therein, without the prior written consent of Landlord. Such consent shall be at the sole discretion of Landlord. As a condition of assignment or sublease, Landlord may require the continued liability of Tenant or a separate personal guaranty by Tenant or its principal. In the event an assignment or sublease is permitted, all payments from assignee or sublessee shall be made directly by said party to Landlord, and not through Tenant.

18. Surrender of Premises: Tenant will return the Premises to Landlord at the expiration of the Term in as good order and repair as when Tenant took possession, less by casualty, normal wear and tear, and approved improvements excepted. Any deterioration or damage caused by accident, abuse, carelessness, or negligence shall not be considered normal wear and tear. In the event that Tenant fails to redeliver the Premises in appropriate condition, Landlord may restore the Premises to appropriate condition, including repair, replacement, and cleaning. The cost of any work necessitated shall be deducted from the Security Deposit; if the Security Deposit is insufficient to cover work performed, Tenant shall be obliged to pay the additional balance.

19. Removal of Fixtures/Redelivery: Tenant shall remove, at the termination of the Lease, provided Tenant is not in Default, Tenant's moveable trade fixtures and other items of personal property including, but not limited to, Tenant's car lift, that are not permanently affixed to the Premises. Tenant shall remove the alterations and additions and signs made by Tenant as Landlord may request and repair any damage caused by such removal. Tenant shall peaceably yield up the Premises, all alterations and additions thereto (except such as Landlord has requested Tenant to remove), and all fixtures, furnishings, floor coverings, and equipment that are permanently affixed to the Premises, which shall thereupon become the property of the

Landlord. Any personal property of Tenant not removed within five (5) days following such termination shall, at Landlord's option, become the property of Landlord.

REPAIRS AND MAINTENANCE

20. Repairs and Maintenance of the Premises: The Landlord shall maintain the foundation, exterior walls, and roof of the improvements located on the Premises in good repair. In the even the Premises' existing heater fails and requires total replacement during the Term or any Renewal Term, Landlord shall be responsible for such replacement. The Tenant agrees to keep all other improvements (including plate glass and other windows, window frames, and doors) upon the Premises repaired and maintained in good order as described in the Lease. The Tenant shall properly irrigate and care for all trees, shrubbery, and lawn, and the Tenant shall keep all driveways, sidewalks, and parking areas on the Premises free and clear of ice and snow.

21. Tenant Improvements.

- a. Required Improvements: As additional consideration for this Lease, Tenant agrees to make the following improvements to the Premises (the "**Required Work**") at Tenant's cost and expense.
- i. Removal of patio doors in existing overhead door area of the structure and replacement of the same with the original overhead door, plus any repairs of the original overhead door that may be necessary. The original overhead door will remain the property of Landlord upon reinstallation and remain on the Premises after expiration or termination of the Lease.
 - ii. Installation of a second overhead door in the location of the structure previously framed for this purpose. The location of the second overhead door and the overhead door itself shall be approved by the Town Administrator prior to installation. The new overhead door will become the property of Landlord upon installation and remain on the Premises after expiration or termination of the Lease.
- b. Optional Improvements: Tenant may, at Tenant's option and sole cost and expense:
- i. Install a car lift inside the structure on the Premises. Said car lift will remain the sole property of Tenant, shall be removed after the expiration or termination of this Leases, and Tenant shall repair any damaged caused to the Premises by the installation and/or removal thereof.
 - ii. Install an antique "Standard Oil" decorative sign above overhead doors and/or an antique, decorative gas pump in front of the structure on the Premises. Said items will remain the sole property of Tenant, shall be removed after the expiration or termination of this Leases, and Tenant shall repair any damaged caused to the Premises by the installation and/or removal thereof.
 - iii. Make additional changes to the interior of the building located on the Premises to make the Premises suitable for Tenant's intended use as stated in Paragraph 9 of this Lease. Such work may include, but is not limited to, electrical wiring, HVAC, plumbing, framing, drywall, flooring, finish work, telephone systems, wiring, and other fixtures necessary to finish the Premises to a condition suitable for Tenant's use ("**Optional Work**"). The details of such work shall be specified and agreed to between the parties in a separate document appended to this Lease and which shall constitute a part of this Lease ("**Work Letter**"). Tenant's Work Letter may, if deemed necessary by the Town Administrator, require approval by the New Castle Town Council at a public meeting.

22. Improvements/Prior Landlord Consent: Tenant agrees to submit to the Town Administrator complete plans and specifications, including engineering, mechanical, and electrical work, if any, covering any and all Required Improvements and Optional Work (collectively, "**Tenant Work**") and any subsequent improvements or alterations of the Premises desired by Tenant. The plans and specifications shall be in such detail as the Town Administrator may require, and in compliance with all applicable statutes, ordinances, regulations, and codes. Tenant shall not commence any Tenant Work or any other improvements or alterations of Premises until the Town Administrator has approved Tenant's plans for the same and Tenant has obtained any necessary permits or approvals from the Town of New Castle. Moreover, if Tenant desires to paint the outside of the building located on the Premises, the Town Council must approve the paint color in advance.

23. Landlord's Limited Responsibility: Landlord shall be responsible for: (i) during the Term of the Lease, any repairs, replacements, or maintenance of the foundation, exterior walls, and roof of the improvements located on the Premises, provided that the need for the same are not caused by Tenant; (ii) at the end of this Lease, any repairs, replacements,

restorations, or maintenance that have been necessitated by reason of ordinary wear and tear, and (iii) any repairs, replacements, restorations, or maintenance that have been necessitated by sudden natural forces, or acts of God, or by fire not caused by Tenant. The cost of any maintenance, repairs, or replacements necessitated by the act, neglect, misuse, or abuse of Tenant, its agents, employees, customers, licensees, invitees, or contractors shall be paid by Tenant to Landlord promptly upon billing. Landlord shall use reasonable efforts to cause any necessary repairs to be made promptly; provided, however, that Landlord shall have no liability whatsoever for any delays in causing such repairs to be made, including, without limitation, any liability for injury to or loss of Tenant's business, nor shall any delays entitle Tenant to any abatement of Rent or Additional Rent or damages, or be deemed an eviction of Tenant in whole or in part. In the event any repair that is the responsibility of Landlord becomes necessary, Tenant shall notify Landlord as soon as possible, and allow reasonable time for the work to be completed. Tenant shall not perform or contract with third parties to perform any such repairs upon the Premises or structure thereon. Any unauthorized work performed or contracted for by Tenant will be at the sole expense of Tenant.

24. Tenant's Duty to Repair: Except for the repair and maintenance responsibilities designated to Landlord, Tenant shall, at Tenant's sole cost and expense, maintain the Premises, including, but not limited to, the plumbing, exterior plate glass and other windows, window frames, electric wiring, HVAC equipment, fixtures, appliances, and interior walls, doorways, and appurtenances belonging thereto installed for the use or used in connection with the Premises (the "**Tenant Repairs**"). Tenant shall, at Tenant's own expense, make as and when needed all Tenant Repairs to the Premises and to all such equipment, fixtures, appliances, and appurtenances necessary to keep the same in good order and condition. Tenant Repairs shall include all replacements, renewals, alterations, and betterments. All Tenant Repairs shall be equal or better in quality and class to the original work. In the event Tenant fails to complete Tenant Repairs, Landlord may obtain them and bill Tenant for such work as Additional Rent.

25. Tenant Work and Repairs/Compliance with Codes: Tenant shall procure all necessary permits before undertaking any Tenant Work or Tenant Repairs. Tenant shall perform all Tenant Work or Tenant Repairs in a good and workmanlike manner. Tenant shall use materials of good quality. Tenant shall comply with all laws, ordinances, and regulations, including, but not limited to, building, health, fire, and safety codes. Tenant hereby agrees to hold Landlord and Landlord's elected officials, appointed officials, employees, and agents harmless and indemnified from all injury (including injury to property or person, including death), loss, claims, or damage to any person or property (including the cost for defending against the foregoing) occasioned by, or arising out of any Tenant Work or Tenant Repairs.

26. Mechanic's Liens. Tenant shall promptly pay when due the entire cost of any Tenant Work or Tenant Repairs on the Premises undertaken by Tenant, so that the Premises shall at all times be free of liens for labor and materials. Tenant hereby agrees to indemnify, defend, and hold Landlord harmless of and from all liability, loss, damages, costs, or expenses, including reasonable attorneys' fees, incurred in connection with any claims of any nature whatsoever for work performed for, or materials, or supplies furnished to Tenant, including lien claims of laborers, materialmen, or others. Should any such liens be filed or recorded against the Premises or the Improvements with respect to work done for, or materials supplied to, or on behalf of, Tenant, or should any action affecting the title thereto be commenced, Tenant shall cause such liens to be released of record within five (5) days after notice thereof. If Tenant desires to contest any such claim of lien, Tenant shall nonetheless cause such lien to be released of record by the posting of adequate security with a court of competent jurisdiction as may be provided by Colorado's mechanic's lien statutes. If Tenant shall be in default in paying any charge for which such mechanic's lien or suit to foreclose such lien has been recorded or filed and shall not have caused the lien to be released as aforesaid, Landlord may (but without being required to do so) pay such lien or claim and any associated costs, and the amount so paid, together with reasonable attorneys' fees incurred in connection therewith, shall be immediately due from Tenant to Landlord as Additional Rent. Landlord shall have the right to post and keep posted on the Premises until any Tenant Work or other alterations, additions, improvements, or repairs are completed any notices permitted or required by law which Landlord shall deem proper for the protection of Landlord, the Premises, or any party having an interest therein, from mechanic's liens, and Tenant shall assist as requested in maintaining such postings.

27. Keys/Locks: Tenant shall not place any additional locks upon the Premises, including, but not limited to, exterior, interior, and overhead doors. Tenant shall not cause any of the locks or cylinders therein to be changed or re-keyed without the prior consent of Landlord and provided that Tenant provides a key for any re-keyed lock to Landlord.

28. Waste/Rubbish Removal: Tenant shall not lay waste to the Premises. Tenant shall not perform any action or practice that may injure the Premises. Tenant shall keep the Premises and the property surrounding the Premises free and clear of all debris, garbage, and rubbish. Unless otherwise provided for in the Lease, Tenant shall be responsible for contracting for and paying for trash and debris removal required by Tenant's use of the Premises.

DEFAULT, NOTICE AND REMEDIES

29. Default: If Tenant is in arrears in the payment of any installment of Rent, any Additional Rent, or any portion thereof, or is in violation of any other covenants or agreements set forth in the Lease (a “**Default**”) and the Default remains uncorrected for a period of three (3) days after Landlord has given written notice thereof pursuant to applicable law, then Landlord may, at Landlord’s option, undertake any of the following remedies without limitation: (a) declare the Term of the Lease ended; (b) terminate Tenant’s right to possession of the Premises and reenter and repossess the Premises pursuant to applicable provisions of the Colorado Forcible Entry and Unlawful Detainer statute; (c) recover all present and future damages, costs, and other relief to which Landlord is entitled; (d) pursue Landlord’s lien remedies; (e) pursue breach of contract remedies; and (f) pursue any and all remedies available in law or equity or under this Lease. In the event possession is terminated by reason of a Default prior to expiration of the Term, Tenant shall remain responsible for the Rent and Additional Rent, subject to Landlord’s duty to mitigate such damages. Pursuant to C.R.S. §§ 13-40-104(d.5) and (e.5), and 13-40-107.5, hereby incorporated by reference, in the event repeated or substantial Defaults(s) under the Lease occur, Landlord may terminate Tenant’s possession upon a written Notice to Quit, without a right to cure. Upon such termination, Landlord shall have available any and all of the remedies listed above.

30. Abandonment: In the event of an abandonment of the Premises, Landlord may, without being obligated to do so and without terminating the Lease, retake possession of the Premises and exercise any of the remedies contained in Paragraph 31 below.

31. Re-Entry: In the event of re-entry by Landlord as a result of abandonment or a Default by Tenant:

a. Tenant shall be liable for damages to Landlord for all loss sustained, including, without limitation, the balance of the Rent and Additional Rent, court costs, and reasonable attorneys’ fees;

b. Tenant’s personal property and the personal property of any guest, invitee, licensee, or occupant may be removed from the Premises and left on the street or alley, or, at Landlord’s option, it may be removed and stored, or disposed of at Landlord’s sole discretion. Landlord shall not be deemed a bailee of the property removed and Landlord shall not be held liable for the property. Tenant shall indemnify Landlord for any expense in defending against any claim by Tenant or third party and for any legal expense, cost, fine, or judgment awarded to a third-party as a result of Landlord’s action under the term of the Lease;

c. Landlord may attempt to relet the Premises for such rent and under such terms as Landlord believes appropriate;

d. Landlord may enter the Premises, clean and make repairs, and charge Tenant accordingly;

e. Any money received by Landlord from Tenant shall be applied first to Rent, Additional Rent, and other payments due; and

f. Tenant shall surrender all keys and peacefully surrender and deliver up possession of the Premises.

32. No Offset. No assent, express or implied, to any Default of any one or more of the agreements hereof shall be deemed or taken to be a waiver of any succeeding or other Default. The covenants set forth in the Lease are independent. Tenant shall have no right to withhold or set off any Rent due Landlord.

INSURANCE AND INDEMNIFICATION

33. Negligent Damages: Tenant shall be responsible for and reimburse Landlord for any and all damages to the Premises and persons and property therein caused by the negligent, grossly negligent, reckless, or intentional acts of itself, its employees, agents, invitees, licensees, or contractors.

34. Insurance: Tenant shall maintain the following types of insurance:

a. Public liability and commercial liability insurance insuring Landlord and Landlord’s agents, as their interest may appear, against all claims, demands, or actions for injury to or death with minimum combined single limits of at least the amounts set forth in C.R.S. §24-10-114 in effect during the Term of this Lease. The policy shall be applicable to the Premises and all associated operations and shall include coverage for bodily injury, broad form property damage, personal

injury (including coverage for contractual and employee acts), and blanket contractual damages in amount of not less than one million dollars (\$1,000,000) arising out of any one occurrence, made by, or on behalf of any person, firm, or corporation, arising from, related to, or connected with the conduct and operation of Tenant's business, including, but not limited to, special events on the Premises;

b. Renter's insurance in an amount adequate to cover any damage to the Premises and Tenant's personal property therein in connection with Tenant's use thereof under the terms of this Lease; and

c. Any additional insurance required by law, including workers' compensation insurance, or that Tenant deems necessary to cover its trade fixtures, equipment, and other personal property located on the Premises.

35. Insurance Requirements: All of Tenant's insurance related to the Premises shall be in the form and from responsible and well-rated companies, shall name Landlord as an additional insured thereunder, and shall provide that the insurance will not be subject to cancellation, termination, or change except after at least thirty (30) days prior written notice to Landlord. The policies or duly executed certificates for such insurance shall be provided to Landlord prior to commencement of Term and upon request of Landlord.

36. Liability Indemnification. Tenant shall hold Landlord, Landlord's elected officials, officers, employees, and agents, and their respective successors and assigns, harmless and indemnified from all injury (including injury to property or persons, including death), loss, claims, or damage to any person or property while on the Premises or arising in any way out of Tenant's business, which is occasioned by a negligent, intentional, or reckless act, or omission of Tenant, its employees, agents, invitees, licensees, or contractors.

37. Waiver of Liability: Landlord and Landlord's elected officials, officers, agents, and employees shall not be liable for, and Tenant waives all claims for, damage to property sustained by Tenant, employees, agents or contractors, or any other person claiming through Tenant, resulting from any accident in or upon the Premises of which they shall be a part, including, but not limited to, claims for damage resulting from: (1) any equipment or appurtenances becoming out of repair; (2) Landlord's failure to keep the Premises in repair; (3) injury done or occasioned by wind, water, or other act of God; (4) any defect in, or failure of, plumbing, heating, or air-conditioning equipment, electric wiring, or installation thereof, gas, water and steam pipes, stairs, porches, railings, or walks; (5) broken glass; (6) the backing-up of any sewer pipe, or downspout; (7) the bursting, leaking, or running of any tank, tub, sink, sprinkler system, water closet, waste pipe, drain, or any other pipe or tank in, upon, or about the Premises; (8) the escape of steam, or hot water; (9) water, snow, or ice being upon, or coming through the roof, skylight, doors, stairs, walks, or any other place upon, or near the Premises, or otherwise; (10) the falling of any fixtures, plaster, or stucco; (11) fire or other casualty; and (12) any act, omission, or negligence of co-Tenants, or of other persons or occupants of the Premises, or of adjoining or contiguous buildings, or of adjacent or contiguous property.

38. Third-Party Liability: Landlord shall not be liable to Tenant for any damage by or from any act or negligence of any occupant, licensee, or invitee of or to the Premises, or by any owner or occupant of adjoining or contiguous property. Landlord shall not be liable for any injury or damage to persons or property resulting in whole or in part from the criminal activities of others. To the extent not covered by normal fire and extended coverage insurance, Tenant agrees to pay for all damage to the Premises.

39. Landlord Insurance: Property insurance may be procured by Landlord in its sole discretion. All awards and payments thereunder shall be the property of the Landlord, and Tenant shall have no interest in the same.

40. Indemnification Fees and Costs: In case any claim, demand, action, or proceeding is made or brought against Landlord, its elected officials, officers, agents, or employees, by reason of any obligation on Tenant's part to be performed under the terms of the Lease or arising from any act of negligence of Tenant or its agents or employees, or which gives rise to Tenant's obligation to indemnify Landlord, Tenant shall be responsible for all costs and expenses, including, but not limited to, reasonable attorneys' fees incurred in defending or prosecution of the same, as applicable.

41. Colorado Governmental Immunity Act. The parties hereto understand and agree that Landlord is relying on and does not waive or intend to waive by any provision of this Lease the monetary limits or any other rights, immunities, and protections provided by the Colorado Governmental Immunities Act, C.R.S. §§ 24-10-101, *et seq.*, as from time to time amended, or otherwise available to Landlord, its elected officials, officers, or employees.

OTHER PROVISIONS

42. Destruction of Premises: Landlord's and Tenant's duties and responsibilities are as follows when destruction of the Premises occurs:

a. Partial Destruction of the Premises: In case of partial destruction of the Premises by fire, or other casualty, Landlord at its discretion may repair the Premises with reasonable dispatch after notice of said partial destruction. Tenant shall remain responsible for payment of Rent. Subparagraph (c) of this Paragraph shall apply if Landlord determines that the partial destruction will not be repaired.

b. Premises Untenable: If the Premises are made totally untenable by fire, the elements, or other casualty, or if the building in which the Premises are located is partially destroyed to the point where Landlord, within a reasonable time, decides not to rebuild, or repair, then Subparagraph (c) of this Paragraph shall apply.

c. Termination of Term: Tenant agrees that if Landlord decides not to repair or rebuild the Premises where the destruction has occurred as described in Subparagraphs (a) and (b) of this Paragraph, the Term hereby granted by the Lease shall cease and the Rent and Additional Rent shall be prorated and payable up to the time of the cessation of the Term. A refund will be given for the balance of any Rent paid in advance for which Tenant did not have use of the Premises due to the cessation of the Term under the conditions of this Paragraph. Tenant shall not hold Landlord liable for any damages as a result of any of the acts or events described in this subparagraph.

43. Holdover: Tenant shall vacate the Premises and remove all of Tenant's personal property from the Premises prior to 11:59 p.m. on the date the Initial Term or Renewal Term, as applicable, expires. If Tenant does not vacate the Premises as provided in the immediately preceding sentence, Landlord may immediately commence eviction proceedings at its sole discretion. If, after the expiration of the Lease, Tenant shall remain in possession of the Premises with Landlord's knowledge and consent and continue to pay Rent without a written agreement as to such possession, then such tenancy shall be regarded as a month-to-month tenancy, at a monthly rental, payable in advance, equivalent to the last month's Rent paid under the Lease, and subject to all the terms and conditions of the Lease.

44. Entry by Landlord: Landlord may enter the Premises at reasonable hours for reasonable purposes (such as repairs, inspections, or re-letting to prospective new tenants), upon reasonable notice to Tenant. Landlord may also enter the Premises in the event of emergency, without notice, or in the event of vacancy of the Premises.

45. Guarantor: In the event the Lease is guaranteed, the person(s) guaranteeing the Lease ("Guarantor") hereby absolutely guarantees Tenant's obligations and performance under the Lease. Guarantor further agrees to be bound by the same covenants and conditions of the Lease and hereby makes the same warranties and representations as Tenant hereunder. If Tenant defaults in the performance of its obligations under the Lease, Guarantor will perform said obligations.

46. Notices: All notices required to be sent under the Lease shall be in writing and either: (i) delivered as provided by applicable law, including, *inter alia*, § 13-40-101, C.R.S., *et seq.*, [Colorado Forcible Entry and Unlawful Detainer statute]; (ii) personally delivered, with proper proof of service; or (iii) sent via U.S. first class mail, postage prepaid. All notices required to be sent to Landlord shall be sent or delivered to the address where the Rent is to be paid, and all notices required to be sent to Tenant shall be sent or delivered to the Premises, unless otherwise specified in the Lease. Notwithstanding the foregoing, all notices involving or concerning § 13-40-101, C.R.S., *et seq.* shall be delivered as provided by statute.

47. Attorneys' Fees: In the event Tenant or Landlord fails to perform any of its obligations under the Lease, or in the event a dispute arises concerning the meaning or interpretation of any provision of the Lease, the defaulting party, or the party not prevailing in such dispute, as the case may be, shall pay any and all costs and expenses incurred by the other party in enforcing or establishing its rights hereunder, including, without limitation, court costs and reasonable attorneys' fees.

48. Governing Law: The Lease shall be governed by and construed in accordance with the laws of the State of Colorado. Venue shall be proper in the county where the Premises are located.

49. Amendments and Termination: Unless otherwise provided in the Lease, the Lease may be amended, modified, or terminated only by a written instrument executed by Landlord and Tenant.

50. Waivers: No right under the Lease may be waived except by written instrument executed by the party who is waiving such right. No waiver of any breach of any provision contained in the Lease shall be deemed a waiver of any preceding or succeeding breach of that provision, or of any other provision contained in the Lease. No extension of time for performance of any obligations or acts shall be deemed an extension of the time for performance of any other obligations or acts.

51. Heirs, Assigns, Successors: The Lease is binding and inures to the benefit of the heirs, assigns, and successors in interest to the parties, subject to the restrictions on assignment in Paragraph 17.

52. Time of the Essence: Time is of the essence of the Lease, and each and all of its provisions.

53. No Reservation of Option: Submission of this instrument for examination or signature by Tenant does not constitute a reservation of or option for lease, and is not effective as a lease or otherwise until approved at a public meeting by the New Castle Town Council and executed and delivered by both Landlord and Tenant.

54. Corporate Authorization: Each individual executing the Lease on behalf of Tenant and Landlord represents and warrants that he or she is duly authorized to execute and deliver the Lease on behalf of the party for whom he or she signs this Lease and that the Lease is binding upon the party in accordance with its terms.

55. Severability: If any term, covenant, condition, or provision of the Lease, or the application thereof to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remainder of the Lease, or the application of such term, or provision to persons, or circumstances other than those to which it is held invalid, or unenforceable, shall not be affected thereby, and each provision of the Lease shall be valid and shall be enforced to the fullest extent permitted by law.

56. Compliance with TABOR. No provision of this Agreement shall be construed or interpreted: i) to directly or indirectly obligate City to make any payment in any year in excess of amounts appropriated for such year; ii) as creating a debt or multiple fiscal year direct or indirect debt or other financial obligation whatsoever within the meaning of Article X, Section 6 or Article X, Section 20 of the Colorado Constitution or any other constitutional or statutory limitation or provision; or iii) as a donation or grant by City to or in aid of any person, company or corporation under applicable law.

57. Lead-Based Paint Disclosure Rule: Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, landlords must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Tenant must also receive a federally approved pamphlet on lead poisoning prevention. In the event the Premises were constructed before 1978, Landlord shall comply with the Lead-Based Paint Disclosure, 42 U.S.C. § 4852d.

58. ADA Compliance: Tenant shall not cause or permit any violation of the Americans with Disabilities Act (the "ADA") to occur on, or about the Premises by Tenant, its agents, employees, contractors or invitees. Tenant shall indemnify, defend and hold Landlord harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities, or losses (including, without limitation, diminution in value of the Premises, damages for the loss or restriction of use of rentable or usable space, damages arising from any adverse impact on marketing of space, and sums paid in settlement of claims, attorneys' fees, consultation fees and expert fees) that arise during or after the Term as a result of such violation. This indemnification of Landlord by Tenant includes, without limitation, costs incurred in connection with any investigation of site conditions or any remedial work required by any federal, state, or local governmental agency or political subdivision because of any ADA violation present on or about the Premises. Tenant shall be permitted to make such alterations to the Premises as may be necessary to comply with the ADA, at Tenant's sole expense and upon the prior written consent of Landlord. Without limiting the foregoing, if the presence of any ADA violation on the Premises caused or permitted by Tenant results in remedial work on the Premises, Tenant shall promptly take all actions at its sole expense as are required by any authority to comply with the ADA; provided that Landlord's consent to such actions shall first be obtained, which shall not be reasonably withheld.

59. Additional Provisions: In the event that there are any additional agreements between the parties or provisions with respect to the Premises, an Addendum may be attached to the Lease, which shall be incorporated by this reference as a part of the Lease.

THE PARTIES SHOULD INITIAL EACH PAGE OF THE LEASE AND SIGN BELOW. EACH PARTY SHOULD RECEIVE A SIGNED COPY OF THE LEASE AND ANY ADDENDA.

TENANT:

James Shrull

Date: _____

LANDLORD:

TOWN OF NEW CASTLE, COLORADO, a
Colorado home rule municipality

Art Riddile, Mayor

ATTEST:

Mindy Andis, Town Clerk

Date: _____

EXHIBIT A
Depiction of Premises



EXHIBIT B

1. Permitted Uhaul Vehicles

- a. One (1) permanent 26-foot box truck
- b. One (1) 6' x 12' enclosed trailer
- c. One (1) 5' x 8' enclosed trailer
- d. One (1) 6' x 12' open bed trailer
- e. Additional Uhaul trucks and trailers as may be dropped off by customers in the ordinary course of business

2. Permitted Personal Outdoor Storage

- a. One (1) 20-foot enclosed red trailer
- b. One (1) 18-foot car carrier trailer
- c. One (1) Snow Cone vender trailer to be removed no later than March 31, 2024
- d. One (1) 8' x 10' storage shed to be located only behind the building on the Premises such that it is not visible from Main Street
- e. Up to two (2) working personal vehicles



Town Administrator's Budget Message for 2024

December 5, 2023

To the Honorable Mayor Art Riddile, Town Council and New Castle Residents,

For the past several months, the Town Council and Town Staff have worked to review actual revenues and expenses for the fiscal year 2023. We have worked to understand trends in revenues and expenses that may influence future budget projections. We have contemplated short-term needs, long-term needs, and emergency reserve balances. Following the Town Council's input and recommendations staff is pleased to present the budget for the fiscal year 2024.

Historical Perspective

As a Chartered Home Rule Town, which was originally incorporated in 1888, New Castle is governed by a Mayor and a six member Town Council. The Town Council is empowered to annually adopt and administer a budget in order to finance the government services listed below. The budget is organized on the basis of three types of funds which are:

Proprietary funds which include the Town's *Utility Fund* (Enterprise Fund). The purpose of this fund is to account for operations that are financed and operated in a manner similar to a private business enterprise. The intent of the New Castle *Utility Fund* is that the costs and expenses of providing goods or services to the general public on a continued basis will be financed or recovered primarily through user charges. The *Utility Fund* includes services such as water, sewer, and trash services which are billed directly to the user on a monthly basis.

Fiduciary funds which include the Town's Trust Funds and consist of the *Conservation Trust Fund* and the *Cemetery Trust Fund*. These funds account for assets held by the Town in a trustee capacity. The *Conservation Trust Fund* is funded by lottery proceeds and is designated for parks and recreational uses. The *Cemetery Fund* is funded by the proceeds of Cemetery Plot sales. This fund is used for the maintenance and operation of Highland Cemetery.

Governmental funds types which include New Castle's *General Fund*. The purpose of the General Fund is to account for all financial resources which are not accounted for in the Fiduciary and Proprietary Funds. These financial resources service the Town's obligations in areas of Public Safety, Streets, Maintenance, Economic Development, Health and Welfare, Parks and Recreation, Town Maintenance, Building and Planning, Finance, Municipal Court, Town sponsored events, Town Clerk and Recording, and Town Administration.

Message

While significant inflation, climbing mortgage rates, labor shortages, rising housing costs and other negative economic factors persisted during 2023, New Castle managed to stay on course and largely meet or exceeded our 2023 budget goals. As with fiscal year 2022, New Castle continued to work hard to fill staff positions that

had been vacated due to retirements and natural staffing attrition. Despite an expressed interest in building, developers continued at a slower pace than anticipated due to rising costs and shortages of skilled labor. Town owned capital projects remained largely on track with welcomed assistance from partial grant funding, and the ability to cut costs by self-performing large segments of capital projects. Community engagement remained strong in 2023 as the Town was joined by partners, sponsors, and volunteers to provide recreational activities, town events, arts and enrichment programs, and growing numbers of outdoor activities and amenities.

In the General Fund, the 2024 Budget continues to improve the Town's unassigned reserve position by increasing reserves to \$2,490,994 which represents approximately six months of reserve funds. The 2024 Budget also continues to support long term capital projects by increasing the Long-Term Capital Reserves from \$400,000 to \$600,000.

Sales tax revenues remained strong in 2023 but forecasts are now showing signs of flattening when compared to the strong increases of 2021 and 2022. The 2024 Budget continues to forecast an increase in sales tax revenues over that of 2023, with a projected 4% increase over 2023 sales tax revenues. Mineral Lease Distribution and Severance Tax revenues for 2023 were significantly stronger than expected but remain difficult to forecast, projections for 2024 will remain somewhat lower than the actual revenue for 2023. Tobacco Tax revenues which began in 2021 have been decreasing slowly since 2022. The 2024 budget estimates \$342,000 in Tobacco Tax Revenues compared to a projected \$360,000 in 2023.

The 2024 budget continues to account for increased spending for capital projects. Street maintenance in 2024 will see a budget increase from \$240,000 to \$300,000 for items such as paving, chip seal and crack seal. The Town will be working with CDOT as they plan to install a roundabout at the intersection of Rt. 6 and Castle Valley Boulevard. Capital improvement projects remain a priority for the Town Council and the town remains committed to seeking grant funding assistance for these capital projects when possible.

Overall, new home construction in New Castle remained slow in 2023 with an estimated total of 6 to 8 new home permits issued. Despite the relatively light construction activity, New Castle forecasts that increased property values will result in an overall gain of approximately \$176,000 in Property Tax Revenues for 2024.

In the Utility Fund, the Town has worked to keep expenses under control, but rising inflation over the past few years has now threatened to surpass revenue levels. While the 2024 Utility Fund Budget currently shows a small surplus, Town Staff and Town Council anticipate that future rate increases may be needed to keep up with the rising costs of goods and services. Utility Fund projects for 2024 include the rebuilding of a Digester Blower Facility to update equipment, increase efficiency, and lower operational costs. Also planned for 2024 are improvements to the Town's Raw Water Distribution System which will help increase operational efficiency, reduce water loss, and help preserve valuable domestic water resources.

Looking Forward

Current indications are that New Castle will continue to experience light to moderate growth of residential housing in 2024. In early 2023 the Town Council approved development in Lakota which over the next five to ten years is expected to yield up to 185 new housing units along with approximately 60,000 S.F. of mixed commercial use. Additionally in 2024, residential developers are expected to seek Town approval for added housing units in Castle Valley Ranch. Completion targets for these projects are yet to be determined. While continued growth is always a possibility, the town remains committed to retaining the charm, character, and livability that has always made New Castle an amazing place to call home.

Other projects include the partnering with Garfield County to install a High-Speed Broadband Distribution Facility, which will act as a central location from which Internet Service Providers will be able to provide competitively priced high-speed internet options for town and county residents.

Conclusion

During the past few years New Castle has experienced high inflation, swiftly rising housing costs, labor shortages, high construction costs, rising operational costs, and other challenges that were not in place prior to the COVID pandemic. Despite these challenges, New Castle has been able to maintain or in some cases expand on its' services and commitment to the community. New Castle remains committed to being fiscally responsible, forward-thinking, and protective of our strong community values. We understand why residents choose to call New Castle their home and stand determined to manage the town's finances and resources in the best interest of those that we serve.

**TOWN OF NEW CASTLE
RESOLUTION NO. TC-2023-11**

A Resolution of the Town Council of the Town of New Castle Adopting a Budget for the Town of New Castle, Colorado, for the Fiscal Year Beginning on January 1, 2024 and Ending on December 31, 2024, Appropriating the Amounts Specified in the Budget as Expenditures from the Funds Indicated, Levying the Property Tax Proposed in the Budget, and Reserving and Designating Certain Amounts in Each Fund.

WHEREAS, pursuant to the Home Rule Charter of the Town of New Castle, on October 3, 2023, the Town Administrator and the Town Treasurer submitted to the Town Council a proposed budget for the fiscal year beginning on January 1, 2024 and ending on December 31, 2024; and

WHEREAS, on December 5, 2023, the Council held a public hearing on the proposed budget, after publication in accordance with the Charter of notice of such public hearing and notice that the proposed budget was on file for public inspection in the office of the Town Clerk; and

WHEREAS, after the public hearing, the Council gave due consideration to the input of the public and any issues raised at the hearing; and

WHEREAS, the Council desires to adopt the budget, as amended in accordance with discussion at the public hearing; and

WHEREAS, the Charter provides that adoption of the budget by the Council shall constitute appropriations of the amounts specified in the budget as expenditures from the funds indicated and shall constitute a levy of the property tax proposed in the budget; and

WHEREAS, the Council desires to reserve and designate funds as required by law and for other beneficial purposes.

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

1. The Town Council adopts the above recitals as findings of fact and determinations of the Town Council.
2. The Council estimates the following amounts as revenues and expenditures for each Town fund for the fiscal year beginning January 1, 2024 and ending December 31, 2024:

GENERAL FUND**Revenues**

| | |
|------------------------------------|--------------------|
| From the general property tax levy | \$679,710 |
| From other sources | <u>\$4,838,609</u> |

| | |
|-----------------------------|-------------|
| Total General Fund Revenues | \$5,518,319 |
|-----------------------------|-------------|

| | |
|---------------------------------|-------------|
| Total General Fund Expenditures | \$5,506,259 |
|---------------------------------|-------------|

UTILITY FUND**Revenues**

| | |
|--------------------------------------|--------------------|
| From reserved and designated amounts | \$ -0- |
| From other sources | <u>\$4,708,273</u> |

| | |
|-----------------------------|--------------------|
| Total Utility Fund Revenues | <u>\$4,708,273</u> |
|-----------------------------|--------------------|

| | |
|---------------------------------|-------------|
| Total Utility Fund Expenditures | \$4,672,730 |
|---------------------------------|-------------|

CONSERVATION TRUST FUND**Revenues**

| | |
|--------------------------------------|-----------------|
| From reserved and designated amounts | \$ -0- |
| From other sources | <u>\$65,819</u> |

| | |
|--|-----------------|
| Total Conservation Trust Fund Revenues | <u>\$65,819</u> |
|--|-----------------|

| | |
|--|----------|
| Total Conservation Trust Fund Expenditures | \$10,000 |
|--|----------|

CEMETERY FUND**Revenues**

| | |
|--------------------------|-----------------|
| From Reserved/Designated | \$ -0- |
| From other sources | <u>\$12,600</u> |

| | |
|------------------------------|-----------------|
| Total Cemetery Fund Revenues | <u>\$12,600</u> |
|------------------------------|-----------------|

| | |
|----------------------------------|----------|
| Total Cemetery Fund Expenditures | \$12,500 |
|----------------------------------|----------|

3. The Council approves and adopts the budget as submitted, amended, and summarized in this resolution by fund, as the budget for the Town of New Castle for the year stated above.

4. The Council appropriates the amounts specified above as expenditures from the funds indicated.

5. For the purpose of meeting all general operating expenses of the Town of New Castle during the 2024 fiscal year, the Council hereby levies a tax of 8.551 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2024.

6. The Town Clerk is authorized and directed to certify immediately to the County

Commissioners of Garfield County, Colorado, the mill levy for the Town of New Castle as determined and set in this resolution.

7. The Council reserves the following amounts in each Town fund:

GENERAL FUND

| | |
|---|---|
| Burning Mountain I Reserve | \$5,494, committed pursuant to Amendment to Subdivision Improvements Agreement for Burning Mountain PUD, Phase I |
| Emergency Reserve | Three percent of "fiscal year spending", as defined in Colorado Constitution, Article X, Section 20(2)(e) ("Taxpayer's Bill of Rights") |
| Municipal Parks & Trees Reserve | \$8,250, committed pursuant to Town Ordinance No. 315 |
| Police Training Reserve | Balance of court citation surcharges committed for police training pursuant to Town Ordinance No. 383 not expended as of December 31, 2023 |
| Recreation, Parks, Trails, and Open Space Reserve | Balance of 1/2% sales tax reserved for recreation, parks, trails, and open space purposes pursuant to Town Ordinance No. 2000-19 not expended as of December 31, 2023 |
| Recreational Facilities Development | Balance of fees reserved for recreational facilities development pursuant to Town Ordinance No. 98-11 not expended as of December 31, 2023 |
| Street Reserves | Balance of 1% sales tax reserved for streets pursuant to Town Ordinance No. 314 not expended as of December 31, 2023 Balance of 3/4% county sales tax reserved for streets pursuant to Garfield County Resolution No. 96-54 not expended as of December 31, 2023 |

Balance of Highway Users tax reserved for streets pursuant to C.R.S. §43-4-208(1) not expended as of December 31, 2023

Balance of Motor Vehicle Special Assessment funds reserved for streets pursuant to C.R.S. §42-3-139(5) not expended as of December 31, 2023

Balance of Traffic Impact Fees committed pursuant to Town Ordinance No. 2002-17

Miscellaneous Reserves

Balance of the Lodging Tax proceeds pursuant to Town Ordinance No. 03-17 not expended as of December 31, 2023

\$498,497 assigned to future capital projects to be assigned.

\$600,000 assigned to a long term capital reserve fund for future needs.

UTILITY FUND

Capital Improvements

Balance of water and sewer tap fees not expended on capital improvements as of December 31, 2023

CEMETERY FUND

Perpetual Care Reserve

\$10,000, reserved pursuant to condition attached to donation

8. The Council designates the following amounts for the following purposes in each Town Fund:

CONSERVATION TRUST FUND

Capital Improvements

Amount of surplus in the Conservation Trust Fund on December 31, 2023

CEMETERY FUND

Capital Improvements

Amount of surplus in the Cemetery Fund
on December 31, 2023

Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town
of New Castle, Colorado, on December 5, 2023.

TOWN OF NEW CASTLE

Mayor Arthur B. Riddile

ATTEST:

Town Clerk Mindy Andis, CMC

Town of New Castle 2024 Proposed Budget



Council Meeting
December 5, 2023

2024 PROPOSED BUDGET

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TOWN OF NEW CASTLE, COLORADO



TOWN OF NEW CASTLE, COLORADO

GENERAL FUND

Combined Statement of Revenues, Expenses and Changes in Fund Balances - Budget and Actual Budget Year Ending December 31, 2024

| | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Projected</u> | <u>2024 Budget</u> |
|--|--------------------|--------------------|-----------------------|--------------------|
| BEGINNING FUND BALANCE | 3,176,707 | 3,309,198 | 3,619,156 | 4,287,644 |
| Restricted - Tabor | 185,000 | 225,000 | 259,000 | 260,000 |
| Committed - Burning Mtn Ave. | 5,494 | 5,494 | 5,494 | 5,494 |
| Committed - PS Training/Mahan Fund | 1,976 | 1,976 | 2,152 | 2,322 |
| Committed - Traffic Impact | 341,593 | 397,593 | 396,982 | 422,787 |
| Committed - Ambulance/Trees | 8,250 | 8,250 | 8,250 | 8,250 |
| Committed - Long Term Capital Reserve | - | 400,000 | 400,000 | 600,000 |
| Assigned - Streets Truck & Plow | - | 58,000 | - | - |
| Assigned - Police Body Cameras | - | 54,500 | - | - |
| Assigned - Future Capital Projects TBD | - | 258,385 | - | 498,497 |
| Unassigned | 2,634,394 | 1,900,000 | 2,547,278 | 2,490,294 |
| REVENUES | | | | |
| Other Revenues (Administration) | 2,557,838 | 3,529,075 | 3,650,678 | 2,975,145 |
| Building/Planning Department | 186,484 | 162,500 | 123,300 | 126,234 |
| Municipal Court | 11,546 | 9,300 | 9,800 | 10,200 |
| Parks /Trails Capital | 398,352 | 411,000 | 461,679 | 424,500 |
| Park/Trails Maintenance | 183,111 | 182,000 | 188,263 | 196,000 |
| Public Safety Department | 12,911 | 12,600 | 16,059 | 10,570 |
| Recreation Department | 557,200 | 453,500 | 497,031 | 482,550 |
| Street Maintenance | 1,256,896 | 1,144,700 | 1,335,086 | 1,293,120 |
| Total Revenues | 5,164,338 | 5,904,675 | 6,281,896 | 5,518,319 |
| Expenditures | | | | |
| Administration Department | 634,845 | 2,052,260 | 1,555,883 | 839,068 |
| Building/Planning Department | 195,951 | 234,050 | 218,251 | 290,830 |
| Health and Welfare | 42,581 | 53,000 | 53,000 | 58,000 |
| Municipal Court | 47,324 | 53,400 | 44,698 | 46,561 |
| Parks/Trails Capital | 135,170 | 149,600 | 183,781 | 140,750 |
| Parks/Trails Maintenance | 413,902 | 481,000 | 461,460 | 534,061 |
| Public Safety Department | 1,340,221 | 1,458,900 | 1,436,632 | 1,882,018 |
| Recreation Department | 452,600 | 483,800 | 454,152 | 494,071 |
| Street Maintenance | 1,331,701 | 860,000 | 1,127,845 | 1,139,028 |
| Town Maintenance | 127,561 | 73,000 | 77,706 | 81,873 |
| TOTAL EXPENDITURES | 4,721,856 | 5,899,010 | 5,613,408 | 5,506,259 |
| ENDING FUND BALANCE | 3,619,189 | 3,314,863 | 4,287,644 | 4,299,704 |
| | 442,482 | 5,665 | 668,488 | 12,060 |

TOWN OF NEW CASTLE, COLORADO

Continued:

| | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Projected</u> | <u>2024 Budget</u> |
|--|--------------------|--------------------|-----------------------|--------------------|
| ENDING FUND BALANCE | 3,619,189 | 3,314,863 | 4,287,644 | 4,299,704 |
| Assigned Amounts: | | | | |
| Restricted - TABOR | 185,000 | 225,000 | 259,000 | 260,000 |
| Committed - Burning Mtn Ave. | 5,494 | 5,494 | 5,494 | 5,494 |
| Committed - PS Training/Mahan Fund | 1,976 | 1,976 | 2,152 | 2,322 |
| Committed - Traffic Impact | 341,593 | 397,593 | 396,982 | 422,787 |
| Committed - Ambulance/Trees | 8,250 | 8,250 | 8,250 | 8,250 |
| Committed - Long Term Capital Reserve | - | 400,000 | 400,000 | 600,000 |
| Assigned - Streets Truck & Plow | - | 58,000 | - | - |
| Assigned - Police Body Cameras | - | 54,500 | - | - |
| Assigned - Future Capital Projects TBD | - | 258,385 | - | 498,497 |
| Unassigned | 3,076,876 | 1,905,665 | 3,215,766 | 2,502,354 |

TOWN OF NEW CASTLE, COLORADO

GENERAL FUND

Revenues and Expenses - Budget and Actual
Budget Year Ending December 31, 2024

| | <u>2022</u> <u>Actual</u> | <u>2023</u> <u>Budget</u> | <u>2023</u> <u>Projected</u> | <u>2024</u> <u>Budget</u> |
|---------------------------------|------------------------------|------------------------------|---------------------------------|------------------------------|
| Admin | | | | |
| Revenues | 2,557,838 | 3,529,075 | 3,650,678 | 2,975,145 |
| Expenses | 634,845 | 2,052,260 | 1,555,883 | 839,068 |
| Net | 1,922,993 | 1,476,815 | 2,094,795 | 2,136,077 |
| Building & Planning | | | | |
| Revenues | 186,484 | 162,500 | 123,300 | 126,234 |
| Expenses | 195,951 | 234,050 | 218,251 | 290,830 |
| Net | (9,467) | (71,550) | (94,951) | (164,596) |
| Municipal Court | | | | |
| Revenues | 11,546 | 9,300 | 9,800 | 10,200 |
| Expenses | 47,324 | 53,400 | 44,698 | 46,561 |
| Net | (35,778) | (44,100) | (34,898) | (36,361) |
| Parks/Trails Capital | | | | |
| Revenues | 398,352 | 411,000 | 461,679 | 424,500 |
| Expenses | 135,170 | 149,600 | 183,781 | 140,750 |
| Net | 263,182 | 261,400 | 277,898 | 283,750 |
| Parks/Trails Maintenance | | | | |
| Revenues | 183,111 | 182,000 | 188,263 | 196,000 |
| Expenses | 413,902 | 481,000 | 461,460 | 534,061 |
| Net | (230,791) | (299,000) | (273,197) | (338,061) |
| Public Safety | | | | |
| Revenues | 12,911 | 12,600 | 16,059 | 10,570 |
| Expenses | 1,340,221 | 1,458,900 | 1,436,632 | 1,882,018 |
| Net | (1,327,310) | (1,446,300) | (1,420,573) | (1,871,448) |
| Recreation | | | | |
| Revenues | 557,200 | 453,500 | 497,031 | 482,550 |
| Expenses | 452,600 | 483,800 | 454,152 | 494,071 |
| Net | 104,600 | (30,300) | 42,879 | (11,521) |
| Street Maintenance | | | | |
| Revenues | 1,256,896 | 1,144,700 | 1,335,086 | 1,293,120 |
| Expenses | 1,331,701 | 860,000 | 1,127,845 | 1,139,028 |
| Net | (74,805) | 284,700 | 207,241 | 154,092 |
| Health & Welfare | | | | |
| Expenses | 42,581 | 53,000 | 53,000 | 58,000 |
| Net | (42,581) | (53,000) | (53,000) | (58,000) |
| Town Maintenance | | | | |
| Expenses | 127,561 | 73,000 | 77,706 | 81,873 |
| Net | (127,561) | (73,000) | (77,706) | (81,873) |
| Total General Fund | | | | |
| Revenues | 5,164,338 | 5,904,675 | 6,281,896 | 5,518,319 |
| Expenses | 4,721,856 | 5,899,010 | 5,613,408 | 5,506,259 |
| Net | 442,482 | 5,665 | 668,488 | 12,060 |

**Town of New Castle
Administration Department
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 10-4010-001 | General Property Tax | 529,575 | 523,425 | 523,425 | 679,710 |
| 10-4010-020 | Specific Ownership | 39,598 | 39,000 | 34,722 | 32,000 |
| 10-4010-030 | Interest / Penalties | 656 | 700 | 100 | 100 |
| 10-4010-040 | Sales 1 3/4 % | 1,246,803 | 1,254,000 | 1,326,879 | 1,379,000 |
| 10-4010-080 | Use Tax | 94,206 | 75,000 | 53,592 | 55,735 |
| 10-4010-095 | Lodging Tax | 16,146 | 30,000 | 37,533 | 36,000 |
| 10-4010-100 | Tobacco Tax | - | - | - | - |
| 10-4010-120 | Franchise Tax | 162,828 | 180,000 | 187,644 | 197,000 |
| 10-4010-140 | Occupation Tax | 2,491 | 2,500 | 2,400 | 2,400 |
| 10-4010-220 | Animal Permits | 1,755 | 1,600 | 1,550 | 1,500 |
| 10-4010-260 | Liquor Licenses | 5,405 | 2,500 | 2,800 | 2,500 |
| 10-4010-280 | Business Licenses | 7,500 | 6,500 | 6,700 | 6,500 |
| 10-4010-289 | Trail Grant Revenue | - | 1,185,000 | 700,000 | - |
| 10-4010-390 | Mineral Lease Distribution | 252,193 | 75,000 | 354,602 | 285,000 |
| 10-4010-391 | Severance Tax | 114,096 | 50,000 | 110,036 | 85,000 |
| 10-4020-001 | AD Charges for Services | 5 | - | - | - |
| 10-4020-020 | Ad Rent Income | 1 | - | - | - |
| 10-4020-022 | Kamm Bldg Rent Income | 8,350 | 3,750 | 7,700 | 12,000 |
| 10-4020-060 | AD Miscellaneous | 5,876 | 15,000 | 31,551 | - |
| 10-4020-066 | Retirement Forfeiture | 6,486 | - | - | - |
| 10-4020-082 | History Colorado HPC Grant | - | - | 19,550 | - |
| 10-4020-300 | FMLD Grant | - | 46,300 | 49,164 | - |
| 10-4020-520 | AD Alpine Capital Impr Acc Int | 85 | - | - | - |
| 10-4020-540 | AD CT Interest | 9,819 | 8,800 | 60,000 | 60,000 |
| 10-4020-580 | AD C-SAFE Interest | 53,963 | 30,000 | 140,000 | 140,000 |
| 10-4030-540 | AD St Scape Interest | 1 | - | 730 | 700 |
| Total Revenues | | 2,557,838 | 3,529,075 | 3,650,678 | 2,975,145 |
| <u>Expenses</u> | | | | | |
| 10-5040-010 | Council Salaries | 20,120 | 21,660 | 21,660 | 23,220 |
| 10-5040-020 | Salaries | 249,105 | 312,000 | 302,559 | 343,052 |
| 10-5040-023 | Overtime Pay | 65 | 1,000 | 1,496 | 1,000 |
| 10-5040-030 | Payroll Tax Exp - Social Sec | 16,027 | 20,700 | 19,499 | 22,771 |
| 10-5040-031 | Payroll Tax Exp - Medicare | 3,749 | 4,900 | 4,560 | 5,325 |
| 10-5040-032 | Payroll Tax Exp - St Unemplmnt | 443 | 1,000 | 775 | 1,102 |
| 10-5040-041 | CRA Retirement Exp | 9,961 | 12,500 | 12,162 | 20,643 |
| 10-5040-042 | Health Insurance Exp | 54,610 | 66,000 | 60,588 | 77,324 |
| 10-5040-049 | Recruitment Expense | 7,839 | 5,000 | 2,500 | 5,000 |
| 10-5040-050 | Employee Support | 8,404 | 12,000 | 9,000 | 12,000 |
| 10-5040-051 | Employee Wellness Program | 594 | 1,600 | 830 | 890 |
| 10-5040-100 | Office Supplies | 8,653 | 8,500 | 7,000 | 5,000 |
| 10-5040-101 | Office Op. Supply & Furniture | 918 | 1,000 | 3,000 | 1,000 |
| 10-5040-102 | Postage Expense | 1,057 | 1,500 | 900 | 1,500 |
| 10-5040-103 | Computer Hardware/Software | 7,635 | 7,700 | 22,000 | 18,000 |

**Town of New Castle
Administration Department
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|-----------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| 10-5040-104 | Printing & Copies | 4,379 | 5,000 | 1,000 | 3,000 |
| 10-5040-107 | Computer Services | 7,980 | 8,200 | 9,000 | 8,800 |
| 10-5040-110 | Ordinance Codification | 2,987 | 4,500 | 2,000 | 2,000 |
| 10-5040-120 | Utilities | 1,676 | 2,000 | 1,885 | 2,100 |
| 10-5040-140 | Telephone Expense | 4,246 | 4,400 | 5,676 | 6,000 |
| 10-5040-145 | Internet Svc/Web Page | 3,880 | 11,000 | 3,000 | 5,000 |
| 10-5040-146 | Newsletter Expenses | 6,791 | 7,000 | 7,000 | 8,000 |
| 10-5040-150 | Mileage Expense | - | 500 | 500 | 500 |
| 10-5040-160 | Dues, Subscriptions | 5,104 | 7,000 | 7,000 | 7,000 |
| 10-5040-170 | Training & Meetings | 6,420 | 12,500 | 7,000 | 8,000 |
| 10-5040-175 | Meals, Lodging | 7,153 | 8,000 | 11,000 | 8,000 |
| 10-5040-180 | Publication of Notices | 71 | 2,000 | 500 | 2,000 |
| 10-5040-200 | Legal Services | 67,170 | 125,000 | 75,580 | 80,000 |
| 10-5040-210 | Technical Support | 2,541 | 2,400 | 2,319 | 2,500 |
| 10-5040-220 | Other Prof Services | 1,410 | 4,200 | 7,500 | 8,000 |
| 10-5040-240 | Audit Expense | 1,700 | 1,700 | 1,700 | 3,000 |
| 10-5040-250 | Economic Dev./Enhancement | 14,527 | 15,300 | 8,000 | 34,500 |
| 10-5040-254 | Chamber of Commerce | 7,000 | 7,000 | 7,000 | 7,000 |
| 10-5040-255 | DownTown Group Exp | - | 3,000 | - | 3,000 |
| 10-5040-256 | AGNC Expense | - | 500 | - | 500 |
| 10-5040-257 | Branding-Marketing Exp. | 500 | 2,000 | - | 2,000 |
| 10-5040-260 | Insurance Expense | 9,049 | 9,900 | 9,728 | 12,441 |
| 10-5040-279 | Council Expenses | 4,382 | 6,000 | 6,000 | 6,000 |
| 10-5040-280 | Miscellaneous Expense | 3,537 | 1,500 | 4,000 | 3,500 |
| 10-5040-281 | Good Neighbor Policy | - | 5,000 | 3,000 | 5,000 |
| 10-5040-284 | LoVa Meet in Middle Grant | - | 1,200,000 | 715,000 | - |
| 10-5040-287 | Trail Development | 1,418 | 1,500 | - | - |
| 10-5040-288 | LoVa Trail West (constr grant) | 19,239 | - | - | - |
| 10-5040-290 | Special Events | 1,094 | 1,000 | 800 | 1,200 |
| 10-5040-292 | Town Hall Improvements | 4,843 | 58,900 | 119,700 | - |
| 10-5040-293 | Town Hall Roof Repairs | - | - | - | - |
| 10-5040-294 | Rides & Reggae | 20,000 | 20,000 | 20,000 | 20,000 |
| 10-5040-320 | Veh Exp-08 Toyota | 338 | 500 | 200 | 500 |
| 10-5040-321 | Veh Exp - Traverse | 20 | 500 | 200 | 500 |
| 10-5040-340 | Gas & Oil | 2,682 | 3,200 | 2,810 | 3,100 |
| 10-5040-360 | County Treasurer Fees | 10,663 | 11,000 | 11,000 | 11,000 |
| 10-5040-362 | Bank Charges | (1) | - | - | - |
| 10-5040-420 | Capital Outlay | - | - | 4,106 | - |
| 10-5040-460 | Planning & Zoning | - | - | 100 | 100 |
| 10-5040-480 | Engineering & Survey | 6,021 | 5,000 | 8,500 | 10,000 |
| 10-5040-520 | Election Expense | 10,395 | 4,000 | - | 15,000 |
| 10-5040-609 | Historic Property Designation | 1,866 | 6,000 | - | 8,000 |
| 10-5040-610 | HPC Expenses | 2,616 | 6,000 | 22,550 | 2,000 |
| 10-5040-620 | Climate & Environ Commission | 1,968 | 2,000 | 2,000 | 2,000 |
| Total Expenses | | 634,845 | 2,052,260 | 1,555,883 | 839,068 |

**Town of New Castle
Building & Planning
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 10-4010-170 | Land Use Application Fees | 5,450 | 2,400 | 350 | 1,100 |
| 10-4010-180 | Building Permits | 140,853 | 120,000 | 82,950 | 85,134 |
| 10-4010-190 | Developers Reimbursement | 39,499 | 40,000 | 40,000 | 40,000 |
| 10-4010-240 | Contractor Licenses | 25 | - | - | - |
| 10-4010-245 | Misc. Building Dept Revenue | 550 | - | - | - |
| 10-4010-300 | Sign Permits | 107 | 100 | - | - |
| Total Revenue | | 186,484 | 162,500 | 123,300 | 126,234 |
| <u>Expenses</u> | | | | | |
| 10-5030-020 | Salaries | 93,207 | 120,000 | 116,954 | 134,583 |
| 10-5030-023 | Overtime Pay | 65 | 500 | 500 | 100 |
| 10-5030-030 | Payroll Tax Exp - Social Sec | 5,711 | 7,500 | 7,235 | 8,344 |
| 10-5030-031 | Payroll Tax Exp - Medicare | 1,336 | 1,800 | 1,692 | 1,951 |
| 10-5030-032 | Payroll Tax Exp - St Unemplmnt | 170 | 400 | 268 | 404 |
| 10-5030-041 | CRA Retirement Exp | 3,712 | 4,800 | 4,703 | 8,075 |
| 10-5030-042 | Health Insurance Exp | 14,204 | 20,000 | 17,845 | 22,056 |
| 10-5030-051 | Employee Wellness Program | 252 | 400 | 295 | 330 |
| 10-5030-100 | Office Supplies | 1,502 | 1,500 | 1,500 | 1,500 |
| 10-5030-101 | Office Op. Supply & Furniture | - | - | - | - |
| 10-5030-102 | Postage Expense | 413 | 400 | 400 | 400 |
| 10-5030-103 | Computer Hardware/Software | - | 200 | - | 2,500 |
| 10-5030-104 | Printing & Copies | 1,005 | 1,000 | 1,000 | 1,000 |
| 10-5030-107 | Computer Services | 4,980 | 5,800 | 6,885 | 7,400 |
| 10-5030-120 | Utilities | - | - | - | - |
| 10-5030-140 | Telephone Expense | 860 | 700 | 1,160 | 1,300 |
| 10-5030-160 | Dues, Subscriptions | 404 | 500 | 400 | 500 |
| 10-5030-161 | Bldg Code Library | - | 250 | 807 | 1,200 |
| 10-5030-170 | Training & Prof Dues | - | 1,000 | 230 | 2,000 |
| 10-5030-175 | Meals, Lodging | - | - | - | 2,000 |
| 10-5030-190 | Developers Costs | 39,855 | 40,000 | 40,000 | 40,000 |
| 10-5030-195 | Developers Bad Debt | 45 | - | - | - |
| 10-5030-200 | Legal Services | 6,217 | 5,000 | 5,000 | 5,000 |
| 10-5030-210 | Technical Support | 2,291 | 2,500 | 2,319 | 2,500 |
| 10-5030-220 | Building Plan Review/Insp/Cons | 10,625 | 7,500 | 1,972 | 1,500 |
| 10-5030-230 | Engineering Consultation | 3,160 | 5,000 | 1,000 | 2,500 |
| 10-5030-235 | Planning Consultation | - | 1,000 | - | 500 |
| 10-5030-240 | Audit Expense | 595 | 600 | 600 | 1,050 |
| 10-5030-260 | Insurance Expense | 4,593 | 5,200 | 5,211 | 6,636 |
| 10-5030-320 | Vehicle Expense | 749 | 500 | 275 | 500 |
| 10-5030-421 | Vehicle Purchase | - | - | - | 35,000 |
| Total Expenses | | 195,951 | 234,050 | 218,251 | 290,830 |

**Town of New Castle
Health & Welfare
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|------------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Expenses</u> | | | | | |
| 10-5080-500 | Outgoing Grants | 20,000 | 16,000 | 16,000 | 18,000 |
| 10-5080-502 | H & W-CMC Seniors Program | 7,581 | 8,000 | 8,000 | 8,000 |
| 10-5080-504 | H & W-River Center | 15,000 | 15,000 | 15,000 | 18,000 |
| 10-5080-506 | H & W-Garfield Cty Detox Ctr | 0 | 10,000 | 10,000 | 10,000 |
| 10-5080-516 | H & W-Youth Zone | 0 | 4,000 | 4,000 | 4,000 |
| Total Expenses | | 42,581 | 53,000 | 53,000 | 58,000 |

**Town of New Castle
Municipal Court
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|--------------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Revenues</u> | | | | | |
| 10-4010-400 | Misc. Court Revenue | 939 | 1,000 | - | 1,000 |
| 10-4010-420 | Traffic Fines | 5,427 | 4,000 | 4,000 | 4,500 |
| 10-4010-421 | Parking Tickets | 150 | 500 | 700 | 500 |
| 10-4010-440 | Other Fines | 2,662 | 2,000 | 3,000 | 2,000 |
| 10-4010-460 | Court Costs | 1,560 | 1,000 | 1,000 | 1,100 |
| 10-4010-480 | PS Citation Serv Charges | 808 | 800 | 1,100 | 1,100 |
| Total Revenues | | 11,546 | 9,300 | 9,800 | 10,200 |
| <u>Expenses</u> | | | | | |
| 10-5055-020 | Salaries | 26,182 | 29,700 | 29,025 | 28,203 |
| 10-5055-023 | Overtime | 58 | 400 | - | - |
| 10-5055-030 | Payroll Tax Exp - Social Sec | 966 | 1,100 | 1,095 | 856 |
| 10-5055-031 | Payroll Tax Exp - Medicare | 226 | 300 | 256 | 200 |
| 10-5055-032 | Payroll Tax Exp - St Unemplmnt | 29 | 100 | 35 | 41 |
| 10-5055-041 | CRA Retirement Exp | 630 | 700 | 708 | 828 |
| 10-5055-042 | Health Insurance Exp | 2,902 | 3,000 | 2,953 | 2,965 |
| 10-5055-051 | Employee Wellness Program | 24 | 100 | 45 | 45 |
| 10-5055-100 | Office Supplies | 389 | 200 | - | 200 |
| 10-5055-102 | Postage Exp. | 204 | 200 | 200 | 200 |
| 10-5055-105 | Office - Misc. | 1,065 | 1,100 | 1,078 | 1,200 |
| 10-5055-160 | Judge Exp (Dues, Taxes) | 22 | - | 52 | 100 |
| 10-5055-220 | Attorney Fees - Court | 13,353 | 15,000 | 8,000 | 10,000 |
| 10-5055-260 | Insurance Expense | 1,093 | 1,300 | 1,251 | 1,522 |
| 10-5055-340 | Municipal Court Expense | 181 | 200 | - | 200 |
| Total Expenses | | 47,324 | 53,400 | 44,698 | 46,561 |

**Town of New Castle
Parks Capital
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|-----------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Revenues</u> | | | | | |
| 10-4040-030 | Sales Tax 1/2% (new 2001) | 346,852 | 351,000 | 371,526 | 386,000 |
| 10-4040-090 | Recreational Dev Fee | 51,500 | 60,000 | 45,000 | 36,000 |
| 10-4040-100 | Donations-Park Capital | - | - | 14,153 | - |
| 10-4040-112 | DOLA Grant | - | - | 5,000 | - |
| 10-4040-394 | Sale of Parks Assets | - | - | 26,000 | 2,500 |
| Total Revenues | | 398,352 | 411,000 | 461,679 | 424,500 |
| <u>Expenses</u> | | | | | |
| 10-5075-421 | Veh/Equip - Lease/Purchase | - | 58,000 | 55,181 | 19,150 |
| 10-5075-480 | Engineering & Survey | 3,615 | - | 17,000 | 25,000 |
| 10-5075-600 | Parks Interest Expense | 14,077 | 12,200 | 12,200 | 12,200 |
| 10-5075-650 | VIX Loan Principal | 47,478 | 49,400 | 49,400 | 49,400 |
| 10-5075-700 | Capital - Park Development | - | - | 10,000 | - |
| 10-5075-701 | Capital - Park Improvements | - | - | 10,000 | - |
| 10-5075-704 | Capital - NC Trails | 70,000 | 30,000 | 30,000 | 35,000 |
| Total Expenses | | 135,170 | 149,600 | 183,781 | 140,750 |

**Town of New Castle
Parks Maintenance
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 10-4040-020 | Sales Tax 1/4 % | 173,426 | 175,500 | 185,763 | 193,000 |
| 10-4040-040 | Park Use Revenue | 9,185 | 6,500 | 2,500 | 3,000 |
| 10-4040-050 | Dirty Hog Dash Rev. | 500 | - | - | - |
| 10-4040-080 | Donations | - | - | - | - |
| 10-4040-120 | Miscellaneous | - | - | - | - |
| Total Revenues | | 183,111 | 182,000 | 188,263 | 196,000 |
| <u>Expenses</u> | | | | | |
| 10-5075-020 | Salaries | 191,968 | 225,000 | 229,819 | 264,530 |
| 10-5075-022 | Call Out Pay | 1,412 | 1,500 | 2,824 | 2,500 |
| 10-5075-023 | Overtime Pay | 2,509 | 6,000 | 6,000 | 2,500 |
| 10-5075-025 | Salary-Summer Temps | 22,259 | 35,000 | 20,995 | 32,000 |
| 10-5075-030 | Payroll Tax Exp - Social Sec | 13,062 | 17,000 | 15,656 | 18,695 |
| 10-5075-031 | Payroll Tax Exp - Medicare | 3,055 | 3,900 | 3,662 | 4,372 |
| 10-5075-032 | Payroll Tax Exp - St Unemplmnt | 399 | 800 | 525 | 905 |
| 10-5075-041 | CRA Retirement Exp | 7,832 | 9,300 | 9,408 | 18,092 |
| 10-5075-042 | Health Insurance Exp | 51,338 | 63,000 | 54,396 | 61,830 |
| 10-5075-050 | Employee Support | 843 | 1,500 | 1,500 | 758 |
| 10-5075-051 | Employee Wellness Program | 631 | 700 | 740 | 760 |
| 10-5075-100 | Office Supplies | 28 | 500 | 500 | 500 |
| 10-5075-101 | Office Op. Supply & Furniture | - | 500 | 300 | 500 |
| 10-5075-103 | Computer Hardware/Software | - | 1,000 | 800 | 800 |
| 10-5075-107 | Computer Services | 4,906 | 5,800 | 6,945 | 7,400 |
| 10-5075-120 | Utilities | 4,414 | 6,000 | 3,811 | 4,200 |
| 10-5075-140 | Telephone Expense | 2,578 | 2,600 | 2,826 | 3,000 |
| 10-5075-160 | Dues, Subscriptions | - | 300 | 260 | 400 |
| 10-5075-170 | Training | 195 | 1,100 | 400 | 1,100 |
| 10-5075-175 | Meals, Lodging | 950 | 1,000 | 700 | 1,000 |
| 10-5075-176 | Work Crew Meal Exp | 71 | - | 52 | 200 |
| 10-5075-180 | Publication of Notices | 959 | 1,000 | 1,500 | 1,000 |
| 10-5075-210 | Technical Support | 1,678 | 1,800 | 1,698 | 1,800 |
| 10-5075-220 | Other Prof Services/Inspection | - | 200 | - | - |
| 10-5075-230 | Other Prof. Svcs. - CIP | - | 200 | - | - |
| 10-5075-240 | Audit Expense | 595 | 600 | 600 | 1,050 |
| 10-5075-260 | Insurance Expense | 6,685 | 9,800 | 10,704 | 12,420 |
| 10-5075-280 | Miscellaneous Expense | 90 | 200 | 200 | 200 |
| 10-5075-300 | Tools | 1,382 | 2,600 | 6,000 | 2,300 |
| 10-5075-320 | Vehicle Expense | 1,467 | 1,400 | 1,400 | 1,200 |
| 10-5075-321 | 2023 Silverado 2500 (P - 65) | - | - | - | 300 |
| 10-5075-328 | Veh Exp-09 Chevy 3500(P5) | 1,577 | 300 | 78 | - |
| 10-5075-329 | Veh Exp-00 GMC(P12) | - | 800 | - | - |
| 10-5075-340 | Gas & Oil | 15,200 | 16,700 | 15,261 | 16,800 |
| 10-5075-380 | Equipment Maintenance | 4,903 | 4,000 | 6,500 | 6,500 |
| 10-5075-383 | Eq. Maint. Jacobsen Mower | 47 | 500 | 250 | 500 |

**Town of New Castle
Parks Maintenance
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|--------------------------|------------------------|------------------------|---------------------------|------------------------|
| 10-5075-388 | Irrigation Winterization | 44 | - | - | - |
| 10-5075-389 | Irrigation M & O | 14,722 | 13,000 | 13,000 | 13,000 |
| 10-5075-390 | M & O | 13,469 | 11,400 | 15,000 | 17,500 |
| 10-5075-391 | Equipment Rental | 1,811 | 2,000 | 1,800 | 2,750 |
| 10-5075-392 | Fertilizer | 2,784 | 4,800 | 2,800 | 4,800 |
| 10-5075-393 | Weed management | 980 | 4,300 | 1,950 | 2,000 |
| 10-5075-394 | Mosquito Control | 6,300 | 6,800 | 6,800 | 7,100 |
| 10-5075-397 | Gardens Expense | 3,060 | 2,800 | 2,500 | 3,500 |
| 10-5075-399 | Trail Signs | 5,000 | 2,000 | 2,000 | 2,000 |
| 10-5075-403 | Holiday Lights Expense | 1,665 | 2,000 | 1,000 | 2,000 |
| 10-5075-481 | Safety | 406 | 800 | 800 | 800 |
| 10-5075-499 | PWF Maintenance | 5,192 | 3,000 | 2,000 | 3,000 |
| 10-5075-500 | Tree Maintenance - Parks | 15,436 | 5,500 | 5,500 | 5,500 |
| Total Expenses | | 413,902 | 481,000 | 461,460 | 534,061 |

Town of New Castle
Public Safety
2024 Proposed Budget

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 10-4010-500 | PS Charges for Services | 1,792 | 3,000 | 1,662 | 2,000 |
| 10-4010-510 | PS-VIN Inspect. | 1,120 | 1,400 | 1,120 | 1,400 |
| 10-4010-520 | PS Dog Impound Fees | - | - | 150 | - |
| 10-4010-560 | PS Donation to Bike Rodeo | 700 | 700 | 1,500 | 1,500 |
| 10-4010-565 | PS Training Reimbursement | 8,121 | 5,500 | 5,770 | 5,500 |
| 10-4010-580 | PS Vehicle Sale | - | - | 5,000 | - |
| 10-4010-585 | Veh. Impound Fees | 1,660 | 2,000 | - | - |
| 10-4010-636 | Mahan Scholarship Fund | 118 | - | 170 | 170 |
| 10-4010-640 | PS Bail Bonds | (600) | - | 187 | - |
| 10-4010-661 | PS Donations | - | - | 500 | - |
| Total Revenues | | 12,911 | 12,600 | 16,059 | 10,570 |
| <u>Expenses</u> | | | | | |
| 10-5050-020 | Salaries | 766,844 | 870,000 | 844,796 | 1,098,399 |
| 10-5050-022 | Call Out Pay | 101 | 500 | 500 | 500 |
| 10-5050-023 | Overtime Pay | 7,311 | 10,000 | 37,543 | 15,000 |
| 10-5050-030 | Payroll Tax Exp - Social Sec | 46,099 | 57,000 | 53,875 | 69,062 |
| 10-5050-031 | Payroll Tax Exp - Medicare | 10,781 | 13,500 | 12,599 | 16,152 |
| 10-5050-032 | Payroll Tax Exp - St Unemplmnt | 1,602 | 2,800 | 1,750 | 3,342 |
| 10-5050-041 | CRA Retirement Exp | 31,002 | 37,000 | 35,300 | 66,834 |
| 10-5050-042 | Health Insurance Exp | 201,976 | 234,000 | 189,900 | 270,973 |
| 10-5050-049 | Recruitment Expense | - | 10,000 | 5,200 | 21,000 |
| 10-5050-050 | Employee Assistance Program | 35 | - | - | - |
| 10-5050-051 | Employee Wellness Program | 1,972 | 2,800 | 2,350 | 2,990 |
| 10-5050-100 | Office Supplies | 2,713 | 2,000 | 2,000 | 2,200 |
| 10-5050-101 | Office Op. Supply & Furniture | 55 | 2,000 | 2,000 | 2,000 |
| 10-5050-102 | Postage Expense | 612 | 800 | 740 | 1,000 |
| 10-5050-103 | Computer Hardware/Software | 1,425 | 5,700 | 5,700 | 75,000 |
| 10-5050-104 | Printing & Copies | 2,434 | 3,500 | 3,500 | 3,500 |
| 10-5050-120 | Utilities | 1,417 | 1,200 | 1,658 | 1,800 |
| 10-5050-140 | Telephone Expense | 9,627 | 10,000 | 8,461 | 8,900 |
| 10-5050-145 | Internet Svc/Web Page | 1,183 | 1,300 | 1,200 | 1,400 |
| 10-5050-160 | Dues & Subscriptions | 21,013 | 28,000 | 28,000 | 32,000 |
| 10-5050-175 | Meals, Lodging | 6,907 | 8,000 | 7,000 | 8,500 |
| 10-5050-180 | Publication of Notices | - | 300 | - | - |
| 10-5050-190 | Refund | - | 200 | - | - |
| 10-5050-200 | Legal & Professional Svcs. | 3,118 | 6,000 | 2,000 | 4,000 |
| 10-5050-240 | Audit Expense | 850 | 900 | 900 | 1,500 |
| 10-5050-260 | Insurance Expense | 29,910 | 31,500 | 32,338 | 40,667 |
| 10-5050-280 | Miscellaneous Expense | 566 | 2,500 | 2,200 | 3,000 |
| 10-5050-290 | Special Events Exp. | 401 | 1,600 | 3,800 | 2,800 |
| 10-5050-300 | Uniform Allowance | 2,879 | 5,000 | 5,800 | 6,000 |
| 10-5050-301 | Officer's Equipment | 7,238 | 13,800 | 15,100 | 14,800 |
| 10-5050-316 | Veh Exp-534-2016 Tahoe | 414 | 1,500 | 3,500 | 2,000 |

Town of New Castle
Public Safety
2024 Proposed Budget

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|-----------------------|----------------------------|--------------------|--------------------|-----------------------|--------------------|
| 10-5050-317 | Veh Exp-533-2016 Tahoe | 1,067 | 1,500 | 1,500 | 2,000 |
| 10-5050-320 | Veh Exp-255-2010 Charger | - | 1,000 | - | - |
| 10-5050-324 | Veh Exp-407-2010 Explorer | 142 | 1,000 | 1,000 | 1,000 |
| 10-5050-325 | Veh Exp-671-2018 Tahoe | 330 | 1,500 | 1,500 | 2,000 |
| 10-5050-327 | Veh Exp-2009 Tahoe | - | - | - | 1,000 |
| 10-5050-328 | Veh Exp-807-2021 Tahoe | 684 | 1,500 | 1,500 | 2,000 |
| 10-5050-329 | Veh Exp-808-2021 Tahoe | 195 | 1,500 | 1,500 | 2,000 |
| 10-5050-330 | Veh Exp-672-2018 Tahoe | 801 | 1,500 | 1,800 | 2,000 |
| 10-5050-331 | Veh Exp-784-2023 Tahoe | - | - | 2,000 | 2,000 |
| 10-5050-332 | Veh Exp-783-2023 Tahoe | - | - | 300 | 2,000 |
| 10-5050-335 | Veh Exp-809-2021 Tahoe | 548 | 1,500 | 1,500 | 2,000 |
| 10-5050-338 | Veh Exp-820-2017 Tahoe | 2,869 | 1,500 | 1,500 | 2,000 |
| 10-5050-339 | Veh Exp-821-2017 Tahoe | 3,371 | 1,500 | 1,500 | 2,000 |
| 10-5050-340 | Gas & Oil | 30,657 | 32,300 | 28,862 | 32,000 |
| 10-5050-360 | Abandon Vehicle | 2,169 | 4,000 | 100 | 1,000 |
| 10-5050-380 | Equipment Maintenance | 2,797 | 2,800 | 900 | 2,400 |
| 10-5050-384 | Tires - New | - | 2,500 | 2,500 | 3,200 |
| 10-5050-420 | Training & Certification | 4,985 | 5,000 | 3,500 | 5,000 |
| 10-5050-421 | Vehicle Lease/Purchase | 105,509 | - | 26,000 | - |
| 10-5050-500 | Bike Rodeo | 1,306 | 1,300 | 300 | 1,300 |
| 10-5050-540 | Community Policing | 515 | 700 | 750 | 1,400 |
| 10-5050-580 | Capital Equipment | 4,896 | 5,000 | 13,571 | 5,000 |
| 10-5050-600 | Animal Control | 123 | 500 | - | - |
| 10-5050-601 | Kennel Expenses | 1,900 | - | 12,000 | 10,000 |
| 10-5050-603 | Cleaning & Supplies | 2,059 | 2,500 | 2,400 | 2,600 |
| 10-5050-620 | Emergency Preparedness | - | 800 | - | 800 |
| 10-5050-642 | Computer Services | 5,448 | 6,500 | 12,458 | 8,000 |
| 10-5050-643 | Training Library | - | 600 | 381 | 500 |
| 10-5050-644 | Hiring Expense | - | 1,500 | 1,500 | 2,000 |
| 10-5050-645 | Ammunition Expense | 4,107 | 5,000 | 5,000 | 5,000 |
| 10-5050-646 | Laboratory Fees | - | 2,000 | - | 1,000 |
| 10-5050-647 | Printing Expense | - | 1,000 | 1,000 | - |
| 10-5050-651 | Evidence Equip. & Supplies | 2,258 | 6,000 | - | 2,000 |
| 10-5050-652 | Evid. Collection/Analysis | 1,000 | 1,500 | 100 | 1,500 |
| Total Expenses | | 1,340,221 | 1,458,900 | 1,436,632 | 1,882,018 |

**Town of New Castle
Recreation
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 10-4010-101 | Tobacco Tax | 379,469 | 323,000 | 360,839 | 342,000 |
| 10-4010-700 | Baseball | 6,191 | 7,000 | 5,313 | 6,000 |
| 10-4010-720 | Youth Basketball | 14,785 | 8,000 | 5,500 | 5,500 |
| 10-4010-730 | Competitive Basketball | 11,380 | 11,400 | 14,700 | 10,800 |
| 10-4010-740 | Softball | 2,730 | 2,800 | 1,955 | 2,200 |
| 10-4010-780 | Flag Football | 920 | 1,200 | 840 | 1,200 |
| 10-4010-790 | Adult Fitness | 3,316 | 4,000 | 4,000 | 5,000 |
| 10-4010-795 | Pickleball | 649 | - | 656 | 650 |
| 10-4010-820 | Adult Basketball | 5,000 | 5,000 | 4,700 | 5,000 |
| 10-4010-841 | Micro Soccer | 9,162 | 8,000 | 8,957 | 8,000 |
| 10-4010-843 | Adult Soccer | 1,400 | 2,000 | - | - |
| 10-4010-850 | Adult Volleyball | - | - | - | 2,000 |
| 10-4010-851 | Youth Volleyball | 6,615 | 5,000 | 3,675 | 5,000 |
| 10-4010-859 | Arts & Enrichment | 21,856 | 16,000 | 20,000 | 20,000 |
| 10-4010-870 | After-School Programs | 1,110 | 1,100 | 1,100 | 1,100 |
| 10-4010-880 | Sponsorships | 1,400 | - | - | 1,000 |
| 10-4010-887 | Scholarships | - | - | 73 | - |
| 10-4010-901 | FMLD Grants | 23,007 | - | - | - |
| 10-4010-910 | Community Center Rentals | 19,850 | 20,000 | 20,000 | 20,000 |
| 10-4010-970 | Special Events | 4,705 | 2,000 | 4,500 | 4,500 |
| 10-4010-972 | Dirty Hog Dash | 16,188 | 16,000 | 9,003 | 15,000 |
| 10-4010-974 | Burning Mountain Festival | 15,600 | 13,000 | 11,835 | 14,000 |
| 10-4010-976 | Community Market | 5,662 | 5,000 | 9,300 | 7,500 |
| 10-4010-993 | 5k Races/Walk | 2,383 | - | 3,320 | 2,100 |
| 10-4010-994 | Youth Fitness | 3,822 | 3,000 | 6,765 | 4,000 |
| Total Revenues | | 557,200 | 453,500 | 497,031 | 482,550 |
| <u>Expenses</u> | | | | | |
| 10-5070-020 | Salaries | 182,499 | 213,000 | 205,932 | 216,351 |
| 10-5070-023 | Overtime Pay | - | 500 | 500 | 1,000 |
| 10-5070-025 | Salary - Temps | 17,495 | 20,000 | 20,000 | 22,000 |
| 10-5070-030 | Payroll Tax Exp - Social Sec | 10,977 | 14,500 | 12,961 | 14,840 |
| 10-5070-031 | Payroll Tax Exp - Medicare | 2,567 | 3,400 | 3,031 | 3,471 |
| 10-5070-032 | Payroll Tax Exp - St Unemplmnt | 303 | 700 | 454 | 718 |
| 10-5070-041 | CRA Retirement Exp | 7,292 | 8,500 | 8,215 | 14,361 |
| 10-5070-042 | Health Insurance Exp | 66,867 | 75,000 | 63,263 | 63,443 |
| 10-5070-050 | Employee Support | 290 | 500 | - | - |
| 10-5070-051 | Employee Wellness Program | 449 | 800 | 735 | 735 |
| 10-5070-100 | Office Supplies | 3,215 | 3,000 | 3,000 | 3,000 |
| 10-5070-101 | Office Op. Supply & Furniture | - | 500 | 1,500 | 500 |
| 10-5070-102 | Postage Expense | 418 | 500 | 500 | 500 |
| 10-5070-103 | Computer Hardware/Software | - | 2,000 | 2,000 | 6,000 |
| 10-5070-104 | Printing & Copies | 1,005 | 1,000 | 1,000 | 1,000 |
| 10-5070-106 | Credit Card Fees | 3,264 | 4,000 | 4,000 | 4,000 |

**Town of New Castle
Recreation
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|---------------------------|------------------------|------------------------|---------------------------|------------------------|
| 10-5070-107 | Computer Services | 7,284 | 8,300 | 7,836 | 8,400 |
| 10-5070-120 | Promotion & Advertising | - | - | 129 | - |
| 10-5070-140 | Telephone Expense | 2,140 | 2,300 | 2,420 | 2,600 |
| 10-5070-145 | Internet Svc/Web Page | 2,160 | 2,200 | 4,000 | 2,200 |
| 10-5070-160 | Dues, Subscriptions | 189 | 500 | 500 | 500 |
| 10-5070-170 | Training, Meetings | 1,855 | 700 | 300 | 1,200 |
| 10-5070-175 | Meals, Lodging | 724 | 500 | - | 500 |
| 10-5070-180 | Publication of Notices | - | 100 | - | 100 |
| 10-5070-210 | Technical Support | 1,678 | 1,800 | 1,698 | 1,800 |
| 10-5070-240 | Audit Expense | 595 | 600 | 600 | 1,050 |
| 10-5070-260 | Insurance Expense | 6,719 | 7,800 | 7,541 | 9,402 |
| 10-5070-280 | Miscellaneous Expense | 320 | - | - | - |
| 10-5070-290 | Veh Exp-09 GMC(R8) | - | 300 | 300 | 300 |
| 10-5070-295 | Gas & Oil | 246 | 400 | 185 | 250 |
| 10-5070-320 | Youth Basketball | 4,764 | 4,500 | 4,500 | 4,500 |
| 10-5070-340 | Adult Basketball | 440 | 1,000 | 640 | 1,000 |
| 10-5070-375 | Competitive Basketball | 1,170 | 1,500 | 1,500 | 1,500 |
| 10-5070-380 | Baseball | 2,602 | 3,500 | 3,000 | 3,500 |
| 10-5070-400 | Softball | 3,185 | 2,500 | 2,000 | 2,500 |
| 10-5070-421 | Flag Football | 826 | 1,000 | 1,300 | 1,000 |
| 10-5070-450 | Adult Fitness | 4,218 | 4,000 | 4,000 | 5,000 |
| 10-5070-462 | Micro Soccer | 3,919 | 3,000 | 5,000 | 4,000 |
| 10-5070-464 | Adult Soccer | 464 | 1,000 | - | - |
| 10-5070-470 | Adult Volleyball | 32 | - | - | 1,500 |
| 10-5070-471 | Youth Volleyball | 2,710 | 2,500 | 2,500 | 2,500 |
| 10-5070-475 | Arts & Enrichment | 10,660 | 8,500 | 10,000 | 12,000 |
| 10-5070-505 | After School Program | 560 | 800 | 3,000 | 1,600 |
| 10-5070-530 | C.C. - Repairs/Maint. | 1,577 | 1,200 | 3,000 | 1,500 |
| 10-5070-531 | C.C. - Janitorial | 9,270 | 10,000 | 7,000 | 8,000 |
| 10-5070-535 | C.C. - Supplies | 2,904 | 3,500 | 2,000 | 3,000 |
| 10-5070-540 | C.C. - Utilities | 9,954 | 12,000 | 10,619 | 11,500 |
| 10-5070-610 | Special Events | 5,455 | 7,600 | 5,500 | 6,500 |
| 10-5070-640 | Field Maintenance | - | 800 | 1,200 | 1,200 |
| 10-5070-642 | Facilities Maintenance | 700 | - | - | - |
| 10-5070-700 | Capital Expenditures | 23,103 | - | - | - |
| 10-5070-900 | Town Special Events | 32 | - | - | - |
| 10-5070-972 | Dirty Hog Dash | 12,960 | 10,000 | 7,800 | 10,000 |
| 10-5070-974 | Burning Mountain Festival | 16,828 | 18,000 | 12,000 | 18,500 |
| 10-5070-976 | Community Market | 5,186 | 5,500 | 6,000 | 5,500 |
| 10-5070-992 | 5K Races/Walk | 3,088 | 4,000 | 2,474 | 3,000 |
| 10-5070-993 | Seniors Programs | 18 | - | - | - |
| 10-5070-995 | Youth Fitness | 4,944 | 3,000 | 6,000 | 4,000 |
| 10-5070-996 | Pickleball | 480 | 1,000 | 519 | 550 |
| Total Expenses | | 452,600 | 483,800 | 454,152 | 494,071 |

**Town of New Castle
Street Maintenance
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 10-4010-060 | Sales Street 1% | 718,480 | 727,000 | 769,590 | 800,000 |
| 10-4010-070 | County Sales Tax 3/4% | 202,800 | 234,000 | 236,041 | 255,000 |
| 10-4010-320 | M/V Special Assessment | 20,581 | 18,000 | 18,494 | 17,000 |
| 10-4010-360 | Highway Use Tax | 146,522 | 142,000 | 135,190 | 146,315 |
| 10-4010-370 | Traffic Impact Fee | 33,299 | 20,700 | 20,868 | 25,805 |
| 10-4010-371 | Permits-St Maint. | 300 | - | 1,903 | - |
| 10-4010-394 | Sale of Assets | - | - | - | 46,000 |
| 10-4010-395 | Misc. Street Revenue | 2,914 | 3,000 | 3,000 | 3,000 |
| 10-4010-397 | FMLD Grant | 132,000 | - | 150,000 | - |
| Total Revenues | | 1,256,896 | 1,144,700 | 1,335,086 | 1,293,120 |
| <u>Expenses</u> | | | | | |
| 10-5090-020 | Salaries | 194,545 | 240,000 | 254,374 | 327,411 |
| 10-5090-022 | Call Out Pay | 1,597 | 2,200 | 4,031 | 3,500 |
| 10-5090-023 | Overtime Pay | 1,613 | 6,000 | 6,000 | 4,000 |
| 10-5090-025 | Salary - Temps | 22,259 | 35,000 | 20,779 | 32,000 |
| 10-5090-030 | Payroll Tax Exp - Social Sec | 13,176 | 17,500 | 17,405 | 22,748 |
| 10-5090-031 | Payroll Tax Exp - Medicare | 3,082 | 4,100 | 4,070 | 5,320 |
| 10-5090-032 | Payroll Tax Exp - St Unemplmnt | 409 | 900 | 633 | 1,101 |
| 10-5090-041 | CRA Retirement Exp | 7,906 | 9,900 | 10,564 | 22,015 |
| 10-5090-042 | Health Insurance Exp | 46,785 | 65,000 | 52,587 | 66,800 |
| 10-5090-050 | Employee Support | 1,011 | 1,500 | 1,500 | 1,500 |
| 10-5090-051 | Employee Wellness Program | 625 | 700 | 856 | 877 |
| 10-5090-100 | Office Supplies | - | 300 | 300 | 300 |
| 10-5090-101 | Office Op. Supply & Furniture | - | 600 | 200 | 600 |
| 10-5090-102 | Postage Expense | 390 | 300 | 500 | 425 |
| 10-5090-103 | Computer Hardware/Software | - | 1,000 | 300 | 1,000 |
| 10-5090-107 | Computer Services | 5,858 | 6,900 | 8,355 | 9,000 |
| 10-5090-120 | Utilities | 13,118 | 12,500 | 10,616 | 11,500 |
| 10-5090-140 | Telephone Expense | 2,372 | 2,400 | 2,363 | 2,500 |
| 10-5090-160 | Dues, Subscriptions | - | 500 | 600 | 600 |
| 10-5090-170 | Training | 1,033 | 1,200 | 800 | 1,500 |
| 10-5090-175 | Meals, Lodging | 772 | 900 | 1,200 | 1,200 |
| 10-5090-180 | Publication of Notices | 1,799 | 1,200 | 1,200 | 1,200 |
| 10-5090-200 | Legal Services | - | 600 | 600 | 600 |
| 10-5090-210 | Technical Support | 2,266 | 2,400 | 2,294 | 2,400 |
| 10-5090-220 | Other Prof Services | - | 500 | 500 | 500 |
| 10-5090-240 | Audit Expense | 595 | 600 | 600 | 1,050 |
| 10-5090-260 | Insurance Expense | 11,134 | 11,000 | 12,016 | 14,680 |
| 10-5090-300 | Machinery, Equipment, Tools | 2,610 | 2,000 | 2,200 | 7,500 |
| 10-5090-320 | Vehicle Expense | 491 | 400 | 1,000 | 600 |
| 10-5090-322 | Veh Exp-2009 Hook Truck | 12,684 | 5,000 | 3,000 | 3,000 |
| 10-5090-331 | Veh Exp-17 Chevy (M-7) | 965 | 800 | 300 | 300 |
| 10-5090-332 | Veh Exp-2017 Chevy (A-2) | 653 | 800 | 500 | 800 |

**Town of New Castle
Street Maintenance
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|-----------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| 10-5090-333 | 2020 Chevy 2500 (M-13) | - | - | - | 800 |
| 10-5090-334 | 2023 Chevy 2500 (M-88) | - | - | - | 300 |
| 10-5090-340 | Gas & Oil | 18,513 | 19,800 | 17,895 | 19,700 |
| 10-5090-360 | Co. Treas. Fees-Prop. Tax | 4,689 | 4,500 | 4,500 | 4,500 |
| 10-5090-376 | Eq. Maint-Cat MiniEx | (39) | 500 | 500 | 500 |
| 10-5090-377 | Eq. Maint - Snow Plows | 3,280 | 3,500 | 3,500 | 3,500 |
| 10-5090-379 | Eq. Maint. Bobcat Skidsteer | 389 | 1,500 | 1,000 | 3,600 |
| 10-5090-380 | Equipment Maintenance | 592 | 2,000 | 1,500 | 2,000 |
| 10-5090-381 | Eq. Maint. Cat Backhoe | 1,587 | 600 | 1,000 | 1,000 |
| 10-5090-382 | Eq. Maint. Street Sweeper | 289 | 500 | 500 | 1,500 |
| 10-5090-383 | Eq. Maint. J.D. Tractor | - | 200 | 200 | 200 |
| 10-5090-384 | Tires - New | 574 | 1,200 | 1,100 | 1,200 |
| 10-5090-390 | Maintenance/Operations | 9,993 | 9,700 | 9,700 | 9,800 |
| 10-5090-391 | Equipment Rental | - | 1,500 | 750 | 1,500 |
| 10-5090-392 | Road Base/Cinders/Patching Mtl | 10,218 | 10,500 | 11,500 | 10,500 |
| 10-5090-394 | Crack Seal Exp. | 85,795 | 80,000 | 79,431 | 100,000 |
| 10-5090-395 | Sidewalk Maintenance | 13,865 | 40,000 | 4,500 | 40,000 |
| 10-5090-396 | St. Signs | 2,248 | 2,000 | 2,800 | 2,400 |
| 10-5090-397 | Painting - St./Crosswalks | 11,251 | 12,500 | 14,000 | 13,000 |
| 10-5090-398 | Street Chip & Seal | 130,936 | 80,000 | - | 100,000 |
| 10-5090-400 | Street Lights | 52,363 | 60,000 | 45,757 | 49,500 |
| 10-5090-403 | EV Charge Station operations | 1,269 | 1,300 | 1,400 | 1,500 |
| 10-5090-421 | Equip Lease/Purchase | - | - | 55,181 | 110,000 |
| 10-5090-481 | Safety | 1,699 | 1,500 | 1,500 | 1,500 |
| 10-5090-499 | PWF Maintenance | 1,900 | 2,000 | 1,800 | 2,000 |
| 10-5090-500 | Tree Maintenance | - | 10,000 | 10,000 | 10,000 |
| 10-5090-550 | Street Asphalt Overlay | 417,867 | 80,000 | 435,588 | 100,000 |
| 10-5090-560 | Capital Improvements | 212,675 | - | - | - |
| Total Expenses | | 1,331,701 | 860,000 | 1,127,845 | 1,139,028 |

**Town of New Castle
Town Maintenance
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|--------------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Expenses</u> | | | | | |
| 10-5060-020 | Salaries | 25,158 | 34,300 | 31,208 | 40,825 |
| 10-5060-023 | Overtime Pay | 162 | 500 | 500 | - |
| 10-5060-030 | Payroll Tax Exp - Social Sec | 1,527 | 2,200 | 1,933 | 2,531 |
| 10-5060-031 | Payroll Tax Exp - Medicare | 357 | 500 | 452 | 592 |
| 10-5060-032 | Payroll Tax Exp - St Unemplmnt | 48 | 100 | 70 | 122 |
| 10-5060-041 | CRA Retirement Exp | 1,013 | 1,400 | 1,268 | 2,450 |
| 10-5060-042 | Health Insurance Exp | 5,243 | 8,900 | 6,025 | 7,874 |
| 10-5060-051 | Employee Wellness Program | 80 | 100 | 87 | 100 |
| 10-5060-100 | Office Supplies | 786 | 800 | 800 | 1,000 |
| 10-5060-145 | Internet svc | 2,700 | 2,700 | 2,700 | 3,200 |
| 10-5060-260 | Insurance Expense | 4,588 | 5,400 | 5,563 | 7,179 |
| 10-5060-280 | Miscellaneous Expense | 61 | 100 | - | - |
| 10-5060-320 | Vehicle Expense#111D Ford 1988 | 64 | - | 100 | - |
| 10-5060-580 | Capital Equipment | 68,744 | - | - | - |
| 10-5060-600 | Town M & O | 6,219 | 4,000 | 6,000 | 4,000 |
| 10-5060-601 | T/H Cleaning & Supplies | 3,841 | 4,000 | 4,000 | 4,000 |
| 10-5060-603 | MOC Cleaning & Supplies | - | - | 1,000 | 500 |
| 10-5060-604 | Rent Expense | 6,000 | 6,000 | 6,000 | 6,000 |
| 10-5060-611 | Museum Expense | 970 | 2,000 | 10,000 | 1,500 |
| Total Expenses | | 127,561 | 73,000 | 77,706 | 81,873 |

TOWN OF NEW CASTLE, COLORADO

UTILITY FUND

Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual *Budget Year Ending December 31, 2024*

| | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Projected</u> | <u>2024 Beg Budget</u> |
|--|-------------------------------|-------------------------------|----------------------------------|-----------------------------------|
| Beginning - Retained Earnings | \$ 2,017,031 | 2,321,379 | 2,453,489 | 2,570,938 |
| Water | | | | |
| Operating Revenues | \$ 1,186,011 | 1,203,300 | 1,228,499 | 1,264,348 |
| Operating Expenses | \$ <u>861,537</u> | <u>1,028,800</u> | <u>1,046,521</u> | <u>1,210,753</u> |
| Operating Revenues *** | \$ 324,474 | 174,500 | 181,978 | 53,595 |
| Capital Revenues | \$ 327,300 | 194,000 | 470,500 | 847,040 |
| Capital Expenses | \$ <u>99,422</u> | <u>124,000</u> | <u>448,405</u> | <u>795,045</u> |
| Capital Revenues *** | \$ 227,878 | 70,000 | 22,095 | 51,995 |
| Wastewater | | | | |
| Operating Revenues | \$ 1,525,821 | 1,560,620 | 1,604,267 | 1,652,396 |
| Operating Expenses | \$ <u>838,819</u> | <u>1,026,400</u> | <u>998,291</u> | <u>1,114,878</u> |
| Operating Revenues *** | \$ 687,002 | 534,220 | 605,976 | 537,518 |
| Capital Revenues | \$ 242,072 | 394,000 | 212,500 | 309,400 |
| Capital Expenses | \$ <u>1,057,049</u> | <u>1,082,100</u> | <u>921,120</u> | <u>931,890</u> |
| Capital Revenues *** | \$ (814,977) | (688,100) | (708,620) | (622,490) |
| Trash Service | | | | |
| Operating Revenues | \$ 576,693 | 605,000 | 610,663 | 635,089 |
| Operating Expenses | \$ <u>564,612</u> | <u>593,800</u> | <u>594,643</u> | <u>620,164</u> |
| Operating Revenues *** | \$ 12,081 | 11,200 | 16,020 | 14,925 |
| Ending Retained Earnings | \$ <u>2,453,489</u> | <u>2,423,199</u> | <u>2,570,938</u> | <u>2,606,481</u> |
| ***over (under) Expenses | | | | |
| Net Surplus (Deficit) | 436,458 | 101,820 | 117,449 | 35,543 |

Town of New Castle
Water Operating
2024 Proposed Budget

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|------------------------|--------------------------------|--------------------|--------------------|-----------------------|--------------------|
| <u>Revenues</u> | | | | | |
| 20-4030-020 | Water Revenues | 778,689 | 801,000 | 805,586 | 829,754 |
| 20-4030-025 | Water Svc Chg-Over 12,000 Gal. | 170,403 | 169,000 | 176,829 | 182,134 |
| 20-4030-050 | Water Service Charge | 138,844 | 143,000 | 143,691 | 148,002 |
| 20-4030-080 | Delinquent User Charge | 15,787 | 15,000 | 12,045 | 12,406 |
| 20-4030-100 | Administration Fees | 2,025 | 2,200 | 1,240 | 1,277 |
| 20-4030-110 | Raw Water revenue | 11,001 | 11,300 | 18,506 | 19,062 |
| 20-4030-120 | Bulk Water Revenues | 61,094 | 56,000 | 66,222 | 68,209 |
| 20-4030-200 | Water Meters/Accessory | 8,168 | 5,800 | 4,380 | 3,504 |
| Total Revenues | | 1,186,011 | 1,203,300 | 1,228,499 | 1,264,348 |
| <u>Expenses</u> | | | | | |
| 20-6040-010 | Council Salaries | 10,060 | 11,000 | 11,000 | 11,610 |
| 20-6040-020 | Salaries | 355,154 | 391,000 | 413,220 | 515,244 |
| 20-6040-022 | Call Out Pay | 10,107 | 11,000 | 11,590 | 11,000 |
| 20-6040-023 | Overtime Pay | 1,720 | 3,700 | 7,418 | 3,700 |
| 20-6040-030 | Payroll Tax Exp - Social Sec | 22,443 | 26,000 | 26,559 | 33,576 |
| 20-6040-031 | Payroll Tax Exp - Medicare | 5,249 | 6,000 | 6,211 | 7,853 |
| 20-6040-032 | Payroll Tax Exp - St Unemplmnt | 674 | 1,300 | 1,011 | 1,625 |
| 20-6040-041 | CRA Retirement Exp | 14,530 | 16,300 | 17,310 | 31,797 |
| 20-6040-042 | Health Insurance Exp | 82,196 | 95,200 | 102,796 | 117,978 |
| 20-6040-049 | Recruitment Expense | - | 2,500 | - | 2,500 |
| 20-6040-050 | Employee Support | 1,200 | 1,400 | 1,400 | 1,400 |
| 20-6040-051 | Employee Wellness Program | 927 | 1,500 | 1,300 | 1,275 |
| 20-6040-100 | Office Supplies | 1,278 | 2,500 | 1,300 | 2,000 |
| 20-6040-101 | Office Op. Supply & Furniture | - | 600 | - | 600 |
| 20-6040-102 | Postage Expense | 1,284 | 1,600 | 1,500 | 1,500 |
| 20-6040-103 | Computer Hardware/Software | 715 | 6,500 | 6,500 | 6,500 |
| 20-6040-104 | Printing & Copies | 2,048 | 2,500 | 2,500 | 2,500 |
| 20-6040-106 | Credit Card Fees | 12,018 | 11,000 | 13,000 | 13,000 |
| 20-6040-107 | Computer Services | 11,917 | 14,500 | 15,938 | 17,100 |
| 20-6040-110 | Utility Billing Expense | 4,862 | 5,000 | 5,000 | 5,000 |
| 20-6040-120 | Town Hall Utilities | 1,676 | 2,000 | 1,885 | 2,100 |
| 20-6040-140 | Telephone Expense | 8,261 | 8,500 | 7,152 | 7,500 |
| 20-6040-145 | Internet Svc/Web Page | - | 4,000 | 2,000 | 2,000 |
| 20-6040-160 | Dues, Meetings, Subscriptions | 2,060 | 2,500 | 2,000 | 2,500 |
| 20-6040-170 | Training | 111 | 1,000 | 800 | 1,000 |
| 20-6040-175 | Meals, Lodging | 268 | 1,000 | 500 | 1,000 |
| 20-6040-180 | Publication of Notices | 87 | 1,000 | 1,800 | 1,800 |
| 20-6040-190 | Refund | 578 | 1,600 | - | 1,600 |
| 20-6040-200 | Legal Services | 11,688 | 14,000 | 14,000 | 14,000 |
| 20-6040-210 | Technical Support | 10,032 | 10,400 | 10,302 | 10,800 |
| 20-6040-220 | Other Prof Services | 3,750 | 7,300 | 10,000 | 9,900 |
| 20-6040-240 | Audit Expense | 2,125 | 2,200 | 2,200 | 3,750 |
| 20-6040-260 | Insurance Expense | 41,689 | 48,000 | 50,088 | 63,445 |

Town of New Castle
Water Operating
2024 Proposed Budget

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|-----------------------|-----------------------------|--------------------|--------------------|-----------------------|--------------------|
| 20-6040-280 | Miscellaneous Expense | 4,165 | 1,000 | 200 | 1,000 |
| 20-6040-281 | Good Neighbor Policy Exp. | - | 1,000 | 1,700 | 2,000 |
| 20-6040-480 | Engineering & Survey | 6,740 | 8,000 | 8,000 | 8,000 |
| 20-6050-120 | Utilities | 70,918 | 80,000 | 70,751 | 76,500 |
| 20-6050-122 | Utilities-Raw Water | 20,655 | 26,000 | 19,467 | 21,000 |
| 20-6050-200 | Chemicals | 28,818 | 45,000 | 36,500 | 37,000 |
| 20-6050-220 | M & O - Plant | 6,657 | 25,000 | 35,000 | 46,000 |
| 20-6050-240 | M & O - Distribution | 32,310 | 65,000 | 65,000 | 45,000 |
| 20-6050-241 | M & O Raw Water System | 28,401 | 10,000 | 6,000 | 6,000 |
| 20-6050-245 | M & O-Red Rocks Ditch | 8,085 | 9,000 | 4,000 | 9,000 |
| 20-6050-250 | Source Water Protection | - | 300 | 300 | 300 |
| 20-6050-260 | Lab Tests | 4,757 | 7,500 | 9,000 | 8,500 |
| 20-6050-300 | Machinery & Equipment | 788 | 2,500 | - | 2,500 |
| 20-6050-323 | Veh Exp-04 Ford Ranger(W10) | 118 | - | 100 | - |
| 20-6050-325 | Veh Exp-09 Chevy Colo(w11) | 396 | 300 | - | - |
| 20-6050-326 | Veh Exp-13 Chevy P.U.(W14) | 116 | 800 | 2,000 | 400 |
| 20-6050-327 | Veh Exp-17 Chevy (W-15) | - | - | 400 | 400 |
| 20-6050-328 | Veh Exp-17 Chevy (W-16) | - | 300 | 400 | 400 |
| 20-6050-329 | Veh Exp-15 Chevy (P-3) | - | 800 | 800 | 400 |
| 20-6050-340 | Gas & Oil | 8,795 | 8,100 | 9,123 | 10,100 |
| 20-6050-380 | Equipment Maintenance | 517 | 1,000 | 500 | 1,000 |
| 20-6050-391 | Equipment Rental | - | 800 | 400 | 800 |
| 20-6050-420 | Training | 160 | 500 | 1,000 | 1,000 |
| 20-6050-481 | Safety | 46 | 500 | 1,500 | 1,000 |
| 20-6050-500 | Water Meter/Accessories | 9,250 | 7,500 | 16,500 | 15,000 |
| 20-6050-580 | Equipment & Tool-Distribute | 1,936 | 2,000 | 1,000 | 1,000 |
| 20-6050-581 | Lab Equip. & Supplies | 3,865 | 5,000 | 5,000 | 2,000 |
| 20-6050-590 | Equipment & Tool-Plant | 1,066 | 1,000 | 800 | 1,000 |
| 20-6050-700 | Permits | 1,445 | 1,500 | 1,500 | 1,500 |
| 20-6050-710 | W/H Ditch Fees | 130 | 300 | 300 | 300 |
| 20-6050-721 | Water Lease | - | 500 | - | 500 |
| 20-6050-740 | Ruedi Water Contract | 696 | 3,000 | 1,000 | 2,000 |
| Total Expenses | | 861,537 | 1,028,800 | 1,046,521 | 1,210,753 |

**Town of New Castle
Water Capital
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|--------------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Revenues</u> | | | | | |
| 20-4030-260 | ARPA Funds-Red Rocks Ditch | - | - | 325,000 | 365,640 |
| 20-4030-270 | FMLD Grant | - | - | - | 365,000 |
| 20-4030-300 | Cap Water Tap Fees | 171,300 | 194,000 | 145,500 | 116,400 |
| 20-4030-340 | Water Rights Dedication | 156,000 | - | - | - |
| Total Revenues | | 327,300 | 194,000 | 470,500 | 847,040 |
| <u>Expenses</u> | | | | | |
| 20-6050-521 | Note Principal - CWCB | 23,437 | 25,000 | 24,492 | 25,594 |
| 20-6050-541 | Note Interest - CWCB | 19,967 | 19,000 | 18,913 | 17,811 |
| 20-6059-176 | Raw Water System-Capital | - | - | 325,000 | 365,640 |
| 20-6059-177 | Raw Water Irrigation Expansion | - | - | - | 365,000 |
| 20-6059-421 | Veh/Equip-Lease/Purchase | 32,558 | - | - | - |
| 20-6059-580 | Other Capital-Water | 23,460 | 80,000 | 80,000 | 21,000 |
| Total Expenses | | 99,422 | 124,000 | 448,405 | 795,045 |

**Town of New Castle
WasteWater Operating
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|--------------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Revenues</u> | | | | | |
| 20-4040-040 | Monthly Wastewater Svc. Chg | 1,330,877 | 1,370,900 | 1,381,507 | 1,422,952 |
| 20-4040-045 | Sewer Chg-Over 6,000 Gal. | 71,413 | 64,000 | 94,305 | 97,135 |
| 20-4040-050 | Sewer Svc. Chg. | 109,185 | 111,000 | 113,359 | 116,760 |
| 20-4040-055 | South Svc Chg | 14,184 | 14,600 | 14,604 | 15,042 |
| 20-4040-540 | ColoTrust Int(DOLA)-Wastewater | 162 | 120 | 492 | 507 |
| Total Revenues | | 1,525,821 | 1,560,620 | 1,604,267 | 1,652,396 |
| <u>Expenses</u> | | | | | |
| 20-6080-010 | Council Salaries | 10,060 | 11,000 | 11,000 | 11,610 |
| 20-6080-020 | Salaries | 355,646 | 400,000 | 383,229 | 458,907 |
| 20-6080-022 | Call Out Pay | 11,968 | 12,500 | 10,275 | 12,500 |
| 20-6080-023 | Overtime Pay | 2,124 | 2,400 | 5,199 | 2,400 |
| 20-6080-030 | Payroll Tax Exp - Social Sec | 22,585 | 27,000 | 24,593 | 30,096 |
| 20-6080-031 | Payroll Tax Exp - Medicare | 5,281 | 6,200 | 5,752 | 7,039 |
| 20-6080-032 | Payroll Tax Exp - St Unemplmnt | 676 | 1,300 | 930 | 1,456 |
| 20-6080-041 | CRA Retirement Exp | 14,685 | 16,600 | 15,965 | 28,428 |
| 20-6080-042 | Health Insurance Exp | 87,276 | 100,200 | 94,772 | 115,438 |
| 20-6080-049 | Recruitment Expense | - | 2,500 | 2,500 | 2,500 |
| 20-6080-050 | Employee Support | 1,147 | 1,900 | 1,900 | 1,900 |
| 20-6080-051 | Employee Wellness Program | 800 | 1,600 | 1,300 | 1,305 |
| 20-6080-100 | Office Supplies | 1,400 | 1,200 | 1,200 | 1,200 |
| 20-6080-101 | Office Op. Supply & Furniture | 348 | 600 | - | 600 |
| 20-6080-102 | Postage Expense | 585 | 1,000 | 800 | 1,000 |
| 20-6080-103 | Computer Hardware/Software | - | 6,700 | 15,000 | 3,500 |
| 20-6080-104 | Printing & Copies | 1,005 | 900 | 1,000 | 1,000 |
| 20-6080-106 | Credit Card Fees | 9,668 | 8,800 | 9,500 | 9,500 |
| 20-6080-107 | Computer Services | 13,557 | 13,500 | 15,860 | 17,000 |
| 20-6080-110 | Utility Billing Expense | 4,865 | 5,000 | 5,000 | 5,000 |
| 20-6080-120 | Town Hall Utilities | 1,394 | 1,700 | 1,885 | 2,100 |
| 20-6080-125 | Porta Jon Svc | 14,458 | 12,000 | 15,000 | 12,000 |
| 20-6080-140 | Telephone Expense | 3,920 | 4,100 | 5,274 | 5,600 |
| 20-6080-145 | Internet Svc/Web Page | 540 | 600 | 600 | 600 |
| 20-6080-160 | Dues, Meetings, Subscriptions | 1,045 | 1,800 | 1,800 | 2,800 |
| 20-6080-170 | Training | 151 | 3,000 | 1,000 | 3,000 |
| 20-6080-175 | Meals, Lodging | 683 | 1,000 | 500 | 1,000 |
| 20-6080-180 | Publication of Notices | - | 1,300 | 1,300 | 1,300 |
| 20-6080-190 | Refund | 578 | 1,500 | 1,500 | 1,500 |
| 20-6080-200 | Legal Services | 372 | 2,200 | 1,000 | 2,200 |
| 20-6080-210 | Technical Support | 8,158 | 8,500 | 8,438 | 8,800 |
| 20-6080-220 | Other Prof Services/Inspection | 4,163 | 8,000 | 9,500 | 9,900 |
| 20-6080-240 | Audit Expense | 1,445 | 1,500 | 1,500 | 2,550 |
| 20-6080-260 | Insurance Expense | 31,678 | 36,000 | 37,436 | 47,349 |
| 20-6080-280 | Miscellaneous Expense | 46 | 1,000 | 23 | 1,000 |
| 20-6080-281 | Good Neighbor Policy Exp | 750 | 5,000 | 2,500 | 5,000 |

**Town of New Castle
WasteWater Operating
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|----------------------------------|------------------------|------------------------|---------------------------|------------------------|
| 20-6080-480 | Engineering & Survey | 3,613 | 21,000 | 16,000 | - |
| 20-6090-120 | Utilities | 105,231 | 122,000 | 118,956 | 128,500 |
| 20-6090-125 | South Utilities | 2,124 | 2,700 | 2,190 | 2,400 |
| 20-6090-200 | Chemicals | 14,475 | 16,000 | 15,000 | 15,000 |
| 20-6090-220 | M & O Plant - WWTP | 35,287 | 75,000 | 75,000 | 75,000 |
| 20-6090-221 | Sludge Hauling | 11,274 | 10,000 | 10,000 | 10,000 |
| 20-6090-225 | M&O - Centrifuge | 1,330 | 6,000 | 6,100 | 3,000 |
| 20-6090-240 | M & O - Collections | 17,839 | 7,000 | 8,000 | 7,000 |
| 20-6090-245 | M & O South Collections | - | 2,500 | 500 | 2,500 |
| 20-6090-260 | Lab Tests | 12,466 | 15,000 | 15,000 | 17,000 |
| 20-6090-327 | Veh Exp-22 Chevy Colorado (WW17) | - | - | - | 300 |
| 20-6090-328 | Veh Exp-13 Chevy PU(W12) | 414 | 800 | 450 | 400 |
| 20-6090-329 | Veh Exp-17 Chevy (W-15) | 779 | 200 | 200 | - |
| 20-6090-340 | Gas & Oil | 6,485 | 6,800 | 8,064 | 8,900 |
| 20-6090-391 | Equipment Rental | - | 1,000 | 500 | 1,000 |
| 20-6090-420 | Training | 1,211 | 1,500 | 1,500 | 1,500 |
| 20-6090-481 | Safety | 612 | 1,000 | 1,000 | 1,000 |
| 20-6090-580 | Equip. & Tools - Plant | 506 | 3,000 | 1,000 | 4,000 |
| 20-6090-581 | Lab Equip. & Supplies | 10,455 | 15,000 | 15,000 | 12,000 |
| 20-6090-590 | Equipment & Tool - Collection | 570 | 6,500 | 6,500 | 3,000 |
| 20-6090-700 | Permits | 1,091 | 1,500 | 1,500 | 1,500 |
| 20-6090-740 | Sludge Site Application Fee | - | 300 | 300 | 300 |
| 20-6090-760 | Sludge Site | - | 1,500 | 500 | 1,500 |
| Total Expenses | | 838,819 | 1,026,400 | 998,291 | 1,114,878 |

**Town of New Castle
WasteWater Capital
2024 Proposed Budget**

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|------------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Revenues</u> | | | | | |
| 20-4040-320 | Cap Sewer Tap Fees | 171,300 | 194,000 | 145,500 | 116,400 |
| 20-4040-394 | Sale of Assets | - | - | - | - |
| 20-4040-620 | ARPA Funds | - | - | - | 60,000 |
| 20-4040-621 | Misc. Grant Revenue | 70,772 | 200,000 | 67,000 | 133,000 |
| Total Revenues | | 242,072 | 394,000 | 212,500 | 309,400 |
| <u>Expenses</u> | | | | | |
| 20-6080-561 | Note Princ. - 08 WWTP Loan | 385,992 | 392,000 | 391,428 | 396,865 |
| 20-6080-581 | Note Int. - 08 WWTP Loan | 110,253 | 106,000 | 105,592 | 94,025 |
| 20-6095-100 | Capital Replacement/WW Lines | - | - | 50,000 | 65,000 |
| 20-6095-101 | Capital - Collections Other | 505,636 | - | - | - |
| 20-6095-110 | Capital Replacement-WW Plant | 6,710 | 450,000 | 240,000 | 376,000 |
| 20-6095-421 | Veh/Equip-Lease/Purchase | 32,558 | - | - | - |
| 20-6095-800 | Capital-Equipment | 15,900 | 134,100 | 134,100 | - |
| Total Expenses | | 1,057,049 | 1,082,100 | 921,120 | 931,890 |

Town of New Castle
Trash Service
2024 Proposed Budget

| Account Number | Account Title | 2022 Actual | 2023 Budget | 2023 Projected | 2024 Budget |
|---------------------------|-------------------------|------------------------|------------------------|---------------------------|------------------------|
| <u>Revenues</u> | | | | | |
| 20-4030-060 | Trash Revenues | 576,693 | 605,000 | 610,663 | 635,089 |
| | Total Revenues | 576,693 | 605,000 | 610,663 | 635,089 |
| <u>Expenses</u> | | | | | |
| 20-6070-110 | Utility Billing Expense | 1,015 | 1,200 | 1,000 | 1,200 |
| 20-6070-180 | Publication of Notices | (5) | - | - | - |
| 20-6070-200 | Legal Services | - | 600 | 600 | 600 |
| 20-6070-500 | Trash Service | 553,919 | 580,000 | 583,043 | 606,364 |
| 20-6070-600 | Chgs-Cleanup Weeks | 9,683 | 12,000 | 10,000 | 12,000 |
| | Total Expenses | 564,612 | 593,800 | 594,643 | 620,164 |

TOWN OF NEW CASTLE, COLORADO

CONSERVATION TRUST FUND

**Combined Statement of Revenues, Expenditures
and Changes in Fund Balances - Budget and Actual
*Budget Year Ending December 31, 2024***

| | | 2022 Actual | 2023 Budget | 2023 Projection | 2024 Budget |
|-------------------------------|----------------|------------------------|------------------------|----------------------------|------------------------|
| BEGINNING FUND BALANCE | Acct. # | \$122,976 | \$148,026 | \$158,879 | \$95,202 |
| <u>REVENUES</u> | | | | | |
| State Lottery | 30-4040-040 | 62,874 | 55,000 | 65,749 | 65,749 |
| Parks/Open Space/Trails Dev | 30-4040-117 | 10,000 | - | 10,000 | - |
| Alpine Checking Interest | 30-4040-520 | 2 | 50 | 74 | 70 |
| Total Revenues: | | 72,876 | 55,050 | 75,823 | 65,819 |
| <u>EXPENDITURES</u> | | | | | |
| Equipment | 30-8040-390 | 36,973 | 50,000 | 50,000 | - |
| Parks, Trails Dev | 30-8040-617 | - | 80,000 | 89,500 | 10,000 |
| Total Expenditures: | | 36,973 | 130,000 | 139,500 | 10,000 |
| ENDING FUND BALANCE | | 158,879 | 73,076 | 95,202 | 151,021 |

TOWN OF NEW CASTLE, COLORADO

CEMETERY FUND

Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual *Budget Year Ending December 31, 2024*

| | | 2022 Actual | 2023 Budget | 2023 Year End Estimate | 2024 Budget |
|------------------------------------|----------------|-----------------|-----------------|---------------------------|-----------------|
| BEGINNING RETAINED EARNINGS | | \$53,208 | \$66,719 | \$63,140 | \$76,640 |
| Reserved - Perpetual Care | | (10,000) | (10,000) | (10,000) | (10,000) |
| Unreserved/Undesignated | | 43,208 | 56,719 | 53,140 | 66,640 |
| REVENUES | Acct. # | | | | |
| Sale of Plots | 40-4060-020 | 10,400 | 12,500 | 14,000 | 12,000 |
| ColoTrust Interest | 40-4060-540 | 245 | 170 | 600 | 600 |
| Total Revenues: | | 10,645 | 12,670 | 14,600 | 12,600 |
| EXPENDITURES | | | | | |
| Maintenance & Operations | 40-9040-380 | 713 | 12,500 | 1,100 | 12,500 |
| Total Expenditures: | | 713 | 12,500 | 1,100 | 12,500 |
| ENDING RETAINED EARNINGS | | 63,140 | 66,889 | 76,640 | 76,740 |
| Reserved - Perpetual Care | | (10,000) | (10,000) | (10,000) | (10,000) |
| Unreserved/Undesignated | | \$53,140 | \$56,889 | \$66,640 | \$66,740 |

TOWN OF NEW CASTLE, COLORADO
ORDINANCE NO. 2023-08

An Ordinance of the Town of New Castle, Colorado summarizing additional expenditures for the Utility Fund, Conservation Trust Fund and Cemetery Fund, and adopting a supplemental budget for the Town of New Castle, Colorado, for the calendar year beginning on the first day of January, 2023 and ending on the last day of December, 2023.

WHEREAS, on December 5, 2023, the Town Council of the Town of New Castle adopted Resolution No. TC-2022-29, approving a budget for the calendar year beginning on the first day of January 2023, and ending on the last day of December 2023; and

WHEREAS, pursuant to the Home Rule Charter of the Town of New Castle, the Town Administrator has certified that during 2023, there became available for appropriation revenues in excess of those estimated in the 2023 budget, as indicated on Exhibit A attached to and incorporated by reference into this ordinance; and

WHEREAS, the Town Administrator and the Town Finance Director/Treasurer have prepared and submitted a proposed supplemental budget for the 2023 calendar year to the Council for its consideration; and

WHEREAS, on December 5, 2023, the Council held a public hearing on the proposed supplemental budget, after publication in accordance with the Charter of notice of such public hearing and notice that the proposed budget was on file for public inspection in the office of the Town Clerk; and

WHEREAS, after the public hearing, the Council gave due consideration to the input of the public and any issues raised at the hearing; and

WHEREAS, the Council desires to adopt the supplemental budget, as amended in accordance with discussion at the public hearing; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance as required by law.

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

1. The Town Council incorporates the foregoing recitals as findings of fact and determinations by the Town Council.

2. Estimated additional expenditures for each fund are as follows:

| | |
|-------------------------|-----------|
| General Fund | \$0 |
| Utility Fund | \$153,880 |
| Conservation Trust Fund | \$9,500 |
| Cemetery Fund | \$0 |

3. The supplemental budget as submitted, amended, and summarized in this ordinance by fund, is approved and adopted as the supplemental budget of the Town of New Castle for the year stated above.

4. The supplemental budget approved and adopted at public meeting by a majority vote of the Town Council, as required by law, shall be signed by the Mayor and the Town Clerk and made a part of the public records of the Town of New Castle.

INTRODUCED on December 5, 2023, 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 December 19, 2023, read by title and number, passed without amendment, approved, and ordered published as required by the Charter.

TOWN OF NEW CASTLE, COLORADO

Attest:

By: _____
Mayor Art Riddile

Town Clerk Mindy Andis, CMC

**EXHIBIT A
TO
TOWN OF NEW CASTLE
ORDINANCE NO. 2023-08**

I, David Reynolds, Town Administrator for the Town of New Castle, County of Garfield, State of Colorado, do certify that during 2023 there became available for appropriation revenues in excess of those estimated in the 2023 budget for the Town as follows:

| | |
|-------------------------|-----------|
| General Fund | \$0 |
| Utility Fund | \$153,880 |
| Conservation Trust Fund | \$9,500 |
| Cemetery Fund | \$0.00 |

TOWN OF NEW CASTLE, COLORADO

By: _____
David Reynolds, Town Administrator

STATE OF COLORADO)
COUNTY OF GARFIELD)) ss.

Subscribed before me this _____ day of _____, 2023, by David Reynolds, as
Town Administrator for the Town of New Castle, Colorado.

My commission expires:_____

Notary Public



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

To: Mayor & Council

From: Paul Smith

Re: Council – Consider Ordinance TC2023-10 for the adoption of the 2021 edition of the International Code Council model code with amendments and the Colorado Electric and Solar Ready Codes.

Date: 12/5/2023

Purpose:

The purpose of this agenda item is to consider the adoption of the 2021 International Code Council (ICC) model codes and the new state of Colorado standards for electrical and solar readiness. The proposed code adoption (collectively “ICodes”) includes the Commercial Building Code (IBC), Residential Building Code (IRC), Mechanical Code (IMC), Plumbing Code (IPC), Fire Code (IFC), Electrical Code (NEC), Fuel Gas Code (IFGC), International Existing Building Code (IEBC), the Energy Code (IECC), the Colorado Model Electrical Ready and Solar Ready Code, and adds a new municipal code section, Construction Management.

What are International Building Codes?

The ICodes are model building standards endorsed by the latest in building science and industry best practices. The codes are recognized by municipalities as the minimum standards to which structures are to be designed, engineered, and inspected. These recognized standards include codes for residential buildings, commercial buildings, electrical, plumbing, mechanical, fire protection, and more.

What are the Colorado Model Electric Ready and Solar Ready Codes?

Any municipality which adopts the 2021 IECC standards is required by HB 22-1362 to include these standards as part of the adoption. The codes regulate the design and construction of buildings to prepare new buildings for solar photovoltaic or solar thermal, electric vehicle charging infrastructure, and electrification of building systems. This code is intended to provide flexibility and balance upfront construction costs with the future cost to retrofit buildings to accommodate these systems. This code is not intended to abridge safety, health or environmental requirements contained in other applicable codes or ordinances.

Why do Towns Amend Building Codes?

Building conditions can vary drastically around the country. Homes in Florida might be built to withstand tropical storms, homes in Alaska might be built to withstand extreme cold, offices buildings in California should be built to withstand significant seismic events. Some towns might desire that

their homes have built in fire sprinkler systems, other towns may think that this is adding too much cost and burden to the homeowner.

For many reasons it is important for each municipality to adopt the ICodes with appropriate amendments that help to modify the codes in a way that makes sense for the community, the local engineers and architects, the builders, and the homeowners.

Background:

New Castle is currently on the 2015 ICodes. Though new versions of the ICodes are modified and released every three years, most municipalities in our area try to create a cycle of adopting the updated building codes at least every six years. Municipalities near New Castle currently using the 2015, 2018, or 2021 editions. Aspen, Glenwood Springs, and Carbondale (est. adoption 2024) are currently on the 2021 edition.

There are several reasons why it is advantageous for New Castle to consider adopting the proposed building codes:

- 1) The latest codes provide significant improvements to energy efficiency.
- 2) The latest codes provide improved life safety.
- 3) The latest codes improve project management practices.
- 4) Architects and engineers tend to design to the latest or even more restrictive standards.
- 5) Local builders are better served when codes are consistent across municipalities.
- 6) Homeowner's insurance rates can be negatively affected by a municipality's use of outdated codes.
- 7) Training of code officials is based on current codes.
- 8) The state provides incentives for municipalities on the latest codes.

Actions taken to date:

- Staff has taken the better part of 2023 to study and received training in the 2021 editions and consider how the codes as written, might apply to New Castle.
- Staff has studied the current adopted codes of neighboring communities in order to find avenues to create a more consistent code adoption wherever possible.
- Staff has discussed the adoption of the 2021 code with other local building officials, local architects/engineers, contractors, and building suppliers.
- Staff has discussed various elements of the code adoption and amendment with legal counsel in order to obtain legal advice related to the adoption of questionable areas of the code.
- Staff has conferred with the area Fire Marshall and communicated the intent of our proposed code adoption.
- Staff has prepared all applicable amendments needed in order to present an adoption of the 2021 codes that is suitable for the Town, fair and equitable to area builders, holds as true as possible to the intent of the International Code Council, and brings the Town up to a current minimum building standards that is consistent with other municipalities in our region.

Summary of major changes to 2021 code adoption:

On balance, only very select sections of the 2021 ICodes have been amended. In all cases where code amendments were considered, a more restrictive alternative was provided. Moreover, Staff has made minor updates to Chapter 15 of the Municipal Code (parts not included in the ICodes) to better

suit the current state of construction in New Castle. The following is a summary of all the major amendments to the ICodes currently contemplated by Staff:

- Addition of Section 15.06 regarding Construction Management;
- Addition of the state of Colorado Model Electric and Solar Ready Code;
- Contractor licenses and testing are eliminated;
- Prohibition of excavation permits (unless subject to Section 15.36 Grading Permits);
- Permit fees aligned with Town of New Castle Schedule of Fees;
- Clarification of required construction documents;
- Stricter provisions for issuance of temporary certificate of occupancy;
- Improved requirements for foundation drains and damp proofing;
- Added requirements for gutters and downspouts;
- Prohibition of atmospherically vented appliances;
- Water & sewer stub outs required prior to foundation installation;
- Requirement for energy consultant review at plan submittal
- Clarification of freeze protection system controls for ice/snow melt systems;
- Automatic sprinkler systems aligned with county requirements;

During the last adoption in 2018, Staff committed to updating the building codes every six years. As the six year goal approaches, Staff asks that Council once again consider these updates as a step in improving the safety and wellbeing of the residents of New Castle both now and in the future.

Thank you,
Paul

TOWN OF NEW CASTLE, COLORADO
ORDINANCE NO. TC 2023-10

AN ORDINANCE OF THE NEW CASTLE TOWN COUNCIL ADOPTING BY REFERENCE THE 2021 EDITIONS OF THE INTERNATIONAL BUILDING CODE, INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL FUEL GAS CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL EXISTING BUILDING CODE, COLORADO MODEL ELECTRIC READY & SOLAR READY CODE, THE INTERNATIONAL FIRE CODE, THE NATIONAL ELECTRICAL CODE MOST RECENTLY ADOPTED BY THE STATE OF COLORADO, CERTAIN AMENDMENTS TO THE FOREGOING, ADDING SECTION 15.06 REGARDING CONSTRUCTION MANAGEMENT PLANS, AND AMENDING TITLE 15 OF THE TOWN MUNICIPAL CODE ACCORDINGLY.

WHEREAS, pursuant to Article IV of the Charter of the Town of New Castle (“Town”) and C.R.S. § 31-16-202, the Town is authorized to adopt codes by reference; and

WHEREAS, the Town has previously adopted by reference the 2015 editions of the International Building Code, the International Residential Code, the International Mechanical Code, the International Fuel Gas Code, the International Plumbing Code, the International Existing Building Code, the International Fire Code, and the 2009 edition of the International Energy Conservation Code (collectively, the “ICodes”); and

WHEREAS, the International Codes serve as the building codes for the Town as set forth in Title 15 of the New Castle Municipal Code; and

WHEREAS, the Town has also adopted by reference that edition of the National Electrical Code that is adopted and enforced by the State of Colorado Electrical Board as stated in Chapter 15.28 of the Municipal Code; and

WHEREAS, pursuant to C.R.S. §§ 12-23-104 and 12-58-104, the Town is required to adopt and adhere to the minimum standards for electrical and plumbing work adopted by the state electric and plumbing boards; and

WHEREAS, other municipalities near the Town have adopted the 2021 edition of the International Codes; and

WHEREAS, to be consistent with surrounding municipalities, comply with state law, and promote the health, safety, and welfare of Town residents, the Town building official has recommended that the Town adopt the 2021 version of the ICodes and the version of the National Electrical Code adopted by the State of Colorado; and

WHEREAS, Town staff has reviewed the ICodes in light of the Town’s unique physical

setting and development needs and determined that the amendments set forth herein will ensure efficient administration and enforcement of the International Codes; and

WHEREAS, on December 5th, 2023 (FIRST READING), the Town Council conducted a duly noticed public hearing regarding the adoption of the updated editions of the ICodes pursuant to C.R.S. § 31-16-203; and

WHEREAS, on December 19th, 2023 (SECOND READING), the Town Council conducted a duly notice public hearing regarding the adoption of the updated editions of the ICodes pursuant to C.R.S. § 31-16-203; and

WHEREAS, the Town Council finds and determines that the interests of the citizens of New Castle will be best served by adopting by reference the 2021 editions of the ICodes, the version of the National Electrical Code enforced by the State of Colorado subject to the amendments set forth herein, the Colorado Model Electric and Solar Ready Code, and new Section 15.06 regarding Construction Management Plans.

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

Section 1. Recitals. The foregoing Recitals are incorporated as findings of the Town Council.

Section 2. Adoption. The Town Council hereby adopts by reference the following codes, subject to the amendments set forth in Section 4 of this Ordinance: International Building Code, 2021 Edition; the International Residential Code, 2021 Edition; the International Mechanical Code, 2021 Edition; the International Fuel Gas Code, 2021 Edition; the International Plumbing Code, 2021 Edition; the International Existing Building Code, 2021 Edition; the International Fire Code, 2021 Edition; the International Energy Conservation Code, 2021 Edition, the Colorado Model Electric Ready and Solar Ready Code, and the edition of the National Electric Code that is adopted and enforced from time to time by the State of Colorado Electric Board.

Section 3. Addition. Town Council hereby adds Section 15.06 “Construction Management Plan” regarding provisions for the oversight of new construction projects within Town limits. The text of Chapter 15.06 is set forth in Section 4 of this Ordinance.

Section 4. Code Amendment. Chapters 15.04, 15.08, 15.10, 15.12, 15.14, 15.16, 15.18, 15.24, and 15.28 of the Town Code are repealed in their entirety and reenacted as set forth below. Chapter 15.06 set forth below is hereby added to the Town Code. Those chapters of Title 15 not expressly addressed in this Ordinance shall remain unchanged and in full force and effect. All title pages and tables of contents shall be updated accordingly.

Chapter 15.04 GENERAL PROVISIONS

15.04.010 Scope.

The provisions of this title shall apply to the construction or alteration of all dwellings,

buildings, and structures in the entire incorporated area of the town, together with plumbing, mechanical, and electrical installations therein, or in connection therewith, and to storage, handling and use of hazardous substances, materials, and devices and conditions hazardous to life or property in the area of the town. This title shall govern the adoption of the International Building Code, 2021 Edition, the International Residential Code, 2021 Edition, the International Mechanical Code, 2021 Edition, the International Fuel Gas Code, 2021 Edition, the International Plumbing Code, 2021 Edition, the International Existing Building Code, 2021 Edition, the International Fire Code, 2021 Edition, the International Energy Conservation Code, 2021 Edition, the Colorado Model Electric Ready and Solar Ready Code, Section 15.06 Construction Management, and, for special reference resource material purposes only, the edition of the National Electric Code adopted and enforced by the State of Colorado Electric Board from time to time, all to be used collectively as a set of building code regulations.

15.04.020 Code copies.

At least one copy of each of the ICodes adopted herein, certified to be true copies by the mayor and the town clerk, shall be on file in the office of the town building official, and may be inspected by any interested person during normal business hours of the town. Each of the codes as finally adopted shall be available for sale to the public through the office of the town clerk at a moderate price.

15.04.030 Liability of Town.

- A. Nothing in this title including, but not limited to, the adoption of the various construction building codes and the authorization of inspections by the town and its agents and authorized representatives, shall be construed as imposing on the town or any town official, employee, agent or authorized representative, any liability or responsibility for injury or damage to a person caused by anything required or not required by such construction building codes or caused by reason of inspections or the lack thereof authorized by this title or caused by the issuance or lack thereof of a building permit, certificate of occupancy, or other similar document.
- B. The town building official, members of the board of appeals, and any other town employee or authorized agent charged with the enforcement of any code adopted in this Title 15, while acting in good faith and without malice in the discharge of duties required by any such code or other law or ordinance, shall not thereby be rendered personally liable for costs or fees in any action, suit, or proceeding, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.
- C. The adoption of any code in this Title 15 or any previous codes shall not be construed to relieve or lessen the responsibility of any person owning, operating, or controlling any building, structure, or property for any damages to persons or property caused by defects on or in such premises, nor shall the Town of New Castle, the town building official, town code enforcement officer, or any other town employee, agent, or authorized representative be held as assuming any such responsibility or liability by reason of the adoption of any code or by the exercise of inspections authorized and carried out thereunder, or by the

issuance of any permits or certificates issued pursuant to this code.

15.04.040 - Severability.

If any section, subsection or provision of this title or any code adopted by reference in this title or the application thereof to any person or circumstance is declared unconstitutional or otherwise invalid by any competent court, such invalidity shall not affect the other sections, subsections, provisions or applications of this title or such code adopted by reference if they can be given effect without the invalid section, subsection, provision or application.

15.04.050 - Penalties.

- A. It is unlawful for any person or other legal entity to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building or structure in the town, or cause or permit the same to be done contrary to or in violation of any of the provisions of the codes adopted by reference under this title.
- B. Any person or other legal entity who is found to have erected, constructed, altered or repaired a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of any code adopted by reference under this title, shall be guilty of a separate offense for each and every day or portion thereof during which any violation of any provision of this code is committed, continued, or permitted.
- C. Any violation of this title and the codes adopted hereunder shall be deemed a misdemeanor crime punishable by a fine not to exceed one thousand five hundred dollars (\$1,500.00) or imprisonment for a term not exceeding ninety (90) days or by both such fine and imprisonment.

15.04.060 Contractor requirements.

- A. All contractors must obtain a business license pursuant to chapter 5.12 of the Town Municipal Code. Prior to the issuance of any building permit under this title, applicants shall provide to the building official evidence of a current and validly issued town of New Castle business license. The building official shall deny the issuance of a building permit if the submission requirements set forth in this section have not been satisfied.
- B. Prior to the issuance of any certificate of occupancy under this title, the applicant must submit evidence of a current and validly issued business license. No certificate of occupancy will be issued unless and until such documentation is provided.

15.04.070 State License Required.

All persons performing plumbing or electrical work of any type regulated or licensed by the State of Colorado must hold a valid State license before engaging in any

trade, job or contractual service within the Town of New Castle.

15.04.080 Compliance with Laws.

All work performed pursuant to this Title shall be in conformity with all applicable provisions of the Municipal Code, ordinances of the Town, and state and federal statutes, codes, rules and regulations, unless such state and federal statutes, codes, rules and regulations have been superseded by the provisions of this Title.

15.04.090 Conflicts.

If the provisions of the building codes, as adopted in this Title, conflict with any other provisions of the Municipal Code then the more restrictive of the two shall govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

**Chapter 15.06
CONSTRUCTION MANAGEMENT PLAN**

15.06.010 Applicability.

This Section shall govern the construction and development of all public and private construction projects in the Town of New Castle. These regulations shall apply to all new commercial, industrial, residential, and mixed-use developments or demolition, improvement, or renovation (interior and/or exterior) of existing structures of 1,500 sf or greater. Such projects shall comply with Chapter 33 (“Safeguards During Construction”) of the 2021 International Building Code as amended in this Section. If conflicts exist between any requirements of this Chapter and Chapter 33, the more restrictive requirement shall apply.

15.06.020 Definitions.

Best Management Practices (BMP’s) – Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the state. BMP’s also include treatment requirements, operating procedures, and practices to control site runoff, spillage or leaks, waste disposal, or drainage from material storage.

Construction Management Plan – A Construction Management Plan (“CMP”) is a collection of diagrams, drawings, and/or written specifications that clearly demonstrate how the impacts associated with any construction project will minimally affect the community.

Exterior Work – Exterior work in context of this chapter shall mean any work

related to an existing building permit performed outside of a fully enclosed structure. Exterior work includes, but is not limited to, deliveries, idling equipment or work vehicles, or permitted work outside of an enclosed structure that emits no sound.

15.06.030 CMP Documentation.

- A. The CMP shall be provided on a sheet or sheets bound together with the approved construction drawings submitted at permit review. The project shall be managed according to the approved CMP until a certificate of occupancy is issued.
- B. ***CMP Content*** - The CMP shall show the project boundaries and include the locations of the following items:
 - i. Each proposed structure on the property;
 - ii. Structures on all adjacent lots;
 - iii. Nearest fire hydrants
 - iv. BMPs;
 - v. Construction fencing and any necessary barriers;
 - vi. Sanitary facilities;
 - vii. Project sign;
 - viii. Proposed utility service locations and curb stops;
 - ix. Temporary electrical pedestal;
 - x. Material storage and staging;
 - xi. Trash facilities;
 - xii. Work trailers;
 - xiii. Construction parking;
- C. ***Emergency Contacts***. The CMP shall provide an emergency contact list located on the 1st page of the CMP documentation. The list will include:
 - i. the owner's name & phone number;
 - ii. the project manager's name & phone number;
 - iii. the fire department phone number;
 - iv. the police department phone number;
 - v. all applicable utility company phone numbers;
 - vi. the Town building department phone number;
 - vii. locate 511 phone number;
 - viii. emergency 911 phone number;
- D. ***Project Sign*** – A project sign shall be constructed and posted within ten (10) feet of the public right-of-way. The project sign shall be 36" x 48" (12 square feet) and shall include the following items:
 - i. The official permit card attached;
 - ii. Street name and address with no smaller than 4" digits and letters;
 - iii. Approved project plans attached in a weather-proof sleeve;

- E. **Construction Hours & Noise Limits** – The CMP shall provide the following limits on construction hours and noise levels as a general note:

“Construction hours for permitted *interior* work are unlimited. However, any noise emitted from a project as a result of *interior* work beyond the timeframes listed in (i.) and (ii.) below or on the days listed in (iii.) below that exceed the levels established in Section 8.04.020(D) shall be prohibited.

Construction hours for permitted *exterior* work shall be limited to the following times and days, subject to the maximum permissible noise levels in Section 8.04.020(D):

- i. 7:00am – 6:00pm Monday through Friday;
- ii. 9am – 5pm on Saturdays & Sundays.
- iii. All exterior work is prohibited on the 4th of July, Memorial Day, Labor Day, Thanksgiving Day, Christmas Day, or New Year’s Day.

All other noise unaffiliated with permitted construction work shall comply with Section 8.04.020.

- F. **Right-of-Way Permit** – The CMP shall describe any proposed work anticipated within the Town right-of-way. Examples of such work may include utility trenching, material staging that exceeds more than two consecutive days, crane or pump operations that exceed more than two consecutive days, etc. Prior to such work, a right-of-way permit shall be obtained through the Public Works Department pursuant to Section 12.04.

- G. **Neighboring Properties** – The CMP shall provide as a general note the following provision:

“No person shall excavate on land close enough to a property line to endanger any adjacent public street, sidewalk, and alley, other public or private property, or easement, without supporting and protecting the property from any damage that might result from construction operations. Temporary staging of excavation materials, storage of construction materials on vacant lots not included in the scope of the permitted project, or the trespassing of neighboring properties to facilitate access to the permitted project is prohibited without written approval from the vacant lot owner, the Building Official, and HOA as applicable.”

- H. **Site Maintenance** – All construction sites including, but not limited to commercial and residential construction, remodeling, or additions, shall be required to be kept clean and free of debris in compliance with the following provisions:

- i. All dirt or other materials tracked or deposited onto any public rights-of-way shall be removed at the end of each workday.

- ii. Dust or any project related airborne particulate shall be mitigated through watering of disturbed soils as necessary.
- iii. All construction materials shall be secured to the ground to prevent from becoming windborne.
- iv. An adequately sized trash receptacle shall be kept on site at all times to dispose of all construction trash. The receptacle is to be removed to a landfill site in an appropriate and timely manner and is to be covered in transit. The trash receptacle may be temporarily stored on the public right-of-way if, at the discretion of the Building Official, there is found to be just cause.
- v. Adequate sanitary facilities shall be maintained and available for all workers.
- vi. Adequate signage and pedestrian protection shall be provided and maintained as required by this Section.
- vii. The site shall be posted and secured to discourage trespassers.

I. ***Safety Fencing*** – The CMP shall list as a general note the need for construction fencing. The project area shall be surrounded by standard four (4) foot construction safety fencing. Safety fencing shall include a fencing “gate” that may be opened or closed before and after each workday. Any necessary construction barriers shall comply with Section 3306 of the IBC.

J. ***Construction Parking*** - The CMP shall provide as a general note a parking strategy for construction operations. Parking is only allowed on public rights-of-way with approved parking lanes or within the property boundary. Parking is not allowed on prohibited areas of public rights-of-way or neighboring lots unassociated with the project.

Exceptions: In cases where limited parking significantly interferes with construction progress, the owner or owner’s representative may request a temporary parking permit from the Police Department approving parking in otherwise prohibited areas within the right-of-way. All approved temporary parking areas must be signed with the following language: “Temporary Construction Parking Only” and is allowed only for the duration of the permit. Parking on adjacent lots may be permitted only with written consent from the vacant lot owner, the Building Official, and HOA (as applicable). Other exceptions may be considered at the discretion of the Building Official.

K. ***Moisture Control During Construction*** - As a preventive measure against mold and water damage during construction, under floor spaces and building construction materials shall be protected from moisture during the duration of a permit as follows:

- i. All construction materials stored onsite and exposed to weather shall be covered with a water-proof membrane at all times unless otherwise recommended by the manufacturer.
- ii. Prior to being enclosed, under floor spaces shall exhibit no standing water, snow, or ice.

- iii. Once enclosed, under floor spaces shall be covered with a disposable water-proof membrane to limit infiltration of water into surrounding soils.
- iv. Once the structure is dried-in from weather, underfloor spaces shall be provided with ongoing ventilation until a certificate of occupancy is issued.

15.06.040 Enforcement.

Each violation of the requirements of this section shall be considered a separate and distinct offense. Furthermore, each day of continued violation shall be considered as a separate and distinct offense. The Town will enforce construction management violations as follows, as may be amended by Town Council:

- i. First offence: written warning;
- ii. Second offence: written warning and monetary fine set in the Town's fee schedule;
- iii. Third offence: written warning and monetary fine set in the Town's fee schedule;
- iv. Fourth offence: project will be issued a stop work order and shall be subject to the penalties imposed in Section 15.04.050.

Chapter 15.08 INTERNATIONAL BUILDING CODE

15.08.010 Adoption.

Pursuant to the power and authority conferred by the Town Charter C.R.S. §§ 31-16-201, *et seq.*, there is adopted by reference thereto the International Building Code, 2021 Edition, and Appendices B, G, I, and J thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose of this code is to establish the minimum regulations governing the conditions and maintenance of all property, buildings, and structures within the Town by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary, and fit for occupation and use and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures.

15.08.020 Amendments

The International Building Code, 2021 Edition, is amended as follows:

Section 101.1 insert the "Town of New Castle"

Section 101.4.4 Property Management. All references to the International Property Maintenance code within this code shall be deleted without substitution.

Section 104.1 is amended to read as follows:

Section 104.1 General. The building official or any authorized representative, is hereby authorized and directed to enforce all provisions of this code; however, a guarantee that all buildings and structures have been constructed in accordance with all provisions of this code is neither intended nor implied. The building official shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall not have the effect of waiving requirements specifically required in this code.

Section 104.8 is hereby deleted. See Section 15.04.030 of the Municipal Code.

Section 105.2 #2 is hereby deleted. Section 15.48 of the Municipal Code shall control.

Section 105.3 is amended to include the following language:

A survey of the building lot may be required by the building official to verify that the structure is located in accordance with the approved site plans. A site development plan shall be submitted with any building permit application which involves the construction of a new building or the expansion of an existing building. The site development plan shall be submitted in triplicate, shall be drawn to scale, and shall show the actual dimensions of the lot to be built upon, the size of the building to be erected, the location of the building on the lot with reference to legally established property lines, and such other information as may be necessary to provide for the enforcement of the Municipal Code. Prior to issuance of a building permit, the building official may require monumentation of property boundaries and corners in accordance with the standards set forth in C.R.S. '38-51-101 et seq., as amended, in order to fulfill the purposes of this section. A record of all site development plans and other survey information shall be kept in the office of the building official.

Section 105.5 is amended to read as follows:

105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within one hundred eighty (180) days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more

than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Every permit issued by the building official under the provisions of this code shall expire by limitation and become null and void eighteen (18) months from the date of issuance of such permit. The building official may extend the time for completion by the applicant for a period not exceeding 18 months upon written request by the applicant showing the circumstances beyond the control of the applicant that prevented completion of the permitted work. No permit shall be extended more than once nor beyond three (3) years from the date of issuance of such permit.

Section 107.3.3 is amended to read as follows:

Section 107.3.3 Phased approval for excavations. The building official is authorized to issue a permit for the excavation of a building site only after the documents for the entire building or structure have been submitted and approved by the building official and any necessary grading permit subject to the provisions of Chapter 15.36 has been approved by the Town engineer. Phased approval for excavations on properties not subject to Section 15.36 will not be granted.

Section 107.6 is hereby added:

Section 107.6 Building lot survey and improvement location certificate. A survey of the building lot may be required by the building official to verify that the structure is located in accordance with the approved site plans. Prior to issuance of a building permit, the building official may require monumentation of property boundaries and corners in accordance with the standards set forth in C.R.S. 38-51-101 (Article 51), as amended, in order to fulfill the purposes of this section. The owner and/or contractor shall sign a waiver absolving the Town of all responsibility regarding building location prior to commencing work.

A foundation location or improvement location certificate prepared by licensed surveyor shall be provided within 7 days of the approval of the foundation inspection. Work may be stopped if a foundation location or improvement location certificate is not provided within 7 days of the approval of the foundation inspection. The Improvement Location Certificate shall show building setbacks and building envelope. A record of all site plans and other survey information shall be kept in the office of the building official. The owner and/or contractor shall sign a waiver absolving the Town of all responsibility regarding building location prior to commencing work.

Exception: For additions to existing buildings the building official may authorize the use of an existing improvement location certificate prepared

by licensed surveyor to verify that the addition is properly located on the site.

Section 109.2 is amended to read as follows:

109.2 Schedule of permit fees. A fee for each building permit shall be paid to the building department as set forth in the Building Permit Fee Schedule adopted by the Town, as may be amended. The determination of value or valuation under any of the provisions of this Code shall be made by the building official based on the Valuation Schedule published in the most current edition of the “Building Safety Journal” magazine by the International Code Council, multiplied by a price-per-square-foot valuation multiplier to be set by the Town not more frequently than annually and published in the Town Fee Schedule. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued. The building official may waive the building permit fee for any public entity when such entity is applying for a building permit for a governmental use or a proprietary purpose.

Section 109.4 is amended to read as follows:

109.4 Work commencing before permit issuance. Whenever any work for which a permit is required by this Code has commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The minimum investigation fee shall be the same as the minimum fee set forth in the Building Permit Fee Schedule adopted by the Town, as may be amended. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

Section 109.6 is amended to read as follows:

109.6 Refunds. The building official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

Section 109.6.1 is added to read as follows:

109.6.1 Processing fee. There shall be a minimum \$60.00 fee for processing refunds.

Section 109.6.2 is added to read as follows:

109.6.2 Permit fee refund. The building official may authorize the refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

Section 109.6.3 is added as follows:

109.6.3 Plan review fee refunds. The building official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.

Section 109.6.4 is hereby added as follows:

109.6.4 Fee refund application. The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 90 days after the date of the fee payment.

Section 109.7 is hereby added as follows:

109.7 Plan review fee. When submittal documents are required by Section 107, a plan review fee shall be paid at the time of building permit issuance . Said plan review fee shall be 65 percent of the building permit fee. The plan review fees specified in this Section are separate fees from the permit fees specified in Section 109.2 and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in Section 107.3.4.1, an additional plan review fee shall be charged at the rate shown on the Building Permit Fee Schedule.

Section 109.8 is hereby added as follows:

109.8 Expiration of plan review. Applications for which no permit is issued within ninety (90) days following the date of application shall expire by limitation and plans submitted for checking may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding ninety (90) days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action on an application after expiration, the applicant shall resubmit plans and plan review fee. Said plan review fee shall be sixty-five percent (65%) of the building permit fee as shown on the Building Permit Fee Schedule.

Section 110.7 is hereby added as follows:

110.7 Re-inspections. A re-inspection fee may be assessed when such portion of work for which inspection is called is not complete or when corrections called for are not made. This Section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the permit card is not posted or otherwise available on the work site, the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the building official. A re-inspection fee may be assessed for failure to post a readily visible address as required in Section 501.2

In instances when re-inspection fees have been assessed, the applicant shall pay the re-inspection fee in accordance with the Building Permit Fee Schedule. No additional inspection of the work will be performed until the required fees have been paid.

Section 111.1 is hereby amended to read as follows:

111.1 Use and occupancy. No building or structure shall be used or occupied, and no change in the existing use or occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a certificate of occupancy therefore as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction.

A certificate of occupancy shall not be issued until all monies owed to the Town related to the construction of the project, including utility bills, have been paid in full. In addition, any damage to Town property resulting from work done on the site shall be repaired by the owner of the site in compliance with Town standards prior to the issuance of a certificate of occupancy.

A certificate of occupancy shall not be issued until the owner establishes or re-establishes, as necessary, any lot boundary monumentation or provides an improvement survey or improvement location certificate prepared by a surveyor licensed in the State of Colorado required pursuant to Section 107.6, as amended, or C.R.S. '38-51-101 (Article 51), as amended. In addition, no certificate of occupancy will be issued unless complete compliance with the approved development application is

obtained.

Exceptions:

1. Certificates of Occupancy are not required for work exempt from permits under Section 105.2.
2. For remodels or repairs that do not involve a change of use or occupancy, and that do not cause the discontinuance of the occupancy by the owners and /or general public, the building official may issue a certificate of completion in lieu of a certificate of occupancy which is a written notification to the owner that the work covered under the permit is complete and the permit is closed. Issuance of a certificate of completion shall not be construed as an approval of a violation of this code or of other ordinances of the jurisdiction.
3. For minor additions and remodels the Building Official may at his discretion waive the requirement for an improvement survey or improvement location certificate prepared by a surveyor licensed in the State of Colorado.

Section 111.3 is hereby amended to read as follows:

111.3 Temporary certificate of occupancy. If the building official finds that no substantial hazard will result from occupancy of any building or portion thereof before the same is completed, a temporary certificate of occupancy may be issued for the use of a portion or portions of a building or structure prior to the completion of the entire building or structure upon receipt of a \$1000.00 certificate of occupancy deposit. Upon satisfactory completion of all originally permitted work, a certificate of occupancy shall be issued and the deposit refunded less a \$250.00 processing fee. If the temporary certificate of occupancy expires with the original permit requirements left unsatisfied, the Building Official may elect to issue an extension, subject to the provisions below, or issue a stop work order with temporary occupancy revoked subject to Section 111.4. In either case, the certificate of occupancy deposit shall not be refunded.

A temporary certificate of occupancy shall expire at a date deemed appropriate by the building official; however, such expiration date shall not exceed 180 days from the date of issuance. Any applicant holding a non-expired temporary certificate of occupancy may apply for a one-time extension of the time to complete required work and such extension may be granted by the building official in his or her sole discretion provided a written request is submitted by the applicant showing that circumstances beyond the control of the applicant have prevented actions from being

taken. An additional \$250 fee shall be paid for the one-time extension.

Section 114.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

Section 708.3 is hereby amended to delete the second exception referenced in Section 708.3.

Section 1502.4 is hereby deleted. Section 504.4 of the 2021 Wildland Urban Interface Code shall govern.

Section 1503.6 is hereby added as follows:

1503.6 Snow shed barriers. Roofs shall be designed to prevent accumulations of snow from shedding above or in front of gas utility or electric utility meters and egress doors.

Section 1503.6.1 is hereby added as follows:

1503.6.1 Mechanical barriers are required for metal roof shingles, metal roof panels or for other roofing materials with 12:12 pitch or greater to protect walkways from snow slides. Mechanical barriers for metal roof shingles and metal roof panels. Mechanical barriers installed to prevent snow shedding from the roof shall be secured to roof framing members or to solid blocking secured to framing members in accordance with the manufacturer's installation instructions. Individual devices installed in a group of devices to create a barrier to prevent snow shedding shall be installed in at least two rows with the first row no more than 24 inches from the edge of the roof or eave. The rows shall be parallel with the exterior wall line and the devices in each row shall be staggered for a spacing of no more than 24 inches on center measured parallel with the exterior wall line. Continuous snow barriers shall be secured to roof framing at no more than 48 inches on center. Continuous barriers shall be installed parallel with the exterior wall line and no more than 24 inches from the edge of the roof or eave.

Section 1608.2 is hereby amended to read as follows:

1608.2 Ground snow loads. The minimum ground snow load for buildings or structures within the Town of New Castle shall be fifty-seven (57) pounds per square foot. Potential accumulation of snow at valleys, parapets, roof structures, and offsets of roofs in of uneven configuration shall be considered. The following criteria for climatic and geographic design shall apply, as may be amended by resolution of the Town.

Section 1801.2 is hereby added as follows:

1801.2 Grading permits required. Any construction subject to the provisions of Chapter 15.36 shall require a grading permit before any excavation or grading may commence. It shall be the obligation of the owner or person in charge of the property and the person(s) who will actually perform the grading to jointly obtain a grading permit. Engineered grading plans shall be submitted unless waived by the Building Official.

Section 1807.2.1 is hereby amended to read as follows:

1807.2.1 General. Retaining walls shall be designed to ensure stability against overturning, sliding, excessive foundation pressure and water uplift. Retaining walls over 5 feet in height measure from bottom of footing to the top of wall shall be engineered by a Colorado licensed professional engineer or architect.

Section 1810.1 is hereby amended to read as follows:

1810.1 General. Deep foundations shall be analyzed, designed, detailed and installed in accordance with Sections 1810.1 through 1810.4 and designed by a Colorado licensed architect or engineer. The Town of New Castle will not inspect the drilling, reinforcement and placement of piers, piles or shafts. The engineer of record shall perform all inspections of the installation and provide the Town with a sealed letter approving the work prior to the final inspection of the building or structure.

Section 3001.6 is added as follows:

Section 3001.6 Permits required. Elevator permits and inspections are required through the Northwest Colorado Council of Governments (NWCCOG). As required by the division of Oil and Public Safety (OPS), the following codes and standards shall apply to all conveyance equipment and conveyance equipment installations.

ASME A17.1 – 2013 Safety Code for Elevators and Escalators

ASME A18.1 – 2011 Safety Standard for Platform Lifts and Stairway Chair Lifts

15.08.030 Copy on file and available for sale.

At least one copy of the International Building Code, 2021 Edition, and the appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or town building official. Copies of the code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. Section 31-16-206.

15.08.040 International Building Code Commentary.

The Commentary to the International Building Code, 2021 Edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Road, Illinois 60478-5795 is hereby adopted as an enforcement and interpretive guide. The building official, or any authorized representative, shall have the discretion to apply the contents of the commentary and handbook referenced in this section in a given circumstance, but the building official is not required to strictly apply such contents in every conceivably relevant circumstance.

Chapter 15.10

INTERNATIONAL RESIDENTIAL CODE

15.10.010 Adoption by Reference.

Pursuant to the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201, *et seq.*, there is adopted by reference thereto the International Residential Code, 2021 Edition, and Appendices AH, AJ, & thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose and subject matter of this code is to regulate and govern the construction, alteration, movement, enlargement, replacement, repair, equipment, location, removal, and demolition of detached one and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with separate means of egress in the Town.

Section 15.10.020 Amendments.

The International Residential Code, 2021 Edition, is hereby amended as follows:

Section R101.1 Title. insert the “Town of New Castle”

Section R104.8 is hereby deleted. See Section 15.04.030 of the Municipal Code.

Section 105.1 is amended to include the following provision as a new paragraph:

Grading, landscaping, or storage of any construction materials associated with an application for a building permit shall be prohibited until permit issuance.

Section R105.2 #1 is amended to read as follows:

R105.2 #1. One-story detached accessory structures, provided the floor area does not exceed 120 square feet (11.15 m²) and the height does not exceed 10 feet. Unless otherwise regulated by the Town of New Castle Municipal Code, there shall be a limit of one non-permitted detached accessory structure per dwelling unit.

Section R105.2 #2 is hereby deleted. Section 15.48 of the Municipal Code shall control.

Section R105.3 is amended to include the following language:

A survey of the building lot may be required by the Building Official to verify that the structure is located in accordance with the approved site plans. A site development plan shall be submitted with any building permit application which involves the construction of a new building or the expansion of an existing building. The site development plan shall be submitted in duplicate, shall be drawn to scale, and shall show the actual dimensions of the lot to be built upon, the size of the building to be erected, the location of the building on the lot with reference to legally established property lines, and such other information as may be necessary to provide of the enforcement of the Municipal Code. Prior to issuance of a building permit, the Building Official may require monumentation of property boundaries and corners in accordance with the standards set forth in C.R.S. '38-51-101 et seq., as amended, in order to fulfill the purposes of this section. A record of all site development plans and other survey information shall be kept in the office of the building official.

Section R105.5 is amended to read as follows:

R105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within one hundred eighty (180) days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Every permit issued by the building official under the provisions of this code shall expire by limitation and become null and void eighteen (18) months from the date of issuance of such permit. The building official may extend the time for completion by the applicant for a period not exceeding 18 months upon written request by the applicant showing the circumstances beyond the control of the applicant that prevented completion of the permitted work. No permit shall be extended more than once nor beyond three (3) years from the date of issuance of such permit.

Section R106.1 is amended to read as follows, with the existing subsections of Section R106.1 to remain in full force and effect:

R106.1 Submittal documents. Submittal materials consisting of construction drawings and other supporting documents shall be submitted in two or more sets, and digital format, with each building permit application. All such documents for the proposed erection, construction, reconstruction, structural alteration, or remodeling shall bear the seal of an architect or engineer licensed by the State of Colorado, unless the

preparation of such documents is exempted by C.R.S. § 12-25-303. Construction drawings prepared by architectural or engineering sub-disciplines shall be so designated and shall bear the seal and signature of the architect or engineer for that sub-discipline.

A geotechnical report prepared by an approved agency shall be submitted for all new construction. Geotechnical reports shall include foundation bearing conditions and design recommendations as well as recommendations for lot drainage, foundation damp-proofing, and landscape retaining walls as necessary. Foundation plans for all new construction shall be prepared and stamped an architect or engineer licensed and registered in the State of Colorado.

Exception: The building official may waive the requirements for geotechnical reports and foundation plans prepared and sealed by an architect or engineer licensed in the State of Colorado for additions to existing buildings if the soils report and stamped plans for the original construction are available for use as a reference. The building official may waive the requirements for geotechnical reports and foundation plans prepared and sealed by an architect or engineer licensed in the State of Colorado for minor interior remodels totally within the limits of an existing building or structure.

Section R106.6 is hereby added as follows:

Section 106.6 Building lot survey and improvement location certificate. Building Lot Survey. A survey of the building lot may be required by the building official to verify that the structure is located in accordance with the approved site plans. Prior to issuance of a building permit, the building official may require monumentation of property boundaries and corners in accordance with the standards set forth in C.R.S. '38-51-101 (Article 51), as amended, in order to fulfill the purposes of this section. The owner and/or contractor shall sign a waiver absolving the Town of all responsibility regarding building location prior to commencing work.

A foundation location or improvement location certificate prepared by licensed surveyor shall be provided within 7 days of the approval of the foundation inspection. Work may be stopped if a foundation location or improvement location certificate is not provided within 7 days of the approval of the foundation inspection. The Improvement Location Certificate shall show building setbacks and building envelope. A record of all site plans and other survey information shall be kept in the office of the building official. The owner and/or contractor shall sign a waiver absolving the Town of all responsibility regarding building location prior to

commencing work.

Exception: For additions to existing buildings the building official may authorize the use of an existing improvement location certificate prepared by licensed surveyor to verify that the addition is properly located on the site.

Section R108.2 is hereby amended to read as follows:

R108.2 Schedule of permit fees. A fee for each building permit shall be paid to the building department as set forth in the Building Permit Fee Schedule adopted by the Town, as may be amended. The determination of value or valuation under any of the provisions of this Code shall be made by the building official based on the Valuation Schedule published in the most current edition of the “Building Safety Journal” magazine by the International Code Council, multiplied by a price-per-square-foot valuation multiplier to be set by the Town not more frequently than annually and published in the Town Fee Schedule. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued. The building official may waive the building permit fee for any public entity when such entity is applying for a building permit for a governmental use or a proprietary purpose.

Section R108.3 is amended to read as follows:

R108.3 Building permit valuations. The applicant for a permit shall provide an estimated permit valuation at the time of application. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such work including but not limited to, excavation, utility service line installation, foundations, framing, interior and exterior finish, decks and porches, gas, mechanical, plumbing, and other permanent systems. The building official shall also make a determination of permit value or valuation based on the Valuation Schedule published in the most current edition of the “Building Safety Journal” magazine published by the International Code Council, multiplied by a price-per-square-foot valuation multiplier to be set by the Town not more frequently than annually and published in the Town Fee Schedule. The building official shall at his discretion use the value most applicable to the work proposed. If, in the opinion of the building official, the valuation stated on the application is underestimated, the building official shall use the calculated valuation to determine the permit fees, unless the applicant can show detailed estimates supporting the valuation stated on the application to meet the approval of the building official.

Section R108.5 is amended to read as follows:

R108.5 Refunds. The building official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

Section R108.5.1 is hereby added as follows:

R108.5.1 Processing fee. There shall be a minimum \$60.00 fee for processing refunds.

Section R108.5.2 is added as follows:

R108.5.2 Refund of Permit fee. The building official may authorize the refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

Section R108.5.3 is added as follows:

R108.5.3 Plan review fee refunds. The building official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.

Section R108.5.4 is hereby added as follows:

R108.5.4 Fee refund application. The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 90 days after the date of the fee payment.

Section R108.7 is hereby added as follows:

R108.7 When submittal documents are required by Section 106, a plan review fee shall be paid at the time of building permit issuance . Said plan review fee shall be 65 percent of the building permit fee. The plan review fees specified in this Section are separate fees from the permit fees specified in Section 108.2 and are in addition to the permit fees. When submittal documents are changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown on the Building Permit Fee Schedule.

Section R108.8 is hereby added as follows:

R108.8 Expiration of plan review. Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation and plans submitted for checking may

thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action on an application after expiration, the applicant shall resubmit plans and plan review fee. Said plan review fee shall be sixty-five percent (65%) of the building permit fee as shown on the Building Permit Fee Schedule.

Section R108.9 is hereby added as follows:

R108.9 Re-inspections. A re-inspection fee may be assessed per the rate shown in the Building Permit Fee Schedule when such portion of work for which inspection is called is not complete or when corrections called for are not made. This Section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the permit card is not posted or otherwise available on the work site, the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the building official.

In instances when re-inspection fees have been assessed, the applicant shall pay the re-inspection fee in accordance with the Building Permit Fee Schedule. No additional inspection of the work will be performed until the required fees have been paid.

Section R108.10 is hereby added as follows:

R108.10 Investigation fees. Whenever any work for which a permit is required by this Code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this Code. The minimum investigation fee shall be the same as the minimum fee set forth in the Building Permit Fee Schedule. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

Section 110.4 is hereby amended to read as follows:

110.4 Temporary certificate of occupancy. If the building official finds that no substantial hazard will result from occupancy of any building or portion thereof before the same is completed, a temporary certificate of occupancy may be issued for the use of a portion or portions of a building or structure prior to the completion of the entire building or structure upon receipt of a \$1000.00 certificate of occupancy deposit. Upon satisfactory completion of all originally permitted work, a certificate of occupancy shall be issued and the deposit refunded less a \$250.00 processing fee. If the temporary certificate of occupancy expires with the original permit requirements left unsatisfied, the Building Official may elect to issue an extension, subject to the provisions below, or issue a stop work order with temporary occupancy revoked subject to Section 111.4. In either case, the certificate of occupancy deposit shall not be refunded.

A temporary certificate of occupancy shall expire at a date deemed appropriate by the building official; however, such expiration date shall not exceed 180 days from the date of issuance. Any applicant holding a non-expired temporary certificate of occupancy may apply for a one-time extension of the time to complete required work and such extension may be granted by the building official in his or her sole discretion provided a written request is submitted by the applicant showing that circumstances beyond the control of the applicant have prevented actions from being taken. An additional \$250 fee shall be paid for the one-time extension.

Section R113.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

Section R115 is hereby added as follows:

R115 Unsafe Structures and Equipment. Section 116 of the 2021 edition of the International Building Code shall also apply to this part of the 2021 edition of the International Residential Code.

TABLE 301.2 shall provide as follows:

| GROUND SNOW LOAD | WIND SPEED (mph) | SEISMIC DESIGN CATEGORY | SUBJECT TO DAMAGE FROM | | | | WINTER DESIGN TEMP | ICE SHIELD UNDERLAYMENT REQUIRED | FLOOD HAZARDS | AIR FREEZING INDEX | MEAN ANNUAL TEMPT |
|------------------------|------------------------|-------------------------------|------------------------|------------------------|--------------------|--------|--------------------------|--|------------------|--------------------------|-------------------------|
| | | | WEATHERING | FROST LINE DEPTH | TERMITE | DECAY | | | | | |
| 57 PSF | 90 mph | C | Severe | 36" | Slight to moderate | Slight | -2 F | Yes | Yes/10-15-85 | 2500 | 48 F |

Manual J Design Criteria

| Elevation | Altitude correction factor | Coincident wet bulb | Indoor winter design relative humidity | Indoor winter design dry-bulb temperature | Outdoor winter design dry-bulb temperature | Heating temperature difference |
|-----------|----------------------------|---------------------|--|---|--|--------------------------------|
| 5600ft | 0.82 | 58° | 30% | 70° | 2° | 68° |

| Latitude | Daily ranger | Summer design gains | Indoor summer design relative humidity | Indoor summer design dry-bulb temperature | Outdoor summer design dry-bulb temperature | Cooling temperature difference |
|----------|--------------|---------------------|--|---|--|--------------------------------|
| 39°N | H | -30 to -58 | 50% | 75° | 92° | 17° |

Those provisions of TABLE R301.5 set forth below are amended as follows, with the remainder of the table remaining unchanged and in full force and effect:

| | |
|--|---------|
| Habitable attics and attics served with fixed stairs | 40 psf. |
| Sleeping rooms | 40 psf. |

Table R302.6 is amended to provide that all the materials identified therein shall be changed to 5/8" Type X gypsum board. All other provisions in Table R302.6 shall remain in full force and effect.

Section 302.7 is hereby amended to read as follows:

R302.7 Under stair protection. Enclosed accessible space under stairs shall have walls, under-stair surface and soffits protected on the enclosed side with fire taped 5/8" gypsum board.

Section R313 and subsections are hereby delated and amended to read as follows:

Section R313 Automatic Fire Sprinkler Systems for R-2 and R-3 Occupancy Classifications. Requirements for automatic fire sprinkler systems shall comply with the 2021 International Fire Code Section 903.2 as amended. Installed systems must be designed and installed in accordance with Section P2904 or NFPA 13D.

Section R401.4 is hereby amended to read as follows:

R401.4 Soils tests. Soil tests prepared by an approved agency shall be submitted for all new construction.

Exceptions:

1. The building official may waive the requirements for soil tests for additions to existing buildings if the soils report and sealed plans for the original construction are available for use as a reference. The building official may waive the requirements for geotechnical reports and foundation plans prepared and sealed by an architect or engineer licensed and registered in the State of Colorado for minor interior

remodels totally within the limits of an existing building or structure.

2. Soils reports are not required for freestanding accessory structures and decks constructed in accordance with Section R403.

Section R405.1 is hereby amended to read as follows:

R405.1 Concrete or masonry foundation drains. Except where specified otherwise by an approved soils engineer, perforated PVC drainpipe on top of a waterproof membrane shall be provided around concrete or masonry foundations that retain earth and enclose habitable or usable spaces, including conditioned crawlspaces, located below grade.

Section R406.1 is hereby amended to read as follows:

R406.1 Concrete and masonry foundation dampproofing. Except where required by Section R406.2 to be waterproofed, foundation walls that retain earth and enclose interior spaces, and floors below grade including conditioned crawlspaces, shall be dampproofed from the finished grade to the higher of the top of the footing or 6 inches (152mm) below the top of the basement floor.

Section R903.4.2 Shall be added to read as follows:

R903.4.2 Gutters and Downspouts. Any Group R or U occupancy with roof edges less than four (4) feet from the structure's foundation shall be provided with gutters and downspouts to direct water away from the foundation. Downspouts shall daylight no less than four (4) feet from the foundation wall. Downspouts shall be sleeved below obstructions that prevent surface water from draining away from the foundation. Water from roof drainage shall be prevented from draining on to adjacent lots by means of landscape swales, PVC yard drain assemblies, sumps, or any combination thereof. For zero-lot-line developments where roof projects are allowed by deed covenant or ingress/egress easements, gutters and downspouts shall be provided to direct water away from adjacent lot. Roof projections shall not exceed eighteen (18) inches.

Section R903.5 is hereby added as follows:

R903.5 Snow shed barriers. Roofs shall be designed to prevent accumulations of snow from shedding above or in front of gas utility or electric utility meters and egress doors.

Section R903.5.1 is hereby added as follows:

R903.5.1 Mechanical barriers are required for metal roof shingles, metal roof panels or for other roofing materials with 12:12 pitch or greater to protect walkways from snow slides. Mechanical barriers for metal roof shingles and metal roof panels. Mechanical barriers installed to prevent snow shedding from the roof shall be secured to roof framing members or to solid blocking secured to framing members in accordance with the manufacturer's installation instructions. Individual devices installed in a group of devices to create a barrier to prevent snow shedding shall be installed in at least two rows with the first row no more than 24 inches from the edge of the roof or eave. The rows shall be parallel with the exterior wall line and the devices in each row shall be staggered for a spacing of no more than 24 inches on center measured parallel with the exterior wall line. Continuous snow barriers shall be secured to roof framing at no more than 48 inches on center. Continuous barriers shall be installed parallel with the exterior wall line and no more than 24 inches from the edge of the roof or eave.

Section R1004.4 is hereby amended to read as follows:

R1004.4 Unvented gas log heaters. Installation of un-vented gas log heaters is prohibited.

Chapter 11 is hereby deleted in its entirety and replaced with the 2021 International Energy Conservation Code as amended in this Title.

Section M1308.3 is hereby added as follows:

M1308.3 LPG (liquid petroleum gas) appliances. LPG appliances shall not be installed in a pit, basement or similar location where heavier than air gases collect unless such location is provided with an approved means for removal of unburned gas.

Section M1401 is amended to add the following subsection:

M1401.6 LPG (liquid petroleum gas) appliances. LPG appliances shall not be installed in a pit, basement or similar location where heavier than air gases collect unless such location is provided with an approved means for removal of unburned gas.

Section M1801.5 is amended to read as follows:

M1801.5 Atmospheric venting prohibited. Atmospherically vented appliances are prohibited in the following occupancies:

1. All R occupancies;

2. Any mixed occupancy structure which includes an R occupancy;
3. Any garage attached to an R occupancy.

Exception: Any replacement of an atmospherically vented appliance originally installed prior to the adoption of this code section.

To the extent these provisions conflict with another code, this section shall control.

Section M1801.5.1 is added to read as follows:

M1801.5.1 Mechanical draft systems. A mechanical draft system shall be used only with appliances listed and labeled for such use. Provisions shall be made to prevent the flow of fuel to the equipment when the draft system is not operating. Forced draft systems and portions of induced draft systems under positive pressure during operation shall be designed and installed to prevent leakage of flue gases into a building.

Section G2425.6 (501.6) is amended to read as follows:

G2425.6. (501.6) Atmospheric venting prohibited. Atmospherically vented appliances are prohibited in the following occupancies:

1. All R occupancies;
2. Any mixed occupancy structure which includes an R occupancy;
3. Any garage attached to an R occupancy.

Exception: Any replacement of an atmospherically vented appliances originally installed prior to the adoption of this code section.

To the extent these provisions conflict with another code, this section shall control.

Section G2425.6.1 (506.1) is added to read as follows:

G2425.6.1 (501.6.1) Positive pressure. Where an appliance equipped with a mechanical forced draft system creates a positive pressure in the venting system, the venting system shall be designed for positive pressure applications.

Section G2445, Unvented Room Heaters, is hereby amended prohibiting unvented room heaters.

Section P2904.1.1 shall be amended to read as follows:

Section P2904.1. Requirements for automatic fire sprinkler systems shall comply with the 2021 International Fire Code Section 903.2 as amended. If a residential automatic fire sprinkler system is proposed, such a system shall be designed in accordance with Section P2904 (IRC) or NFPA 13D.

Chapters 34 – 43 Part VIII, Electrical, are hereby deleted in their entirety. Electrical requirements for residential structures shall be governed by applicable statutes and regulations of the State of Colorado.

15.10.030 - Copy on file and available for sale.

At least one copy of the International Residential Code, 2021 Edition, and the appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or town building official. Copies of the code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. Section 31-16-206.

15.10.040 International Residential Code Commentary.

The Commentary to the International Residential Code, 2021 Edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Road, Illinois 60478-5795 is hereby adopted as an enforcement and interpretive guide. The building official, or any authorized representative, shall have the discretion to apply the contents of the handbook referenced in this section in a given circumstance, but the building official is not required to strictly apply such contents in every conceivably relevant circumstance.

Chapter 15.12
INTERNATIONAL MECHANICAL CODE

Section 15.12.10 Adoption by Reference.

Pursuant to the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201 *et seq.*, there is adopted by reference thereto the International Mechanical Code, 2021 Edition, and appendices thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose of this code is to regulate and control the design, construction, quality of materials, erection, replacement, addition to, use, or maintenance of mechanical systems in the town.

15.12.020 Amendments

The International Mechanical Code, 2021 Edition, is hereby amended as follows:

Section 101.1 Title: insert “Town of New Castle” for (Name of Jurisdiction).

Section 104.8. is hereby deleted. See Section 15.04.030 of the Municipal Code.

Section 109.6 is hereby amended as follows:

109.6 Refunds. Refunds may be authorized by the building official per Section 109.6 of the 2021 International Building Code as amended..

Section 109.7 is hereby added as follows:

109.7 Re-inspection fee. A re-inspection fee may be assessed per Section 110.7 of the 2021 International Building Code as amended.

Section 115.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

Section 116.4 is hereby amended so that the last sentence reads as follows:

Section 116.4 Failure to Comply. Any person who shall continue to work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section 15.04.050 of the Town of New Castle Municipal Code.

Section 303 is amended by adding the following subsection:

303.10 LPG Appliances. Appliances burning LPG (Liquid Petroleum Gas) shall not be installed in a pit basement or similar location where heavier-than-air gases may collect unless such location is provided with an approved means for removal of unburned gas.

Section 801.9 is amended to read as follows:

801.9 Atmospheric venting prohibited. Atmospherically vented appliances are prohibited in the following occupancies:

1. All R occupancies;
2. Any mixed occupancy structure which includes an R occupancy;
3. Any garage attached to an R occupancy.

Exception: Any replacement of an atmospherically vented appliances originally installed prior to the adoption of this code section.

To the extent these provisions conflict with another another code, this section shall control.

Section 801.9.1 is added to read as follows:

801.9.1 Positive pressure. Where an appliance equipped with a mechanical forced draft system creates a positive pressure in the venting system, the venting system shall be designed for positive pressure applications.

Section 805 is amended by adding a new section to read as follows:

805.3.1 Factory-built chimneys shall be effectively fire blocked within any chase at each floor-ceiling level and at the roof. The vertical distance between adjacent fire blocking shall not exceed 10 feet. See IBC for additional requirements.

Section 903.3 is hereby amended to read as follows:

903.3 Unvented gas log heaters. Unvented gas log heaters are prohibited.

Section 15.12.030 Copies on file and available for sale.

At least one copy of the International Mechanical Code, 2021 Edition, and the appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or building official. Copies of said code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. § 31-16-206.

Section 15.12.040 International Mechanical Code Commentary.

The Commentary to the International Mechanical Code, 2021 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Road, Illinois 60478-5795 is hereby adopted as an enforcement and interpretive guide. The building official, or any authorized representative, shall have the discretion to apply the contents of the handbook referenced in this Section in a given circumstance, but the building official is not required to strictly apply such contents in every conceivably relevant circumstance.

Chapter 15.14
INTERNATIONAL FUEL GAS CODE

Section 15.14.10 Adoption by Reference

Pursuant to the power and authority conferred by C.R.S. § 31-16-201 *et seq.*, there is adopted by reference thereto the International Fuel Gas Code, 2021 Edition, and appendices thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose of this code is to establish minimum regulations governing the conditions and maintenance of all property, buildings, and structures by providing the standards for supplied utilities and the design and installation of gas systems and gas-fired appliances.

Section 15.14.020 Amendments

The International Fuel Gas Code, 2021 Edition, is hereby amended as follows:

Section 101.1 Insert: Town of New Castle

Section 104.8 is hereby deleted. Section 15.04.030 of the Municipal Code shall control.

Section 115.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

Section 116.4 is hereby amended so that the last sentence reads as follows:

Section 116.4 Failure to Comply. Any person who shall continue to work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section 15.04.050 of the Town of New Castle Municipal Code.

Section 406.4.1 is hereby amended to read as follows:

406.4.1 Test pressure. The test pressure to be used shall be no less than 1 ½ times the proposed maximum working pressure, but not less than ten (10) psig, irrespective of design pressure. Where the test pressure exceeds one hundred twenty-five (125) psig, the test pressure shall not exceed a value that produces a hoop stress in the piping greater than fifty percent (50%) of the specified minimum yield strength of the pipe.

Section 501.6 is amended to read as follows:

501.6 Atmospheric venting prohibited. Atmospherically vented appliances are prohibited in the following occupancies:

1. All R occupancies;
2. Any mixed occupancy structure which includes an R occupancy;
3. Any garage attached to an R occupancy.

Exception: Any replacement of an atmospherically vented appliances originally installed prior to the adoption of this code section.

To the extent these provisions conflict with another code, this section shall control.

Section 501.6.1 is added to read as follows:

501.6.1 Positive pressure. Where an appliance equipped with a mechanical forced draft system creates a positive pressure in the venting system, the venting system shall be designed for positive pressure applications.

Subsection 501.8 #8 is hereby deleted.

Section 621 is hereby amended to provide that unvented room heaters are prohibited and to delete all remaining sections of Section 621

Section 15.14.030 Copies on file and available for sale.

At least one copy of the International Fuel Gas Code, 2021 Edition, and all appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or building official. Copies of said code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. Section 31-16-206.

Chapter 15.16 INTERNATIONAL PLUMBING CODE

Section 15.16.10 Adoption by Reference

Pursuant to the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201 *et seq.*, there is adopted by reference thereto the International Plumbing Code, 2021 Edition, and appendices thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose of this code is to regulate and control the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems in the town.

Section 15.16.020 Amendments

The International Plumbing Code, 2021 edition, is hereby amended as follows:

Section 101.1 Insert: Town of New Castle

Section 104.8 is hereby deleted. See Section 15.04.030 of the Municipal Code.

Section 109.5 is hereby amended to read as follows:

109.5 Refunds. Refunds may be authorized by the building official per Section 109.6 of the 2021 International Building Code as amended.

Section 115.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

Section 116.4 shall be amended so that the last part of the last sentence shall read:

Section 116.4 Failure to Comply. Any person who shall continue to work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section 15.04.050 of the Town of New Castle Municipal Code.

Section 301.3.1 is hereby added to read as follows:

301.3.1 Building drain under footings. When installed under footings,

building drains shall be placed, pressure tested, and inspected by the Town of New Castle Public Works Department prior to footing placement, unless such installation is determined to be infeasible by the Building Official.

Section 301.4.1 is hereby added to read as follows:

301.4.1 Water supply under footings. When installed under footings, water supply lines shall be placed, pressure tested, and inspected by the Town of New Castle Public Works Department prior to footing placement, unless such installation is determined to be infeasible by the Building Official.

Subsection 305.4.1 is hereby amended as follows:

305.41 Sewer depth. Building sewers shall be a minimum of fifty-four inches (54") below grade.

Section 312.10 is hereby amended to read as follows:

312.10 Inspection and testing of backflow prevention assemblies. Inspection and testing shall comply with sections 312.10.1 and 312.10.2 and any requirements of the Colorado Department of Public Health and Environment. If any conflicts exist between the two, the more restrictive requirement shall control.

Section 903.1.1 is hereby amended to read as follows:

903.1.1 Insert: twelve (12) inches

Section 15.16.030 Copies on file and available for sale.

At least one copy of the International Plumbing Code, 2021 Edition, and all appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or building official. Copies of said code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. Section 31-16-206.

Section 15.16.040 International Plumbing Code Commentary.

The International Plumbing Code Commentary, 2021 Edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795 is hereby adopted as an enforcement guide. The building official, or any authorized representative, shall have the discretion to apply the contents of the commentary referenced in this Title in a given circumstance, but the building official is not required to strictly apply such contents in every conceivably relevant circumstance.

Chapter 15.18

INTERNATIONAL EXISTING BUILDING CODE

15.18.010 Adoption by reference.

Pursuant to the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201, *et seq.*, there is adopted by reference thereto the International Existing Building Code, 2021 Edition, and all appendices thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose and subject matter of this code is to regulate and govern the repair, alteration, change of occupancy, addition, and relocation of existing buildings, including historic buildings in the town.

15.18.020 Amendments.

The International Existing Building Code, 2021 Edition, is hereby amended as follows:

Section 101.1 Insert: “Town of New Castle” for the (Name of Jurisdiction)

Section 104.8 is hereby deleted. See Section 15.04.030 of the Municipal Code.

Section 113.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

15.18.030 Copies on file and available for sale.

At least one copy of the International Existing Building Code, 2021 Edition, and all appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or building official. Copies of said code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. Section 31-16-206.

Chapter 15.22

INTERNATIONAL ENERGY CONSERVATION CODE

15.22.010 Adoption by reference.

Pursuant to the power and authority conferred by C.R.S. §31-15-602, there is adopted by reference thereto the International Energy Conservation Code, 2021 Edition, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose of this code is to establish the minimum regulations governing energy use and conservation for all property, buildings, and structures within the Town.

15.22.020 Amendments

The International Energy Conservation Code, 2021 Edition, is hereby amended as follows:

Section C101.1 insert: Town of New Castle

Section C103.1 is hereby amended to read as follows:

C103.1 General. Construction documents and other supporting data shall be submitted in at least one paper set and in digital format with each permit application. The construction documents shall be prepared and reviewed for code compliance by an *approved* third party energy consultant prior to submission to the *code official*.

Section R101.1 insert: Town of New Castle

Section R103.1 is hereby amended to read as follows:

R103.1 General. Construction documents and other supporting data shall be submitted in at least one paper set and in digital format with each permit application. The construction documents shall be prepared and reviewed for code compliance by an *approved* third party energy consultant prior to submission to the *code official*.

Section R403.7 is hereby amended to read as follows:

R403.7 Equipment sizing and efficiency rating. Heating and cooling equipment shall be sized in accordance with ACC Manual S based on building loads calculated in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies. All new or replacement heating and cooling equipment shall have an Energy Star efficiency rating pursuant to Section 15.22.030.

Exception. Replacement appliances shall only be required to have an efficiency rating equal to or greater than the minimum required by federal law for the geographic location where the equipment is installed when, at the discretion of the Building Official, such installation is deemed to be infeasible.

Section R403.9.1 is hereby added as follows:

R403.9.1 Freeze protection system controls. Freeze protection systems, such as heat tracing or outdoor piping and heat exchangers, including self-regulating heat tracing, shall include automatic controls configured to shut off the systems when outdoor air temperature are above 40°F (4°C) or when the conditions of the protected fluid will prevent freezing.

15.22.030 Additional provisions:

The following additional standards are hereby adopted as a part of the requirements of this Chapter. To the extent these provisions conflict in any manner with the 2021 IECC, the more restrictive provisions shall control.

A. The following equipment and appliances installed in connection with a non-exempt permit must be ENERGY STAR rated at the time of purchase or installation of the equipment and appliances:

- a. boilers
- b. furnaces
- c. air conditioners (both room and central air systems)
- d. refrigerators
- e. stand alone freezers
- f. clothes washers and dryers
- g. water heaters
- h. dishwashers

Chapter 15.24

INTERNATIONAL FIRE CODE

15.24.010 Adoption by Reference.

Pursuant to the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201 *et seq.*, there is adopted by reference thereto the International Fire Code, 2021 Edition, and all appendices, except A, E, G, and J thereto, promulgated by the International Code Council, Inc., 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5795. The purpose and subject matter of this code is to regulate and govern the safeguarding of life and property from conditions hazardous to life or property in the occupancy of buildings and premises in the town and provide for the issuance of permits and collection of fees therefor.

15.24.020 Amendments.

The International Fire Code, 2021 edition, is hereby amended as follows:

Section 101.1 Insert: Town of New Castle

Section 102.5 is hereby deleted

Subsection 106.1 is hereby amended to read as follows:

106.1 Submittals. Construction documents shall be submitted in one or more sets and in such form and detail as required by the fire code official. The construction documents shall be prepared by a registered design professional. All plans for fire alarms systems submitted for approval shall have affixed the signature of a NICET Level III or higher in fire alarm design.

Exception: Where the fire alarm system designer has the equivalent of NICET Level III training, all certificates and documentation shall be presented for compliance.

Section 111.1.1 is hereby added to read as follows:

111.1.1 Timing of appeal. The applicants requesting to appeal a decision shall make their request to the board of appeals within (10) days of the decision they are appealing.

Subsection 112.2.2 is hereby added to read as follows:

112.2.2 Compliance with orders and notices. A notice of violation issued or served as provided by this code shall be complied with by the owner, operator, occupant, or other person responsible for the condition or violation to which the notice of violation pertains.

1. If the building or other premises is owned by one person and occupied by another, under lease or otherwise, and the notice of violation requires additions to or changes in the building or premises such as would be considered real estate and become the property of the owner, said notice and order shall be directed to such owner of the building or premises.
2. Except for cases where immediate compliance is required, violations pursuant to this chapter may be appealed as set forth in Section 111.1.
3. In cases where immediate compliance is required, the notice of violation so stating shall be final and conclusive.

Section 112.4 is hereby deleted. Section 15.04.050 of the Municipal Code shall govern the penalties imposed for violations of this code.

Subsection 308.3 is hereby amended to read as follows with the stated exceptions remaining in full force and effect.

308.3 Group A occupancies. Open-flame devices shall not be used in a Group A occupancy. The use of indoor pyrotechnic displays in a Group A occupancy is prohibited.

Subsection 308.3.2 is hereby amended to read as follows:

308.3.2 Theatrical performances. The use of indoor pyrotechnic displays is prohibited.

Subsection 507.5.4 is hereby amended to add a new last sentence to read as set forth below:

507.5.4. Snow removal operations shall not prevent fire hydrants from being immediately discernible or hinder gaining immediate access.

Section 903.2 is hereby amended to read as follows:

903.2 Where required. Approved automatic sprinkler systems in all buildings and structures shall be provided in the locations described in this section and in the following locations:

1. In every story of all non-IRC regulated buildings that are three stories or more in height.
2. In every story, basement, and mezzanine of any building where the total floor area (including basement and mezzanine) exceeds the limits shown in Table A below:

Table A

| Type of Construction | Maximum Floor Area (sf) |
|-------------------------|-------------------------|
| III-B, V-B | 7,500 |
| V-A, II-B | 9,000 |
| II-A, III-A, IV-HT, I-A | 12,000 |

3. Whenever any addition to an existing building causes the total floor area of the building to exceed the limits set forth in the preceding item number 2, the entire building shall be provided with an approved automatic sprinkler system or a firewall conforming to Section 706 of the International Building Code (IBC) must be installed. Openings in these walls shall conform to the IBC and be controlled by actuation of a smoke detector. When the automatic-closing fire assembly is installed in a building with an approved fire detection system, the fire assembly actuating smoke detectors shall be a part of the fire detection.
4. Existing structures and facilities. When in any twenty-four (24) month period the floor area of an alteration, remodel or modification to any existing building exceeds forty percent (40%) of the floor area of the building being improved, the entire building shall be made to comply with the requirements of Chapter 9 in the International Building Code, 2021 Edition, as amended and adopted by the Town. When the regulations set forth in the International Existing Building Code, 2021 Edition, apply to the renovation,

remodel or modification of an existing building, the more restrictive shall apply to the building.

5. All occupancies to be built in a location that is difficult to access or has limited fire flow water supply as determined by the fire code official, will be reviewed by the fire code official for the need to be equipped with an approved automatic fire suppression system.

Section 903.2.8, Group R, is amended to add the following Exceptions:

Exceptions:

1. Group R-3 and boarding house occupancies, unless maximum floor area exceeds the provisions of Table A as amended in Section 903.2 #2.
2. Group R-2 with occupancy of 5 or less (1000 sq. ft. floor area Table 1004.1.2 IBC), unless floor maximum area exceeds the provisions of Table A as amended in Section 903.2 #2.

Section 907.1 is amended to add 907.1.4 as follows:

907.1.4 Installation. All fire alarm systems installations shall be supervised by a NICET level II or higher in fire alarm installations.

Section 907.1.2 is amended to add the following two comments:

Shop drawings for fire alarms must bear the seal and signature of a graduate Fire Protection Engineer or a qualified State of Colorado licensed engineer practicing in their respective field of expertise or a NICET Level III or higher in fire alarm design.

A sealed set of these shop drawings, complete with review comments, shall be made available at all times at the work site for fire department inspection. An identical set of shop drawings shall be given to the owner.

Chapter 11 is hereby deleted in its entirety.

A new Exception 5 is hereby added to Subsection 5601.1.3:

5601.1.3 Fireworks.

5. The storage, sale, use and handling of toy caps, sparklers and smoke snakes shall be permitted.

Subsection 5604.10.8 is hereby added as follows:

5604.10.8 Certification. The handling and firing of explosives shall only be performed by the person possessing a valid explosives certificate issued by the State of Colorado.

Section 5608.1 is hereby amended by adding a new last sentence to read as set forth below, with all other provisions of said section remaining in full force and effect:

5608.1 General. The use of indoor pyrotechnic displays shall be prohibited.

Subsection 5706.2.4 is hereby amended to read as follows:

5706.2.4 Permanent and temporary tanks. The capacity of permanent above ground tanks containing Class I or II liquids shall not exceed 1,100 gallons (4164 L). The capacity of temporary above-ground tanks containing Class I or II liquids shall not exceed 500 gallons (1892 L). Tanks shall be of the single-compartment design.

15.24.030 Copy on file and available for sale.

At least one copy of the International Fire Code, 2021 Edition, and all appendices thereto, together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or building official. Copies of said code and appendices shall be available for sale to the public at a moderate price, as required by C.R.S. Section 31-16-206.

**Chapter 15.28
NATIONAL ELECTRIC CODE**

15.28.010 Adoption by Reference.

Pursuant to the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201 *et seq.*, there is adopted by reference thereto that edition of the National Electric Code ("NEC"), and all appendices thereto, that is adopted and enforced by the State of Colorado Electrical Board from time to time pursuant to Article 23 of Title 12 C.R.S. The NEC is promulgated by the National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02269-9101. The NEC is adopted by reference with the sole intent to be utilized by the town as a special reference resource material for specific items and used with and for clarification of items in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Plumbing Code, International Existing Building Code, Uniform Code for the Abatement of Dangerous Buildings, and International Fire Code, as well as for all electrical wiring, fixtures, and appliances installed, altered, or repaired within the town, or in connection with any building therein. It is not the intention of the town to enforce the provisions or requirements of the NEC, but to recognize the authority of any Colorado state official who reviews matters covered in the NEC within the town to do so. The NEC is adopted as if set out in full for the purposes as stated herein. The purpose of

this code is to provide guidance in being consistent with nationally recognized good practices for protecting the safety of life and property in electrical installations.

15.28.20 Work permit.

- A. Required. No alterations or additions shall be made in the wiring of any building, nor shall any building be wired for electric lights, motors or heating or cooling devices, nor shall any electrical apparatus be installed, without first securing a permit therefore from the State Electrical Inspector.
- B. Application. Applications for permits required by this section shall be in writing, filed before the work is started, upon forms describing the work contemplated and providing such information as may be required by the State Electrical Inspector.
- C. Permit Fees—Administrative and Appeal Procedures. The permit fees and the administrative and appeal procedures for electrical work performed pursuant to this article shall be as set forth in C.R.S. Section 12-23-101 et seq., as amended.

15.28.030 Inspectors.

The State Electrical Inspector shall serve as electrical inspector for the town.

15.28.40 Inspections.

- A. Inspection Generally. Electric current shall not be turned on until the electrical installation shall have been inspected, approved and marked in a conspicuous place by the electrical inspector. The electrical inspector shall carefully inspect all electrical installations prior to and after completion, and he is hereby authorized and empowered to remove any and all obstructions such as lath, plastering, boarding, partitions or any other obstruction which interferes with a thorough and complete inspection. Inspections may be made at any time during the installation that the inspector deems is expedient or necessary.
- B. Issuance of Certificate of Inspection. Upon final inspection of an electrical installation, the electrical inspector shall issue his certificate of compliance or prescribe changes necessary for such compliance. Upon such changes being made to the satisfaction of the inspector, he shall issue the certificate of inspection, which shall authorize the commencement of the electrical service. After issuance of any such certificate, no change shall be made either by way of addition, alteration or taking from the same without the written consent of the inspector.
- C. Notice and Discontinuance of Service When Defect Discovered Through Inspection.
 - 1. Whenever the electrical inspector, during an electrical installation, shall find any wire or wires or equipment in a dangerous condition or so placed as to interfere with the work of the fire department, he shall notify the owner or the person using or operating such wires or equipment to remedy the defect. Every person who fails

or refuses to remedy such defects within ten (10) days, or a longer period when the same is granted by the inspector, after receipt of notice shall be subject to penalties set forth in Section 1.20.010 of this code.

2. The electrical inspector is hereby authorized and empowered to enforce a discontinuance of electrical service in every case where wiring or equipment is found to be defective or in noncompliance with this chapter; and, when service has been ordered discontinued, electrical service shall not be restored or reconnected until the defect has been remedied.

Chapter 15.30

COLORADO MODEL ELECTRIC READY AND SOLAR READY CODE

15.30.010 Adoption by Reference.

Pursuant to Colorado HB22-1362 regarding Building Greenhouse Gas Emissions and the power and authority conferred by the Town Charter and C.R.S. §§ 31-16-201 *et seq.*, there is adopted by reference thereto the Colorado Model Electric Ready and Solar Ready Code, published June 1, 2023, promulgated by the State of Colorado Energy Office, 1600 Broadway, Suite 1960, Denver, CO 80202. The purpose and subject matter of this code is to prepare new buildings for solar photovoltaic or solar thermal, electric vehicle charging infrastructure, and electrification of building systems.

15.30.020 Amendments.

The Colorado Model Electric Ready and Solar Ready Code, 2023 Edition, is hereby amended as follows:

Section 101.1 Insert: Town of New Castle

15.30.030 Copy on file.

At least one copy Colorado Model Electric Ready and Solar Ready Code together with the ordinances codified in this chapter, shall be kept on file in the office of the town clerk or building official. Copies of said code and appendices shall be available to the public at a moderate price, as required by C.R.S. Section 31-16-206.

Section 5. Severability. Each section of this Ordinance is an independent section and a holding of any section or part thereof to be unconstitutional, void, or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any other section or part thereof.

Section 6. Effective Date. This Ordinance shall be effective fourteen days after final publication pursuant to section 4.3 of the Town Charter.

INTRODUCED on December 5th, 2023, 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 December 19th, 2023, read by title and number, passed with amendments, approved, and ordered published as required by the Charter.

TOWN OF NEW CASTLE, COLORADO
TOWN COUNCIL

By: _____
Art Riddile, Mayor

ATTEST:

Mindy Andis, Town 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

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Memorandum

To: Mayor & Council

From: Mindy Andis

Re: Agenda Item – Consider MOU with Garfield County Older Adult Programs for 2024

Date: 12/05/2023

The purpose of this agenda item is to consider a Memorandum of Understanding (MOU) between seven partnering agencies which include Municipalities, Garfield County BOCC, and RFTA. The purpose of this MOU is to document the cooperation between the agencies in order to establish funding of a county-wide meal and transportation services for the Garfield County Older Adult Programs for the calendar year 2024. The MOU is effective as of January 1, 2024.

There is an ask of \$9,244.41 which is 1,019 meals to be served in New Castle.

Attached please find a copy of Garfield County Older Adult Programs for 2024 MOU for Council consideration.

TOWN OF NEW CASTLE, COLORADO
RESOLUTION NO. TC 2023-13

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL APPROVING A
MEMORANDUM OF UNDERSTANDING WITH GARFIELD COUNTY OLDER
ADULT PROGRAMS.

WHEREAS, the Garfield County Older Adult Program provides transportation (the “Traveler”) and nutrition (congregate meals); and

WHEREAS, the Town of New Castle (“Town”) benefits from said services/program/resources to support New Castle’s senior population; and

WHEREAS, the Town Council finds that entering into the Memorandum of Understanding (“MOU”) attached hereto as Exhibit “A” will further the Town’s goals and is in the Town’s best interest.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE TOWN COUNCIL:

1. Recitals. The foregoing recitals are incorporated by reference as findings and determinations of the Council.
2. Adoption. Pursuant to Section 14.4 of the Town Charter, the MOU attached hereto as Exhibit A is hereby adopted by the Council, and the Mayor is authorized to execute the same.

INTRODUCED, PASSED, AND ADOPTED by a vote of ___ to ___ at a regular meeting of the New Castle Town Council held on December 5, 2023.

TOWN COUNCIL OF TOWN OF
NEW CASTLE, COLORADO

Mayor Art Riddile

ATTEST:

Town Clerk Mindy Andis, CMC

**7-PARTY MEMORANDUM OF UNDERSTANDING
REGARDING GARFIELD COUNTY OLDER ADULT PROGRAMS
FOR 2024**

This Memorandum of Understanding is entered into between:

The Garfield County Board of County Commissioners, (" BOCC")

The City of Rifle, Colorado,

The City of Glenwood Springs, Colorado,

The Town of Carbondale, Colorado,

The Town of New Castle, Colorado,

The Town of Silt, Colorado,

Roaring Fork Transportation Authority, (" RFTA ")

(collectively, the "7-Parties") in order to set forth the terms and conditions of their cooperative provision, administration, and funding of a county-wide meal and transportation services for the Garfield County Older Adult Programs for calendar year 2024 (the "MOU"). This MOU is effective as of January 1, 2024, regardless of the dates on which it is signed.

BACKGROUND

- A. Each of the 7-Parties is authorized to make the most efficient and effective use of their governmental powers, responsibilities, and monies by cooperating and contracting with other governments. Colo. Const. art. XIV §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.
- B. In 2009, 9-Parties entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration, and funding of meal and transportation services to senior and disabled citizens of Garfield County ("the 9-Party MOU"). This 9-Party MOU is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.
- C. In accordance with the 9-Party MOU, in 2009 and each consecutive year thereafter, the now 7 parties have also entered into a Memorandum of Understanding that sets forth each party's annual commitment to share the administrative and operational costs of the Older Adult Programs meal and transportation services and determines the methodology by which those costs will be allocated among them (the "MOU").
- D. In 2016, The Town of Parachute withdrew from membership and opted not to participate in the services provided by Garfield County Older Adult Programs in 2017. In 2017, it was determined that Colorado Mountain College no longer needs to be part of the MOU beginning 2019.

- E. Each of the remaining Parties desires to continue to provide meal and transportation services to eligible Garfield County senior citizens in 2024 in accordance with the original 9-Party MOU.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the 7-Parties agree as follows:

AGREEMENT

1. Incorporation of Recitals. The foregoing Recitals are incorporated as if set forth in full.
2. Purpose of this Agreement. The purpose of this MOU is to define the terms and conditions by which the 7-Parties will collectively provide, administer and fund county-wide meal and transportation services for the Garfield County Older Adult Programs for calendar year 2024.
3. Term of Agreement. This Agreement shall have an Effective Date of January 1, 2024, regardless of the dates signed and shall terminate on December 31, 2024.
4. Senior Services to be Provided. The BOCC, through its Department of Human Services Older Adult Programs, will organize and administer the congregate meal and transportation services described in this MOU for eligible senior and disabled citizens of Garfield County on behalf of Rifle, Glenwood Springs, Carbondale, New Castle, Silt (collectively, the "Municipalities"). In exchange, the Municipalities will reimburse the BOCC for their proportionate shares of the cost of such services as calculated in accordance with the Cost Methodologies defined in this Agreement.
5. Congregate Meal Services. The BOCC and Municipalities agree that Older Adult Program meals will be provided at seven (7) locations throughout Garfield County on the days and times, and further agree that the costs to provide such services will be allocated among them as follows:
 - a. Cost Methodology - Nutrition: The BOCC agrees to pay forty percent (40%) of total budgeted cost to provide Congregate Meal Services in 2024.
 - b. The Municipalities each agree to pay a proportionate share of the remaining balance, less all anticipated grant and program funding income, based upon the percentage of total meals served between July 2022 and June 2023 to the residents of each Municipality. The BOCC agrees to be responsible for all meals served to residents of unaffiliated Garfield County and Battlement Mesa as well as any shortfall in grant and program funding income.

- c. Application of Cost Methodology to the 2024 Budget: As illustrated in **Attachment A**, which is incorporated here for all purposes, the total budgeted cost to provide Congregate Meal Services in 2024 is **\$651,409.00**. The BOCC's 40% share of that amount equals **\$260,563.60**. Anticipated grant and program funding income for 2024 is **\$233,500.00**. The remaining balance is **\$157,345.40**.

| Municipality | Number of Meals | Percent of Total | Amount Due |
|------------------|-----------------|------------------|---------------------|
| Carbondale | 2,126 | 12.26% | \$19,287.15 |
| Glenwood Springs | 6,509 | 37.53% | \$59,049.89 |
| New Castle | 1,019 | 5.88% | \$9,244.41 |
| Silt | 2,225 | 12.83% | \$20,185.28 |
| Rifle | 5,465 | 31.51% | \$49,578.68 |
| TOTAL | 17,344 | 100.00% | \$157,345.40 |

6. Transportation Services. The BOCC, RFTA and Municipalities agree that Senior and Disabled transportation services funded by this Agreement are wheelchair accessible, curb to curb, driver assisted transportation services to assessed Garfield County residents who have difficulty utilizing public transportation and have an assessed functional disability affecting the ability to use public transportation. The Traveler provides transportation to destinations throughout Garfield County. In order to achieve the stated purpose, the BOCC specifically grants RFTA the authority to operate outside RFTA's boundaries and within the unincorporated boundaries of Garfield County, consistent with the provisions of C.R.S. § 43-4-605(1)(f) as required to comply with this IGA. Riders must make reservations 48 hours in advance. The cost to provide these transportation services will be shared by the BOCC, RFTA, and the Municipalities in accordance with the following Cost Methodology.

7. Definitions:

- a. Initial Pickup Location: The initial pickup location for cost allocation purposes is the Municipality in which the first leg of a passenger's trip occurs, whether it is a round trip, a one-way trip, or a multi-legged trip. For example, if a passenger is picked up in municipality A to be transported to Municipality B and is later picked up in Municipality B for a return ride to Municipality A, the initial pickup location for cost allocation purposes is Municipality A for both trip legs.
- b. One-Way Passenger Trips: This represents vehicles transporting passengers one way from their origins to their destinations on any leg of their trips. This does not mean round trips or vehicle trips, since more than one passenger can be riding on a vehicle at the same time resulting in "X" number of one-way passenger trips.
- c. Loaded Miles: Loaded miles are the total distance driven while a passenger is in the vehicle.

- d. Loaded Minutes: Loaded minutes are the total duration of time while a passenger is in the vehicle.

8. Cost Methodology – Transportation

- a. The BOCC agrees to be responsible for fifty percent (50%) of the total budgeted net County and RFTA expenses to provide Traveler Services in 2024. The remaining fifty percent is paid for by grant, program funding, and allocated payments from the Municipalities based upon the fully allocated cost of providing services. Costs will be allocated to the Parties based on the total number of trips provided in each Jurisdiction, and total estimated Loaded Miles, and total estimated Loaded Minutes consumed by each Jurisdiction/Municipality. Costs will be considered allocable to a Jurisdiction/Municipality based upon the Initial Pickup Location as defined in Paragraph 7.a. herein, regardless of the number of trip legs or Jurisdictions/Municipalities visited by the passenger.
- b. RFTA agrees to be responsible for the fully allocated net cost of the Traveler transportation services provided to the three Municipalities that are current RFTA members: the Town of Carbondale, the City of Glenwood Springs, and the Town of New Castle.
- c. The remaining non-RFTA member Municipalities, the City of Rifle and the Town of Silt agree to pay the fully allocated net cost of Traveler transportation services allocable to their municipalities.
- d. The BOCC agrees to be responsible for any remaining Traveler transportation service costs, including any shortfalls in anticipated grant and program funding income.

9. 2024 Budgeted Contributions: As illustrated in Attachment B, the total budgeted cost to provide Senior and Disabled Transportation Services in 2024 is **\$848,279.00**. This cost represents the costs to the BOCC and to RFTA to provide such services in the amounts of **\$30,853.00** and **\$817,426.00**, respectively. This cost less the amount of **\$30,000.00** received by RFTA from other sources who utilize the Traveler bus system pursuant to a contractual agreement that is unrelated to this MOU, equals the net total County and RFTA expense for the Traveler transportation services in 2024 of **\$818,279.00**.

The BOCC's 50% share of this amount equals **\$409,139.50**. Anticipated grant and program funding income for 2024 is **\$80,000.00**. The total amount of the contribution from the County, including grants and program income is **\$489,139.50**. Subject to the recommendation of the Senior Advisory Board and the approval of the BOCC, any year-end excess budget funds in 2022 may also be applied to the County's contribution in 2024 for the Senior and Disabled Transportation Services budget. However, pursuant to the provisions of paragraph 13. Annual Reconciliation and True-Up, below, after 2023 there should not be any significant excess budget revenue to apply as a refund to a subsequent year's County contribution.

10. Allocation of County Contribution and Grant and Program Income: The County's contribution, inclusive of its 50% commitment and anticipated grant and program income shall be

allocated first to the cost of rides originating in unincorporated Garfield County. Any remaining balance shall be allocated on a pro rata basis relative to each other party's fully allocated cost.

11. Estimated Contributions: On the Chart below, the following estimates are offered to aid the Municipalities in planning and budgeting for their portion of the 2024 Traveler transportation services costs. The amounts shown are based on the 2024 budgeted amounts identified above and a forecast of ridership and services levels for 2024.

| Jurisdiction | Est. One-Way Passenger Trips | Est. Loaded Miles | Est. Loaded Minutes | Est. Fully Allocated Cost | Est. Allocation of County Contribution, Grants & Program Income | Est. Net Responsibility for Each Municipality |
|-------------------|------------------------------|-------------------|---------------------|---------------------------|---|---|
| Carbondale* | 260 | 2,550 | 6,770 | \$23,545 | \$11,534 | \$12,011 |
| Glenwood Springs* | 3,850 | 16,150 | 81,130 | \$278,030 | \$136,200 | \$141,829 |
| New Castle* | 560 | 7,060 | 14,530 | \$53,206 | \$26,064 | \$27,141 |
| Silt | 50 | 360 | 980 | \$3,724 | \$1,824 | \$1,900 |
| Rifle | 4,760 | 12,990 | 75,410 | \$286,711 | \$140,453 | \$146,258 |
| Garfield County | 1,720 | 21,400 | 50,160 | \$173,063 | \$173,063 | - |
| Total | 11,200 | 60,510 | 228,980 | \$818,279 | \$489,140 | \$329,140 |

12. Monthly Billing: RFTA will pay directly for the fully allocated net costs attributable to its member jurisdictions and each of the remaining Parties will pay the County the amount shown on their respective lines in the Chart above.

13. Annual Reconciliation & True-up: No later than February 15, 2025 RFTA will publish a reconciliation statement. Actual expenditures for the year will be allocated based on the actual trips, and estimated loaded miles and loaded minutes provided to the Parties in 2024. If the total fully allocated net costs calculated for any Party during the preceding year exceeds the amount paid by the Party during the preceding year, a reconciliation credit or debit in the amount of the difference will be made for each such Party by the County. If a credit is due, RFTA will pay back to the County the amount it has been overpaid by the County for any Party or Parties within 30-days of the reconciliation statement. If a debit is owed, the Party or Parties owing the debit will pay the County the amount owed within 30 days of the reconciliation statement, and the County will remit any additional payments received and owed to RFTA within 30 days of receipt of the Party or Party's debit payment(s) to the County.

14. County Payments to RFTA for the Traveler Program. The amount to be paid by the BOCC to RFTA in 2024 for the provision of the Traveler Transportation Services contemplated by this Agreement is **Six Hundred Six Thousand, Four Hundred Forty Five Dollars (\$606,445.00)**. This amount is based upon RFTA's estimated cost to provide the services in 2024 (\$817,426.00) less amounts received by RFTA from other sources who utilize the Traveler bus system (\$30,000.00) and less the cost to provide such services to the Town of Carbondale (\$12,011.00), the City of

Glenwood Springs (\$141,829.00), and the Town of New Castle \$27,141.00), each of which is a member of RFTA. Amounts are projected and should the actual cost exceed the budgeted costs, those funds will be paid through the Restricted Fund Balance/The Traveler, and reimbursed at year end by following the Annual Reconciliation and True-Up procedures described in Paragraph 13., above.

- a. RFTA's Estimated Cost: The Parties recognize that RFTA's estimate of its costs to provide Traveler services is solely RFTA's responsibility; the BOCC is not responsible in any way for verifying or assuring the accuracy of RFTA's calculation. For 2024, RFTA estimates that it's cost to provide these services is **\$817,426.00**.
- b. Other Traveler Services: The Parties recognize that RFTA's operation of the Traveler by means of this MOU does not include funding for ADA complementary paratransit services in the City of Glenwood Springs. Funding for this complementary paratransit service is provided by a separate contract between the City of Glenwood Springs and RFTA, which RFTA represents to be **\$30,000.00** for 2024.
- c. Payment: The BOCC and RFTA have entered into a separate intergovernmental agreement pursuant to which the BOCC agrees to pay RFTA the total amount of \$606,4455.00 in eleven (11) monthly payments of \$50,537.08 and one monthly payment of \$50,537.12 for Senior and Disabled Transportation Services (the "Traveler IGA"). This amount represents RFTA's estimated cost to provide such services in 2024 less amounts received by RFTA from other sources and less the cost to provide such services to the RFTA Member Municipalities identified with an asterisk above. The non-RFTA member Municipalities agree to pay the respective amounts set forth above upon receipt of an invoice from the BOCC.
- d. Appropriation: This MOU is expressly contingent upon appropriation and budgeting for the costs required herein. If any Municipality, including RFTA on behalf of its member jurisdiction Municipalities, fails to appropriate or have available sufficient funds to pay for the costs of the obligations set forth in this MOU, services to residents of the failing Municipality shall end. The attached budget was provided by RFTA and is considered a draft until the final budget is adopted by the RFTA Board on December 14, 2023. The budget will then be considered final. RFTA anticipates none to small changes upon final adoption. If the actual cost of the Traveler program exceeds the amount set forth in this MOU, the additional cost will be covered through the Restricted Fund Balance/The Traveler, which would then be reimbursed at year end by following the Annual Reconciliation and True-Up Procedures described in Paragraph 13., above.
- e. COVID 19 Accommodations. Traveler services will be adjusted because of Governor orders or Public Health recommendations.

15. Combined Costs: The combined cost for 2024 Congregate Meal, Well and Wise, and Traveler Transportation Service are set forth on Attachment C.

16. Whole Agreement: This MOU sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.

17. Amendment and Assignment. This MOU may be amended, altered, or modified solely through a written agreement executed with equal formality. This MOU may not be assigned by any Party without the written agreement of all.

18. Facsimiles and Counterparts. This MOU and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.

19. Authority. Each person signing this MOU represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

20. Governing Law. The laws of the State of Colorado shall govern the validity, performance, and enforcement of this MOU. Venue for any action instituted pursuant to this MOU shall lie in Garfield County.

21. Notice. Notices to be provided under this MOU shall be given in writing either by hand delivery or by certified return receipt requested United States mail, to the following:

Carbondale: Lauren Glister, Town Manager
Town of Carbondale
511 Colorado Avenue
Carbondale, CO 81623
970-510-1207
lgister@Carbondaleco.net

Garfield County: Sharon Longhurst-Pritt, Director
Garfield County Department of Human Services
195 West 14th Street, Building B
Rifle, CO 81650
(970) 625-8282 ext. 3265
spritt@garfield-county.com

Glenwood Springs: Steve Boyd, Acting City Manager
City of Glenwood Springs
101 W. 8th Street
Glenwood Springs, CO 81601
(970) 384-6522
steve.boyd@cogs.us

| | |
|-------------|--|
| New Castle: | Dave Reynolds, Town Administrator New Castle Town Hall 450 West MainStreet, PO Box 90 New Castle, CO 81647 (970) 984-2311 dreynolds@newcastlecolorado.org |
| RFTA: | Dan Blankenship, Chief Executive Officer Roaring Fork Transportation Authority 2307 Wulfsohn Road Glenwood Springs, CO 81601 (970) 384-4981 dblankenship@rfta.com |
| Rifle: | Tommy Klein, City Manager City of Rifle 202 Railroad Ave P. O. Box 1980 Rifle, CO 81650 (970) 625-6266 tklein@rifleco.org |
| Silt: | Jeff Layman, Town Administrator Town of Silt 231 N. 7th Street, PO BOX 70 Silt, CO 81652 (970) 876-2353, ext. 813 jlayman@townofsilt.org |

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IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS OF
GARFIELD COUNTY, COLORADO, and
BOARD OF SOCIAL SERVICES**

Clerk to the Board

By: _____
John Martin, Chairman

DATED: _____

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

CITY OF GLENWOOD SPRINGS, COLORADO

City Clerk

By:_____
Jonathan Godes, Mayor

DATED: _____

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

**ROARING FORK TRANSPORTATION
AUTHORITY**

Clerk to the Bd. Of Directors

By: _____
Dan Blankenship, Chair

DATED: _____

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

TOWN OF CARBONDALE, COLORADO

Town Clerk

By:_____
Ben Bohmfalk, Mayor

DATED: _____

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

TOWN OF SILT, COLORADO

Town Clerk

By:_____
Keith Richel, Mayor

DATED: _____

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

TOWN OF NEW CASTLE, COLORADO

Town Clerk

By:_____
Art Riddile, Mayor

DATED: _____

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2024.

ATTEST:

CITY OF RIFLE , COLORADO

City Clerk

By:_____
Ed Green, Mayor

DATED: _____

ATTACHMENTS TO MEMORANDUM OF UNDERSTANDING
RE: OLDER ADULT PROGRAMS

ATTACHMENT A: 2024 CONGREGATE MEAL BUDGET AND COST METHODOLOGY

ATTACHMENT B: 2024 TRANSPORTATION BUDGET AND COST METHODOLOGY

ATTACHMENT C: 2024 CONGREGAE MEAL, WELL AND WISE, AND TRAVELER
TRANSPORTATION SERVICE

ATTACHMENT A

2024 CONGREGATE MEAL BUDGET AND COST METHODOLOGY

ATTACHMENT A: 2024 CONGREGATE MEAL BUDGET AND COST METHODOLOGY

| Nutrition Budget | Annual |
|--------------------------------|---------------|
| Wages | \$ 158,941.00 |
| Employee Benefits | \$ 80,636.00 |
| Professional Services | \$ 6,000.00 |
| Professional - Other | \$ 372,298.00 |
| Repair and maintenance | \$ 200.00 |
| Rental of Land & Buildings | \$ 1,200.00 |
| Communications | \$ 600.00 |
| Printing and Binding | \$ 150.00 |
| DHS - Destruction of Records | \$ 250.00 |
| Travel | \$ 300.00 |
| Motor Pool Charges | \$ 9,034.00 |
| Professional Affiliations | \$ 100.00 |
| Training | \$ 600.00 |
| Office Supplies | \$ 500.00 |
| Operating Supplies | \$ 11,000.00 |
| Computer Supplies | \$ 400.00 |
| Freight, postage, Delivery | \$ 2,700.00 |
| Copy Machine Usage | \$ 1,000.00 |
| Food - non travel related | \$ 3,500.00 |
| Computers & computer equipment | \$ 2,000.00 |

Total 12 Month Budget **\$651,409.00**

| | |
|---|----------------------|
| Less AAA funding | \$ 190,000.00 |
| Less NSIP Incentives | \$ 13,000.00 |
| Less Program Income | \$ 30,500.00 |
| Grant & Program Income Total | \$ 233,500.00 |

40% County Share of Total Expenses **\$ 260,563.60**
Garfield County Share **\$ 260,563.60**

Projected Income/County Share **\$ 494,063.60**
Income less expenses **\$157,345.40**

Municipal Budget Share
for Distribution **\$157,345.40**

| NUTRITION BREAKDOWN SUMMARY FOR MUNICIPALITIES | | | | 2023 | | 2022 | |
|--|-------------------|------------------|----------------------------------|--------------------------------|----------------------|--------------------------------|----------------------|
| 2024 | # of Meals Served | Percent of Total | Municipal Nutrition Contribution | # Meals | Contributions | # Meals | Contributions |
| Jurisdiction | | | | | | | |
| Carbondale | 2,126 | 12.26% | \$19,287.15 | 1,284 | \$ 10,920.06 | 1,157 | \$ 8,555.53 |
| Glenwood Springs | 6,509 | 37.53% | \$59,049.89 | 6,195 | \$ 52,686.76 | 6,812 | \$ 50,371.89 |
| New Castle | 1,019 | 5.88% | \$9,244.41 | 695 | \$ 5,910.78 | 996 | \$ 7,365.00 |
| Silt | 2,225 | 12.83% | \$20,185.28 | 1,761 | \$ 14,976.82 | 1,778 | \$ 13,147.57 |
| Rifle | 5,465 | 31.51% | \$49,578.68 | 5,924 | \$ 50,381.98 | 7,529 | \$ 55,673.81 |
| Municipal Total | 17,344 | 100.00% | \$157,345.40 | 15,859 | \$ 134,876.40 | 18,272 | \$ 135,113.80 |
| Garfield County | 5,798 | | | 5,073 | | 3,325 | |
| Grand Total | 23,142 | | | 20,932 | | 21,597 | |
| Based on July 2022 - June 2023 Usage | | | | Based on July 2021 - June 2022 | | Based on July 2020 - June 2021 | |

ATTACHMENT B

2024 TRANSPORTATION BUDGET AND COST METHODOLOGY

| Cost Methodology—2024 | |
|--|--------------------------|
| Transportation Budget | Annual |
| Wages | \$ 19,491.00 |
| Employee Benefits | \$ 10,762.00 |
| Communication | \$ 200.00 |
| Training | \$ 100.00 |
| Computer Supplies | \$ 200.00 |
| Freight, Postage, Delivery | \$ 100.00 |
| Total County Expenses | \$ 30,853.00 |
| RFTA | \$ 817,426.00 |
| MINUS GWS Paratransit | \$ 30,000.00 |
| Total RFTA Expenses | \$ 787,426.00 |
| Total Expenses | \$ 818,279.00 |
| Less Program Income | \$ 17,000.00 |
| Less CSBG | \$ 63,000.00 |
| Total G/P Income | \$ 80,000.00 |
| Less County Share | \$ 409,139.50 |
| Total 50% County Share | \$ 409,139.50 |
| Total Revenue | \$ 489,139.50 |
| Total Expenses | \$ 818,279.00 |
| Income less expenses | \$ 329,139.50 |
| Municipal Budget Share for Distribution | \$ 329,139.50 |

2024 Traveler Forecast Service And Cost Data

| A | B | C | D | E | F | G |
|------------------|---------------------------------|-------------------------|------------------------|---------------------------------|--|--|
| Jurisdiction | Est. One-Way Passenger Trips | Est. Loaded Miles | Est. Loaded Minutes | Est. Fully Allocated Cost | Est. Allocation of County Contribution, Grants & Program Income | Est. Net Responsibility for Each Municipality |
| Carbondale | 260 | 2,550 | 6,770 | \$ 23,545 | \$ 11,534 | \$ 12,011 |
| Glenwood Springs | 3,850 | 16,150 | 81,130 | \$ 278,030 | \$ 136,200 | \$ 141,829 |
| New Castle | 560 | 7,060 | 14,530 | \$ 53,206 | \$ 26,064 | \$ 27,141 |
| Silt | 50 | 360 | 980 | \$ 3,724 | \$ 1,824 | \$ 1,900 |
| Rifle | 4,760 | 12,990 | 75,410 | \$ 286,711 | \$ 140,453 | \$ 146,258 |
| Garfield County | 1,720 | 21,400 | 50,160 | \$ 173,063 | \$ 173,063 | \$ - |
| Total | 11,200 | 60,510 | 228,980 | 818,279 | 489,140 | 329,140 |

ATTACHMENT C:

2024 CONGREGATE MEAL, WELL AND WISE, AND TRAVELER TRANSPORTATION SERVICE

COMBINED CONTRIBUTION BREAKDOWN

| | 2024 | 2024 | 2024 | 2024 | | 2024 | 2024 | 2024 | 2024 |
|---------------------|---------------------|-----------------------|------------------------|----------------------|---------------------|---------------------|-----------------------|------------------------|---------------------|
| <i>Jurisdiction</i> | <i>Nutrition</i> | <i>Transportation</i> | <i>Well & Wise</i> | <i>Total</i> | <i>RFTA</i> | <i>Nutrition</i> | <i>Transportation</i> | <i>Well & Wise</i> | <i>Net Adjusted</i> |
| | <i>Contribution</i> | <i>Contribution</i> | <i>Contribution</i> | <i>Contributions</i> | <i>Contribution</i> | <i>Contribution</i> | <i>Contribution</i> | <i>Contribution</i> | <i>Total</i> |
| Carbondale | \$19,287.15 | \$12,011.00 | - | \$31,298.15 | \$12,011.00 | \$19,287.15 | - | - | \$19,287.15 |
| Glenwood Springs | \$59,049.89 | \$141,829.00 | - | \$200,878.89 | \$141,829.00 | \$59,049.89 | - | - | \$59,049.89 |
| New Castle | \$9,244.41 | \$27,141.00 | - | \$36,385.41 | \$27,141.00 | \$9,244.41 | - | - | \$9,244.41 |
| Silt | \$20,185.28 | \$1,900.00 | - | \$22,085.28 | | \$20,185.28 | \$1,900.00 | - | \$22,085.28 |
| Rifle | \$49,578.68 | \$146,258.00 | - | \$195,836.68 | | \$49,578.68 | \$146,258.00 | - | \$195,836.68 |
| Garfield County | \$260,563.60 | \$409,139.50 | \$16,596.00 | \$686,299.10 | | \$260,563.60 | \$409,139.50 | \$16,596.00 | \$686,299.10 |
| Totals | \$417,909.00 | \$738,278.50 | \$16,596.00 | \$1,172,783.50 | \$180,981.00 | \$417,909.00 | \$557,297.50 | \$16,596.00 | \$991,802.50 |

**New Castle Town Council Regular Meeting
Tuesday, November 7, 2023, 7:00 PM**

Call to Order

Mayor Art Riddile called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

| | |
|---------|---------------------|
| Present | Councilor Mariscal |
| | Councilor Carey |
| | Councilor Hazelton |
| | Mayor A Riddile |
| | Councilor Leland |
| | Councilor Copeland |
| Absent | Councilor G Riddile |

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Mindy Andis, Town Treasurer Viktoriya Ehlers, Town Planner Paul Smith, and members of the public.

MOTION: Councilor Hazelton made a motion to approve Councilor Graham Riddile absence. Councilor Carey seconded the motion and it passed unanimously.

Meeting Notice

Clerk Andis verified that her office gave notice of the meeting in accordance with resolution TC 2023-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – not present.

Consultant Engineer – not present.

46 **Items for Consideration**

47
48 **New Castle Chamber of Commerce Update**

49 Administrator Dave Reynolds introduced Kevin Hansen, Chamber of Commerce President.
50 He said Mr. Hansen is here to give an update to the council on the work they've been
51 doing in 2023 as well as their plans and budget needs for 2024. Mr. Hansen thanked the
52 council for the support and money given to the chamber. He said the chamber board has
53 grown from 7 members to 9 members and will be reporting regularly to the council. In
54 2024 the plan is to add Ambassadors. The Ambassadors will be non-voting members but
55 will assist with events. In 2023 the business showcase was very successful. The Spirit
56 Walk was added back and was successful. A different chamber member was at the
57 Community Market selling popcorn. BINGO has also grown in 2023. BINGO is the largest
58 contributor to the budget outside of the town. Some of the benefits for chamber member
59 is marketing. The after-hour events have grown in attendance and have been successful.
60 The chamber supports Dirty Hog Dash. The money given for that event came from the
61 money raised at BINGO. The chamber also supports the Historical Society and Liberty
62 Classical Academy.

63 Councilor Hazelton asked how many current members the chamber has. Mr. Hansen said
64 he doesn't have the exact number, but there was about 30 percent increase in 2023.
65 Councilor Leland thanked Mr. Hansen on behalf of the council for stepping up to be the
66 chamber president.

67
68 Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority

69 **MOTION: Councilor Hazelton made a motion to recess the Town Council meeting**
70 **and to convene as the Local liquor licensing authority. Councilor Carey seconded**
71 **the motion and it passed unanimously.**

72
73 **Consider a Special Events Liquor License Application from New Castle Recreation**
74 **Department for an Event to be Held on December 1, 2023 (Tree Lighting**
75 **Celebration)**

76
77 Clerk Andis said the New Castle Recreation Department is requesting a special event
78 liquor license for Chili Cook-off and Mac & Cheese Competition on December 1, 2023, in
79 Burning Mountain Park. The application requests a permit time from 5:00pm to 9:00pm.
80 The event will be held from 5:30pm to 8:00pm. The extra time is to allow for set up and
81 teardown. Town Staff will be serving and are Tips trained. Staff recommend approval of
82 the special event liquor license.

83
84 **MOTION: Councilor Leland made a motion to approve the special events liquor**
85 **license from the Town of New Castle for the New Castle Recreation event on**
86 **December 1, 2023, and that service hours will be as stated in the application.**
87 **Councilor Copeland seconded the motion and it passed unanimously.**

88
89 **Consider a Special Events Liquor License Application from New Castle Recreation**
90 **Department for an Event to be Held on January 13, 2024 (Bad Art Night)**
91

Clerk Andis said the New Castle Recreation Department is requesting a special event liquor license for Bad Art Night on January 13, 2024, in New Castle Community Center. The application requests a permit time from 5:00pm to 10:00pm. The event will be held from 6:00pm to 8:00pm. The extra time is to allow for set up and teardown. Town Staff will be serving and are Tips trained. There will be bagged snacks during the event which satisfies the food requirement for the liquor license. Staff recommend approval of the special event liquor license.

MOTION: Councilor Leland made a motion to approve the special events liquor license from the Town of New Castle for the New Castle Recreation event on January 13, 2024, and that service hours will be as stated in the application. Councilor Copeland seconded the motion and it passed unanimously.

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

MOTION: Councilor Hazelton made a motion to adjourn the Local Liquor License Authority and to reconvene as the Town Council. Councilor Mariscal seconded the motion and it passed unanimously.

R2 Castle Valley Ranch Multifamily Sketch Plan Application

Planner Paul Smith introduced Barry Rosenberg, Principal owner of R2, Jason Jaynes Landscape Architect with DHM Design.

Mr. Rosenberg said R2 Partners has been both a developer and owner of multifamily projects for over the past 60 years. Based in Cincinnati and various areas in the state of Colorado, R2 is rethinking multifamily residential living. Mr. Rosenberg said R2 will be respecting the trails, the site line and the buildings will be two stories. R2 has developed in other areas of the valley. Mr. Rosenberg said his family does lived in the valley for a few years.

Planner Smith reviewed the staff report with the council.

I Introduction

R2 current application in Castle Valley Ranch hopes their revisioning will dovetail with the values of current New Castle residents. The proposal contemplates 130 total units with three distinct models, each serving unique functions: (Exhibit A to these minutes)

- *Model 1: "Empty-nester" targets retirees who value convenience and practicality;*
- *Model 2: "Live/Work" targets professionals looking for adaptive designs and multi-functional space;*
- *Model 3: "Townhomes" are conventional urban concepts available for starters or those looking to downsize;*

Prior to the current sketch plan meeting, R2 Partners and their team consulted with Town Staff on various occasions. Some of these included:

- *A required pre-application meeting on June 21st, 2023;*

- An informal meeting with the architect on August 11th, 2023, to discuss application completeness;
- A Staff meeting with the R2 team on August 2nd, 2023, including the fire marshal and the public works director exploring street design alternatives;
- Follow-up phone calls regarding application completion on various dates;

After one significant revision and several minor alterations, the sketch plan application was considered complete on October 2nd, 2023. The sketch plan is the first of three application steps required for new planned unit developments ("PUD") & subdivisions. The sketch plan review assesses initial compliance with town codes, provisions for utilities and infrastructure, substantial conformance to the comprehensive plan, and adverse impacts to the Town. The review provides the applicant with preliminary, nonbinding feedback from Staff, the Planning Commission, and Town Council before significant expenses are incurred. Though no approvals are made at this initial step, constructive feedback can be anticipated. The Applicant met with the Planning Commission on October 25th, 2023, to begin the sketch plan review. The Commissioners questions and recommendations are provided in Section IV below.

Planner Smith said part of the agreement is for R2 to complete North Wild Horse Drive connection and enhance the parking along North Wild Horse Drive. Parking would not only help with the VIX park and the dog park but also the subdivision. R2 has agreed to complete North Wild Horse Drive and the parking along the road. He explained there would be two egress points which will be town right-of-way and maintained by the town. The other road in the subdivision will be private roads and maintained by R2. The current main trail that will be running in the middle of the development along the drainage will be retained as is. There will be private trails branching off of the main trail.

Mr. Jaynes explained the different building types: (Exhibit B & C to these minutes)

- Live/Work: will be geared more towards someone who works from home part time
- Town Homes: will be geared more towards families.
- Empty Nester: more geared towards retirees. "lock and leave"

Mayor Art Riddile asked about affordable units. Mr. Jaynes said they would be open to providing two units available to the critical workforce.

II Staff Review:

Throughout the application process, the submittal documents will be reviewed pursuant to the criteria outlined in the Municipal Code for planned unit developments (PUDs) and subdivisions. At the sketch plan stage, an application should show general conformity to the following criteria Municipal Code 17.100.040(E):

- Consistency with the comprehensive plan;
- Compatibility of proposed zoning, density, and general development plan to neighboring land uses and applicable town code provisions;
- Availability of town services from public works, fire, and police;

- *Vehicle, bicycle, and pedestrian circulation; and*
- *Preservation of the natural character of the land.*

1) *Is the proposal consistent with the comprehensive plan?*

According to Castle Valley Ranch PUD regulations (Municipal Code 17.104.010):

"The purpose and intent of the Castle Valley Ranch PUD zone district regulations are to:

- A. Encourage variety in the physical development pattern of Castle Valley Ranch;*
- B. Provide a variety of housing densities greater than would be normally possible;*
- C. Encourage the use of a more creative approach to the development of land;*
- D. Encourage a more efficient, aesthetic and desirable use of open space;*
- E. Encourage a more efficient use of energy through solar orientation, native vegetation, and water conservation;*
- F. Provide a variety of dwelling and building designs;*
- G. Provide high standards of development and provide amenities appropriate to the densities involved in the project;*
- H. Provide an integrated open space system throughout areas as outlined on the Castle Valley Ranch PUD zoning plan as well as throughout individual districts;*
- I. Provide for a variety of housing types in order to best meet the housing demands of all age groups;*
- J. Maintain and preserve the general alignment of drainage ways for aesthetic, energy and functional purposes;*
- K. Provide pedestrian networks throughout the open space districts as well as throughout individual districts thereby providing an integrated network throughout the entire development;*
- L. Provide landscape areas and tree plantings throughout the entire development."*

The preceding planning concept is consistent with the major elements of the currently adopted Comprehensive Plan which is itself derived from public input such as surveys, stakeholder interviews, meetings, and Steering Committee contributions. Applicants are expected to clearly demonstrate substantial conformity with the Comprehensive Plan in all applications (Policy CG-1B). The checklist below, though not exhaustive, provides a tool for reviewers to assess conformance. The application therefore should:

- ☐ *Foster distinctive, attractive communities with a strong sense of place and quality of life.*
- ☐ *Demonstrate that individual project fits into a fully-balanced community land use structure.*
- ☐ *Ensure a mix of uses that complement the existing New Castle land-use patterns.*
- ☐ *Create walkable communities with non-vehicular interconnection between use areas.*
- ☐ *Guarantee a balance of housing types that support a range of affordability.*

Town Council Meeting
Tuesday, November 7, 2023

- ☐ Preserve open space, farmland, natural beauty, critical environmental areas, and wildlife habitat.
- ☐ Encourage economic development and supporting hard & soft infrastructure.
- ☐ Concentrate development in ways which provide efficient and cost-effective services.

According to the submittal packet the proposal aligns with a number of New Castle goals and values favorable for Smart Growth and a strong quality of life (**Goal CG-5**). The proposal focuses on conservation of the natural environment (**Goals EN-1 thru EN-8**), sensitivity to architectural aesthetics, and promoting trails and open space (**Goal RT-1**). The Applicant aspires to create a space commensurate with community, outdoor adventure, and sustainability. Generous open space, interconnected trail systems, and thoughtful use of resources serve these ends.

As part of a Smart Growth strategy, policy **Goal CG-4** expects large residential development (greater than 50 units) to integrate commercial services and conveniences. Though not contemplated within this application, commercial development is anticipated on the vacant parcel south of VIX Park. To meet Smart Growth objectives, the Planning Commission should consider how the current application will balance with the adjoining commercial venture to the southwest. Though independently owned, the Town should be mindful as to how these two developments can mutually contribute to the Town's values.

Trails/Open Space/Recreation (Exhibit D to these minutes): The trails map demonstrates a certain level of fidelity with currently existing use-trails and trail agreements. Two trails will originate from VIX Park and lead east towards the locally named "Sunset Trail that ultimately connects with public lands. This alignment already exists. The goal is for a seamless trail experience with trails already prized by residents (**Goal POST-3**). Preservation of the Sunset Trail corridor should also be supportive of existing wildlife habitat (**Goal POST-4**). Other walking trails are dispersed within the development's interior. Taken together the trail network will be conducive to non-vehicular access to adjoining neighborhoods and specifically the future mixed-use development.

At least two private pocket parks are situated within the interior open space areas. These parks are often underestimated community assets directly adjacent to residential units (**Policy Post-2D**). In these spaces children can explore safely and independently, dogs/owners can go for quick walks after work, and families can picnic together without the hassle of driving.

Councilor Carey said there are two trails that run along the fault line, and they are in bad shape and would need to be realigned. She asked if the realignment be more sustainably built. Mr. Jaynes said yes. The trails on the east side and the west side will be displaced and will need to be rebuilt entirely. Therefore, the connections will need to be rebuilt.

Councilor Leland said getting the trails aligned correctly will be an important part to the applicants' preliminary plan application. Planner Smith said after the meeting with Planning & Zoning the primary objective is allow for both the residents of the subdivision and for the community to make sure that the core outdoor use would still be available.

Environmental Impact: *New Castle is committed to stewardship of the natural environment and recognizes the potential negative impacts of new development. The Town will work with Colorado Parks and Wildlife (CPW) and the applicant to identify and protect critical environmental resources (**Goal EN-1**). Though CPW defers comment until the preliminary stage, the areas north and east of the outer ring of buildings are recognized as year-long habitat for various birds and mammals. It will be important to minimize conflicts by prohibiting dogs off-leash, minimizing light trespass, preserving native vegetation, and/or limiting fences in certain areas. In some cases, added landscape buffers in certain locations may offset these impacts with enhanced vegetation and/or landscape features.*

*New Castle also endorses sustainable building, meaning the minimization of resources and maximization of renewable energy (**Goal EN-7**). All buildings will be expected to comply with the latest adopted energy code including the solar and electrical readiness provisions required by the state. It will be important for the applicant to discuss how sustainable building measures are featured in the proposal as the application progresses. Net-zero/all-electric alternatives are achievable options manifested in new developments throughout the Valley. No less should be expected of this proposal.*

Raw water has been contemplated as the means to irrigate landscaping.

Affordability: *The rental aspect of the proposed community is a unique attribute. Rental communities provide a fully managed property for tenants who do not have the time nor inclination to fuss with general repairs and upkeep. Rental communities also provide a way for retirees to downsize in communities dominated by larger single-family homes and a way for younger families to participate in communities in which they may otherwise be priced-out. The proposal also offers units for professionals seeking adaptable space that serves dual functions as a home and work area. These units have adjustable dividers to repurpose space as needed.*

*Of the 130 total units, the types include 80 live/work units; 24 empty nester units, and 26 conventional townhome units. It is anticipated that the price point for these units will track market rates. However, the diversification of unit types could foster more attractive pricing options. Additionally, rent restricted options for local employees were discussed with the Planning Commission (**Goal HO-1**). The Applicant understands the burden of affordability in the New Castle area and did not voice opposition to considering price-controlled alternatives. Nevertheless, the idea was tabled pending future discussions with Council and Staff.*

Durning the Planning & Zoning meeting the commission did bring up affordable housing (rent reduced) for local teachers and such. The commission wanted to let the applicant know this is a concern for the community.

2) Does the proposal demonstrate compatibility with the proposed zoning, density, and general development plan to neighboring land uses and applicable town code provisions?

Land Use: The applicant has elected Castle Valley Ranch **MF-1** zoning criteria. According to Municipal Code 17.104.080 MF-1 is a "multifamily townhouse and patio home district allowing for creative approaches to development with housing alternatives that are sensitive to existing and surrounding land uses." The following land uses are permitted by right:

- Attached dwelling units in structures containing more than two units;
- Public parks, playgrounds and related accessory structures 5,000 sq. ft. or less;
- Parking facilities;
- Recreation facilities including, but not limited to health facilities, hobby rooms, activity rooms, meeting rooms, pools, gymnasiums, ball fields, tennis or basketball courts, volleyball courts, and any building of fields or play surfaces;
- Pedestrian and bicycle trails;
- Open space and parks

All proposed uses are permitted by right.

The Master PUD allows for the following density standards:

- Minimum lot area of 2,200sf;
- Minimum lot area per dwelling unit of 2,200sf;
- Maximum building height of 35';
- Minimum front yard setback 18';
- Minimum side yard setback of 0';
- Minimum rear yard setback of 10'
- Minimum distance between buildings of 10';

As shown in the submittal packet, lot areas will exceed 2,200sf per unit as required. Setbacks and building heights will be provided at the preliminary application. These provisions aside, the Planning Commission should prioritize ways of mitigating the potential visual impacts of building heights to the surrounding neighborhoods. Massing alternatives, structure orientation, landscape screening, and roof articulation, for example, are ways to address visual impacts. Some of these elements have been included in the renderings.

Mr. Jaynes said their goal is to work with the topography and have the buildings step up with the slope. Which allows for the project to stay low on the property. This will allow for more concentration in the center of development and the property line to the east and to

the west is 250 feet. This gives more natural buffering and screening. The focus is to sit the multifamily homes low enough on the site that the ridgeline of Lakota Canyon Ranch and driving range remains above the ridgeline above the roofs of the buildings. The intent is to preserve the views as much as possible. The alignment of the buildings will allow for natural light into each unit and views of up and down the valley as well as opening to some of the common open spaces. There would be small, developed gathering places which transitions to native and undisturbed landscape.

Ms. Andi Korber, Architect for Land + Shelter said the buildings were designed to take in the views with lots of glass and steep overhangs to help with shading. The building will be broken down to feel more like single family homes. The building would be steeped in and out so there wouldn't be a consistent roof line. Planning and Zoning said they would prefer not to have all wood siding. Ms. Korber said they had reduced the wood siding, there will still be some around the entry but have changed the rest of the siding to a different material. The unit sizes vary from 700 sf to 1400 sf. Ms. Korber said some the units have a back entrance and a front entrance which are offset by half a story. Each unit will have a personal entrance.

Mayor Art Riddile asked what size the tree caliper would be. Mr. Jaynes said two to three inches for the street trees. Councilor Leland said that could be an issue because of the Wildland and Urban Interface Code and the development is at the edge of the wildland. It will be important for the applicant to follow the code since the code address building materials and trees.

Parking: *The purpose of off-street parking in the PUD "is to ensure that safe and convenient off-street parking is provided to serve the requirements of all land uses in the Castle Valley Ranch PUD and to avoid congestion in the streets" (Municipal Code 17.104.100). The following Town standards apply:*

- *Duplex, tri-plex or four-plex – Two spaces per dwelling unit;*
- *Five or more dwelling units in one structure – One and one-half spaces per dwelling unit + 1 recreational vehicle parking space for every 5 units in a 5-plex or greater;*

Off-Street Parking: *Per the standards, required off-street parking totals 229 spaces. The distribution is as follows: The Townhome models provide for a mix of one and two car garages. Regardless of garage size, all units will include two-car driveways, or 3-4 off-street parking spaces where only two are required. This provision solves issues related to garages occupied by miscellaneous storage rather than vehicles. The code reduces parking to 1.5 spaces per unit for Empty Nester and Live/Work models. The Applicant, familiar with the complications of high-density residential parking, has offered at least two spaces per unit for the Empty Nester models and has exceeded the parking for the Live/Work units. It is uncertain whether seasonal/RV parking will be included with the proposal. Committing to RV parking would mean a loss of 21 spaces otherwise available for general parking as currently designed.*

Councilor Carey said the Castle Valley Ranch HOA requires RV's to be parked behind fences and not visible from the street. Planner Smith said there is some screening of the parking areas.

On-Street parking: *On-street parking serves to accommodate overflow vehicle parking for guests, deliveries, trash pick-up, extra tenant vehicles, and emergency vehicles. To the extent these accommodations are priorities for the Town, they deserve special attention in a project design. ROW cross-sections are illustrated in. The recently adopted Town standard commits to a 58' ROW cross-section with parallel parking on both sides of the street. The proposed site plan shows ROWs reduced to 52'. The "peach" colored cross-section, for instance, includes no on-street parking. The purpose for narrowing is driven by concerns with speeding, safety, and construction costs. Narrower roads, it is believed, attenuate speed by constricting travel flow. The "blue" road sections with one parking lane. The "yellow" road sections are locations with perpendicular off-street parking directly adjacent to the ROW. (**Exhibit E to these minutes**) Yellow road sections were oriented this way to accommodate Staff concerns with maintenance and functionality. Moving forward it will be helpful for the Applicant's team to provide examples of these arrangements functioning well. Meanwhile, staff has provided its recommendations in Section V below.*

Mr. Jaynes said they are evaluating and testing is keeping the project compacted and limiting disturbance. Therefore, each time the roads get wider is pushing the buildings to a different location and expanding the grading and having more disturbance. From the neighborhood standpoint they are interested in making sure there is enough parking space for this development to function as a stand-alone development. Also, trying to create a safe and pleasant streetscape that is conducive to the neighborhood character that they are interested in. There was conversation about safe pleasant pedestrian connectivity within the project as well as to rest of the pedestrian infrastructure. The overall view and base components of the streetscape are being met. There would be sidewalks on either side of the street, separated tree lawn on either side, narrowing of the travel lanes where they can, using the valley pan of the curb and gutter as part of the on street parking in order to keep the compact cross street section.

Councilor Hazelton asked on the perpendicular parking the 45 ft ROW is maintained by the town and the other 21 ft parking maintained by the HOA. Mr. Jaynes said yes. Councilor Hazelton asked when the town goes through and plows the streets and the HOA then goes through and plows the parking spots, where are they plowing it to and does this limit the amount of snow for the town to plow. There could be some conflict between the town plowing and the HOA plowing. Mr. Jaynes said the perpendicular parking was created with a V-Pan between the drive lane and the parking spaces.

3) Is there availability of town services from public works, fire, and police?

Police: *The application anticipates an increase of approximately 338 new residents at build-out. There is no indication at this point that this increase would compromise police service. However, the Police Department currently consists of 9 full time employees with*

an ideal department of 11-12 officers. Generally, additional full time employees are considered for every increase of 1,000 residents.

Fire: In light of the current multi-year drought and the ongoing expansion of the wildland-urban interface, Colorado River Fire Rescue now stresses improving the resiliency of structures and expanding the surrounding defensible space (Goal EN-8). Replacing conventional materials with those of more robust fire resistance, particularly in buildings along the perimeter of the development, buys time for firefighters during a wildland fire incident and inhibits fires from spreading from the source. In 2024, the Town intends to adopt standards for fire resistant materials and defensible space. In addition, the Fire Marshal recommends that exterior walls at the perimeter of this interface maintain the highest level of fire resistance available at the time of building. To extend their firefighting potential, CRFR requests that two-track paths for fire apparatus be designed along the periphery of the outer structures. The applicant has addressed this matter on (**Exhibit E**) showing various fire access routes. It is important that these routes be modestly improved in order to carry the weight of a necessary fire apparatus. These routes should also be permanently signed "Emergency Access Only".

Public Works: The CVR PUD is approved for 1,400 residential units and 100,000sf of commercial space. These totals were primarily the result of calculations performed on the basis of water dedicated from Elk Creek. At present (10/4/22) the PUD has 890 units plus five additional under construction and no commercial space. With 130 proposed units in this Application, the PUD is still well short of the 1,400 total rooftops allocated. The current sewer treatment plant is also sufficiently sized to process the full build-out of both CVR and Lakota.

Streets: The Town contemplates maintenance of the main ring road and the N. Wildhorse connector once all public improvements are accepted. The remaining streets will be private. Public Works agrees that speed, safety, and costs are priorities in road design. However, 58' ROW is still preferable since: 1) narrower, 10' drive lanes contribute to speed control, and, 2) the second parking lane solves for the concerns discussed above in "On-Street Parking": extra parking and room for emergency vehicles, deliveries, trash, etc. Public Works is most concerned with the 58' ROW in the "peach" Townhouse area. Otherwise, the Town's preferred alternatives are listed in Recommendation A below as informed by "Off/On-Street Parking" in Section 2 above.

Open Space: As mentioned, the Applicant has made efforts to integrate existing public use trails and fields into the development's open space plan. Small, active parks are provided in two locations interior to the development in both the northern and southern halves. All proposed open space and natural trails, implied as Town wide amenities, should be identified on the plat as town maintained. Interior trails, pocket parks, or courtyards meant solely for tenant use should be maintained by the HOA.

Snow Storage: Snow removal is not specified on the site plan at the moment. However, Public works will rely heavily on the separated sidewalks for snow removal and storage.

Though snow removal on private roads and parking lots will be managed by the property owners, Staff recommends that the removal strategy should be disclosed in later stages of the approval process.

Raw Water: Raw water is available at the north end of VIX Park and is expected to irrigate all common areas within the new PUD. The raw water infrastructure will need to be extended and looped with the installation of the N Wild Horse Drive connection.

4) Is there adequate vehicle, bicycle, and pedestrian circulation?

Vehicular Circulation: Road, sidewalk, and trail design is a critical component to any new development in New Castle. To optimize circulation, the applicant is committed to connecting North Wild Horse Drive. completing the underdeveloped section between Alder Ave. and Castle Valley Boulevard. Of note, nearly 1/5th of this new road section is outside the applicant's property boundary. However, because of the importance of circulation and public safety, the applicant has agreed to work with the neighboring property owners, particularly CVR Investors, to complete this link. Staff anticipates that the connector will match the existing right-of-way design, including detached sidewalks with landscaping.

Bicycle/Pedestrian Circulation: The applicant has made a point not to disrupt the general trail alignment between VIX Park and the BLM land. Moreover, streets are purposely not connected through the design's interior in order to preserve an idyllic experience for trail users. T-turnarounds rather than cul-de-sacs were provided at dead-end streets to minimize encroachment of roads within open space corridors. The site design employs detached sidewalks throughout the public right-of-way to improve the pedestrian experience.

5) Is the natural character of the land preserved?

Topography: The site plan follows the sloping topography downhill from northeast to southwest. Each unit generally steps down with the slope. Displacement between units helps to limit cut-and-fill and reduce the need for extensive landscape retention. Terracing of grade and structure softens the blunt, "blocky" appearance, and is a preferred fit with rolling terrain. The lot designs appear to maintain existing drainage features such as that found on the central single-track trail which bisects the development. The ridgeline associated with Sunset Trail to the west is a prominent topographical feature for New Castle residents. Per Policy EN-6B, visual access to the ridgeline is demonstrated. To mitigate building mass at the southwest elevation, modestly sized berms and drought resistant trees or shrubs could provide sustainable and more organic screening methods. To conserve water and limit landscape maintenance such as mowing, Staff requests the applicant consider drought resistant vegetation and seeding with native grasses to restore disturbed areas to their original state. Sod and landscape irrigation, likewise, should be used sparingly to limit the need for landscape maintenance.

IV Planning Commission Questions and Comments:

The Applicant introduced the proposal to the Planning Commission on October 25th, 2023. The Commissioners provided constructive feedback, some of which is summarized below:

A. P&Z Questions/Applicant Answers

- Do leases restrict units types to certain tenant demographic (e.g. Are only retirees able to rent "empty nester" units)? No; Unit types are open to anyone, but each is better suited for a certain type of tenant through unit layout and/or price-points.
- Will lease agreements cap the number of occupants who can live in a unit at one time? Yes
- Will there be onsite management? Not sure yet on property management provider.
- Are you open to rent reduced units for local employees (i.e. teachers, first responders, etc.)? We are open to a discussion. It is not offered on our other properties.
- Do you have other developments in the state of Colorado? We have developed in other others in the state but nothing to this level.
- Have you used this type of niche specific development (i.e. three different models on one property) successfully? Yes, outside the state.
- Who is responsible for the infrastructure improvements? Staff answer: The developer. North Wild Horse Drive and the ring road will be conveyed to the Town.
- Are you considering passive and/or active solar capacity? All is on the table. We start with making units efficient. Then, solar production is considered for every project we do. Net zero is a priority.
- Are the empty nesters single level? Yes, they are flats...some open from lower floor, the others from the upper floor in the rear.
- What are the projected rental prices? Still early on this, but perhaps \$4,000-\$5,000 for the empty nesters and townhomes. \$2000-\$3000 for live/work units.
- Who will manage the trails? Still being decided.
- What are the trail surfaces? Still early but considering a more primitive type surface.
- Are you considering more native, drought resistant vegetation? Yes, native/natural landscaping is becoming standard in the Valley as a matter of water conservation.
- Is there a private clubhouse amenity for residents similar to other developments you've built? Outdoor space is not fully designed yet. Priority will be to "amenitize" the outdoor space versus indoor type recreation. Outdoor lifestyle is a New Castle value, but community gathering areas will be considered.
- Is snow storage shown on the site plan? Staff response: No fully addressed at this time, however separated sidewalk buffers will be main areas for storage. North Wild Horse Drive storage will need to be clarified.
- Why does Staff want a 58' ROW near the townhomes? Staff response: it provides for better quality of life and was the preferred cross-section for recently approved street design. Residents tend to expect parking on the street in front of homes. Speeding will be addressed with narrower drive and parking lanes.

B. Recommendations

- Provide a way for fulltime property management to live onsite (as necessary).

- North Wild Horse at VIX Park looks busy and potentially congested. Partner with town for traffic calming strategies such as bump outs near trail access points. Provide North Wild Horse Drive cross-section in plan set.
- Consider fire resistant materials and defensible space around buildings.
- Show which trails are public (town maintained) and which are private.
- Provide hi-visibility crosswalk at North Wild Horse Drive towards central trail and at the central trail where it crosses the ring road, towards BLM.
- The mix of unit types and site planning is commendable.
- Provide building heights on plan set.
- 1300-1400sf for three-bedroom unit is a tight space. Could be difficult from a livability/practicality perspective.
- Projected price points seem competitive with home ownership prices.
- Be clear on public and private open space so the public can know that trails will still be accessible to the entire Town.
- During grading, consider salvaging as many existing plants and trees (junipers, pinyons, shrub oak, rabbit brush, etc.) as possible, in light of their age and history in New Castle.
- Work hard to make sure roof lines do not exceed ridge lines such as Sunset Trail.
- Provide viewshed image looking from Sunlight Trail back west.
- 52' ROW of ring road should be reconsidered by Staff in order to limit further sprawl.
- RV space requirement does not seem pertinent to this development.

V Staff Recommendations:

A. To better preserve safety, traffic flow, and general quality of life, revise public rights-of-way shown on Exhibit E,:

- Teal ROW – no change requested.
- Peach ROW – modify to meet the Town's 58' design cross-section. (*See alternative designs, Exhibit E*)
- Blue ROW – modify with on-street parking along one side of ring-road.
- Yellow ROW – modify with on-street parking along one side of ring-road. All perpendicular parking adjacent to ring-road should be private and outside of the ROW. (*Updated submittal packet meets recommendation.*)

B. All exterior lighting to be dark-sky compliant per the comprehensive plan. Demonstrate that all exterior lighting will limit trespass. Parking lot lighting should be on timers to reduce the light duration at night while maintaining security lighting as needed.

C. All outside parking areas facing residential-only use shall incorporate landscape buffers to obscure vehicles from view per Municipal Code Section 17.104.100.

D. Fire access routes should be semi-impervious (compacted road base), two-track roads permanently signed "Emergency Access Only". Locations of fire access routes should be approved by the Fire Marshal.

E. Extend raw water infrastructure from existing stub-outs into the new development with an extension along North Wild Horse Drive.

F. Consider a limited number of rent reduced units for full-time employees of the development and/or other workers employed by Town businesses.

G. Differentiate on the plat open space maintained by the HOA and open space maintained by the Town.

H. Provide a water sampling station per the recommendations of the Public Works Director.

I. Each townhome unit will be provided with separate water and sewer service curb stops. Gas and electric service shall also run directly to each unit from the building exterior rather than through crawlspaces or attic spaces.

J. Consider Net Zero building construction methods.

K. The development shall comply with all currently adopted building code and municipal code requirements, including all sign code regulations in effect at the time of building permit application, as well as all recommendations of the Town Engineer and Town Public Works Director provided in response to review of the Application. All site specific development applications subject to the provisions of the International Fire Code or matters requiring fire alarms and/or fire suppression shall be submitted to the Fire Marshal for review and comment.

VI Next Steps:

Comments and recommendations made by staff, planning commission, and council should inform future revisions of the application prior preliminary plan submittal.

After council sketch review, but prior to the preliminary plan application, the applicant shall conduct a community open house meeting with the public. The applicant shall notify the town of the date of the community open house and notice the community open house according to the Town's public hearing notice procedures set forth in Section 16.08.040, except that notice to mineral owners is not required.

The sketch plan review conducted pursuant to this Municipal Code Section 17.100.040 will remain in effect for one (1) year from the date of council's review. If the applicant does not submit a preliminary PUD plan application within said year, the applicant may be required to submit a new sketch plan application before filing a preliminary plan application. Similarly, if applicant's preliminary PUD plan application includes substantial and material (e.g., proposes new uses, higher density development, new or additional variances, etc.) changes from the original sketch plan, the town administrator may require the applicant to conduct a new sketch plan review.

Councilor Leland asked if the property manager would be on site. Mr. Rosenberg said they would be on site. They would need to look at bringing management from R2 to the site or hiring a local team to manage the site.

Councilor Hazelton asked if the area behind the townhomes will have partial access for the fire department and is it the hillside that restricts them from getting further in. Mr. Jaynes said yes. Councilor Hazelton asked how they would keep other vehicles from going into those areas. Mr. Jaynes said it would need to be controlled and they have not talked about the specific method of the control.

Councilor Carey asked about affordable housing, would like to see more. She would like to see the study that was done for the cost of the rental. Mr. Rosenberg said on the affordability issue, they are open to having more units. But would need the town to be a partner with R2 and have it work for both R2 and for the town. R2 is not opposed to doing some affordability but might need help from the community or the town to help offset some of the costs. Councilor Carey said New Castle is not an ultra-high-end part of the area. We have beautiful commence sense homes. What is needed in that area since it is walking distance to two schools. Is to gear the design towards families because not only it would reduce traffic, bus routes and kids could walk to school. Need to see more teacher housing, family housing and staff housing. Mr. Rosenberg said the units would be comparable to what you would see in Glenwood Springs. The building time for these is about two to three years from being built. Administrator Reynolds said the rent price point isn't an approval point it is a business model. The affordability and working with the town, staff is currently working the DOLA on Proposition 123 Funding. The town has opted in as a town to the Proposition 123 Funding. The state is currently trying to put together programs for funding for project exactly like this one. The funding is targeted towards developers who have vested rights and do not have an obligation to provide affordable housing. But partnering with the town there are grant programs and low interest loans available, that the state is currently working on. Mr. Rosenberg said he is open to having some affordable housing. If, there is a way to work with the town to help offset some of the costs.

Councilor Leland said the town has a good staff and Planning & Zoning Commission and R2 to work with council.

Consider Ordinance TC 2023-7 - An Ordinance of the New Castle Town Council Adding Chapter 15.25 to the New Castle Municipal Code for the Adoption of the 2021 Edition of the International Wildland Urban Interface Code with Amendments (2nd reading)

Administrator Reynolds said there were changes made to the ordinance between first and second reading.

MOTION: Mayor Art Riddile made a motion to approve the Ordinance TC 2023-7 - An Ordinance of the New Castle Town Council Adding Chapter 15.25 to the New

Castle Municipal Code for the Adoption of the 2021 Edition of the International Wildland Urban Interface Code with Amendments (2nd reading)

Councilor Mariscal seconded the motion, and it passed on a roll call vote:

Councilor Copeland: Yes; Mayor A. Riddile: Yes; Councilor Mariscal: Yes;

Councilor Hazelton: Yes; Councilor Carey: Yes; Councilor Leland: Yes

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

MOTION: Councilor Hazelton made a motion to recess the Town Council meeting and to convene as the Water and Sewer Enterprise Board. Councilor Carey seconded the motion and it passed unanimously.

Consider Resolution E 2023-1 - Suspending the Collection of Single-Family Residential Sewer Overage Charges

Clerk Andis said during a regular Town Council meeting held on September 5, 2023, the Town Council discussed reducing reading meters for residential properties from 12 to 5 times per year. This new schedule would eliminate meter reading in the winter months. Currently the Town charges customers a *sewer usage charge* if it is shown that they use greater than 6000 gallons of water during the winter months of November – March. Because the total number of residents who are charged a *sewer usage charge* is relatively small, and because the total dollar amount collected from *sewer usage charges* is minimal, and because the town will no longer be reading meters during the winter months, staff recommends that *sewer usage charges* be eliminated from monthly residential Utility Billing. Staff recommends that the benefits provided by eliminating winter meter reading outweigh the lesser benefit of collecting *sewer usage charges*. If in the future the *Enterprise Board* deems it necessary to restart sewer usage charges, it may do so with approval of a resolution.

MOTION: Mayor Art Riddile made a motion to approve Resolution E 2023-1 - Suspending the Collection of Single-Family Residential Sewer Overage Charges. Councilor Carey seconded the motion and it passed unanimously.

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

MOTION: Councilor Hazelton made a motion to adjourn the Water and Sewer Enterprise Board and to reconvene as the Town Council. Councilor Mariscal seconded the motion and it passed unanimously.

Discussion: Energy, Solar Ready and Electrical Ready Code

Planner Smith said the 2021 International Energy Conservation Code (IECC) establishes minimum requirements for energy-efficient buildings using prescriptive and performance-related provisions. It is founded on broad-based principles that make possible the use of new materials and new energy-efficient designs. Though 2021 IECC is arguably one of the most ambitious changes to the model codes at the sometime, combined with the State of Colorado's new Model Electric and Solar Ready provisions (HB22-1362), the new standards should significantly reduce reliance on hydrocarbon fuels in residential and commercial structures.

760 The Town of New Castle Building Department promotes the highest standards and
761 encourages the best practices towards energy efficiency. However, because the Town only
762 requires compliance with the 2009 edition of the IECC, few incentives exist for owners and
763 builders to adopt the latest methods for sustainable construction. In what follows, Staff
764 will provide an overview of the significant changes and recommended amendments to the
765 Town's energy code. Adoption of the 2021 IECC should dovetail with the State's aspiration
766 of a 50% reduction in green-house gas emissions by the year 2030.

767 Planner Smith said if the town adopts the 2021 IECC then you must also adopt the State
768 of Colorado's new Model Electric and Solar Readiness which cannot be amended.

769 Planner Smith reviewed the relevant provision for residential structures with the council
770 **(Exhibit F** to these minutes)

771 Planner Smith said eventually there will be a star rating on the home when the home
772 sells. The buyer will know what level of energy efficiency the home has.

773 **Consider Approval of Commercial Lease Regarding Lot C13, Burning Mountain**
774 **PUD Phase 2 (Shibui Lot)**
775

776 Administrator Reynolds said the purpose of this agenda item is to consider a land lease
777 agreement with Garfield County for the purpose of installing a Broadband Carrier Neutral
778 Location (CNL) on a small portion of the empty property just south of the Shibui Condo
779 Development. This property is currently being used by our Public Works Department as a
780 materials storage facility. This project is expected to have minimal impact on the overall
781 current use of the property.

782 The Town Council may recall that this project is managed through Garfield County and is
783 largely funded through a DOLA Grant. The goal of this project is to expand highspeed
784 internet service areas, provide competitive pricing, and supply the area with a more
785 robust and redundant broadband capacity. Garfield County has obtained funding and is
786 partnering with Towns along I-70 to install CNLs which can be used to attract, manage,
787 and act as platforms for Internet Service Providers who will ultimately provide *Final Mile*
788 *Services* to residents and businesses throughout the area. Construction for this project is
789 expected to start immediately.

790 **Mayor Art Riddile made a motion to approve Commercial Lease Regarding Lot**
791 **C13, Burning Mountain PUD Phase 2 (Shibui Lot). Councilor Copeland seconded**
792 **the motion and it passed unanimously.**
793

794 **Discussion: Consider a Motion to Reschedule November 21, 2023 Regular Council**
795 **Meeting**
796

797 Administrator Reynolds said the agenda for November 21, 2023, is full and from staff's
798 perspective there would not be a problem keeping the meeting as scheduled. At this time
799 Mayor Art Riddle and Councilor Riddile will not be at the meeting.

The council made the decision to keep the meeting as scheduled for November 21, 2023.

Consent Agenda

October 17, 2023 minutes

New Castle Liquors, Inc. Tasting Permit Renewal

Tapatios, LLC Hotel & Restaurant Liquor License Renewal

October Bills of \$627,488.90

Roseman Ditch Company Trail Lease Agreement

Shilo Subdivision Easement Agreement

MOTION: Mayor Art Riddile made a motion to approve the consent agenda.

Councilor Carey seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Reynolds said he has been in contact with DOLA regarding Proposition 123 Funding and what that was going to look like. The towns DOLA representative encouraged the town to sign up for the funding. The towns who opt in have the money available and there is no obligation required. However, it does mean the town has set a target or a three-year goal of how many affordable units there would be. Staff does have a meeting with the DOLA rep on January 4, 2024, to discuss the options. There could be some serious money for developers in trade for affordable homes. Administrator Reynolds said the Castle Valley Ranch HOA had a meeting at the library. Councilor Hazelton, Corporal Reynolds, Officer Shaffer, and Administrator Reynolds attended the meeting. What came out of it was a learning experience in which residents just do not understand what is happening. The town's monthly and weekly newsletter and the town's website cover's a lot of the information that was asked. Hopefully we were able to educate and give some satisfaction to what staff does. One of the major concerns was what development is out there and that is all that the town cares about. That is not the case, we care about keeping the charm character and doing development properly.

Administrator Reynolds asked if the town could have a quarterly or bi-annually open house, meet, and greets would help educate residents of New Castle. Administrator Reynolds said town staff would like to give back to the town council to thank council and would like to do the Christmas Party this year or at least let staff help with it. Staff understands it's a lot and a heavy load in planning and everything that goes into having the town staff Christmas party. As tradition the Christmas party is normally on the second council meeting in December. However, this year the Community Center has already been booked. Staff would prefer to have the party on either a Friday or Saturday night. This would give staff time to leave work and get ready and for their spouse's time to get off from work and come to the party. Then, the kids will have school the next day, so it brings a difficult element to having the party during the week. There is also an option to having the Christmas party after Christmas and having a Holiday party. Councilor Hazelton said he likes the idea of partnering with staff but would prefer to keep it with council for the Christmas party and would like to have the party on either a Friday or Saturday Night.

Town Clerk – Clerk Andris said CML has put out information for an upcoming Mayors Summitt in Denver scheduled for November 30 & December 1st if Mayor Art Riddile is interested in going. He said he was not interested. She also reported CML will be having 5

webinar training for the April 2024 Election. Clerk Andis and Deputy Clerk Remi Bordelon both have signed up for the training since the 2024 election calendar will start in mid-December.

Town Treasurer – Treasurer Viktoriya Ehlers said Finance assistant Michelle Mills last day will November 9, 2023. So, there will be some transitions happening again with the finance department. Staff Account Lori Welch will continue with her duties with processing account receivables and Treasurer Ehlers will take over payroll and will reevaluate after the first of the year. She is working on the budget and hopes to have final changes and updated for the next council meeting on November 21, 2023.

Town Planner – Planner Smith said he has been with the owners of the coal seam property. Just finished preparing for the Kamm Lot CUP to go to Planning & Zoning on November 29, 2023, and to council on December 5, 2023. He is also finishing up the building code adoption changes.

Public Works Director – not present.

Commission Reports

Planning & Zoning Commission – Mayor Art Riddile said R2 had presented the sketch plan to P&Z.

Historic Preservation Commission – nothing to report.

Climate and Environment Commission – Councilor Leland said the CEC Chair Dense Scheberle has resigned from the commission. Currently the commission is down two commissioners.

Senior Program – Clerk Andis said they are working on an MOU the Senior Program which now is Older Adult Programs. The MOU is for the agreed amount each municipality has agreed to pay. The money is for the meals and transportation services offered through Garfield County Health Department. There will also be a IGA for the traveler services. Both the MOU and the IGA will be going before Garfield County Commissioners on November 20, 2023 for their final approval. Then, once they have approved the agreements it will be sent to the municipalities for their review and sign off.

RFTA – nothing to report

AGNC – Councilor Hazelton said the meeting was a round table discussion with all the communities.

GCE – nothing to report.

EAB – nothing to report.

Detox – nothing to report.

Council Comments

Councilor Mariscal thanked town staff for the Downtown Trick-or-Treat event. Made her happy to see the community come out and be together.

Councilor Carey said she had a meeting with West Mountain Regional Housing Coalition. They are increasing their buy in for 2024. The buy in is up to \$20,000.00.

Councilor Hazelton asked about the rental sign in front of the old school building.

Administrator Reynolds said he was not sure. Ambleside Schools is currently on the lease.

Councilor Hazelton asked what's the best way to add council items to the agenda. He said it is possible to add an agenda item for: Items for future council agenda. The thought behind it is it gives all of the council an opportunity to hear about an item and to beware of it ahead of time. If the item is something more pressing that would need to be addressed before the next meeting, then the councilor could go to either the mayor or town administrator. Mayor Art Riddile liked the idea and put the agenda time at the end of the agenda after council comments.

Councilor Leland said the Lions Club Thanksgiving Dinner is November 18, 2023, from 5pm-7pm at the Community Center and everyone is invited. He said the bell ringing for the Salvation Army will start November 24, 2023. He said he has spoken with City Market managers to ask them to think about expanding the store.

Mayor Art Riddile said the Main Street lighting looks fantastic. He said Elk Creek Elementary fifth grade class did a tour of the wastewater treatment plant and kids enjoyed it.

MOTION: Mayor A Riddile made a motion to adjourn. Councilor Copeland seconded the motion and it passed unanimously.

The meeting adjourned at 9:35 p.m.

Respectfully submitted,

Mayor Art Riddile

Town Clerk Mindy Andis, CMC

**New Castle Town Council Regular Meeting
Tuesday, November 21, 2023, 7:00 PM**

Call to Order

Mayor Pro Tem Hazelton called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

| | |
|---------|------------------------------------|
| Present | Councilor Carey (Attended by ZOOM) |
| | Mayor Pro Tem Hazelton |
| | Councilor Leland |
| | Councilor Copeland |
| Absent | Councilor G Riddile |
| | Mayor A Riddile |
| | Councilor Mariscal |

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Mindy Andis, Town Treasurer Viktoriya Ehlers, Administrative Assistant Rochelle Firth, Assistant Town Attorney Haley Carmer, and members of the public.

MOTION: Mayor Pro Tem made a motion to approve Councilor Graham Riddile, Mayor Art Riddile and Councilor Mariscal absence. Councilor Leland seconded the motion and it passed unanimously.

Meeting Notice

Clerk Andis verified that her office gave notice of the meeting in accordance with resolution TC 2023-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney –present for agenda items only.
Consultant Engineer – not present.

1
2 **Items for Consideration**

3
4 **Recognition Denise Scheberle – Climate and Environment Commission (CEC)**
5 **Chair**

6 Administrator Dave Reynolds welcomed Denise Scheberle and thanked her for her time as
7 the CEC Chairperson for many years. Administrator Reynolds said she was instrumental in
8 reinvigorating the Climate Action Advisory Commission (CAAC), gathering a group of
9 volunteers to serve as commissioners. She became the chair and presided over the
10 following: writing a new strategic plan and transitioning to the current CEC, educating the
11 community about fire prevention during a high fire danger year, hosting Earth Day events
12 each year, planting pollinator-attracting flowers in parks, distributing educational material
13 about pollinators, exploring possibilities for EV charging stations, encouraging recycling
14 and composting, and the list goes on. Councilor Leland said as the council representative
15 to the CEC watched Ms. Scheberle do everything and was very appreciative of all her hard
16 work for the commission. Ms. Scheberle said it was a privilege and an honor to be able to
17 serve her community. The council thanked her for her time and service and for her
18 volunteer work.

19
20 **Staff Introductions – Officer Jessica Shaffer & Lieutenant Stu Curry**

21 Administrator Reynolds formally introduced the newest additions to the New Castle Team.
22 He said Police Officer Jessica Shaffer is a local resident who joined our team in
23 September. Jessica has completed her Field Training and is now serving as a fully qualified
24 Patrol Officer. New Castle staff is excited to have Jessica as part of our growing team, we
25 look forward to what Jessica has to offer our residents as she settles in her new role with
26 the Town of New Castle.

27 Administrator Reynolds introduced Police Officer Stewart Curry (Stu) is also a local
28 resident and has been proudly serving the town for several years as a reserve officer and
29 advisor. Stu has served the Town of Basalt and Colorado Mountain College and is looking
30 forward to now serving his home community in an even more substantial way. Staff is
31 very excited to have Stewart Curry joining our team as a full time Police Lieutenant.

32 Town Clerk Mindy Andis administered the Oath of Office to Lieutenant Curry.

33 The council welcomed both Officer Shaffer and Lieutenant Curry to the Town of New
34 Castle.

35 **Mind Springs/Detox Update**

36 Administrator Reynolds introduced Debbie Wilde and Traci Harris to update the council
37 regarding the status of the Detox Center which is currently under construction located in
38 Glenwood Springs.
39 Debbie has been working with Mind Springs Health to fill a need in our region by building
40 a *Social Setting Withdrawal Management Center or Detox Center* which is designed to
41 provide immediate professional care for those suffering from drug and alcohol intoxication
42 while also providing a longer-term pathway to substance addiction relief. Currently,

1 whenever people are detained by Police for alcohol or drug related intoxication, they are
2 transported to either of the two area hospitals, these hospitals have limited capacity to
3 properly treat the patient in a way that might have lasting effects. Having a regional
4 Detox Center allows those with addiction issues to be seen for not only their immediate
5 issues but also receive a more extended treatment which is designed to move the patient
6 toward longer term relief.

7
8 Ms. Wilde has gathered support from communities from Carbondale to Parachute as well
9 as Garfield County, Valley View Hospital, and Grand River Hospital, who have all pledged
10 to provide financial assistance to help cover the operational cost shortfalls as well as
11 provide town representation on a Detox Center Advisory Board. As with many projects of
12 late, the original plans for construction and management have seen changes, setbacks,
13 cost increases and delays. With that said, the project is under construction and does have
14 a current completion target of late spring 2024. Ms. Wilde and Ms. Harris will update the
15 Town Council on the changes that have occurred in the type of facility being built; it has
16 been upgraded from a Social Setting Detox Center to a Medical Setting Detox Center. She
17 will also update the Council on the current construction budget deficit, and options that
18 are being discussed to help fill the financial gaps.

19
20 Ms. Traci Harris reviewed the power point presentation which is (exhibit A to these
21 minutes).

22
23 Councilor Carey asked if the staffing would be 75 percent male and 25 percent female and
24 having the medical ability would allow for better flexibility between the medical need and
25 the non-medical need. Ms. Harris said yes.

26
27 Councilor Leland asked how the committee is coming along and working since the town
28 does have a representative on the committee. Ms. Harris said it is going well. The
29 committee is meeting every month and at some the meeting would do onsite walk
30 through to show the progress of the facility. Ms. Wilde said the committee has been
31 fantastic and has been a great way to keep communications open. The timing has been all
32 about the construction of the facility and goals have been focused on the construction.

33
34 Administrator Reynolds asked since there is a deficit in the construction budget of
35 \$460,000.00 how are you going to raise the money and will the deficit affect the opening
36 of the facility. Ms. Harris said the deficit doesn't affect the opening of the facility.

37
38 Councilor Copeland asked if there is an actual budget for financials which could be shared
39 with council. Mr. Harris said yes, she would send it over to Administrator Reynolds.

40 41 **Discussion: Rolling Fork Food Truck**

42 Administrator Reynolds said Aaron Shockley, owner of the Rolling Fork Food Truck would
43 like present ideas concerning the use of food trucks in Downtown New Castle. More
44 specifically Mr. Shockley would like to explore the idea of acquiring the town owned
45 property at the corner of 6th and Main Street and developing it for uses related to his food
46 truck business.

1 Mr. Shockley submitted sketch drawings (Exhibit B to these minutes) as a conceptual idea
2 of possible uses for the property. The drawings provided are conceptual only and may not
3 accurately show the proposed siding materials and colors. Mr. Shockley noted that the
4 siding he has in mind would be a rustic look with repurposed wood and corrugated steel.

5 Mr. Shockley said his business has experienced a lot of growth in the last couple of years
6 and the space they are currently leasing has become too small and is looking at how he
7 can expand his business and at the same time possibly help other food trucks. He has an
8 investment team that is actively looking for commercial property to purchase. The goal is
9 to create a facility where they can house the food trucks inside and have a commissary
10 kitchen that could be leased out to other food trucks and venders. It would be similar to
11 what Garfield County does with the fairgrounds. The main goal is to establish a home base
12 for the catering business, but also have the opportunity to grow into having other food
13 trucks to park and to be able to serve food in a safe environment. Having a place for other
14 food trucks would insure they have the proper state, county and town licensing to operate
15 a food truck. It would also allow for safe food preparation and a good atmosphere for the
16 community to try different types of foods.

17 Mr. Shockley said he is interested in purchasing or leasing the vacant lot at the corner of
18 6th Street and Main Street from the town. He would like to build his business in town. He
19 explained the building would be similar to Hogback Pizza. Would have repurposed wood
20 corrugated metal, an old train station style building. Really want to build something that
21 would fit into the style of New Castle history. He has looked up and down the valley, but
22 really wants to be in New Castle. The goal is to have the food truck court operating by
23 2025.

24 Mayor Pro Tem Hazelton asked about the apartment which is in the drawing. Mr. Shockley
25 said when he drew up the plan it was with everything he wanted and with the housing
26 market be tough here. The apartment would be another source of income and possible for
27 an employee. Councilor Leland said the second-floor housing is part of the Master Plan for
28 downtown.

29 Councilor Carey said she appreciates the idea of having a commercial kitchen and a place
30 for food trucks to come.

31 Mayor Pro Tem Hazelton stated some concerns regarding parking and entrance and exits
32 to the property. The idea is great and is something that is needed in the down town. He
33 said wants to push towards having food trucks done right and are part of the community.

34 **Consider Grants to Outside Agencies**

35 Administrator Reynolds said that Administrative Assistant Rochelle Firth was in
36 attendance. He said she was the person who worked on the grants to outside agencies. He
37 said that she had reached out to various organizations that had applied for the town's
38 grant program previously. He invited Admin. Asst. Firth to review the staff
39 recommendations for the council.

1 Admin. Asst Firth greeted the council. She said that each year the town distributed \$16k
2 to organizations that support the residents of New Castle. The grants were done in two
3 rounds, one in late spring, and one in late fall.

4 Admin. Asst Firth said there were seven non-profits that requested funding, and there
5 were no new applicants, and that all of them received funding from other entities, other
6 than the town.

7 Councilor Carey said the Access Afterschool would like to see more grant money being
8 awarded to them. The organization is based out of New Castle, and it affects two
9 municipalities and there is a lot of interest at the middle to school to make the program
10 bigger. She also asked moving forward to keep in mind the type of organization and how
11 local the program or organization is.

12 Mayor Pro Tem Hazleton said before the next grant cycle to have the organizations who
13 are asking for grants come before council and give a presentation and an update.

14 **Council directed staff to move forward with staff's recommendations.**

15
16 Recess the Town Council Meeting, Convene as the Board of Zoning Adjustment

17 **MOTION: Councilor Leland made a motion to recess the Town Council meeting**
18 **and to convene as the Board of Zoning Adjustment. Mayor Pro Tem Hazelton**
19 **seconded the motion and it passed unanimously.**

20
21 **Consider Inclusion of Microbrewery as a Permitted Use in the C-1 Zone District**

22 Administrator Reynolds said staff is asking for direction for the proper application of an
23 unlisted use in the C-1 Zoning District, specifically the general inclusion of Brewing
24 Businesses as a *Permitted Use*.

25 Current zoning along the Main Street corridor / C-1 Zoning District includes a list of
26 Permitted Uses, Conditional Uses, and Nonpermitted Uses. Any use that is not specifically
27 listed is eligible for consideration under the Conditional Use application and review
28 process.

29 In the case of an *unlisted use* that may be similar to other permitted uses, or in the case
30 where a business owner wishes to seek clarity on the proper application of an *unlisted*
31 *use*, Town Council may convene as the Board of Adjustment and consider the proper
32 application of a questioned *unlisted use*. In this case, the Board of Adjustment is being
33 asked to rule on the *unlisted use* of *Brewing Businesses* in the C-1 District. (See *Municipal*
34 *Code Sec 17.12.020 (C) Powers*).

35 The Board of Adjustment will be asked to consider if *Brewing Businesses (unlisted)* might
36 fall somewhere within the Permitted Uses category. For example, the Board may find that
37 *Brewing Businesses* are similar to Retail Establishments and Personal Service
38 Establishments such as Beverage Sales, Restaurants (with or without Bars), and Taverns
39 and therefore allow *Brewing Businesses* as a Permitted Use; or the Board may rule that
40 *Brewing Businesses* shall remain *unlisted* and continue to be subject to the full *Conditional*
41 *Use Process*.

42 During such consideration of *unlisted uses* it is important to note the following:

Town Council Meeting
Tuesday, November 21, 2023

- If approved, the *unlisted use* (in this case *Brewing Businesses*) will become a Permitted Use throughout the C-1 Zoning District and would not be specific to one particular business or business owner.
- Approving a *Brewing Businesses* as a Permitted Use in C-1 removes the necessity for future *Brewing Businesses* to work through the Conditional Use Process which includes a Public Hearing, and public notice requirements.
- If the Board of Adjustment decides that a *Brewing Business* is not to be named as a Permitted Use, owners of *Brewing Businesses* may continue to use the Conditional Use Process to seek approval for their specific business within the C-1 District.

Attached please find a copy of Municipal Code Section 17.36 C-1 COMMERCIAL DISTRICT which lists the Permitted Uses, Conditional Uses, and Nonpermitted Uses for C-1. (Exhibit C to these minutes).

Joe & Kayla Hemelt owners of Colorado Drifters in New Castle. Mr. Hemelt said he is currently under contract with Mr. Jim Shrull to purchase his property located at 589 West Main Street (Texico). They will be moving their coffee shop and brewery to the new location. He said there is a new way to brew the beer which is proprietary "smart brewery process". This would allow for the brewing processes to be in a small area. He will turn the current office in the Texaco building into the brewing room. Currently there are three bays in the Texaco building and will be using all three bays. Two of the bays would operate for their business and the third bay would be a convertible space to be rented out for the community use. In front of the building will be family friendly, an area for kids which will be gated or fenced with toys. There will also be an area for games such as cornhole and fire pits. The back of the building will be cleaned up and used as well. Part of the plan is to have different food trucks on the property at different times.

Councilor Copeland asked what the hours would be. Mr. Hemelt said they would be closing at 9pm, possibly 10pm if there is an event. The business will not be set up as a bar but as a family friendly place.

Councilor Leland asked about the odor since this will be a brewery. Mr. Hemelt said there will not be with the new process of brewing. He said the way beer is made is there's a hot process and a cold process. He would be contracting out for the delivery of "wort" which is made through the hot process. That process is what makes the odor and how he can save space. There would be no spent grains which would need to get rid of or any waste.

Councilor Copeland asked since there is no waste there wouldn't impact the wastewater plant. Mr. Hemelt said no, just rinsing dishes.

Councilor Carey asked what the process would be to allow breweries in the C-1 Zone District and would the process be a delay for Mr. Hemelt. Attorney Haley Carmer said the brewery is a hybrid of a couple different uses. What needs to be considered is the impact of the business and is it similar to what is already permitted. The conditional use process is if the business doesn't fit within what is already permitted uses, then there is the conditional use process to capture other businesses that are not expressly prohibited or permitted. If the Board of Zoning Adjustments don't feel like brewery is already incorporated enough into a permitted use. The applicant could always apply for a Conditional Use process and get a CUP for the brewery. The other option for the board to

1 consider if they don't feel it's already permitted is to amend the code to add brewery as a
2 permitted use. To change the code would require a public hearing before the planning &
3 zoning commission and coming back to council as an ordinance to amend the code to add
4 it as permitted use. This process is about one-to-two-month process. The benefit of
5 amending the code is there being different layers of breweries in the size of the business.
6 The hard part is to define what a brewery is and what is included.

7 Mayor Pro Tem Hazelton asked if Mr. Hemelt plans on selling growlers. Mr. Hemelt said
8 yes eventually. Mayor Pro Tem Hazelton said he likes the idea of having the brewery as
9 permitted use because he doesn't want a business owner to go through a process which
10 would not be required in other municipalities. His other concern was the distribution, not
11 for selling of growlers but larger distribution such as truckloads of beer. Would like to see
12 a cap on the distribution without going through the CUP process.

13 Councilor Leland asked if the liquor licensing process would give the council some control
14 over the brewery businesses. Attorney Carmer said there could be some component of the
15 liquor license if there is some sort of metric which limits the distribution in respect to the
16 liquor license. That is some the land use code could impose.

17 Councilor Carey asked if brewers are permitted use under restaurant would there be
18 clarification on what the permit use is. Having definitions on what a microbrewery could
19 manufacture. Attorney Carmer said yes, with the code amendments could have limitations
20 on brewing.

21 Councilor Leland asked Mr. Hemelt when he plans on opening. Mr. Hemelt said the plan is
22 to open Drifters in March then, the first beer pour would be June 1, 2024.

23 The Board of Zoning Adjustment gave the direction to staff to move forward with code
24 amendments to allow for microbreweries in C-1 Zone District.

25 Adjourn the Board of Zoning Adjustment, Reconvene the Town Council Meeting
26 **MOTION: Councilor Leland made a motion to adjourn the Board of Zoning**
27 **Adjustment and to reconvene as the Town Council. Mayor Pro Tem Hazelton**
28 **seconded the motion and it passed unanimously.**
29

30 **Consent Agenda**

31 Kum & Go Change of Manager for Liquor License
32

33 **MOTION: Councilor Leland made a motion to approve the consent agenda.**
34 **Councilor Copeland seconded the motion and it passed unanimously.**
35

36 **Staff Reports**

37 Town Administrator – Administrator Reynolds said he is working with the City of Glenwood
38 Springs on closing out the FMLD grant for the Lova Trail. He said he will be in court on
39 Tuesday, November 28, 2023 in Rifle in regards to the viscous dog case. Currently the
40 Rifle Animal Shelter is housing one of the dogs ordered by the judge, however the town is
41 paying for the monthly impound fees for the dog. He read a letter to the council from the
42 furniture ladies giving their notice for the address of 667 West Main Street, their last day

1 will be November 30, 2023. They thanked the town for the opportunity given to them to
2 have their business here in New Castle. He said there has been a change with the
3 Chamber of Commerce. Mari Riddile has stepped down as the secretary. There will be a
4 chamber meeting Tuesday, November 28, 2023, to reorganize and he is planning on
5 attending the meeting. Currently the chamber rents an office from the town at the
6 community center. They believe they will not need that space any longer.
7

8 Town Clerk – Clerk Andis said she and Deputy Clerk Remi Bordelon attended the first
9 webinar for the April Election. Her office is gearing up to send out business license and
10 dog license renewals for 2024.
11

12 Town Treasurer – Treasurer Viktoriya Ehlers said there have not been many changes for
13 the 2024 budget from November 7, 2023, meeting. The major difference is in the general
14 fund from \$31,000.00 to \$80,000.00 is due to the Proposition HH not passing has
15 improved the revenues by \$42,000.00 and was able to update the sales tax through
16 September 2023. She said on November 17, 2023, one of the officers had hit a deer with
17 one of the patrol vehicles. She did file a report with the insurance company, waiting for a
18 report from the State Patrol. Mayor Pro Tem Hazelton had asked a while back about the
19 solar billing. She said she and Administrator Reynolds will be working with CLEER
20 regarding the billing.
21

22 Town Planner – not present.
23

24 Public Works Director – not present.
25

26 **Commission Reports**

27 Planning & Zoning Commission – didn't meet

28 Preservation Commission – Councilor Copeland said They had a work session with
29 Attorney McConaughy reviewed what the commissions roles, duty and speaking to the
30 public once an application has been submitted.

31 Climate and Environment Commission – didn't meet do to no quorum.

32 Senior Program – didn't meet

33 RFTA – not present

34 AGNC – Councilor Hazelton said they took a tour of the ECO Dwelling plant in Rifle. He
35 said the plant will take recycled steel and do the cut outs for a house. They can produce
36 one house kit in four hours. The steel that is used for the house is the equivalent of two
37 crushed cars. The total waste including drywall will fit into two 50-gallon trash cans. The
38 kits come complete with appliances. They are planning on ordering two more machines.
39 Reviewed the 2024 budget for AGNC.

40 GCE – nothing to report.

41 EAB – nothing to report.

42 Detox – nothing to report.
43

44 **Council Comments**

45 Councilor Carey asked about the Christmas party. Administrator Reynolds said after the
46 last meeting was informed that Mari Riddile would like to do the Christmas party herself.

1 There was conversation about not using the Community Center and possibly use the
2 Lakota Canyon Clubhouse. Mayor Pro Tem said he just received word from Ms. Riddile and
3 the Christmas party will be Friday, December 15, 2023, at the Lakota Canyon Clubhouse.
4

5 Councilor Leland said it appears Mr. Shrull is struggling to move out of the Texaco
6 building. People are still bringing him vehicles to repair. Administrator Reynolds said he
7 has been working with the buyers to allow him until March to be completely out of the
8 building. Councilor Leland said he has been working with Administrator Reynolds and
9 Admin. Asst. Rochelle Firth to change the monthly newsletter to a quarterly newsletter.
10 They feel not enough people look at or pay attention to the newsletter to justify the
11 expense. The newsletter would be used for more feature and bigger stories. Then, make
12 more use of the weekly e-newsletter and Facebook. Councilor Leland said the
13 Thanksgiving Lion Club Dinner was another big success.
14

15 Councilor Copeland said the Citizen Comment item on the agenda is confusing and would
16 like to discuss it. In the spirit for push of community engagement and feels it's confusing.
17 The item for Citizen Comments not on the agenda, but not every agenda item allows for a
18 citizen comment. Administrator Reynolds said he had attended a Garfield County Board of
19 County Commissioner's meeting. Their approach was to allow the residents to speak and
20 have their three minutes or more if necessary. They want to hear what the people have to
21 say and at the same time to be able to ask questions and to have a dialog with the
22 resident. He said it would be up to the council whether they want to take comments on a
23 specific agenda item. Councilor Carey asked if there is something the councilor wants to
24 discuss a particular item to let the Town Administrator know and would also like to have
25 public input. Mayor Pro Tem Hazelton suggested noting the agenda item to receive public
26 comments.
27

28 Mayor Pro Tem Hazelton said he has received information from the BOCC regarding the
29 \$450, 000 ask for the round-a-bout. The BOCC originally thought they could take the
30 money from their Conservation Trust Fund. Unfortunately, that is not the case and the
31 funds cannot be used for the round-a-bout. He said Hogback Pizza is coming up on their
32 25th years in the business in New Castle.
33

34 **Items for Future Council Agenda**

35 Councilor Copeland asked to have a work session to create a policy, procedure and
36 protocol regarding Citizen and Public Comments. The Council agreed to have a work
37 session to discuss.
38

39 Mayor Pro Tem Hazelton asked to have the owners of the Hogback Pizza come into council
40 to be recognized.
41

42 Administrator Reynolds and Clerk Andis reviewed the council agenda items for the council
43 meeting on December 5, 2023.
44

45 **MOTION: Mayor Pro Tem Hazelton made a motion to adjourn. Councilor Copeland**
46 **seconded the motion and it passed unanimously.**

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The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Mayor Art Riddle

Town Clerk Mindy Andis, CMC

TOWN OF NEW CASTLE - BILLS ALLOWED SUMMARY - November 2023

| | |
|----------------------------------|-----------------------------|
| 11/2023 INVOICES PAID | \$301,727.17 |
| VIX PARK LOAN PAYMENT | 5,129.61 |
| NET PAYROLL (2) | 150,171.04 |
| FED & STATE EMPLOYMENT TAXES (2) | 59,971.96 |
| RETIREMENT PLAN PAYMENTS (2) | 27,412.43 |
| CREDIT CARD FEES | <u>1,558.83</u> |
| 11/2023 TOTAL PAYMENTS | <u>\$ 545,971.04</u> |

| | |
|-----------------------------|-------------|
| LESS CAPITAL EXPENDITURES * | (41,945.53) |
| LESS CHARGE-BACKS ** | (770.00) |
| LOAN PAYMENTS | (5,129.61) |
| RESTITUTION PAYMENTS | (553.85) |
| DEPOSIT REFUNDS | <u>-</u> |

11/2023 OPERATING EXPENSES:

\$ 497,572.05

*** CAPITAL:**

| | |
|---|-------------------------|
| Raw Water Irrigation Exp - FMLD Grant | 1,990.00 |
| Red Rocks Ditch Proj - ARPA funds | 6,651.29 |
| South Side Interceptor Engineering Fees | 4,787.50 |
| Digester Blower Building - FMLD Grant | 13,415.39 |
| Burning Mountain bike trail build - NC Trails | 8,299.80 |
| Plaque for Dog Park | 160.00 |
| Snow Brush/Snowblower for Ice Rink - AGNC Grant | <u>6,641.55</u> |
| Total | <u>41,945.53</u> |

****CHARGE-BACKS:**

| | |
|-----------------|---------------|
| Developer costs | <u>770.00</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 | 909555 | 11/2023 premium | 11/01/2023 | 162.37 | .00 | 162.37 | 56295 | 11/09/2023 |
| Total 213: | | | | | 162.37 | .00 | 162.37 | | |
| 377 | Alpine Bank | 0272 -Nov 10 | WalMart-Lab Supplies-wwtr | 11/10/2023 | 191.72 | .00 | 191.72 | 56352 | 11/22/2023 |
| | | 0298 -Nov 10 | Amazon-Notebook-admin | 11/10/2023 | 32.97 | .00 | 32.97 | 56352 | 11/22/2023 |
| | | 0298 -Nov 10 | Amazon-Mug-admin | 11/10/2023 | 17.92- | .00 | 17.92- | 56352 | 11/22/2023 |
| | | 0298 -Nov 10 | la placita market silt-Them | 11/10/2023 | 24.81 | .00 | 24.81 | 56352 | 11/22/2023 |
| | | 0298 -Nov 10 | iimc-CMC Cert-admin | 11/10/2023 | 125.00 | .00 | 125.00 | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | stamps.com-Postage-ps | 11/10/2023 | 19.99 | .00 | 19.99 | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | in professional id cards-ID | 11/10/2023 | 101.00 | .00 | 101.00 | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | WalMart-Candy & toys-ps | 11/10/2023 | 102.61 | .00 | 102.61 | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | Merrell-Boots-ps | 11/10/2023 | 147.43 | .00 | 147.43 | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | Merrell-Boots-ps | 11/10/2023 | 147.43 | .00 | 147.43 | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | Merrell-Boots Tax-ps | 11/10/2023 | 11.43- | .00 | 11.43- | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | Merrell-Boots Tax-ps | 11/10/2023 | 11.43- | .00 | 11.43- | 56352 | 11/22/2023 |
| | | 0314 -Nov 10 | WalMart-Cleaning Supplies | 11/10/2023 | 159.93 | .00 | 159.93 | 56352 | 11/22/2023 |
| | | 0322 -Nov 10 | Adobe-Subscription-admin | 11/10/2023 | 19.99 | .00 | 19.99 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | Amazon-Document holder- | 11/10/2023 | 114.45 | .00 | 114.45 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | Amazon-Binders-admin | 11/10/2023 | 36.18 | .00 | 36.18 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | Amazon-Sharpies-admin | 11/10/2023 | 26.48 | .00 | 26.48 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | Amazon-Lights for bathroo | 11/10/2023 | 41.98 | .00 | 41.98 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | FaxPipe-Faxing-admin | 11/10/2023 | 10.95 | .00 | 10.95 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | Zoom-Subscription-admin | 11/10/2023 | 15.99 | .00 | 15.99 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | Adobe-Subscription-admin | 11/10/2023 | 95.96 | .00 | 95.96 | 56352 | 11/22/2023 |
| | | 0355 -Nov 10 | godaddy.com-Domain Regi | 11/10/2023 | 23.17 | .00 | 23.17 | 56352 | 11/22/2023 |
| | | 0363 -Nov 10 | OSM-Delivery-wtr | 11/10/2023 | 53.00 | .00 | 53.00 | 56352 | 11/22/2023 |
| | | 0363 -Nov 10 | Adobe-Subscription-wtr | 11/10/2023 | 19.99 | .00 | 19.99 | 56352 | 11/22/2023 |
| | | 0363 -Nov 10 | HP Ink-Printer Ink-wtr | 11/10/2023 | 12.97 | .00 | 12.97 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | City Market-water-admin | 11/10/2023 | 9.73 | .00 | 9.73 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | City Market-breakfast for m | 11/10/2023 | 20.86 | .00 | 20.86 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | McDonals-breakfast for me | 11/10/2023 | 34.93 | .00 | 34.93 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | City Market-breakfast for m | 11/10/2023 | 24.42 | .00 | 24.42 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | Lazy Bear Rest-FI lunch m | 11/10/2023 | 78.24 | .00 | 78.24 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | Lowes-Supplies for maze-a | 11/10/2023 | 22.66 | .00 | 22.66 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | Lowes-Supplies for Maze-a | 11/10/2023 | 213.28 | .00 | 213.28 | 56352 | 11/22/2023 |
| | | 0371 -Nov 10 | hyway feed and ranch sup | 11/10/2023 | 35.00 | .00 | 35.00 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | VistaPrint-Bad art night-rec | 11/10/2023 | 19.45 | .00 | 19.45 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | City Market-food for cookin | 11/10/2023 | 29.33 | .00 | 29.33 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | DollarTree-Craft Supplies-r | 11/10/2023 | 133.02 | .00 | 133.02 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | Amazon-Batteries and Ligh | 11/10/2023 | 100.48 | .00 | 100.48 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | Amazon-Mac n Chz Blanke | 11/10/2023 | 25.99 | .00 | 25.99 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | Amazon-candy canes-rec | 11/10/2023 | 102.98 | .00 | 102.98 | 56352 | 11/22/2023 |
| | | 0397 -Nov 10 | Amazon-candy canes-rec | 11/10/2023 | 59.90- | .00 | 59.90- | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | uhs hardware-New door lo | 11/10/2023 | 552.03 | .00 | 552.03 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Amazon-Desk-wtr | 11/10/2023 | 169.95 | .00 | 169.95 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | FedEx-Postage-wtr | 11/10/2023 | 14.75 | .00 | 14.75 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | BigJohn's-Sta-Bil-wtr | 11/10/2023 | 19.99 | .00 | 19.99 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Amazon-Pump repair parts | 11/10/2023 | 48.60 | .00 | 48.60 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Amazon-Pump parts-wtr | 11/10/2023 | 114.01 | .00 | 114.01 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Amazon-Pump parts-wtr | 11/10/2023 | 57.99 | .00 | 57.99 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Amazon-Shades-wtr | 11/10/2023 | 139.99 | .00 | 139.99 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Amazon-stenner pump part | 11/10/2023 | 30.45 | .00 | 30.45 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | uhs hardware-Security doo | 11/10/2023 | 553.99 | .00 | 553.99 | 56352 | 11/22/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|------|----------------|--------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| | | 0405 -Nov 10 | Amazon-Cleaning Supplies | 11/10/2023 | 14.98 | .00 | 14.98 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | WalMart-Supplies-wtr | 11/10/2023 | 22.38 | .00 | 22.38 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | Garfield steel-Steel-wwtr | 11/10/2023 | 22.07 | .00 | 22.07 | 56352 | 11/22/2023 |
| | | 0405 -Nov 10 | WalMark-Lab Supplies-wwt | 11/10/2023 | 75.46 | .00 | 75.46 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | Holiday Inn-Hotel for trainin | 11/10/2023 | 140.37 | .00 | 140.37 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | Alfonso's-Training Meal-ps | 11/10/2023 | 12.64 | .00 | 12.64 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | sushi ai japanese-Meals for | 11/10/2023 | 64.38 | .00 | 64.38 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | chick-fil-a-Meals for trainin | 11/10/2023 | 6.72 | .00 | 6.72 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | chick-fil-a-Meals for trainin | 11/10/2023 | 8.25 | .00 | 8.25 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | mod south academy-Meals | 11/10/2023 | 46.60 | .00 | 46.60 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | chick-fil-a -Meals for trainin | 11/10/2023 | 8.48 | .00 | 8.48 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | sonic-Meals for training-ps | 11/10/2023 | 26.61 | .00 | 26.61 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | chick-fil-a-Meals for trainin | 11/10/2023 | 8.65 | .00 | 8.65 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | ihop-Meals for training-ps | 11/10/2023 | 23.97 | .00 | 23.97 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | holiday inn-Hotel for trainin | 11/10/2023 | 647.70 | .00 | 647.70 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | glock inc-Firearm parts-ps | 11/10/2023 | 31.00 | .00 | 31.00 | 56352 | 11/22/2023 |
| | | 0421 -Nov 10 | Checkr-Background check- | 11/10/2023 | 126.59 | .00 | 126.59 | 56352 | 11/22/2023 |
| | | 0447 -Nov 10 | Amazon-Chair-ps | 11/10/2023 | 643.80 | .00 | 643.80 | 56352 | 11/22/2023 |
| | | 0447 -Nov 10 | Rocky Mtn Gun -Instructor | 11/10/2023 | 561.00 | .00 | 561.00 | 56352 | 11/22/2023 |
| | | 0488 -Nov 10 | notary training-Notary Due | 11/10/2023 | 39.00 | .00 | 39.00 | 56352 | 11/22/2023 |
| | | 0504 -Nov 10 | Adobe-Subscription-b&p | 11/10/2023 | 19.99 | .00 | 19.99 | 56352 | 11/22/2023 |
| | | 0504 -Nov 10 | copy copy-Pubic Notice Pe | 11/10/2023 | 3.72 | .00 | 3.72 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Amazon-Postlts,Tape, She | 11/10/2023 | 53.63 | .00 | 53.63 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | CO Driver Servi-Civil Prote | 11/10/2023 | 135.00 | .00 | 135.00 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Galls-Boots-pants--ps | 11/10/2023 | 191.97 | .00 | 191.97 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | La Police Gear-Socks-shoe | 11/10/2023 | 135.22 | .00 | 135.22 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Amazon-Beanie Cap-ps | 11/10/2023 | 23.44 | .00 | 23.44 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Zero9 solutions-Uniform-ps | 11/10/2023 | 153.97 | .00 | 153.97 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Amazon-Light and Jacket-p | 11/10/2023 | 92.39 | .00 | 92.39 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Symbolarts llc-LT Badge-ps | 11/10/2023 | 310.00 | .00 | 310.00 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Forensics Source-Drug Tes | 11/10/2023 | 211.99 | .00 | 211.99 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Amazon-Firearms Trainin | 11/10/2023 | 485.26 | .00 | 485.26 | 56352 | 11/22/2023 |
| | | 0512 -Nov 10 | Backstreet Surveillanc-Sec | 11/10/2023 | 662.40 | .00 | 662.40 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | McDonalds-Meal-admin | 11/10/2023 | 15.75 | .00 | 15.75 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Tapatios-Boss's Day Meal- | 11/10/2023 | 241.55 | .00 | 241.55 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Amazon-stapler-admin | 11/10/2023 | 18.49 | .00 | 18.49 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Amazon-Keyboards- 2-ad | 11/10/2023 | 126.97 | .00 | 126.97 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Adobe-Subscription-admin | 11/10/2023 | 12.99 | .00 | 12.99 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | City Market-Library meetin | 11/10/2023 | 15.04 | .00 | 15.04 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Otc brands-Halloween Can | 11/10/2023 | 143.97 | .00 | 143.97 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Otc brands-Halloween Can | 11/10/2023 | 391.90 | .00 | 391.90 | 56352 | 11/22/2023 |
| | | 0538 -Nov 10 | Amazon-Phone Case-wtr | 11/10/2023 | 22.98 | .00 | 22.98 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | TST Kokonut Island Grill-M | 11/10/2023 | 21.94 | .00 | 21.94 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | Takashi-Meal for training-a | 11/10/2023 | 43.99 | .00 | 43.99 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | Subway-Meal for training-a | 11/10/2023 | 11.25 | .00 | 11.25 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | Hyatt reg -Hotel for training | 11/10/2023 | 446.76 | .00 | 446.76 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | WalMart-Gas for travel-ad | 11/10/2023 | 46.01 | .00 | 46.01 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | Salt palace-Parking-admin | 11/10/2023 | 40.00 | .00 | 40.00 | 56352 | 11/22/2023 |
| | | 0546 -Nov 10 | Kumgo-Gas for travel-admi | 11/10/2023 | 65.00 | .00 | 65.00 | 56352 | 11/22/2023 |
| | | 0553 -Nov 10 | City Market-Trash Bags-prk | 11/10/2023 | 32.44 | .00 | 32.44 | 56352 | 11/22/2023 |
| | | 0553 -Nov 10 | WalMart-Xmass lights-prks | 11/10/2023 | 179.82 | .00 | 179.82 | 56352 | 11/22/2023 |
| | | 0553 -Nov 10 | BigJohns-Sealant Red Roc | 11/10/2023 | 111.93 | .00 | 111.93 | 56352 | 11/22/2023 |
| | | 0553 -Nov 10 | Green zone-Town Clean U | 11/10/2023 | 175.00 | .00 | 175.00 | 56352 | 11/22/2023 |
| | | 0553 -Nov 10 | Green zone-Town Clean U | 11/10/2023 | 455.00 | .00 | 455.00 | 56352 | 11/22/2023 |
| | | 0561 -Nov 10 | Wingate-Indgent Family-lo | 11/10/2023 | 153.62 | .00 | 153.62 | 56352 | 11/22/2023 |
| | | 0587 -Nov 10 | Amazon-Mac n Chz Blanke | 11/10/2023 | 19.99 | .00 | 19.99 | 56352 | 11/22/2023 |
| | | 0587 -Nov 10 | Amazon-Sealant-Raw Wat | 11/10/2023 | 76.63 | .00 | 76.63 | 56352 | 11/22/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|-----------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| | | 6543 -Nov 10 | notary training-Notary Due | 11/10/2023 | 39.00 | .00 | 39.00 | 56352 | 11/22/2023 |
| | | 7268 -Nov 10 | Amazon-Laminating - folde | 11/10/2023 | 71.23 | .00 | 71.23 | 56352 | 11/22/2023 |
| | | 7268 -Nov 10 | Amazon-Basketball-rec | 11/10/2023 | 99.99 | .00 | 99.99 | 56352 | 11/22/2023 |
| | | 7268 -Nov 10 | Amazon-Volleyballs -4-rec | 11/10/2023 | 199.60 | .00 | 199.60 | 56352 | 11/22/2023 |
| | | 7268 -Nov 10 | Lowes-spray-rec | 11/10/2023 | 17.94- | .00 | 17.94- | 56352 | 11/22/2023 |
| | | 7581 -Nov 10 | AppleBees-Employee Meal | 11/10/2023 | 113.14 | .00 | 113.14 | 56352 | 11/22/2023 |
| | | 7581 -Nov 10 | Post cardholder (pc)-Refun | 11/10/2023 | 250.00- | .00 | 250.00- | 56352 | 11/22/2023 |
| | | 7581 -Nov 10 | Co Driver Servi emv-CDL P | 11/10/2023 | 19.70 | .00 | 19.70 | 56352 | 11/22/2023 |
| | | 7581 -Nov 10 | steensma lawn-Plow Wing | 11/10/2023 | 1,947.50 | .00 | 1,947.50 | 56352 | 11/22/2023 |
| | | 7581 -Nov 10 | Amazon-Boots-strts | 11/10/2023 | 149.67- | .00 | 149.67- | 56352 | 11/22/2023 |
| | | 7581 -Nov 10 | Amazon-Boots-strts | 11/10/2023 | 12.58- | .00 | 12.58- | 56352 | 11/22/2023 |
| | | 7599 -Nov 10 | Storks plows-Plow Parts-st | 11/10/2023 | 718.93 | .00 | 718.93 | 56352 | 11/22/2023 |
| | | 7748 -Nov 10 | Potestio brothers-John Dee | 11/10/2023 | 617.60 | .00 | 617.60 | 56352 | 11/22/2023 |
| | | 7748 -Nov 10 | Aliexpress-Compressor filt | 11/10/2023 | 82.51 | .00 | 82.51 | 56352 | 11/22/2023 |
| | | 8555 -Nov 10 | Notary training-Notary Due | 11/10/2023 | 39.00 | .00 | 39.00 | 56352 | 11/22/2023 |
| Total 377: | | | | | 15,372.10 | .00 | 15,372.10 | | |
| 475 | American Fidelity Assuranc | D655588 | 11.2023 supp insurance pr | 11/01/2023 | 1,149.74 | .00 | 1,149.74 | 56354 | 11/22/2023 |
| Total 475: | | | | | 1,149.74 | .00 | 1,149.74 | | |
| 476 | American Fidelity Assuranc | 2166439A | 12.2023 flex spending | 10/18/2023 | 749.98 | .00 | 749.98 | 56297 | 11/09/2023 |
| Total 476: | | | | | 749.98 | .00 | 749.98 | | |
| 497 | AlSCO, Inc | LGRA282886 | mops, mats-rec | 11/02/2023 | 85.37 | .00 | 85.37 | 56296 | 11/09/2023 |
| | | LGRA283352 | mats, mops cleaned-rec | 11/16/2023 | 85.37 | .00 | 85.37 | 56353 | 11/22/2023 |
| Total 497: | | | | | 170.74 | .00 | 170.74 | | |
| 1682 | Bustillos, Cierra | DEMAGE DE | damage deposit refund 10. | 10/28/2023 | 350.00 | .00 | 350.00 | 56300 | 11/09/2023 |
| Total 1682: | | | | | 350.00 | .00 | 350.00 | | |
| 1897 | Caselle, Inc. | 128382 | software support-b&p | 11/01/2023 | 193.25 | .00 | 193.25 | 56301 | 11/09/2023 |
| | | 128382 | software support-admin | 11/01/2023 | 193.25 | .00 | 193.25 | 56301 | 11/09/2023 |
| | | 128382 | software support-muni ct | 11/01/2023 | 89.83 | .00 | 89.83 | 56301 | 11/09/2023 |
| | | 128382 | software support-rec | 11/01/2023 | 141.55 | .00 | 141.55 | 56301 | 11/09/2023 |
| | | 128382 | software support-pks | 11/01/2023 | 141.55 | .00 | 141.55 | 56301 | 11/09/2023 |
| | | 128382 | software support-sts | 11/01/2023 | 191.17 | .00 | 191.17 | 56301 | 11/09/2023 |
| | | 128382 | software support-wtr | 11/01/2023 | 472.70 | .00 | 472.70 | 56301 | 11/09/2023 |
| | | 128382 | software support-w/wtr | 11/01/2023 | 472.70 | .00 | 472.70 | 56301 | 11/09/2023 |
| Total 1897: | | | | | 1,896.00 | .00 | 1,896.00 | | |
| 1961 | CEBT | INV 0061270 | 12.2023 health insurance p | 11/09/2023 | 58,707.05 | .00 | 58,707.05 | 56356 | 11/22/2023 |
| Total 1961: | | | | | 58,707.05 | .00 | 58,707.05 | | |
| 1965 | Cedar Networks | 348234 | 11/2023 internet service-T | 11/01/2023 | 180.00 | .00 | 180.00 | 56302 | 11/09/2023 |
| | | 348235 | 11/2023 internet service-re | 11/01/2023 | 180.00 | .00 | 180.00 | 56302 | 11/09/2023 |
| | | 348238 | 11/2023 internet service-ps | 11/01/2023 | 90.00 | .00 | 90.00 | 56302 | 11/09/2023 |
| | | 348238 | 11/2023 internet service-T | 11/01/2023 | 45.00 | .00 | 45.00 | 56302 | 11/09/2023 |
| | | 348238 | 11/2023 internet service-w/ | 11/01/2023 | 45.00 | .00 | 45.00 | 56302 | 11/09/2023 |
| | | 348413 | 10/2023 internet service-m | 11/01/2023 | 90.00 | .00 | 90.00 | 56302 | 11/09/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|-------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 1965: | | | | | 630.00 | .00 | 630.00 | | |
| 2261 | Co Dept of Public Hlth & E | WB23113553 | boisolds annual permit-ww | 10/01/2023 | 95.88 | .00 | 95.88 | 56303 | 11/09/2023 |
| Total 2261: | | | | | 95.88 | .00 | 95.88 | | |
| 2335 | Coal Ridge High School | CR YOUTH | coal ridge cheer camp Fall | 10/30/2023 | 1,512.00 | .00 | 1,512.00 | 56304 | 11/09/2023 |
| Total 2335: | | | | | 1,512.00 | .00 | 1,512.00 | | |
| 2601 | Colorado State Treasurer | 2023-UNCLA | Unclaimed Property | 11/01/2023 | 2,345.92 | .00 | 2,345.92 | 56294 | 11/01/2023 |
| Total 2601: | | | | | 2,345.92 | .00 | 2,345.92 | | |
| 2653 | Comcast | 0203153 OC | 3 mos internet- oct-dec 202 | 10/26/2023 | 260.70 | .00 | 260.70 | 56305 | 11/09/2023 |
| Total 2653: | | | | | 260.70 | .00 | 260.70 | | |
| 2663 | Commercial Tire Service, I | 71152 | new tires-admin | 11/06/2023 | 669.00 | .00 | 669.00 | 56357 | 11/22/2023 |
| Total 2663: | | | | | 669.00 | .00 | 669.00 | | |
| 2729 | Conoco Fleet | 92947807 | fuel-b&p | 10/31/2023 | 43.95 | .00 | 43.95 | 56306 | 11/09/2023 |
| | | 92947807 | fuel-admin | 10/31/2023 | 213.09 | .00 | 213.09 | 56306 | 11/09/2023 |
| | | 92947807 | fuel-ps | 10/31/2023 | 2,628.24 | .00 | 2,628.24 | 56306 | 11/09/2023 |
| | | 92947807 | fuel-pks | 10/31/2023 | 1,641.03 | .00 | 1,641.03 | 56306 | 11/09/2023 |
| | | 92947807 | fuel-sts | 10/31/2023 | 637.05 | .00 | 637.05 | 56306 | 11/09/2023 |
| | | 92947807 | fuel-wtr | 10/31/2023 | 801.94 | .00 | 801.94 | 56306 | 11/09/2023 |
| | | 92947807 | fuel-w/wtr | 10/31/2023 | 710.74 | .00 | 710.74 | 56306 | 11/09/2023 |
| Total 2729: | | | | | 6,676.04 | .00 | 6,676.04 | | |
| 2816 | Core & Main, Inc. | T933222 | pipe and supplies for Blow | 11/14/2023 | 12,979.23 | .00 | 12,979.23 | 56358 | 11/22/2023 |
| | | T961735 | valve box and sections-Blo | 11/16/2023 | 436.16 | .00 | 436.16 | 56358 | 11/22/2023 |
| Total 2816: | | | | | 13,415.39 | .00 | 13,415.39 | | |
| 2881 | Cox, Kelley | PAINING CL | reimb for painting clothing-r | 11/09/2023 | 100.00 | .00 | 100.00 | 56307 | 11/09/2023 |
| | | REIMB CITY | supplies for kids cooking-re | 11/23/2023 | 46.03 | .00 | 46.03 | 56359 | 11/22/2023 |
| | | REIMB WAL | art supplies-rec | 11/13/2023 | 20.12 | .00 | 20.12 | 56359 | 11/22/2023 |
| Total 2881: | | | | | 166.15 | .00 | 166.15 | | |
| 2947 | Critical Tool | 006619848 | mechanic gloves-pks | 11/01/2023 | 296.36 | .00 | 296.36 | 56308 | 11/09/2023 |
| | | 006619848 | mechanic gloves-sts | 11/01/2023 | 296.35 | .00 | 296.35 | 56308 | 11/09/2023 |
| Total 2947: | | | | | 592.71 | .00 | 592.71 | | |
| 3021 | Cullen, Kelley | PILATES 11. | pillates 11.10.2023-rec | 11/10/2023 | 52.50 | .00 | 52.50 | 56360 | 11/22/2023 |
| | | PILATES FO | pillates 11.01-11.02.2023-r | 11/06/2023 | 35.00 | .00 | 35.00 | 56309 | 11/09/2023 |
| Total 3021: | | | | | 87.50 | .00 | 87.50 | | |
| 3125 | Dana Kepner Company, In | 1587732-00 | meter flange kit-wtp | 10/31/2023 | 227.24 | .00 | 227.24 | 56310 | 11/09/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|-------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 3125: | | | | | 227.24 | .00 | 227.24 | | |
| 3529 | DPC Industries, Inc. | DE73000945 | chlorine-water | 10/31/2023 | 110.00 | .00 | 110.00 | 56361 | 11/22/2023 |
| Total 3529: | | | | | 110.00 | .00 | 110.00 | | |
| 3820 | Enviro-Chem Analytical, In | 14170745 | lab tests-Acry,TPH,Areseni | 10/31/2023 | 1,991.43 | .00 | 1,991.43 | 56311 | 11/09/2023 |
| Total 3820: | | | | | 1,991.43 | .00 | 1,991.43 | | |
| 3953 | Family Support Registry | 11032023-AR | Remittance ID 15120108 R | 11/03/2023 | 142.61 | .00 | 142.61 | 56220 | 10/12/2023 |
| | | 11032023-AR | Remittance ID 15120108 R | 11/03/2023 | 142.61 | .00 | 142.61 | 56263 | 10/26/2023 |
| | | 11032023-AR | Remittance ID 15120108 R | 11/03/2023 | 142.61 | .00 | 142.61 | 56312 | 11/09/2023 |
| | | 11172023-AR | Remittance ID 15120108 R | 11/17/2023 | 142.61 | .00 | 142.61 | 56362 | 11/22/2023 |
| Total 3953: | | | | | 570.44 | .00 | 570.44 | | |
| 4258 | Freese, Samantha | AFTER SCH | after school craft club-10.2 | 11/06/2023 | 80.00 | .00 | 80.00 | 56313 | 11/09/2023 |
| | | AFTER SCH | target-after school reimb-re | 11/06/2023 | 10.47 | .00 | 10.47 | 56313 | 11/09/2023 |
| | | AFTER SCH | dollar store-after school rei | 11/06/2023 | 10.69 | .00 | 10.69 | 56313 | 11/09/2023 |
| | | CRAFT CLU | craft club 11.08 & 11.15.20 | 11/20/2023 | 80.00 | .00 | 80.00 | 56363 | 11/22/2023 |
| Total 4258: | | | | | 181.16 | .00 | 181.16 | | |
| 4323 | Gallegos, Maria D | 11132023 | cleaning PD 10.15,10.28,1 | 11/13/2023 | 150.00 | .00 | 150.00 | 56364 | 11/22/2023 |
| | | 11132023 | cleaning TH 10.07,10.15,1 | 11/13/2023 | 420.00 | .00 | 420.00 | 56364 | 11/22/2023 |
| Total 4323: | | | | | 570.00 | .00 | 570.00 | | |
| 4341 | Galls, LLC | 026269096 | uniform for Curry, S-ps | 11/15/2023 | 197.65 | .00 | 197.65 | 56365 | 11/22/2023 |
| | | 026271454 | uniform for Curry, S-ps | 11/15/2023 | 53.04 | .00 | 53.04 | 56365 | 11/22/2023 |
| Total 4341: | | | | | 250.69 | .00 | 250.69 | | |
| 4377 | Garcia, Samuel & Leticia | DECEMBER | 12/2023 parking lot rent | 11/08/2023 | 500.00 | .00 | 500.00 | 56314 | 11/09/2023 |
| Total 4377: | | | | | 500.00 | .00 | 500.00 | | |
| 4405 | Garfield & Hecht, P.C. | 251072 | 09.2023 legal fees-admin | 09/30/2023 | 2,591.38 | .00 | 2,591.38 | 56315 | 11/09/2023 |
| | | 251073 | 09.2023-legal fees-approva | 09/30/2023 | 15.00 | .00 | 15.00 | 56315 | 11/09/2023 |
| | | 251074 | 09.2023 legal fees-personnn | 09/30/2023 | 1,591.38 | .00 | 1,591.38 | 56315 | 11/09/2023 |
| | | 251076 | 09.2023 legal fees-Red Ro | 09/30/2023 | 271.50 | .00 | 271.50 | 56315 | 11/09/2023 |
| | | 251077 | 09.2023 legal fees-HPC | 09/30/2023 | 25.00 | .00 | 25.00 | 56315 | 11/09/2023 |
| | | 251078 | 09.2023-legal fees-kamm l | 09/30/2023 | 75.00 | .00 | 75.00 | 56315 | 11/09/2023 |
| | | 251079 | 09.2023-legal fees-sign co | 09/30/2023 | 150.00 | .00 | 150.00 | 56315 | 11/09/2023 |
| | | 251080 | 09.2023 legal fees-filing 11- | 09/30/2023 | 2,532.63 | .00 | 2,532.63 | 56315 | 11/09/2023 |
| | | 251081 | 09.2023 legal fees-Hog Ba | 09/30/2023 | 1,233.00 | .00 | 1,233.00 | 56315 | 11/09/2023 |
| | | 251082 | 09.2023-legal fees-extreme | 09/30/2023 | 2,049.22 | .00 | 2,049.22 | 56315 | 11/09/2023 |
| | | 251083 | 09.2023-legal fees-lot 1 riv | 09/30/2023 | 310.00 | .00 | 310.00 | 56315 | 11/09/2023 |
| | | 251084 | 09.2023-legal fees-Rippy v | 09/30/2023 | 372.00 | .00 | 372.00 | 56315 | 11/09/2023 |
| | | 251085 | 09.2023-legal fees-CVR Cr | 09/30/2023 | 248.00 | .00 | 248.00 | 56315 | 11/09/2023 |
| | | 251086 | 09.2023-legal fees-CVR filli | 09/30/2023 | 155.00 | .00 | 155.00 | 56315 | 11/09/2023 |
| Total 4405: | | | | | 11,619.11 | .00 | 11,619.11 | | |
| 4465 | Garfield County Treasurer | 2023-000004 | dump days-trash | 10/31/2023 | 2,438.00 | .00 | 2,438.00 | 56316 | 11/09/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|---------------------------|----------------|--------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 4465: | | | | | 2,438.00 | .00 | 2,438.00 | | |
| 4787 | Gonzalez, Maria | DAMAGE DE | damage deposit refund 10. | 10/14/2023 | 350.00 | .00 | 350.00 | 56317 | 11/09/2023 |
| Total 4787: | | | | | 350.00 | .00 | 350.00 | | |
| 4869 | Grand Jct. Winwater Works | 072004 01 | 60 ft 60" pipe-NC Trails bur | 11/06/2023 | 6,283.80 | .00 | 6,283.80 | 56366 | 11/22/2023 |
| Total 4869: | | | | | 6,283.80 | .00 | 6,283.80 | | |
| 4955 | Green Zone Recycling, LL | 16686 | clean up refrigerator dispos | 10/12/2023 | 175.00 | .00 | .00 | 56318 | Multiple |
| | | 16686 | clean up refrigerator dispos | 10/12/2023 | 175.00- | | | | |
| Total 4955: | | | | | .00 | .00 | .00 | | |
| 5633 | Impressions of Aspen Inc. | 38393 | calendars for 2024-ps | 11/16/2023 | 175.73 | .00 | 175.73 | 56369 | 11/22/2023 |
| | | 38393 | calendars for 2024-admin | 11/16/2023 | 272.30 | .00 | 272.30 | 56369 | 11/22/2023 |
| Total 5633: | | | | | 448.03 | .00 | 448.03 | | |
| 5681 | Innereountain Dist. Co. | 6011176 | paper towels, tp-rec | 11/03/2023 | 344.50 | .00 | 344.50 | 56320 | 11/09/2023 |
| | | 6011228 | trash bags-parks | 11/08/2023 | 165.00 | .00 | 165.00 | 56370 | 11/22/2023 |
| Total 5681: | | | | | 509.50 | .00 | 509.50 | | |
| 5836 | JAMS | 34430 | legals services for Filing 11 | 10/30/2023 | 2,326.25 | .00 | 2,326.25 | 56321 | 11/09/2023 |
| Total 5836: | | | | | 2,326.25 | .00 | 2,326.25 | | |
| 5962 | Johnston, Ty | OVERPAYM | overpayment at closing-wtr | 11/02/2023 | 36.02 | .00 | 36.02 | 56322 | 11/09/2023 |
| | | OVERPAYM | overpayment at closing-ww | 11/02/2023 | 36.02 | .00 | 36.02 | 56322 | 11/09/2023 |
| Total 5962: | | | | | 72.04 | .00 | 72.04 | | |
| 6002 | Journey Home Animal Car | 221 | kennel expenes 10.01-10.3 | 11/08/2023 | 930.00 | .00 | 930.00 | 56371 | 11/22/2023 |
| Total 6002: | | | | | 930.00 | .00 | 930.00 | | |
| 6037 | Karp, Neu, Hanlon, P.C. | 45319 | conf about water rights-wtr | 11/06/2023 | 175.00 | .00 | 175.00 | 56372 | 11/22/2023 |
| Total 6037: | | | | | 175.00 | .00 | 175.00 | | |
| 6063 | Keller, Rachel | FALL FUN A | yoga for fall fun activity day | 11/20/2023 | 60.00 | .00 | 60.00 | 56373 | 11/22/2023 |
| Total 6063: | | | | | 60.00 | .00 | 60.00 | | |
| 6479 | Lehmann, Jessica | DRUMMING | drum class 10.03, 10.04, 1 | 11/20/2023 | 140.00 | .00 | 140.00 | 56374 | 11/22/2023 |
| Total 6479: | | | | | 140.00 | .00 | 140.00 | | |
| 6500 | LeMoine & Graves, P.C. | 7648 | 10/2023 prosecutor fee-mu | 11/01/2023 | 717.50 | .00 | 717.50 | 56375 | 11/22/2023 |
| Total 6500: | | | | | 717.50 | .00 | 717.50 | | |
| 6693 | Lowes Business Acct/GEC | 033027 6 11/ | heaters for pump houses-p | 11/17/2023 | 144.24 | .00 | 144.24 | 56376 | 11/22/2023 |
| | | 033027 6 11/ | topsoil-pks | 11/17/2023 | 34.08 | .00 | 34.08 | 56376 | 11/22/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|---------------------------|----------------|-------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| | | 033027 6 11/ | tape for christmas lights-pk | 11/17/2023 | 22.76 | .00 | 22.76 | 56376 | 11/22/2023 |
| | | 033027 6 11/ | christmas supplies-pks | 11/17/2023 | 37.94 | .00 | 37.94 | 56376 | 11/22/2023 |
| | | 033027 6 11/ | christmas lights-pks | 11/17/2023 | 370.30 | .00 | 370.30 | 56376 | 11/22/2023 |
| | | 033027 6 11/ | combustion kit vent repair- | 11/17/2023 | 155.35 | .00 | 155.35 | 56376 | 11/22/2023 |
| | | 033027 6 11/ | snowblower for Ice Rink-A | 11/17/2023 | 1,281.55 | .00 | 1,281.55 | 56376 | 11/22/2023 |
| | | Total 6693: | | | 2,046.22 | .00 | 2,046.22 | | |
| 7009 | Maurer Miller,Amanda | 177 | 11.2023 judge fee-court | 11/13/2023 | 1,000.00 | .00 | 1,000.00 | 56377 | 11/22/2023 |
| | | Total 7009: | | | 1,000.00 | .00 | 1,000.00 | | |
| 7109 | MCHD Regional Lab | 2887-23 | bac-t test-water | 10/03/2023 | 20.00 | .00 | 20.00 | 56323 | 11/09/2023 |
| | | 3310-23 | lab tests-water | 11/08/2023 | 22.00 | .00 | 22.00 | 56378 | 11/22/2023 |
| | | 3331-23 | lab tests-water | 11/08/2023 | 20.00 | .00 | 20.00 | 56378 | 11/22/2023 |
| | | 3332-23 | lab tests-water | 11/08/2023 | 20.00 | .00 | 20.00 | 56378 | 11/22/2023 |
| | | 3333-23 | lab tests-water | 11/08/2023 | 20.00 | .00 | 20.00 | 56378 | 11/22/2023 |
| | | 3334-23 | lab tests-water | 11/08/2023 | 20.00 | .00 | 20.00 | 56378 | 11/22/2023 |
| | | 3335-23 | lab tests-water | 11/08/2023 | 20.00 | .00 | 20.00 | 56378 | 11/22/2023 |
| | | 3336-23 | lab tests-water | 11/08/2023 | 20.00 | .00 | 20.00 | 56378 | 11/22/2023 |
| | | Total 7109: | | | 162.00 | .00 | 162.00 | | |
| 7345 | Micro Plastics | 146365 | plates for chili cook off cha | 10/18/2023 | 19.00 | .00 | 19.00 | 56324 | 11/09/2023 |
| | | 146438 | name plates and badges-a | 10/26/2023 | 96.98 | .00 | 96.98 | 56379 | 11/22/2023 |
| | | 146645 | dog park plaque-pks | 11/14/2023 | 160.00 | .00 | 160.00 | 56379 | 11/22/2023 |
| | | Total 7345: | | | 275.98 | .00 | 275.98 | | |
| 7637 | Mountain Waste & Recyclin | 5345992V32 | porta jon at Kathryn Senior | 10/01/2023 | 224.99 | .00 | 224.99 | 56380 | 11/22/2023 |
| | | 5362545 | 10.2023 residential trash s | 10/31/2023 | 48,586.88 | .00 | 48,586.88 | 56325 | 11/09/2023 |
| | | 5364188V32 | 10.2023 trash-TH | 11/01/2023 | 40.18 | .00 | 40.18 | 56325 | 11/09/2023 |
| | | 5364188V32 | 10.2023 trash-rec | 11/01/2023 | 167.74 | .00 | 167.74 | 56325 | 11/09/2023 |
| | | 5364188V32 | 10.2023 trash-pwf | 11/01/2023 | 349.18 | .00 | 349.18 | 56325 | 11/09/2023 |
| | | 5364188V32 | 10.2023 porta jons-wwtr | 11/01/2023 | 1,348.99 | .00 | 1,348.99 | 56325 | 11/09/2023 |
| | | 5364188V32 | 10.2023 trash-wwtr | 11/01/2023 | 136.08 | .00 | 136.08 | 56325 | 11/09/2023 |
| | | 5367465V32 | porta jon at Kathryn Senior | 11/01/2023 | 119.36 | .00 | 119.36 | 56380 | 11/22/2023 |
| | | 5367525V32 | clean up week-trash | 11/01/2023 | 6,937.41 | .00 | 6,937.41 | 56325 | 11/09/2023 |
| | | Total 7637: | | | 57,910.81 | .00 | 57,910.81 | | |
| 7641 | Mountain West Contracting | 25102023 | NC Trails CTF-BM Trail Ro | 10/25/2023 | 2,016.00 | .00 | 2,016.00 | 56326 | 11/09/2023 |
| | | Total 7641: | | | 2,016.00 | .00 | 2,016.00 | | |
| 8050 | Nichols, Kathryn A | POTTERY 11 | Pottery class 11.20.2023-re | 11/20/2023 | 14.00 | .00 | 14.00 | 56381 | 11/22/2023 |
| | | Total 8050: | | | 14.00 | .00 | 14.00 | | |
| 8158 | Ana Nunez or | SECURITY D | security deposit refund 10. | 10/28/2023 | 350.00 | .00 | 350.00 | 56299 | 11/09/2023 |
| | | Total 8158: | | | 350.00 | .00 | 350.00 | | |
| 8357 | Paper Wise | 000151-R-00 | doc shredding-admin | 11/01/2023 | 80.00 | .00 | 80.00 | 56327 | 11/09/2023 |
| | | Total 8357: | | | 80.00 | .00 | 80.00 | | |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|---------------------------|----------------|-------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| 8533 | Petty Cash | CHILI COOK | petty cash bank for chili co | 11/03/2023 | 300.00 | .00 | 300.00 | 56382 | 11/22/2023 |
| | | CHILI COOK | petty cash for chili cook-off | 11/03/2023 | 500.00 | .00 | 500.00 | 56382 | 11/22/2023 |
| Total 8533: | | | | | 800.00 | .00 | 800.00 | | |
| 8641 | Pitney Bowes - Purchase P | 12052023 | postage-b&p | 11/08/2023 | 20.28 | .00 | 20.28 | 12052023 | 11/22/2023 |
| | | 12052023 | postage-admin | 11/08/2023 | 62.52 | .00 | 62.52 | 12052023 | 11/22/2023 |
| | | 12052023 | postage-muni court | 11/08/2023 | 6.00 | .00 | 6.00 | 12052023 | 11/22/2023 |
| | | 12052023 | postage-rec | 11/08/2023 | 43.73 | .00 | 43.73 | 12052023 | 11/22/2023 |
| | | 12052023 | postage-sts | 11/08/2023 | 52.81 | .00 | 52.81 | 12052023 | 11/22/2023 |
| | | 12052023 | postage-wtr | 11/08/2023 | 57.34 | .00 | 57.34 | 12052023 | 11/22/2023 |
| | | 12052023 | postage-w/wtr | 11/08/2023 | 57.32 | .00 | 57.32 | 12052023 | 11/22/2023 |
| Total 8641: | | | | | 300.00 | .00 | 300.00 | | |
| 8646 | SunCentral | 6F629E99 | 09.2023 solar-admin | 11/01/2023 | 60.56 | .00 | 60.56 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-rec | 11/01/2023 | 197.89 | .00 | 197.89 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-pks | 11/01/2023 | 56.58 | .00 | 56.58 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-sts | 11/01/2023 | 88.05 | .00 | 88.05 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-sts lights | 11/01/2023 | 228.81 | .00 | 228.81 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-town hall | 11/01/2023 | 60.56 | .00 | 60.56 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-wtr | 11/01/2023 | 2,509.17 | .00 | 2,509.17 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-raw water | 11/01/2023 | 732.10 | .00 | 732.10 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-town hall | 11/01/2023 | 60.55 | .00 | 60.55 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-wwtr | 11/01/2023 | 5,475.38 | .00 | 5,475.38 | 56334 | 11/09/2023 |
| | | 6F629E99 | 09.2023 solar-south utilities | 11/01/2023 | 58.17 | .00 | 58.17 | 56334 | 11/09/2023 |
| Total 8646: | | | | | 9,527.82 | .00 | 9,527.82 | | |
| 8677 | Polen, Matthew & Nicole | 10262023 R | prime 25-meals-train reimb | 10/26/2023 | 64.01 | .00 | 64.01 | 56329 | 11/09/2023 |
| Total 8677: | | | | | 64.01 | .00 | 64.01 | | |
| 8733 | Potestio Brothers Equipme | 12471W | oil filters, spark plugs-pks | 11/01/2023 | 617.60 | .00 | .00 | 56330 | Multiple |
| | | 12471W | oil filters, spark plugs-pks | 11/01/2023 | 617.60- | | | | |
| Total 8733: | | | | | .00 | .00 | .00 | | |
| 9833 | Salt Lake Wholesale Sport | 91548 | ammo-ps | 10/01/2023 | 262.92 | .00 | 262.92 | 56331 | 11/09/2023 |
| | | 91576 | ammo-ps | 10/01/2023 | 758.52 | .00 | 758.52 | 56331 | 11/09/2023 |
| Total 9833: | | | | | 1,021.44 | .00 | 1,021.44 | | |
| 9945 | Schmueser, Gordon, Meyer | 93128A-361 | 10.2023 eng svcs-eagle rid | 10/26/2023 | 99.50 | .00 | 99.50 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-PA 15 re | 10/26/2023 | 298.50 | .00 | 298.50 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-planning | 10/26/2023 | 199.00 | .00 | 199.00 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-CVR PA | 10/26/2023 | 398.00 | .00 | 398.00 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-CDOT e | 10/26/2023 | 199.00 | .00 | 199.00 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-Grand H | 10/26/2023 | 199.00 | .00 | 199.00 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-Raw Wat | 10/26/2023 | 1,990.00 | .00 | 1,990.00 | 56332 | 11/09/2023 |
| | | 93128A-361 | 10.2023 eng svcs-south sid | 10/26/2023 | 4,787.50 | .00 | 4,787.50 | 56332 | 11/09/2023 |
| Total 9945: | | | | | 8,170.50 | .00 | 8,170.50 | | |
| 10139 | Sijaric, Jessica | SOUND BAT | Sound Bath class 10.17-10 | 11/20/2023 | 318.50 | .00 | 318.50 | 56384 | 11/22/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|-------------------------------|----------------|-------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 10139: | | | | | 318.50 | .00 | 318.50 | | |
| 10879 | Texas Life Insurance Comp | SM0F2R202 | 11.2023 premium - supp lif | 11/21/2023 | 11.95 | .00 | 11.95 | 56385 | 11/22/2023 |
| Total 10879: | | | | | 11.95 | .00 | 11.95 | | |
| 11135 | Trevizo, Mirelia | CLEANING 1 | cleaning 10.29.2023-rec | 10/29/2023 | 100.00 | .00 | 100.00 | 56335 | 11/09/2023 |
| | | CLEANING 1 | cleaning 11.12 & 11.19.202 | 11/20/2023 | 150.00 | .00 | 150.00 | 56386 | 11/22/2023 |
| Total 11135: | | | | | 250.00 | .00 | 250.00 | | |
| 11285 | Upper Case Printing, Ink | 1049 | carbon copy impound form | 10/23/2023 | 164.75 | .00 | 164.75 | 56336 | 11/09/2023 |
| | | 1057 | peel&seal envelopes-p&b | 10/20/2023 | 57.00 | .00 | 57.00 | 56336 | 11/09/2023 |
| | | 1057 | peel&seal envelopes-wtr | 10/20/2023 | 57.00 | .00 | 57.00 | 56336 | 11/09/2023 |
| | | 1057 | peel&seal envelopes-wwtr | 10/20/2023 | 57.00 | .00 | 57.00 | 56336 | 11/09/2023 |
| | | 1065 | 11.2023 newsletter-admin | 10/23/2023 | 600.00 | .00 | 600.00 | 56336 | 11/09/2023 |
| | | 1069 | bus. cards-Mindy-admin | 10/23/2023 | 47.04 | .00 | 47.04 | 56336 | 11/09/2023 |
| | | 1069 | bus. cards-Mindy-muni crt | 10/23/2023 | 7.84 | .00 | 7.84 | 56336 | 11/09/2023 |
| | | 1129 | peel&seal envelopes-p&b | 11/07/2023 | 227.50 | .00 | 227.50 | 56387 | 11/22/2023 |
| | | 1129 | peel&seal envelopes-wtr | 11/07/2023 | 227.50 | .00 | 227.50 | 56387 | 11/22/2023 |
| | | 1129 | peel&seal envelopes-wwtr | 11/07/2023 | 227.50 | .00 | 227.50 | 56387 | 11/22/2023 |
| Total 11285: | | | | | 1,673.13 | .00 | 1,673.13 | | |
| 11321 | USA Bluebook | INV0016954 | lab supplies-wtr | 10/18/2023 | 253.33 | .00 | 253.33 | 56337 | 11/09/2023 |
| | | INV0017390 | lab supplies-wwtp | 10/23/2023 | 154.85 | .00 | 154.85 | 56337 | 11/09/2023 |
| | | INV0017546 | lab supplies-wwtp | 10/24/2023 | 111.78 | .00 | 111.78 | 56388 | 11/22/2023 |
| | | INV0017700 | signs for distribution tanks- | 10/25/2023 | 111.52 | .00 | 111.52 | 56388 | 11/22/2023 |
| | | INV0018653 | lab tests-wwtr | 11/03/2023 | 174.68 | .00 | 174.68 | 56388 | 11/22/2023 |
| | | INV0019840 | lab supplies-wtr | 11/16/2023 | 1,576.62 | .00 | 1,576.62 | 56388 | 11/22/2023 |
| | | INV0019840 | lab supplies-wwtp | 11/16/2023 | 167.54 | .00 | 167.54 | 56388 | 11/22/2023 |
| Total 11321: | | | | | 2,550.32 | .00 | 2,550.32 | | |
| 11345 | Utility Notification Center-C | 223101023 | 10.2023 locates-wtr | 10/31/2023 | 14.19 | .00 | 14.19 | 56338 | 11/09/2023 |
| | | 223101023 | 10.2023 locates-w/wtr | 10/31/2023 | 14.19 | .00 | 14.19 | 56338 | 11/09/2023 |
| Total 11345: | | | | | 28.38 | .00 | 28.38 | | |
| 11493 | Verizon Wireless | 9948404360 | 11.2023 cell phones-b&p | 11/03/2023 | 81.60 | .00 | 81.60 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-admin | 11/03/2023 | 153.60 | .00 | 153.60 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-ps | 11/03/2023 | 369.04 | .00 | 369.04 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-ps | 11/03/2023 | 80.81 | .00 | 80.81 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-pks | 11/03/2023 | 194.20 | .00 | 194.20 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-sts | 11/03/2023 | 163.20 | .00 | 163.20 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-water | 11/03/2023 | 219.70 | .00 | 219.70 | 56389 | 11/22/2023 |
| | | 9948404360 | 11.2023 cell phones-w/wat | 11/03/2023 | 138.88 | .00 | 138.88 | 56389 | 11/22/2023 |
| Total 11493: | | | | | 1,401.03 | .00 | 1,401.03 | | |
| 11585 | Wagner Equipment Co. | P55C016385 | mini-x parts-sts | 10/20/2023 | 125.08 | .00 | 125.08 | 56339 | 11/09/2023 |
| Total 11585: | | | | | 125.08 | .00 | 125.08 | | |
| 11589 | Wagner Rents | C5756101 | mini excavator-Red Rocks | 10/30/2023 | 5,087.45 | .00 | 5,087.45 | 56340 | 11/09/2023 |
| | | C5756102 | mini excavator-Red Rocks | 11/06/2023 | 325.28 | .00 | 325.28 | 56340 | 11/09/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|---------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| | | P00C262766 | hose for mini-x-pks | 10/20/2023 | 120.16 | .00 | 120.16 | 56340 | 11/09/2023 |
| | Total 11589: | | | | 5,532.89 | .00 | 5,532.89 | | |
| 11701 | Wash-By U, Inc. | OCTOBER 2 | 10.2023 car washes-ps | 11/01/2023 | 56.43 | .00 | 56.43 | 56390 | 11/22/2023 |
| | Total 11701: | | | | 56.43 | .00 | 56.43 | | |
| 11721 | Water Technology Group | 5576417 | BM lift station pump-wwtp | 10/16/2023 | 6,048.25 | .00 | 6,048.25 | 56341 | 11/09/2023 |
| | Total 11721: | | | | 6,048.25 | .00 | 6,048.25 | | |
| 11892 | Western Implement | IN34743 | snow brush for ice rink-AG | 11/15/2023 | 5,200.00 | .00 | 5,200.00 | 56391 | 11/22/2023 |
| | Total 11892: | | | | 5,200.00 | .00 | 5,200.00 | | |
| 12185 | XCel Energy | 850622622 | 10.2023 utilities-admin | 10/26/2023 | 33.74 | .00 | 33.74 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-rec | 10/26/2023 | 302.12 | .00 | 302.12 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-pks | 10/26/2023 | 143.85 | .00 | 143.85 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-sts | 10/26/2023 | 88.70 | .00 | 88.70 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-sts lights | 10/26/2023 | 3,641.99 | .00 | 3,641.99 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-town hall | 10/26/2023 | 33.74 | .00 | 33.74 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-wtr | 10/26/2023 | 2,546.95 | .00 | 2,546.95 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-raw water | 10/26/2023 | 1,183.45 | .00 | 1,183.45 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-town hall | 10/26/2023 | 33.74 | .00 | 33.74 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-wwtr | 10/26/2023 | 2,666.97 | .00 | 2,666.97 | 56342 | 11/09/2023 |
| | | 850622622 | 10.2023 utilities-south utiliti | 10/26/2023 | 114.50 | .00 | 114.50 | 56342 | 11/09/2023 |
| | | 853764984 | 11.2023 utilities-museum | 11/17/2023 | 29.01 | .00 | 29.01 | 56392 | 11/22/2023 |
| | | 853872373 | 11.2023 utilities-PS eviden | 11/17/2023 | 50.64 | .00 | 50.64 | 56392 | 11/22/2023 |
| | | 853885494 | 11.2023 utilities - EV chargi | 11/17/2023 | 125.44 | .00 | 125.44 | 56392 | 11/22/2023 |
| | Total 12185: | | | | 10,994.84 | .00 | 10,994.84 | | |
| 12193 | Xpress Bill Pay | 11052023 | 11.2023 cc fees-wtr | 10/31/2023 | 431.15 | .00 | 431.15 | 11052023 | 11/09/2023 |
| | | 11052023 | 11.2023 cc fees-w/wtr | 10/31/2023 | 431.14 | .00 | 431.14 | 11052023 | 11/09/2023 |
| | Total 12193: | | | | 862.29 | .00 | 862.29 | | |
| 12213 | Broadvoice | 609151 | 11.2023 phone svc-admin | 11/12/2023 | 356.61 | .00 | 356.61 | 56355 | 11/22/2023 |
| | | 609151 | 11.2023 phone svc-ps | 11/12/2023 | 142.30 | .00 | 142.30 | 56355 | 11/22/2023 |
| | | 609151 | 11.2023 phone svc-rec | 11/12/2023 | 87.57 | .00 | 87.57 | 56355 | 11/22/2023 |
| | | 609151 | 11.2023 phone svc-pks | 11/12/2023 | 65.68 | .00 | 65.68 | 56355 | 11/22/2023 |
| | | 609151 | 11.2023 phone svc-sts | 11/12/2023 | 65.68 | .00 | 65.68 | 56355 | 11/22/2023 |
| | | 609151 | 11.2023 phone svc-wtr | 11/12/2023 | 269.00 | .00 | 269.00 | 56355 | 11/22/2023 |
| | | 609151 | 11.2023 phone svc-wwtr | 11/12/2023 | 269.00 | .00 | 269.00 | 56355 | 11/22/2023 |
| | Total 12213: | | | | 1,255.84 | .00 | 1,255.84 | | |
| 12233 | Your Parts Haus | 725193 | plow hydraulic fluid-sts | 11/06/2023 | 118.16 | .00 | 118.16 | 56394 | 11/22/2023 |
| | | 726337 | cabin filter-wtr | 11/16/2023 | 20.99 | .00 | 20.99 | 56394 | 11/22/2023 |
| | Total 12233: | | | | 139.15 | .00 | 139.15 | | |
| 12269 | Zancanella and Associates, | 29998 | 09.2023 eng acctg-red rock | 10/16/2023 | 778.50 | .00 | 778.50 | 56343 | 11/09/2023 |
| | Total 12269: | | | | 778.50 | .00 | 778.50 | | |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|-------------------------------|--------------|----------------|-----------------|--------------|--------------|------------------|
| 12281 | Zehren and Associates, Inc | 0024319 | round-a-bout-phase 2 desi | 11/09/2023 | 7,912.04 | .00 | 7,912.04 | 56395 | 11/22/2023 |
| Total 12281: | | | | | 7,912.04 | .00 | 7,912.04 | | |
| 12374 | IronEdge Group | 40221 | IT support svcs-b&p | 10/01/2023 | 592.83 | .00 | 592.83 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-admin | 10/01/2023 | 706.07 | .00 | 706.07 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-ps | 10/01/2023 | 639.46 | .00 | 639.46 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-rec | 10/01/2023 | 672.76 | .00 | 672.76 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-pks | 10/01/2023 | 592.83 | .00 | 592.83 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-sts | 10/01/2023 | 719.39 | .00 | 719.39 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-wtr | 10/01/2023 | 1,372.17 | .00 | 1,372.17 | 10162023 | 11/09/2023 |
| | | 40221 | IT support svcs-w/wtr | 10/01/2023 | 1,365.49 | .00 | 1,365.49 | 10162023 | 11/09/2023 |
| | | 40255 | 1st floor switch rm-tech sup | 10/11/2023 | 2,233.20 | .00 | 2,233.20 | 10262023 | 11/09/2023 |
| | | IEG-32616 | IT support svcs-b&p | 11/10/2023 | 592.83 | .00 | 592.83 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-admin | 11/10/2023 | 706.07 | .00 | 706.07 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-ps | 11/10/2023 | 639.46 | .00 | 639.46 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-rec | 11/10/2023 | 672.76 | .00 | 672.76 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-pks | 11/10/2023 | 592.83 | .00 | 592.83 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-sts | 11/10/2023 | 719.39 | .00 | 719.39 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-wtr | 11/10/2023 | 1,372.17 | .00 | 1,372.17 | 11252023 | 11/22/2023 |
| | | IEG-32616 | IT support svcs-w/wtr | 11/10/2023 | 1,365.49 | .00 | 1,365.49 | 11252023 | 11/22/2023 |
| Total 12374: | | | | | 15,555.20 | .00 | 15,555.20 | | |
| 12449 | Holton, Jennifer | TAI CHI 11.0 | tai chi 11.01-11.03.2023-re | 10/20/2023 | 150.00 | .00 | 150.00 | 56319 | 11/09/2023 |
| | | TAI CHI 11.1 | tai chi 11.10, 11.15 & 11.16 | 11/20/2023 | 180.00 | .00 | 180.00 | 56368 | 11/22/2023 |
| Total 12449: | | | | | 330.00 | .00 | 330.00 | | |
| 12669 | An Exquisite Design | 1000012262 | baby gift for attorney-admin | 10/01/2023 | 130.00 | .00 | 130.00 | 56298 | 11/09/2023 |
| | | 1000012310 | BMF grand marchall gifts-a | 10/01/2023 | 143.50 | .00 | 143.50 | 56298 | 11/09/2023 |
| | | 1000012672 | flowers for Michelle-admin | 11/07/2023 | 42.00 | .00 | 42.00 | 56298 | 11/09/2023 |
| Total 12669: | | | | | 315.50 | .00 | 315.50 | | |
| 12794 | Xerox Financial Services | 5011704 | copier lease & prints-b&p | 11/10/2023 | 132.22 | .00 | 132.22 | 56393 | 11/22/2023 |
| | | 5011704 | copier lease & prints- admi | 11/10/2023 | 132.22 | .00 | 132.22 | 56393 | 11/22/2023 |
| | | 5011704 | copier lease & prints-rec | 11/10/2023 | 132.22 | .00 | 132.22 | 56393 | 11/22/2023 |
| | | 5011704 | copier lease & prints-water | 11/10/2023 | 132.21 | .00 | 132.21 | 56393 | 11/22/2023 |
| | | 5011704 | copier lease & prints-w/wat | 11/10/2023 | 132.21 | .00 | 132.21 | 56393 | 11/22/2023 |
| | | 5011705 | copier lease & prints- polic | 11/10/2023 | 165.00 | .00 | 165.00 | 56393 | 11/22/2023 |
| Total 12794: | | | | | 826.08 | .00 | 826.08 | | |
| 12854 | Shaw, Candice | COOKING & | cooking&craft for fun fall da | 11/20/2023 | 160.00 | .00 | 160.00 | 56383 | 11/22/2023 |
| | | KIDS COOKI | kid's cooking supplies reim | 10/30/2023 | 31.83 | .00 | 31.83 | 56333 | 11/09/2023 |
| | | KIDS COOKI | kid's cooking supplies reim | 10/23/2023 | 7.85 | .00 | 7.85 | 56333 | 11/09/2023 |
| | | KIDS COOO | after school cooking 10.30. | 10/30/2023 | 40.00 | .00 | 40.00 | 56333 | 11/09/2023 |
| Total 12854: | | | | | 239.68 | .00 | 239.68 | | |
| 12989 | Pinyon Enviromental | 303777 | Historic Survey-History Col | 10/17/2023 | 19,550.00 | .00 | 19,550.00 | 56328 | 11/09/2023 |
| Total 12989: | | | | | 19,550.00 | .00 | 19,550.00 | | |
| 12994 | Hahn, Laura | RESTITUTIO | restitution payment 11.08.2 | 11/08/2023 | 553.85 | .00 | 553.85 | 56367 | 11/22/2023 |

| Vendor Number | Name | Invoice Number | Description | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|------------------|------|-------------------|-------------|-----------------|-------------------|--------------------|-----------------|-----------------|---------------------|
| Total 12994: | | | | | 553.85 | .00 | 553.85 | | |
| Grand Totals: | | | | | 301,727.17 | .00 | 301,727.17 | | |

Report Criteria:

Detail report type printed

Submit to Local Licensing Authority

BLACK BEAR BAR & GRILL INC
PO BOX 126
Glenwood Springs CO 81602

| Fees Due | |
|--|----------|
| Renewal Fee | 625.00 |
| Storage Permit \$100 X _____ | \$ |
| Sidewalk Service Area \$75.00 | \$ |
| Additional Optional Premise Hotel & Restaurant \$100 X _____ | \$ |
| Related Facility - Campus Liquor Complex \$160.00 per facility | \$ |
| Amount Due/Paid | \$625.00 |

Make check payable to: Colorado Department of Revenue. 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 may collect the payment amount directly from your banking account electronically.

Colorado Beer and Wine License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

| | | | |
|---|---|--|----------------------------|
| Licensee Name BLACK BEAR BAR & GRILL INC | | Doing Business As Name (DBA) BLACK BEAR BAR & GRILL INC | |
| Liquor License # 03-17404 | License Type Hotel & Restaurant (city) | | |
| Sales Tax License Number 95198768 | Expiration Date 12/18/2023 | Due Date 11/03/2023 | |
| Business Address 219 WEST MAIN STREET New Castle CO 81647 | | Phone Number 9703667785 | |
| Mailing Address PO BOX 126 Glenwood Springs CO 81602 | | Email | |
| Operating Manager Jael Hernandez | Date of Birth [REDACTED] | Home Address 137 Soccerfield Rd #1B Glenwood Sps CO 81601 | Phone Number 9703667785 |
| 1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease _____ | | | |
| 2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery | | | |
| 4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |

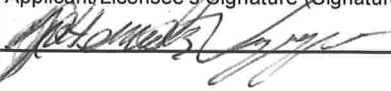
Tax Check Authorization, Waiver, and Request to Release Information

I, Joel Hernandez am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Black Bear Bar & Grill (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

| | | | |
|---|--|---|--------------------------------|
| Name (Individual/Business) <u>Black Bear Bar & Grill Inc</u> | | Social Security Number/Tax Identification Number <u>ETN # 88-16164</u> | |
| Address <u>PO Box 126</u> | | | |
| City <u>Glenwood Springs</u> | | State <u>CO</u> | Zip <u>81602</u> |
| Home Phone Number <u>970 366 7785</u> | | Business/Work Phone Number | |
| Printed name of person signing on behalf of the Applicant/Licensee <u>Joel Hernandez</u> | | | |
| Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)  | | | Date signed <u>11/14/23</u> |

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

| | | | |
|----|---|------------------------------|--|
| 6. | Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. | Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 8. | Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

| | |
|--|-----------------|
| Type or Print Name of Applicant/Authorized Agent of Business | Title |
| <i>Joel Hernandez Vasquez</i> | <i>owner</i> |
| Signature | Date |
| <i>[Signature]</i> | <i>11/16/23</i> |

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

| | | |
|-------------------------------|-------|--------|
| Local Licensing Authority For | | Date |
| Signature | Title | Attest |

Submit to Local Licensing Authority

| Fees Due | |
|--|------------------|
| Annual Renewal Application Fee | \$ 125 |
| Renewal Fee | 96.25 |
| Storage Permit \$100 X _____ | \$ |
| Sidewalk Service Area \$75.00 | \$ |
| Additional Optional Premise Hotel & Restaurant \$100 X _____ | \$ |
| Related Facility - Campus Liquor Complex \$160.00 per facility | \$ |
| Amount Due/Paid | \$ 221.25 |

Make check payable to: Colorado Department of Revenue. 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 may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

* Note that the Division will not accept cash

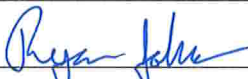
☒ Paid by check ☐ Paid online

**Uploaded to
Movelt on**

Date

| | | | |
|---|---|---|--|
| Licensee Name Feather Petroleum Company | | Doing Business As Name (DBA) Stop N Save #12 | |
| Liquor License # 04-41335-0018 | License Type Fermented Malt Beverage Off-Premises | | |
| Sales Tax License Number 004413350018 | Expiration Date 01/21/2024 | Due Date 12/07/2023 | |
| Business Address 791 Burning Mountain, New Castle, CO. 81647 | | | Phone Number 970-242-5205 |
| Mailing Address 2492 Industrial Blvd., Grand Junction, CO. 81505 | | | Email Jvega@featherpetro.com |
| Operating Manager Donette Renee Ball | Date of Birth [REDACTED] | Home Address 1602 Ballard Ave., Silt, CO. 81652 | Phone Number 970-984-2947 |
| 1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease 10/31/2025 | | | |
| 2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in the upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery | | | |
| 4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |

| | | | |
|----|---|---|--|
| 6. | Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 7. | Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 8. | Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

| | | | |
|---|-------|--------|---------------|
| Affirmation & Consent | | | |
| I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge. | | | |
| Type or Print Name of Applicant/Authorized Agent of Business | | | Title |
| Ryan Johnson | | | VP of Finance |
| Signature | | | Date |
|  | | | 11/16/23 |
| Report & Approval of City or County Licensing Authority | | | |
| The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. | | | |
| Therefore this application is approved. | | | |
| Local Licensing Authority For | | | Date |
| Signature | Title | Attest | |

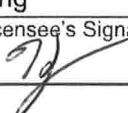
Tax Check Authorization, Waiver, and Request to Release Information

I, Kent Frieling am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Feather Petroleum Company (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

| | | | |
|---|--|--|-------------|
| Name (Individual/Business) | | Social Security Number/Tax Identification Number | |
| Feather Petroleum Company | | 84-0746271 | |
| Address | | | |
| 2492 Indsutrial Blvd. | | | |
| City | | State | Zip |
| Grand Junction | | CO | 81505 |
| Home Phone Number | | Business/Work Phone Number | |
| | | 970-242-5205 | |
| Printed name of person signing on behalf of the Applicant/Licensee | | | |
| Kent Frieling | | | |
| Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) | | | Date signed |
|  | | | 11-16-23 |

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Feather Petroleum Company, dba Stop 'n Save
2492 Industrial Blvd.
Grand Junction, CO 81505
Phone 970-242-5205

| STORE LOCATION | Beer Lic # | STORE LOCATION | Beer Lic # |
|---|-------------|--|-------------|
| <input type="checkbox"/> Store #3 723 Horizon Dr Grand Junction, CO 81506 | 04413350003 | <input type="checkbox"/> Store #21 PO Box 3287 78415 Highway 40 Winter Park, CO 80482 | 04413350021 |
| <input checked="" type="checkbox"/> Store #12 791 Burning Mountain New Castle, CO 81647 | 04413350018 | <input type="checkbox"/> Store #23 10 Meadow Park Drive Divide, CO 80814 | 4600604 |
| <input type="checkbox"/> Store # 18 47 Edwards Village Blvd. Edwards, CO 81632 | 04413350016 | <input type="checkbox"/> Store #26 548 U. S. Highway 24 South Buena Vista CO 81211 | 4600783 |