

Posted: \_\_\_\_\_

Remove: \_\_\_\_\_



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

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

## **Agenda**

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

**Tuesday, January 7, 2020, 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.

#### **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. Proclamation Honoring the Coal Ridge High School Cheer Team (7:05 p.m.)**

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

##### **B. Consider a Special Events Liquor License Application from the Town of New Castle for the Bad Art Night Recreation Event (7:20 p.m.)**

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

##### **C. Executive Session (1) for conference with Town Attorney for purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); and (2) for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations,**

**and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) concerning town-owned property (7:50 p.m.)**

**D. Discussion: Proposed Code Amendments Regarding Land Use Procedures and Building Permit Requirements (7:35 p.m.)**

**E. Discussion: 2020 Capital Projects (8:10 p.m.)**

**Consent Agenda (8:30 p.m.)**

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

[December](#) 3, 2019 minutes

[December](#) 17, 2019 minutes

[December](#) 2019 Bills of \$349,894.57

[Resolution](#) TC 2020-1 - A Resolution of the Town Council of the Town of New Castle, Colorado, Designating Public Notice Posting Places

[Resolution](#) TC 2020-2, A Resolution of the Town Council of the Town of New Castle, Colorado. Waiving the Requirement for Posting of Bonds by Certain Town Officers

**Staff Reports (8:35 p.m.)**

Town Administrator

Town Clerk

Town Planner

Public Works Director

**Commission Reports (8:45 p.m.)**

Planning & Zoning Commission

Historic Preservation Commission

Climate Action Advisory Committee

Senior Program

RFTA

AGNC

GCE

EAB

**Council Comments (8:55 p.m.)**

**Adjourn (9:15 p.m.)**



## Town of New Castle, State of Colorado

# Proclamation

WHEREAS, Coal Ridge High School serves the students of the Town of New Castle; and

WHEREAS, on December 7, 2019 the Coal Ridge Titans Co-Ed Cheer Team won the Colorado High School Activities Association 2A/3A Co-ed Cheer championship; and

WHEREAS, this award marks the second consecutive championship for the Titans team; and

WHEREAS, the team defeated fourteen other entries in their division and won the championship by nearly 20 points; and

WHEREAS, team member Brayden Kammers was selected to the CHSAA All Elite Team, and Cipriana Dacuma was chosen to participate in CHSCA All-Star Games for Cheer; and

WHEREAS, the Town recognizes the hard work and athleticism demonstrated by the Cheer Squad; and

WHEREAS, all New Castle residents are proud of the achievement of the students and their coach, Alyssa Thurmon;

NOW, THEREFORE, the Town Council of the Town of New Castle congratulates the Coal Ridge High School Co-Ed Cheer Squad for their second consecutive state championship and recognizes them for the honor they have brought to Coal Ridge High School and to the Town.

Let this Proclamation be entered into the official records of the Town.

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

ATTEST:

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

# Memo

**To:** Local Liquor Authority

**From:** Melody Harrison, Town Clerk

**Date:** 1/2/2020

**Re:** Town of New Castle Special Event Liquor Permit for the Recreation 'Bad Art Night' Event

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**Request:** The Special Event Staff of the Town of New Castle requests a special events liquor license for 'Bad Art Night' located in the New Castle Community Center at 423 W Main, on Friday, February 14, 2020.

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

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

Recreation Staff will serve light snacks.

**Policy Implications:** The policy implication of Council's approval of this special event license is that the town shall have the authority to serve, sell or distribute malt, vinous and spirituous liquors for on-premises consumption at the .

---

Department Head (signature)

**Background:** The Town of New Castle Special Event Coordinator filed the application on December 24, 2019, more than 30 days prior to the event date, within the application guidelines as required by the State Liquor Code. The public hearing has been properly noticed. The application is properly completed.

# Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You Must Be Nonprofit and One of the Following (See back for details.)

- |                                    |  |  |
|------------------------------------|--|--|
| <input type="checkbox"/> Social    | <input type="checkbox"/> Athletic                              | <input type="checkbox"/> Philanthropic Institution           |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge Or Chapter    | <input type="checkbox"/> Political Candidate                 |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> Of A National Organization Or Society | <input type="checkbox"/> Municipality Owning Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution                 | <input checked="" type="checkbox"/> <b>GOVERNMENT</b>        |

<b>LIAB</b> Type of Special Event Applicant is Applying for: 2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day 2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	<b>DO NOT WRITE IN THIS SPACE</b> Liquor Permit Number
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1. Name of Applicant Organization or Political Candidate <b>TOWN OF NEW CASTLE, COLORADO</b>	State Sales Tax Number (Required)
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2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <b>450 W. MAIN STREET NEW CASTLE, CO 81647</b>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <b>423 W. MAIN STREET NEWCASTLE CO 81647</b> <b>COMMUNITY CENTER</b>
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Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres /Sec'y of Org. or Political Candidate <b>DEBBIE NICHOLS</b>	<b>7.29.55</b>	<b>1169 CR 250 SILT CO 81652</b>	<b>720 427 3678</b>
6. Event Manager <b>KELLEY COX</b>	<b>12.17.62</b>	<b>292 E. MAIN STREET NEWCASTLE CO 81647</b>	<b>970 984 3352</b>

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	7. Is premises now licensed under state liquor or beer code? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____
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8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?  Yes  No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To
<b>2.14.20</b>	<b>6:30 pm.</b>	<b>10:00 pm.</b>									

**Oath of Applicant**

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature 	Title <b>SPECIAL EVENTS COORDINATOR</b>	Date <b>12.26.19</b>
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**Report and Approval of Local Licensing Authority (City or County)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

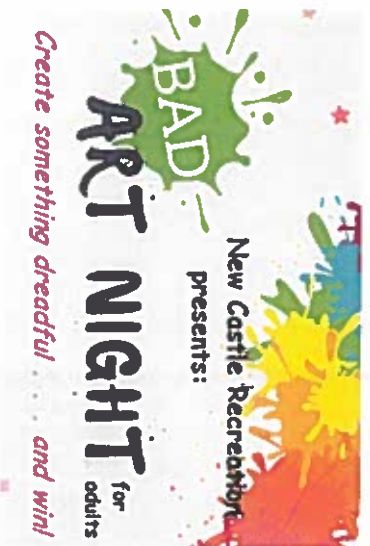
**THEREFORE, THIS APPLICATION IS APPROVED.**

Local Licensing Authority (City or County)	<input type="checkbox"/> City	Telephone Number of City/County Clerk
	<input type="checkbox"/> County	
Signature	Title	Date

**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$

## 2nd Annual BAD ART NIGHT for Adults - Winter 2020



A freestyle crafting event for adults. Everyone will have access to a pile of ridiculous craft and art material. This event can make for a great "date night" for Valentine's Day or just something different to do on a Friday evening. Must be at least 21 years old to attend.

This year we are offering two First Place awards.... "Too Good to be BAD" ... and "First is Worst".

Friday, February 14th - Valentine's Day - 7pm at the New Castle Community Center

\$30 per person or \$50 per couple - Register online [newcastlerec.com](http://newcastlerec.com)

Registration fee includes two drink tickets for beer, wine or soda.

Enroll

Registration Status: Open

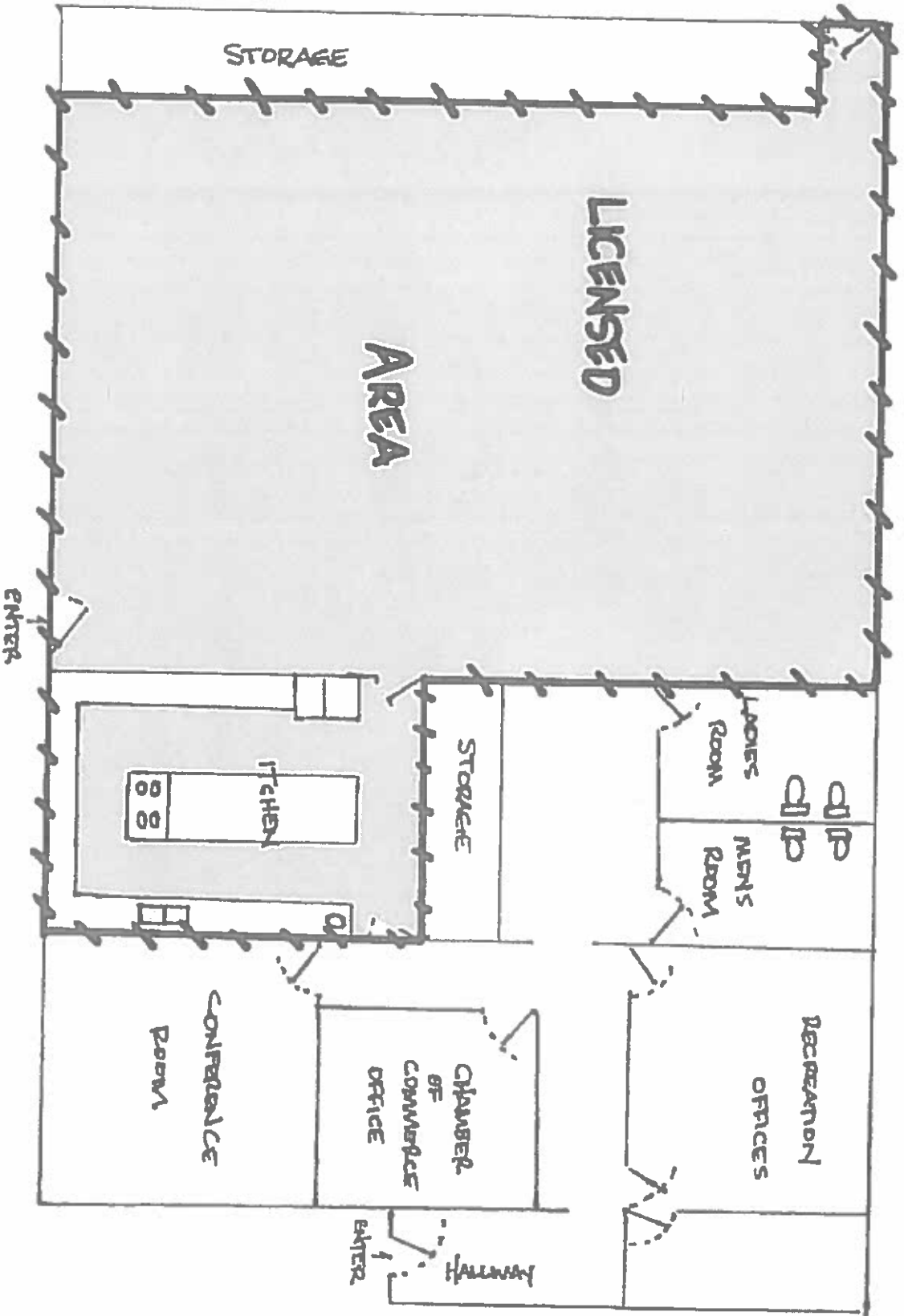
Regular Registration: Thursday, November 7, 2019 - Friday, February 14, 2020

Program Duration: Friday, February 14, 2020

Regular Registration Cost: \$ 30.00 - \$ 50.00

Offerings

NEW CASTLE COMMUNITY CENTER



PARKING LOT

MAIN STREET

**\*\*\*DRAFT\*\*\***  
**TOWN OF NEW CASTLE, COLORADO**  
**ORDINANCE NO. TC-20\*\*-\***

AN ORDINANCE OF THE NEW CASTLE TOWN COUNCIL AMENDING  
SECTION 16.16.010 & 17.100.040 OF THE NEW CASTLE MUNICIPAL CODE  
CONCERNING THE PROCESS FOR SUBDIVISION AND PUD  
DEVELOPMENT SKETCH PLANS.

WHEREAS, Chapter 16.16.010 of the Town of New Castle (“Town”) municipal code (“Code”) sets forth the provisions and regulations for sketch plans relevant to the plat requirements of subdivision applications; and

WHEREAS, Chapter 17.100.040 of the Code sets forth the provisions and regulations for sketch plans relevant to Planned Unit Development (“PUD”) applications; and

WHEREAS, sketch plans provide opportunity for the Town to review and comment on the level of conformance with Town regulations and requirements before significant expense is incurred; and

WHEREAS, it is uncertain whether sketch plans are compulsory components of both PUD and Subdivision applications in the current provisions of 16.16.010 & 17.100.040; and

WHEREAS, sketch plan application requirements within provisions 16.16.010 & 17.100.040 are inadequate for assessing the initial level of conformance of an application with Town regulations and requirements; and

WHEREAS, the Planning Commission (“Commission”) held a workshop on November 14, 2019, to review a proposed amendment of Chapters 16.16.010 & 17.100.040;

NOW, THEREFORE, BE IT ORDAINED 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. Amendment. The Town Planning Commission hereby approves the following amendments to the New Castle Municipal Code. Language added to the Code is underlined, while language removed from the Code is ~~stricken~~:
3. Current code for 16.16.010

~~16.16.010—Sketch plan requirements.~~

~~A. The sketch plan shall be submitted to the town clerk at least fifteen (15) days prior to a regularly scheduled meeting of the planning commission and shall be accompanied by a letter from the subdivider requesting subdivision plat review and including an estimate of the number of residents and projected water usage and sewage load. The town clerk shall determine the number of copies to be submitted. The letter, a request for annexation, if applicable, and the sketch plan shall be submitted by the town clerk to the town administrator or his or her designee who shall review the proposed subdivision's conformance with the town's comprehensive plan and special plans adopted by the town. Agreement on the sketch plan by the town administrator or his or her designee shall not constitute a commitment on the part of the planning commission to accept the preliminary plat.~~

~~B. The town administrator or his or her designee shall present the sketch plan at the next regularly scheduled meeting of the planning commission, which shall make a recommendation to the town council. At the next regularly scheduled meeting of the town council after the planning commission's review, the sketch plan shall be presented with all recommendations of the planning commission. The council may instruct the subdivider to proceed with submittal of the preliminary plat to the planning commission developed in a manner generally following the scheme outlined in the sketch plan or may suggest to the subdivider changes in the sketch plan prior to referral to the planning commission.~~

~~(Ord. 2005-9 § 2 (part))~~

#### **4. 16.16.010 is amended as follows:**

##### 16.16.010 – Sketch Plan Requirements.

###### A. Purpose

All subdivisions of a single lot into more than five (5) lots or condominium units shall be deemed a major subdivision per 16.04.020. Any major subdivision proposal shall generally require a 3-step subdivision plat review – sketch, preliminary, and final. At sketch plan review no formal approvals are made. The proposal will be assessed for compliance with Town Code, provisions for utilities and infrastructure, and substantial conformance to the Comprehensive Plan. The sketch plan will be valid for up to one (1) year from the date the application is rendered complete or upon submission of a substantially revised sketch application. Exemptions to sketch plan review may be made at the discretion of the Town Administrator. In instances of combined PUD/Subdivision development applications, the sketch plans for both shall be processed concurrently pursuant to 17.100.030. Application content from each phase of the land use application process shall be posted on the Town website.

###### B. Pre-Application Meeting

Prior to submission of a sketch plan application, a pre-application meeting will be conducted by the Town Administrator or designated Town staff upon written request from the Applicant. Pre-application meetings are non-binding for all parties, but are an opportunity for the applicant to

receive initial feedback and guidance regarding the comprehensive plan, zoning standards, potential impacts, and the application process. The request should provide a description of the project and conceptual drawings identifying proposed uses, and densities. A further pre-application meeting may be required by the Town Administrator if a complete sketch plan application is not submitted within six (6) months. Exemptions to the pre-application meeting may be made at the discretion of the Town Administrator.

### C. Sketch Plan Submittal

The sketch plan application shall include the following:

1. Narrative of proposed development
2. Topography
3. Estimated number of residents
4. Water & sewer loads
5. Size of site;
6. Lot Sizes;
7. Density;
8. Approved & proposed land uses;
9. Location of proposed public and semi-public uses (dedicated and otherwise).
10. General circulation: entries and exits, roads, turn lanes, accel/decel lanes, etc.
11. Open space, trails, sidewalks, and/or parks;
12. Site Plan showing approximate lot lines

### D. Completeness Determination

A completeness determination of the application will be made within fifteen (15) days after submission. An application is deemed complete once all fees, signed documentation, and necessary review materials from section C are furnished. If the application is deemed incomplete, the applicant will be notified of any deficiencies. The application process will not continue until all deficiencies are corrected.

### E. Review Process

The sketch plan application will be reviewed by both the Planning Commission and Council. The Applicant will be scheduled with the Planning Commission on the first available meeting date at least fifteen (15) days after the date that the sketch plan application is deemed complete. The application will be evaluated for conformance with the following criteria:

- Consistency with the comprehensive plan
- Zoning, density, and compatibility to neighboring land uses;
- Availability of Town services from public works, fire, and police;
- Vehicle, bicycle, and pedestrian circulation;
- Preservation of the natural character of the land;

The Planning Commission shall direct any recommendations for the application to Town Council. At the first available meeting date after the Planning Commission's review, the sketch plan shall be presented to Council with any referrals from the Planning Commission and staff. Council may make further recommendations upon review of the application. The Applicant may elect either: 1.) to make revisions to the sketch plan for further review, or 2.) proceed directly to the preliminary application phase.

#### F. Community Open House

Prior to the preliminary plan application, the Applicant will conduct a community open house meeting. The open house is occasion for a developer to share the project directly with residents and stakeholders. The Applicant shall notify all property owners within 250 feet of the proposed development by mail at least 15 days prior to the open house.

(Prior code § ????????)

### **5. Current code for 17.100.040**

~~17.100.040— Sketch plan~~

~~Before a preliminary application can be filed, the applicant must review the sketch plan with the planner. The sketch plan shall consist of the following information:~~

#### ~~Lot Size~~

- ~~A. Map of the proposed area;~~
- ~~B. Size of site;~~
- ~~C. Proposed land uses;~~
- ~~D. Water and sewer line location maps with anticipated connection sites;~~
- ~~E. Location of proposed public and semi-public uses (dedicated and otherwise).~~

(Prior code § 13-10-040)

### 6. 17.100.040 is amended as follows:

17.100.040 - Sketch Plan Requirements.

#### A. Purpose

Any PUD proposal shall generally require a 3-step review – sketch, preliminary, and final. At sketch plan review no formal approvals are made. The proposal will be assessed for compliance with Town Code, provisions for utilities and infrastructure, and substantial conformance to the Comprehensive Plan. The sketch plan will be valid for up to one (1) year from the date the application is rendered complete or upon submission of a substantially revised sketch application. Exemptions to sketch plan review may be made at the discretion of the Town Administrator. In

instances of combined PUD/Subdivision development applications, the sketch plans for both shall be processed concurrently pursuant to 17.100.030. Application content from each phase of the land use application process shall be posted on the Town website.

#### B. Pre-Application Meeting

Prior to submission of a sketch plan application, a pre-application meeting will be conducted by the Town Administrator or designated Town staff upon written request from the Applicant. Pre-application meetings are non-binding for all parties, but are an opportunity for the applicant to receive initial feedback and guidance regarding the comprehensive plan, zoning standards, potential impacts, and the application process. The request should provide a description of the project and conceptual drawings identifying proposed uses, and densities. A further pre-application meeting may be required by the Town Administrator if a complete sketch plan application is not submitted within six (6) months. Exemptions to the pre-application meeting may be made at the discretion of the Town Administrator.

#### C. Sketch Plan Submittal

The sketch plan application shall include the following:

13. Narrative of proposed development
14. Topography
15. Estimated number of residents
16. Water & sewer loads
17. Size of site;
18. Lot Sizes;
19. Density;
20. Approved & proposed land uses;
21. Location of proposed public and semi-public uses (dedicated and otherwise).
22. General circulation: entries and exits, roads, turn lanes, accel/decel lanes, etc.
23. Open space, trails, sidewalks, and/or parks;
24. Site Plan showing approximate lot lines

#### D. Completeness Determination

A completeness determination of the application will be made within fifteen (15) days after submission. An application is deemed complete once all fees, signed documentation, and necessary review materials from section C are furnished. If the application is deemed incomplete, the applicant will be notified of any deficiencies. The application process will not continue until all deficiencies are corrected.

#### E. Review Process

The sketch plan application will be reviewed by both the Planning Commission and Council. The Applicant will be scheduled with the Planning Commission on the first available meeting date at

least fifteen (15) days after the date that the sketch plan application is deemed complete. The application will be evaluated for conformance with the following criteria:

- Consistency with the comprehensive plan
- Zoning, density, and compatibility to neighboring land uses;
- Availability of Town services from public works, fire, and police;
- Vehicle, bicycle, and pedestrian circulation;
- Preservation of the natural character of the land;

The Planning Commission shall direct any recommendations for the application to Town Council. At the first available meeting date after the Planning Commission's review, the sketch plan shall be presented to Council with any referrals from the Planning Commission and staff. Council may make further recommendations upon review of the application. The Applicant may elect either: 1.) to make revisions to the sketch plan for further review, or 2.) proceed directly to the preliminary application phase.

#### F. Community Open House

Prior to the preliminary plan application, the Applicant will conduct a community open house meeting. The open house is occasion for a developer to share the project directly with residents and stakeholders. The Applicant shall notify all property owners within 250 feet of the proposed development by mail at least 15 days prior to the open house.

(Prior code § ??????)

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

INTRODUCED on January ??, 2020, at which time copies were available to the Council and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the Town of New Castle, Colorado on January ??, 2020, read by title and number, passed without amendment, approved, and ordered published as required by the Charter.

TOWN OF NEW CASTLE, COLORADO

By: \_\_\_\_\_  
Art Riddle, Mayor

ATTEST:

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

**\*\*\*DRAFT\*\*\* TOWN OF NEW CASTLE, COLORADO  
ORDINANCE NO. TC-2020-XX**

AN ORDINANCE OF THE NEW CASTLE TOWN COUNCIL AMENDING  
PORTIONS OF CHAPTERS 15.08.020 & 15.10.020 OF THE NEW CASTLE  
MUNICIPAL CODE CONCERNING PERMIT AND INSPECTION  
REQUIRMENTS FOR THE INTSTALLATION OF PROPERTY FENCES.

WHEREAS, Town Council (“Council”) on its own motion or upon application of any person of interest may amend, supplement, or repeal regulations and provisions of the Town of New Castle (“Town”) municipal code (“Code”) pursuant to 17.92.010; and

WHEREAS, Chapter 15.08 of the Town of New Castle (“Town”) municipal code (“Code”) sets forth the provisions and regulations for the adoption of the 2015 International Building Code; and

WHEREAS, Chapter 15.10 of the Code sets forth the provisions and regulations for the adoption of the 2015 International Residential Code; and

WHEREAS, permits and inspections are required only for the installation of new fence structures of a height greater than seven (7) feet; and

WHEREAS, the Code specifies fence requirements for all Town zoning, the lack of permitting and inspections has led to persistent breaches of these policies leading to hazardous line-of-site conditions and a disregard for general design aesthetics; and

WHEREAS, the Planning Commission (“Commission”) held a workshop on November 14, 2019, to review a proposed amendment of Chapters 15.08.020 & 15.10.020;

NOW, THEREFORE, BE IT ORDAINED 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. Amendment. The Town Council hereby approves the following amendments to the New Castle Municipal Code. Language added to the Code is underlined, while language removed from the Code is ~~stricken~~:

**A. 15.08.020 is amended as follows:**

15.08.020 - Amendments.

The International Building Code, 2015 Edition, is amended as follows:

That portion of Section 105.2 set forth below is amended to read as follows, with added language underlined and removed language stricken. All other portions of Section 105.2 not set forth below will remain unchanged and in full force and effect:

105.2 Work exempt from permit.

~~2. Fences not over 7 feet (2134mm) high.~~

2. Any fence 30” or less in height. All other new fences or improvements on an existing nonconforming fences shall require a building permit. Permit applications will be reviewed for conformity with applicable zoning codes. A permit application shall include a sketch plan of the property, neighboring streets and structures, distances of the fence from relevant structures and lot lines, and fence height(s). The owner is responsible for properly locating the fence structure on the lot. A survey is encouraged, but not required by the Town. If at any time after the completion of the work the Town determines that the fence violates applicable codes or is located on public property, rights-of-way, or on the property of third parties, the Town may require remediation at the owner’s expense. Upon completion of the work the owner or their agent shall request a final inspection. Fence permit applications will be charged a single \$25 fee for processing and inspection.

**B. 15.10.020 is amended as follows:**

15.10.020 - Amendments.

The International Residential Code, 2015 Edition, is amended as follows:

That portion of Section R105.2 set forth below is amended to read as follows, with added language underlined and removed language stricken. All other portions of Section R105.2 not set forth below will remain unchanged and in full force and effect:

R105.2 Work exempt from permit.

~~2. Fences not over 7 feet (2134mm) high.~~

2. Any fence 30” or less in height. All other new fences or improvements on an existing nonconforming fences shall require a building permit. Permit applications will be reviewed for conformity with applicable zoning codes. A permit application shall include a sketch plan of the property, neighboring streets and structures, distances of the fence from relevant structures and lot lines, and fence height(s). The owner is responsible for properly locating the fence structure on the lot. A survey is encouraged, but not required by the Town. If at any time after the completion of the work the Town determines that the fence violates applicable codes or is located on public property, rights-of-way, or on the property of third parties, the Town may require remediation at the owner’s expense. Upon completion of the work the owner or their agent shall request a final inspection. Fence permit applications will be charged a single \$25 fee for processing and inspection.

3. Effective Date. This Ordinance shall be effective **January ??, 2020** after final publication pursuant to section 4.3 of the Town Charter.

INTRODUCED on January **??, 2019**, at which time copies were available to the Council and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the Town of New Castle, Colorado on **January ??, 2019**, read by title and number, passed without amendment, approved, and ordered published as required by the Charter.

TOWN OF NEW CASTLE, COLORADO

By: \_\_\_\_\_  
Art Riddle, Mayor

ATTEST:

\_\_\_\_\_  
Melody Harrison, 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 Riddile & Town Council  
**From:** Dave Reynolds  
**Subject:** Agenda Item – Capital Committee Report  
**Date:** Jan. 7, 2020

**Purpose:**

The purpose of this agenda item is to review the findings of the Capital Projects Committee.

During the December 3, 2019 Council meeting it was suggested by Councilor Riddile that a Capital Projects Committee be formed in order to study the use of excess *unassigned reserve funds*. It was noted during this meeting that the Town would likely end 2019 with approx. \$247,000 in *unassigned reserve funds*. These funds are above and beyond the \$850,000 in *unassigned reserve funds* that Council has identified as the minimum acceptable amount of emergency reserve funds that the Town should maintain at any given time in the General Fund. It was noted that this excess in reserve funds is can be largely attributed to the sale of two Town owned properties in 2019. It was suggested that an infusion of these *unassigned funds* into outstanding Capital Projects might be a wise use of these funds at this time. Major Capital Projects have been largely on hold over the past few years due to budget shortfalls and concerns. An infusion of funds at this time is seen as a logical way to get caught up on projects that have been on hold.

A Committee comprised of two Councilors and select staff members meet on at least two occasions to discuss the projects most in need of large capital infusions. The purpose of tonight's agenda item is to discuss the findings of this Committee and gain direction related to Capital Projects and the use of unassigned reserve funds.

Mayor & Town Council:

The Town of New Castle Capital Projects Committee would like to provide the below recommendation. This memo includes an executive summary on the background and project selection process, list of recommended projects, financial overview, and list of future, unfunded capital projects for Councils consideration in the future.

## **Background**

As part of the 2020 Budget Process, Council identified a substantial surplus. This surplus was determined to be split between increasing the Town's General Fund Unassigned Reserves and Capital Improvement Projects. The result was an increase of the Town's General Fund Unassigned Reserves to \$850,000.00 (Approximately a 37% increase from the 2019 Budget amount of \$620,497.00). The remaining surplus funds allocated to Capital Improvement Projects then amounted to \$247,879.00.

On December 6<sup>th</sup>, 2019 the Capital Projects Committee met to evaluate several projects and needs throughout the Town. This meeting included both site visits and conversations regarding the current capital needs of the Town. Generally speaking, priorities were set based on the urgency and critical nature of the project. The intent being to prioritize time-sensitive projects while maintaining the the Town's Level of Service to the Community. The result was a tier list of projects that were categorized as follows:

- Tier 1 (Urgent & Critical)
- Tier 2 (Non-Urgent & Critical)
- Tier 3 (Non-Urgent & Non-Critical)

The Committee attempted to address as many Tier 1 Projects as possible while balancing with other strategic level Tier 2 & 3 Projects. Of the Town's most critical and urgent needs, this recommendation makes key investments in deferred street maintenance, equipment replacement, and maintaining compliance at the Town's Wastewater Plant. The recommendation also provides for smaller investments in less critical projects such as planning and design of future projects, trails, and keeping Town Facilities up to date. A detailed list of Projects was finalized on January 3<sup>rd</sup>, 2020 and shown below:

## **Recommended Capital Projects List**

- Tier 1
  - Asphalt Overlay of Castle Valley Boulevard, 7<sup>th</sup> Street, Buckthorn Drive, & Lariat Loop
  - Replacement of Two Police Department Patrol Vehicles
  - Retrofitting of a Police Evidence Bay at the Public Works Facility
  - Construction of a Sludge Bakery at the Wastewater Plant
  - Raw Water Expansion Design
- Tier 2
  - Allocate \$27.9k for Future Street Sweeper Replacement
  - Replacement of the Parks Department Large Area Mower
  - Replacement of Utility Department Backhoe
  - Remodeling of Town Hall
- Tier 3
  - LOVA Trail Match (Tier 3)
  - Colorow Trail Network (BLM) Phase 2a (Tier 3)
  - Redesign of Burning Mountain Park (Tier 3)

## Financial Overview

A detailed financial breakdown these Projects is attached to this memo.

- Total Estimated Cost: \$1,119,225.00
- Total Outside Funding (FMLD, Vehicle Resales, etc.): \$533,377.50
- Total Estimated Town Funds portion is estimated at \$585,847.50.
  - \$182,000.00 from Existing 2020 Budgeted General & Utility Fund
  - \$247,847.50 from the 2020 Budget TBD Capital Project Line Item
  - \$65,000.00 from the Conservation Trust Fund
  - \$91,000.00 from the Utility Fund
  - **Total: \$590,847.50**

## Future Capital Projects

The Capital Projects Committee would also like recommend that the following Projects have priority for funding in the coming years and be added to the Town's Strategic Plan:

- **Tier 1 Projects (Urgent & Critical Need)**
  - Preventative Street Maintenance (Asphalt Overlay, Chip Seal, Crack Seal)
    - Estimated Cost: \$150,000
    - Funding Source: General Fund, FMLD
    - Timeline: 1 Year
  - Raw Water Expansion
    - Estimated Cost: \$1,200,000.00
    - Funding Source: Utility Fund, DOLA
    - Timeline: 1-3 Years (Design being completed in 2020)
- **Tier 2 Project (Non-Urgent & Critical)**
  - Replacement of Street Sweeper
    - Estimate Cost: \$175,000
    - Funding Source: General Fund, Vehicle Resale
    - Timeline 1-3 Years
  - South Side Intercept
    - Estimated Cost: \$2,000,000.00
    - Funding Source: Utility Fund, DOLA
    - Timeline: 10+ Years (Dependent on build out of Lakota and CVR)
  - Large Police Department Evidence Bay & Garage
    - Estimated Cost: \$250,000
    - Funding Source: General Fund, FMLD
    - 5-10 Years
  - Mountain View Drive & Alder Avenue Water Line Bypass & Asphalt Overlay
    - Estimated Cost: \$500,000
    - Funding Source: General Fund, FMLD
    - Timeline: 5-10 Years (Water Bypass), 3-5 Years (Asphalt Overlay)
  - Asphalt Trail Rehabilitation
    - Estimated Cost: \$100,000
    - Funding Source: General Fund, FMLD
    - Timeline: 5 Years

- Wastewater Office & Lab
  - Estimated Cost: \$200,000
  - Funding Source: Utility Fund, FMLD
  - Timeline: 5 Years
- **Tier 3 Projects (Non-Urgent & Non-Critical)**
  - Continued Fleet Rotation
    - Estimated Cost: Variable
    - Funding Source: General Fund, Utility Fund
    - Timeline: Ongoing
  - East Downtown Sidewalks
    - Estimated Cost: \$600,000
    - Funding Source: General Fund, FMLD
    - Timeline: None
  - Burning Mountain Park Rebuild
    - Estimated Cost: TBD
    - Funding Source: General Fund, CTF, FMLD, GOCO
    - Timeline: None
  - C Avenue Improvements
    - Estimated Cost: TBD
    - Funding Source: General Fund, CTF, FMLD
    - Timeline: None
  - C Avenue to Castle Valley Boulevard Pedestrian Connection
    - Estimated Cost: TBD
    - Funding Source: Developer Funded
    - Timeline: 5 None
  - Frank Breslin Park
    - Estimated Cost: TBD
    - Funding Source: General Fund, CTF, FMLD, GOCO, CPW
    - Timeline: None
  - Castle Valley Boulevard (South) Trail
    - Estimated Cost: \$50,000
    - Funding Source: General Fund, FMLD
    - Timeline: None

<i>Project Description</i>	<i>Estimated Cost</i>	<i>Funding Source</i>	<i>Proposed Outside Funding Amount</i>	<i>Remaining Funds Needed</i>		<i>Existing Funds (Budgeted GF &amp; UF)</i>	<i>TBD Capital Unassigned Reserve</i>	<i>Conservation Trust Fund</i>	<i>Utility Fund</i>
<b>STREETS PROJECTS</b>									
Asphalt Overlay: Castle Valley Blvd	\$168,300.00								
Asphalt Overlay: 7th Steet	\$34,125.00								
Asphalt Overlay: Buckthorn	\$125,400.00								
Asphalt Overlay: Alder (Mtn. View to Wagon Wheel)	\$53,000.00								
Asphalt Overlay: Lariat Loop	\$44,000.00								
<b>Total Streets Cost:</b>	<b>\$424,825.00</b>	<i>Spring Traditional FMLD</i>	\$297,377.50	\$127,447.50	=	\$70,000.00	\$57,447.50		
Public Works: Future Vehicle/Equipment Replacement	\$37,900.00			\$37,900.00	=	\$10,000.00	\$27,900.00		
<b>POLICE PROJECTS</b>									
Replacement Vehicle	\$65,000.00		\$0.00	\$65,000.00	=	\$28,000.00	\$37,000.00		
Police: Future Vehicle/Equipment Replacement	\$65,000.00		\$0.00	\$65,000.00	=		\$65,000.00		
Evidence Bay	\$30,000.00	<i>Spring FMLD Mini</i>	\$25,000.00	\$5,000.00	=		\$5,000.00		
<b>PARKS PROJECTS</b>									
Large Area Mower	\$55,000.00	<i>Resale</i>	\$5,000.00	\$50,000.00	=			\$50,000.00	
Burning Mountain Park Redesign	\$10,000.00		\$0.00	\$10,000.00	=			\$10,000.00	
<b>UTILITIES PROJECTS</b>									
Backhoe Replacement	\$120,000.00	<i>Resale</i>	\$35,000.00	\$85,000.00	=		\$14,000.00		\$71,000.00
Raw Water Expansion Design	\$20,000.00			\$20,000.00	=				\$20,000.00
Sludge Bakery	\$180,000.00	<i>Fall Traditional FMLD</i>	\$126,000.00	\$54,000.00	=	\$54,000.00			
<b>ADMINISTRATION PROJECTS</b>									
LOVA Trail Match	\$15,000.00		\$0.00	\$15,000.00	=	\$10,000.00		\$5,000.00	
Colorow Trail (BLM) Phase 2A	\$51,500.00	<i>New Castle Trails</i>	\$20,000.00	\$31,500.00	=	\$10,000.00	\$21,500.00		
Townhall Updates	\$45,000.00	<i>Fall FMLD Mini</i>	\$25,000.00	\$20,000.00	=		\$20,000.00		
<b>TOTALS</b>	\$1,119,225.00		\$533,377.50	\$585,847.50		\$182,000.00	<b>\$247,847.50</b>	\$65,000.00	\$91,000.00
Tier 1 Project	\$784,825.00						<b>\$247,879.00</b>		
Tier 2 Project	\$257,900.00								
Tier 3 Project	\$76,500.00								

**Total Capital Funds Available:**

**\$247,879.00**



# TOWN OF NEW CASTLE 2020 CAPITAL IMPROVEMENT PROJECTS

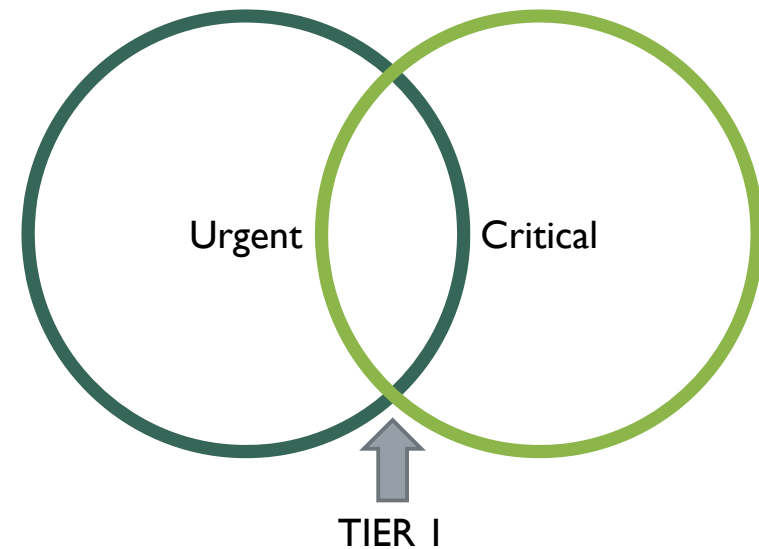


## BACKGROUND

- \$247,879.00 was allocated in 2020 General Fund Budget for “TBD Capital Improvements”.
  - This amount was in addition to Council increasing General Fund Unassigned Reserves (“Rainy Day Fund”) to \$850,000 for 2020 (2019 Budget was \$620,497, increase of 37%)
- Committee of Councilors & Staff created to determine how funds were to be spent.
- Field Trip & Meeting on December 6<sup>th</sup>.
- CIP List assembled throughout December.
- Final Committee Meeting on January 3<sup>rd</sup>.

# BACKGROUND

- Selection Process was based on Project Urgency and Need
  - Tier 1 (Urgent & Critical Need)
  - Tier 2 (Non-Urgent & Critical)
  - Tier 3 (Non-Urgent & Non-Critical)
- Tier 1 & 2 Needs tend to address Level of Service
  - Road Maintenance, Equipment Replacement, Water & Wastewater Capacity & Compliance
- Tier 3 Needs tend address Long Term Planning and Strategic Goals
  - Park Redesigns & Trail Expansion

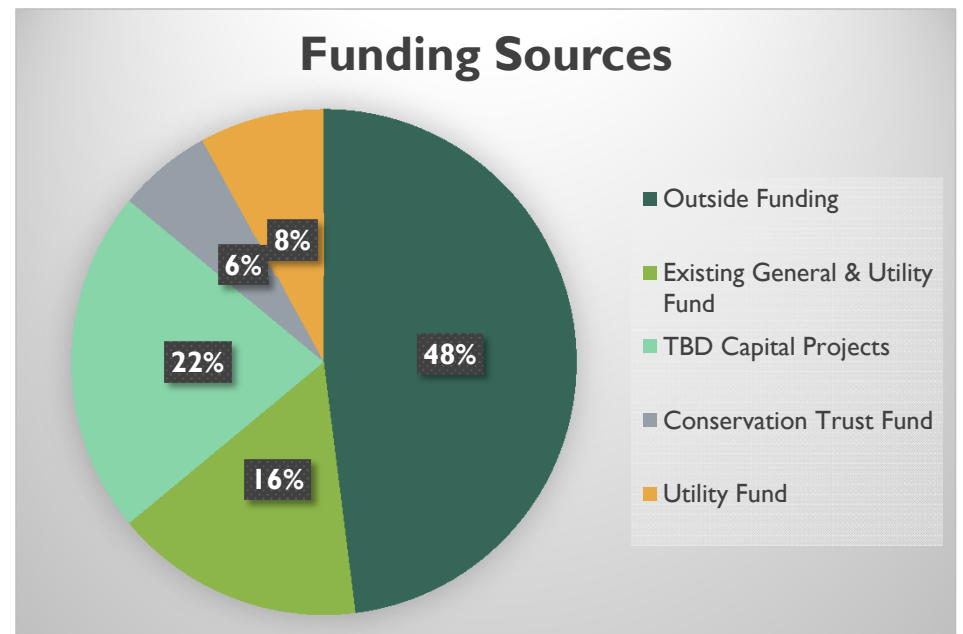


# RECOMMENDED CAPITAL IMPROVEMENT PROJECTS

- Tier 1
  - Asphalt Overlay of Castle Valley Boulevard, Alder Drive, 7<sup>th</sup> Street, Buckthorn Drive, & Lariat Loop (FMLD Traditional Grant)
  - Replacement of Two Police Department Patrol Vehicles (One to be purchased in 2020, One funded and TBD)
  - Retrofitting of Police Evidence Bay at Public Works Facility (FMLD Mini Grant)
  - Construction of Sludge Bakery at Wastewater Plant (FMLD Traditional Grant)
  - Raw Water Expansion Project Design
- Tier 2
  - Replacement of Park Department Large Area Mower
  - Allocate \$37.9k for Future Replacement Vehicle and Equipment Replacement for Public Works
  - Replacement of Utility Department Backhoe
  - Remodeling of Town Hall (FMLD Mini Grant)
- Tier 3
  - LOVA Trail Match (Approved by Council on December 17<sup>th</sup>, 2019)
  - Colorow Trail Network (BLM) Phase 2a
  - Redesign of Burning Mountain Park

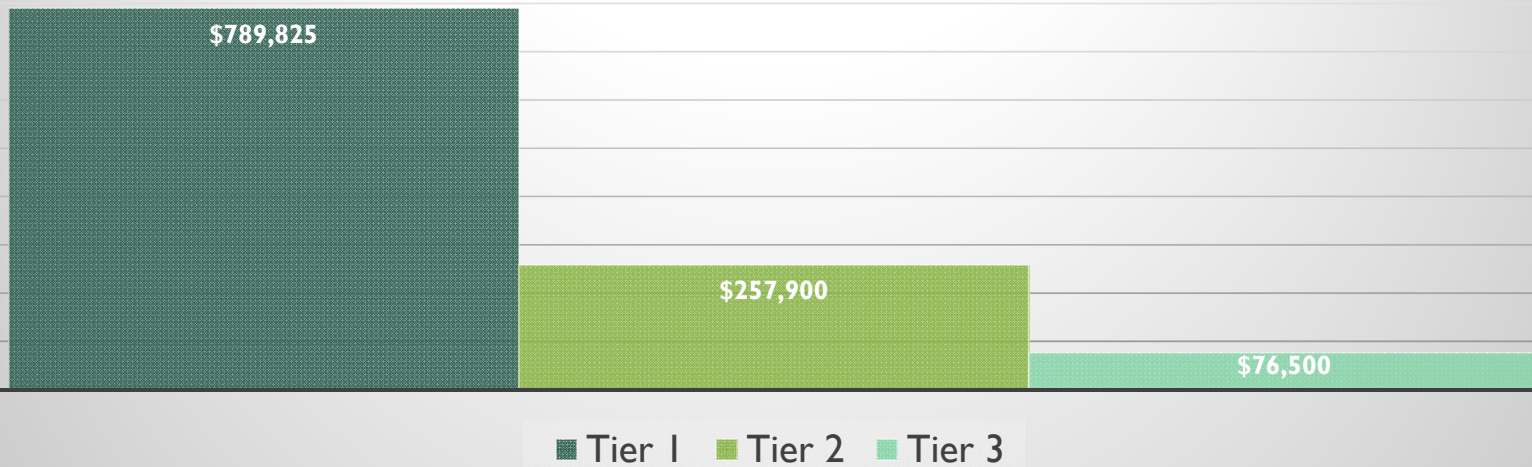
# FINANCIAL OVERVIEW

- Total CIP List Estimated Cost: \$1,119,225.00
  - Total Outside Funding (FMLD, Vehicle Resales, etc.): \$533,377.50
  - Total Town Funding: \$585,847.50
    - Existing, Non-Capital General and Utility Fund: \$182,000
    - TBD Capital Projects: \$247,847.50
    - Conservation Trust Fund: \$65,000.00
    - Utility Fund: \$91,000.00



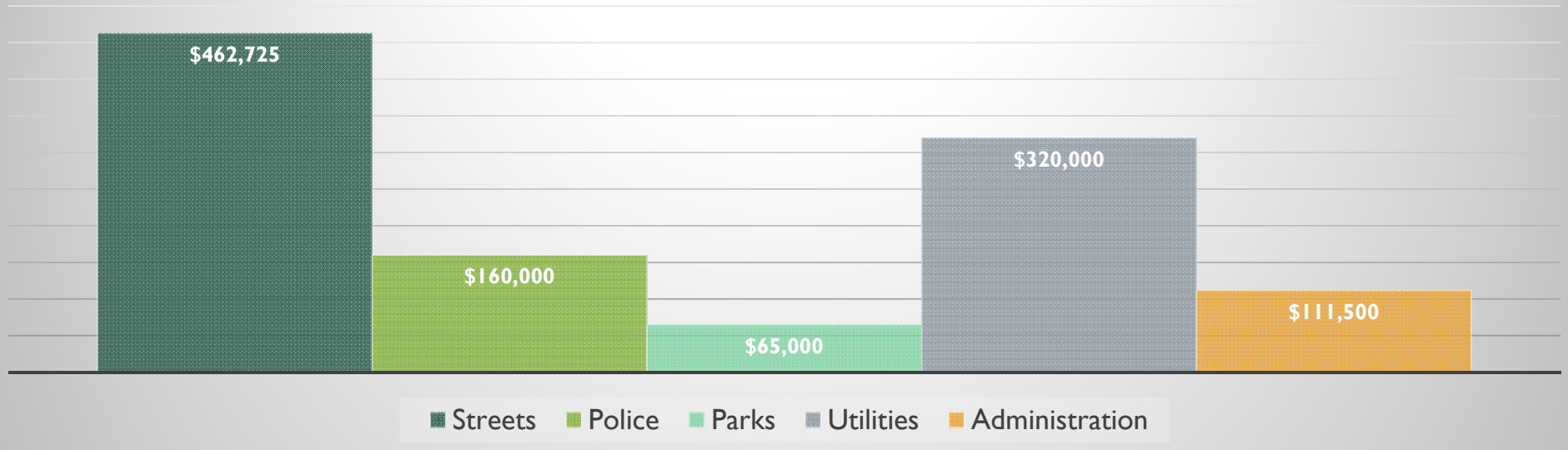
# FINANCIAL OVERVIEW

## Funding by Project Tier



# FINANCIAL OVERVIEW

## Funding by Department





# FUTURE CAPITAL PROJECTS FOR 2021

- Tier 1
  - Preventative Street Maintenance (Asphalt Overlay, Chip Seal, & Crack Seal)(Traditional FMLD)
  - Raw Water Expansion (DOLA)
- Tier 2
  - Replacement of Street Sweeper
  - South Side Intercept (DOLA)
  - Large Police Department Evidence Bay & Garage (FMLD)
  - Mountain View Driver & Alder Avenue Water Line Bypass & Asphalt Overlay (FMLD)
  - Asphalt Trail Rehabilitation
  - Wastewater Office & Lab (FMLD)
- Tier 3
  - Continued Fleet Rotation
  - East Downtown Sidewalks
  - Burning Mountain Park Rebuild
  - C Avenue Improvements
  - C Avenue to CVB Improvements (Developer Responsibility)
  - Frank Breslin Park Improvements
  - Castle Valley Boulevard (South) Trail

1  
2  
3 **New Castle Town Council Regular Meeting**  
4 **Tuesday, December 3, 2019, 7:00 PM**  
5

6 **Call to Order**

7 Mayor A Riddile called the meeting to order at 7:00 p.m.  
8

9 **Pledge of Allegiance**

10  
11 **Roll Call**

12 Present	Councilor Owens
	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
18 Absent	Councilor Mariscal

19  
20 Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody  
21 Harrison, Town Treasurer Loni Burk (via phone conference), Administrative Assistant  
22 Debbie Nichols and members of the public.  
23

24 **MOTION: Mayor A Riddile made a motion to approve Councilor Mariscal's**  
25 **absence. Councilor Copeland seconded the motion and it passed unanimously.**  
26  
27

28 **Meeting Notice**

29 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
30 accordance with Resolution TC 2019-1.  
31

32 **Conflicts of Interest**

33 There were no conflicts of interest.  
34

35 **Agenda Changes**

36 Clerk Harrison told the council that the MAD Racing event scheduled for December 7 and 8  
37 had been cancelled, therefore staff asked to remove the special event liquor license  
38 application from the agenda. The council agreed.  
39

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

41 There were no citizen comments.  
42

43 **Consultant Reports**

44 Consultant Attorney – not present.  
45 Consultant Engineer – not present.  
46  
47  
48  
49

1 **Items for Consideration**

2  
3  
4 ~~Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority~~  
5 ~~**Consider a Special Event Liquor License Application from the New Castle**~~  
6 ~~**Community Market for the MAD Racing Cyclocross Event on December 7 & 8,**~~  
7 ~~**2019 (7:05 p.m.)**~~

8 ~~Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting~~  
9 ~~Item was removed from the agenda.~~

10  
11 **Consider Health & Welfare Grants to Outside Agencies**

12 Town Administrator Dave Reynolds told the council that in 2019, staff had changed the  
13 grant process to provide two application cycles for the year rather than one. He said that  
14 the applications under consideration were for the 2020 spring grant cycle. Staff wanted to  
15 be able to provide the applicants the opportunity to add the grant awards to their 2020  
16 budgets, which was why they were being considered early. Administrator Reynolds said  
17 that the total 2020 budget for grants to outside agencies was \$26,000.00. Those funds  
18 were not split fifty-fifty between the cycles, in fact, most of the fund would be spent in the  
19 first cycle. The reason was that there were several agencies that the town gave a  
20 significant amount of money to: the River Center will get \$11,000.00 and the Talbotts' will  
21 get \$3,000.00 for the July 4 celebration, and both awards are part of the spring cycle.  
22 Administrator Reynolds said that the total for the grants that council was considering  
23 equaled \$20,950.00, leaving a little more than \$5,000.00 for the second round later in  
24 2020.

25 Administrative Assistant Debbie Nichols greeted the council. Assistant Nichols reviewed  
26 each of the staff recommendations with the council. Regarding the application from the  
27 Family Visitor Program, Assistant Nichols said that their request was for \$3,000.00, and  
28 staff was suggesting that they be given nothing. One reason was because the program  
29 had not provided much in the way of service to New Castle. Administrator Reynolds said  
30 that the second reason was because grant recipients were required to provide the town  
31 with a follow-up financial report, and Family Visitor had been lax in doing so. He said that  
32 the only way staff was aware of what services Family Visitor had provided to the town was  
33 because it was in their grant application. Administrator Reynolds felt that considering the  
34 town's budget constraints, it was appropriate to not give them anything in the current  
35 cycle, but he noted that staff will gladly do as the council directed.

36 The council discussed each application and the value the agency added or service they  
37 provided to the town. They agreed to increase the grant award for River Bridge to the full  
38 \$2,000.00 requested because the council felt that their services were impressive and  
39 important for the community.

40  
41  
42 **Consider Resolution TC 2019-23, A Resolution of the Town Council of the Town**  
43 **of New Castle, Colorado, for the Fiscal Year Beginning on January 1, 2020 and**  
44 **Ending on December 31, 2020, Appropriating the Amounts Specified in the**  
45 **Budget as Expenditures from Funds Indicated, Levying the Property Tax**  
46 **Proposed in the Budget and Reserving and Designating Certain Amounts in Each**  
47 **Fund**

48 Administrator Reynolds said that the budget document the council was considering was  
49 the final revision, with only minor changes since the previous council meeting. He said  
50 that one new addition was the managers budget message, and he said he would edit that  
51 as the council saw fit.

1 Town Treasurer Loni Burk reviewed the changes made to the budget document since the  
2 last council meeting. The council and staff reviewed specific items in the budget in depth,  
3 specifically the two new voter-approved taxes and some of the opportunities those future  
4 funds will provide.

5 **MOTION: Mayor A Riddile made a motion to approve Resolution TC 219-23, A**  
6 **Resolution of the Town Council of the Town of New Castle, Colorado, for the**  
7 **Fiscal Year Beginning on January 1, 2020 and Ending on December 31, 2020,**  
8 **Appropriating the Amounts Specified in the Budget as Expenditures from Funds**  
9 **Indicated, Levying the Property Tax Proposed in the Budget and Reserving and**  
10 **Designating Certain Amounts in Each Fund. Councilor Leland seconded the**  
11 **motion and it passed unanimously.**

12  
13 Mayor A Riddile thanked Treasurer Burk and the town staff for all the hard work on the  
14 budget.

15  
16  
17 **Consider Ordinance TC 2019-9, an Ordinance of the Town of New Castle,**  
18 **Colorado summarizing additional expenditures for the General Fund and the**  
19 **Utility Fund, and adopting a supplemental budget for the Town of New Castle,**  
20 **Colorado, for the calendar year beginning on the first day of January 2019 and**  
21 **ending on the last day of December, 2019 (first reading)**

22  
23 Treasurer Burk explained to the council the law regarding spending more money than was  
24 budgeted and the purpose of the supplemental budget. She said that going forward, she  
25 would like to change the way the town adopted supplemental budgets; rather than once  
26 at the end of the year, she will be more up-to-date in supplemental adoptions. The council  
27 thanked Treasurer Burk for her diligence.

28  
29 Mayor A Riddile opened the public hearing at 7:44 p.m.

30 There were no public comments.

31 Mayor A Riddile closed the public hearing at 7:45 p.m.

32  
33 **MOTION: Councilor Leland made a motion to approve Ordinance TC 2019-9, an**  
34 **Ordinance of the Town of New Castle, Colorado summarizing additional**  
35 **expenditures for the General Fund and the Utility Fund, and adopting a**  
36 **supplemental budget for the Town of New Castle, Colorado, for the calendar year**  
37 **beginning on the first day of January 2019 and ending on the last day of**  
38 **December, 2019 on first reading. Councilor Owens seconded the motion and it**  
39 **passed on a roll-call vote: Councilor Copeland: yes; Councilor Hazelton: yes;**  
40 **Councilor Owens: yes; Councilor Leland: yes; Councilor G Riddile: yes; Mayor A**  
41 **Riddile: yes.**

42  
43  
44  
45 **Consider Ordinance TC 2019-7 - an Ordinance of the Town of New Castle,**  
46 **Colorado, Amending Titles 3 and 5 of the New Castle Municipal Code to**  
47 **Implement a Tax on Tobacco and Nicotine Products and Requiring Licenses for**  
48 **Tobacco Retailers (2nd reading)**

49 Clerk Harrison and Administrator Reynolds said that there were a few redlines in the  
50 ordinance on page three that staff felt were overreaching and had been removed. Again  
51 on page four, Administrator Reynolds said that a few minor changes.

1 **MOTION: Mayor A Riddile made a motion to approve Ordinance TC 2019-7, an**  
2 **Ordinance of the Town of New Castle, Colorado, Amending Titles 3 and 5 of the**  
3 **New Castle Municipal Code to Implement a Tax on Tobacco and Nicotine**  
4 **Products and Requiring Licenses for Tobacco Retailers on 2nd reading. Councilor**  
5 **G Riddile seconded the motion.**

6 Discussion: Councilor Leland asked how the information would get out to the retailers.  
7 Administrator Reynolds said that Treasurer Burk, Clerk Harrison and himself had been  
8 working on that. A packet of documents had been created that included a letter from  
9 himself that explained the tax issue. The second document was a tobacco retailer's license  
10 application, which will cost \$25.00. The third document was a monthly reporting  
11 document that the retailers will submit monthly on the gross sale of nicotine products and  
12 the number of packs of cigarettes. He said that packet will go out to all the retailers and  
13 their parent companies. Administrator Reynolds said that staff was aware that it may take  
14 some time for the retailers to make changes to their point-of-sale systems to  
15 accommodate the new taxes and how to complete the reports. He said that he hoped to  
16 have the documents reviewed by the town attorney and then out to the retailers by the  
17 end of the week.

18 Administrator Reynolds also noted that the tobacco tax would not be remitted to the state  
19 as the town was required to collect the money from the retailers directly in the same way  
20 the town collected lodging tax.

21 **The motion passed on a roll-call vote: Councilor Leland: yes; Councilor G Riddile:**  
22 **yes; Councilor Hazelton: yes; Councilor Copeland: yes; Councilor Owens: yes;**  
23 **Mayor A Riddile: yes.**

24  
25  
26 **Consider Ordinance TC 2019-8, an Ordinance of the Town Council of the Town of**  
27 **New Castle, Colorado Adopting and Imposing a Voter-Approved Ad Valorem**  
28 **Property Tax (2nd reading)**

29 Administrator Reynolds said that the only change made to the ad-valorem tax ordinance  
30 was the date the tax would begin to be collected.

31 **MOTION: Councilor Owens made a motion to approve Ordinance TC 2019-8, an**  
32 **Ordinance of the Town Council of the Town of New Castle, Colorado Adopting**  
33 **and Imposing a Voter-Approved Ad Valorem Property Tax on 2nd reading.**  
34 **Councilor Copeland seconded the motion and it passed on a roll-call vote: Mayor**  
35 **A Riddile: yes; Councilor Leland: yes; Councilor Owens: yes; Councilor G Riddile:**  
36 **yes; Councilor Copeland: yes; Councilor Hazelton: yes.**

### 37 38 39 **Consent Agenda**

40 October 1, 2019 minutes

41 October 15, 2019 minutes

42 November Bills of \$370,967.60

43 **MOTION: Councilor Leland made a motion to approve the consent agenda.**  
44 **Councilor Owens seconded the motion and it passed unanimously.**

### 45 46 47 **Staff Reports**

48 Town Administrator – Administrator Reynolds told the council that on the dais there was a  
49 letter of support for the LoVa Trail. He told the council that the town was part of a joint  
50 grant application to the FMLD that had been awarded, however, instead of getting the \$1  
51 million dollars they asked for, the FMLD awarded only \$700k, which was a \$300k shortfall.

1 Jeanne Golay, Executive Director of LoVa will go to the Garfield County Board of County  
2 Commmissioners and ask for some help with the \$300k shortfall. If they cannot come up  
3 with enough funds to cover the shortfall, the construction of the trail will need to be  
4 revised.

5 Mayor A Riddile said that Ms. Golay had been advised that it would be helpful to get  
6 letters of support from up and down the valley from Rifle, Silt, Grand Valley Hospital  
7 District, Garfield RE-2 School District and others. If the county did not help with the  
8 \$300k, RFTA may be able to assist as well. He noted that the project was shovel-ready.  
9 The council made a few changes to the letter, and agreed that the mayor should sign it.

10 Administrator Reynolds said that the door-hangers with the information about the new  
11 trash rates were ready and staff will make a delivery schedule to get those out.

12 Administrator Reynolds said that the tree-lighting and chili cook will be on Saturday and  
13 he hoped everyone could make it. Friday night would be the Symphony in the Valley  
14 doing the Nutcracker at New Hope Church. Administrator Reynolds said he and Town  
15 Planner Paul Smith had attended several meetings regarding Rosie's building, and said  
16 that the town had received a check from the estate to pay legal fees, settling the lawsuit.  
17 He said he had toured building to see progress. Administrator Reynolds and Planner Smith  
18 had spoken with Mike Watts on what could be done in the building. The family had hoped  
19 to be able to do more, however, the other properties that the Ferrin's had owned were not  
20 in good shape and had not sold in the timeline the family had hoped.

21 Town Clerk – Clerk Harrison said that she had received the invitation to the Alpine Bank  
22 Holiday Mixer, which would be held the following evening from 6:30 to 8:00 p.m. Clerk  
23 Harrison said that PorVelocity was beginning the installation of the new computer  
24 systems, and it was going slower than she expected, but was in progress. Clerk Harrison  
25 said she was working with ProVelocity and Cedar Networks to replace the sonic walls that  
26 exist in three town buildings, and are owned by Executech. In the end, the costs would be  
27 reduced by several hundred dollars per month. Clerk Harrison explained that the special  
28 events liquor license that was removed from the agenda earlier was the same one she had  
29 told the council about at the November 19 meeting. She said she had discovered that the  
30 notice requirement for a special event liquor license had been shortened to ten days  
31 rather than the prior fifteen, which put MAD Racing within the appropriate window to  
32 apply for a liquor license. Unfortunately, MAD Racing had cancelled the event the day  
33 before the council meeting because of a lack of entrants, which was why the item was  
34 removed from the evening's agenda. Clerk Harrison said she would bring the fee schedule  
35 back to the council approval at the December 17 meeting. Clerk Harrison said that the  
36 staff was working on the tobacco tax and licensing item, and that she hoped that it would  
37 go smoothly.

38 Town Treasurer – Treasurer Burk thanked council for their hard work and guidance on the  
39 2020 budget. Treasurer Burk said her office was working on health insurance renewals as  
40 well as a new, voluntary life insurance opportunity. Treasurer Burk said there were a lot  
41 of grants and she was working on closing out several of those. Treasurer Burk said that  
42 year-end was coming, and her office would be working to complete that as well.

43 Town Planner – not present.  
44 Public Works Director – not present.

45  
46

### 47 **Commission Reports**

48 Planning & Zoning Commission – nothing to report.  
49 Historic Preservation Commission – nothing to report.  
50 Climate Action Advisory Committee – nothing to report.  
51 Senior Program – nothing to report.

1 RFTA – nothing to report.  
2 AGNC – Councilor Hazelton said the AGNC meeting had been held in New Castle and they  
3 took care of a lot of year-end business.  
4 GCE – nothing to report.  
5 EAB – nothing to report.

6  
7

8 **Council Comments**

9 Councilor Owens said that he needed a ride home.  
10 Councilor Hazelton asked about CBD products if they were legal for the liquor store to sell.  
11 Administrator Reynolds and Clerk Harrison said that they were legal as they did not have  
12 any TCH in them.  
13 Councilor Hazelton said that he loved the new cross walk in the downtown.  
14 Councilor Leland asked if Capital Deli closing would impact the HOA because they would  
15 no longer receive rent income. Councilor Owens said that the HOA did not depend on the  
16 lease money and they were hoping another business would go in there soon.  
17 Councilor Leland said that there was an article in the Post Independent regarding mine  
18 fires, and there was a link to the 2018-2019 state survey of the mine fires. He said that  
19 the survey was very interesting and suggested that the council look at it. New Castle was  
20 well-represented and some of the mine fires were of concern.  
21 Mayor A Riddile reminded the council that the Christmas party would be on December 17  
22 and that the organizers did not want staff involved in the set up and clean up. He said  
23 they needed the council to be there in the afternoon to set up and afterwards to clean up.

24  
25

26 **MOTION: Councilor AR made a motion to adjourn. Councilor Hazelton seconded**  
27 **the motion and it passed unanimously.**

28  
29 The meeting adjourned at 8:20 p.m.

30  
31

32 Respectfully submitted,

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37 \_\_\_\_\_  
38 Mayor Art Riddile

39  
40

41 \_\_\_\_\_  
40 Town Clerk Melody Harrison, CMC

41

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3 **New Castle Town Council Regular Meeting**  
4 **Tuesday, December 17, 2019, 5:30 PM**  
5

6 **Call to Order**

7 Mayor A Riddile called the meeting to order at 5:30 p.m.  
8

9 **Pledge of Allegiance**

10  
11 **Roll Call**

12 Present	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
17 Absent	Councilor Mariscal
	Councilor Owens

19  
20 Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody  
21 Harrison, Town Treasurer Loni Burk (via telephone conference), Town Attorney David  
22 McConaughy and Assistant Town Attorney Haley Carmer.  
23

24 **MOTION: Mayor A Riddile made a motion to excuse Councilor Owen's absence.**  
25 **Councilor Copeland seconded the motion and it passed unanimously.**  
26

27 **MOTION: Mayor A Riddile made a motion to excuse Councilor Mariscal's absence.**  
28 **Councilor Copeland seconded the motion and it passed unanimously.**  
29

30 **Meeting Notice**

31 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
32 accordance with Resolution TC 2019-1.  
33  
34

35 **Conflicts of Interest**

36 There were no conflicts of interest.  
37

38 **Agenda Changes**

39 There were no agenda changes.  
40

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

42 There were no citizen comments.  
43

44 **Consultant Reports**

45 Consultant Attorney – Town Attorney David McConaughy cautioned the council that if any  
46 of them were contacted by disgruntled land-use applicants who wish to lodge a complaint  
47 against staff, they should inform the applicant that if the conversation were to continue,

1 the council member will be conflicted and unable to speak to or vote on the applicant's  
2 land-use application at public hearing. Any discussion should be limited to the public  
3 hearing. Land use applicants communicating with a council member outside the public  
4 hearing is considered an ex-parte communication, eliminating the council member's ability  
5 to vote. Mayor A Riddile said he had excused himself from a conversation with a  
6 developer, and Attorney McConaughy said that was entirely appropriate for the Mayor to  
7 have done that.

8 Consultant Engineer – not present.

9  
10  
11 **Items for Consideration**

12  
13  
14 **Consider Ordinance Tc 2019-9 - an Ordinance of the Town of New Castle,**  
15 **Colorado Summarizing Additional Expenditures for the General Fund and the**  
16 **Utility Fund, and Adopting a Supplemental Budget for the Town of New Castle,**  
17 **Colorado, for the Calendar Year Beginning on the First Day of January 2019 and**  
18 **Ending on the Last Day of December 2019 (second reading)**

19  
20 **MOTION: Councilor Leland made a motion to approve Ordinance TC 2019-9, an**  
21 **Ordinance of the Town of New Castle, Colorado Summarizing Additional**  
22 **Expenditures for the General Fund and the Utility Fund, and Adopting a**  
23 **Supplemental Budget for the Town of New Castle, Colorado, for the Calendar**  
24 **Year Beginning on the First Day of January 2019 and Ending on the Last Day of**  
25 **December 2019 on second reading. Councilor G Riddile seconded the motion and**  
26 **it passed on a roll-call vote: Councilor Leland: yes; Mayor A Riddile: yes;**  
27 **Councilor Hazelton: yes; Councilor G Riddile: yes; Councilor Copeland: yes.**

28  
29  
30 **Consider Resolution TC 2019-24 - A Resolution of the Town Council of the Town**  
31 **of New Castle, Colorado, Adopting a Directory of Fees and Charges**

32 Clerk Harrison told the council that the only thing that had changed in the fee schedule  
33 since the last time the council had seen the document was that staff had added the  
34 licensing fee for tobacco retailers.

35 **MOTION: Councilor Leland made a motion to approve Resolution TC 2019-24, A**  
36 **Resolution of the Town Council of the Town of New Castle, Colorado, Adopting a**  
37 **Directory of Fees and Charges. Councilor G Riddile seconded the motion and it**  
38 **passed unanimously.**

39  
40  
41 **Consent Agenda**

42 November 5, 2019, minutes

43 November 19, 2019 minutes

44 **MOTION: Councilor Hazelton made a motion to approve the consent agenda.**  
45 **Councilor Copeland seconded the motion and it passed unanimously.**

1  
2  
3 **Council Comments**

4 Councilor G Riddile said that he had been working with the capital projects planning  
5 committee and they found that there was some flexibility in the budget. In addition,  
6 Garfield County said that they would match up to \$150k for the LoVa Trail. Councilor G  
7 Riddile said that he also understood that RFTA would give \$75k. He recommended that  
8 the council allow the town to provide funding towards the LoVa Trail project in the amount  
9 of \$15k out of the capital projects line item for 2020. Because time was of the essence  
10 because staff would be meeting with the City of Glenwood Springs on Thursday to request  
11 funding for the LoVa Trail project.

12 Administrator Reynolds said that New Castle, Glenwood Springs and RFTA had applied for  
13 a joint FMLD grant, asking for \$1 million dollars for construction of a portion of the LoVa  
14 Trail close to Glenwood Springs. The award from the FMLD was \$700k, leaving a shortfall  
15 of \$300k. If the applicants cannot fund the shortfall, the project will simply die because  
16 there is no way to cut \$300k out of the construction budget.

17 The Garfield County Board of County Commissioners said they would give the project  
18 \$150k if the project applicants could obtain the remaining \$150k from other sources.  
19 Because the applicants were going to ask the City of Glenwood Springs Board for the  
20 remaining \$75k needed. Staff's thinking was that if the Town of New Castle could provide  
21 the \$15k in funding it would be a show of good faith that New Castle was dedicated to the  
22 project, since thus far the town had not put any cash into this part of the project.  
23 Additionally, it would lower the request from Glenwood to \$60k.

24 Treasurer Burk said that the town had received some additional property tax revenue, and  
25 council had allocated an additional \$10k to trails development out of that. Treasurer Burk  
26 said that an additional \$10k had been added to the LoVa Trail Operations line item that  
27 could be utilized as well. She felt that there would be enough in the 2020 budget to fund  
28 the \$15k. The council directed staff to reallocate the necessary approved budget funds to  
29 provide the needed \$15k for the LoVa Trail joint FMLD grant.

30 Mayor A Riddile said that the Coal Ridge Co-Ed Cheer Team had won another state title,  
31 and he asked Councilor Leland to write another proclamation honoring them. Mayor A  
32 Riddile said that the high school had placed prior New castle proclamation in the trophy  
33 case at the school. Councilor Leland said that the video posted by the cheer team was  
34 incredible.

35 Mayor A Riddile thanked public works for the new electric vehicle charging station.

36 Attorney McConaughy said that he was working with Police Chief Tony Pagni to adopt  
37 policy before the end of the year to address the new red flag law that goes into effect on  
38 January 1, 2020.

39 Mayor A Riddile asked how the sale of evidence guns was going. Administrator Reynolds  
40 said there was a bit of a complication with that and Chief Pagni was working with the  
41 District Attorney's office to straighten it out. He said it would likely be mid-summer 2020  
42 before the auction took place.

43 Administrator Reynolds told the council that he and Clerk Harrison had put together some  
44 2019 accomplishments. Clerk Harrison showed the power point presentation to the  
45 council.

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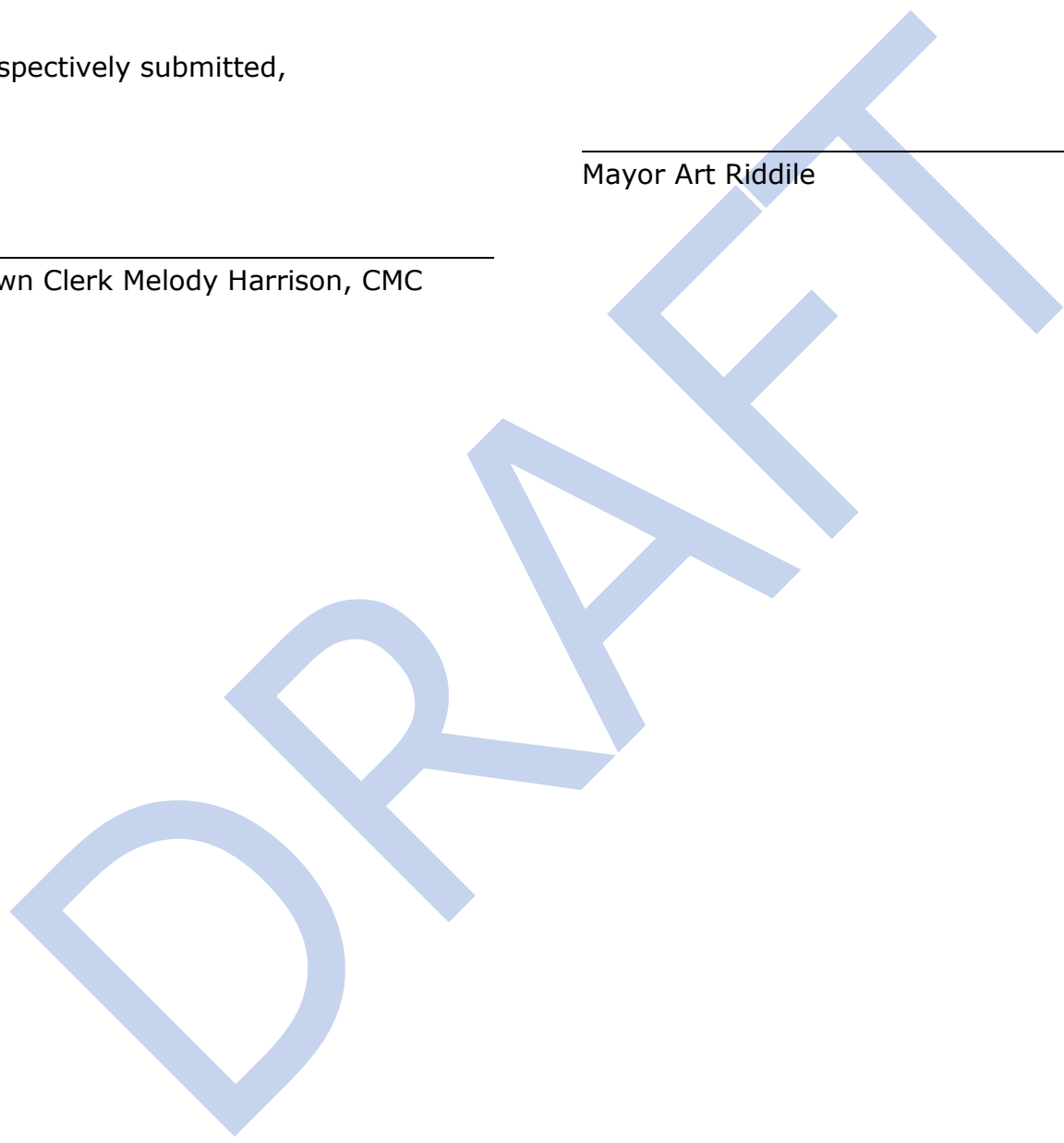
**MOTION: Mayor A Riddile made a motion to adjourn. Councilor G Riddile seconded the motion and it passed unanimously.**

The meeting adjourned at 5:54 p.m.

Respectively submitted,

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

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



**TOWN OF NEW CASTLE - BILLS ALLOWED SUMMARY - December 2019**

12/2019 INVOICES PAID	\$180,308.94
VIX PARK LOAN PAYMENT	5,129.61
NET PAYROLL (2)	106,294.54
FED & STATE EMPLOYMENT TAXES (2)	40,087.89
RETIREMENT PLAN PAYMENTS (2)	15,322.02
FLEX SPENDING PAYMENTS (thru 11.26.19)	1,530.57
CREDIT CARD FEES	<u>1,221.00</u>
<b>12/2019 TOTAL PAYMENTS</b>	<b><u>\$ 349,894.57</u></b>

LESS CAPITAL EXPENDITURES *	(11,352.27)
LESS CHARGE-BACKS **	-
LOAN PAYMENTS	(5,129.61)
REC CENTER DEPOSIT REFUNDS	<u>(600.00)</u>

12/2019 OPERATING EXPENSES: **\$332,812.69**

**\* CAPITAL:**

WWTP UV Project costs	10,785.44
EV Car charging station costs	566.83

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

Developer costs

Total	<u><u>11,352.27</u></u>
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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
165	Action Shop	SI113115	chainsaw parts-pks	12/05/2019	69.97	.00	69.97	50366	12/17/2019
Total 165:					69.97	.00	69.97		
213	AFLAC	638508	12/19 premium	12/11/2019	1,085.25	.00	1,085.25	50367	12/17/2019
Total 213:					1,085.25	.00	1,085.25		
264	Alcopro Inc	0231365-IN	alco sensors for PD - FML	12/04/2019	5,846.00	.00	5,846.00	50368	12/17/2019
Total 264:					5,846.00	.00	5,846.00		
305	All Current Systems, Inc.	1633	office repairs - ps	11/21/2019	419.70	.00	419.70	50305	12/04/2019
Total 305:					419.70	.00	419.70		
325	All State Communications,l	20082594	vehicle repair radio-ps	11/18/2019	422.80	.00	422.80	50306	12/04/2019
Total 325:					422.80	.00	422.80		
377	Alpine Bank	100509 11/19	notary stamp for C. Contrer	11/17/2019	10.00	.00	10.00	50307	12/04/2019
		100509 11/19	notary training for C. Contr	11/17/2019	39.00	.00	39.00	50307	12/04/2019
		104337 11/19	yoga equipment-rec	11/17/2019	203.00	.00	203.00	50307	12/04/2019
		104337 11/19	refund for coach screening-	11/17/2019	40.00-	.00	40.00-	50307	12/04/2019
		104337 11/19	pickleball supplies-rec	11/17/2019	118.81	.00	118.81	50307	12/04/2019
		108742 11/19	postage for Rigger notice-b	11/17/2019	6.85	.00	6.85	50307	12/04/2019
		108742 11/19	10/19 Acrobat subscription-	11/17/2019	14.99	.00	14.99	50307	12/04/2019
		108742 11/19	ICC recertification-P. Smith	11/17/2019	125.00	.00	125.00	50307	12/04/2019
		109260 11/19	postage-ps	11/17/2019	4.39	.00	4.39	50307	12/04/2019
		109260 11/19	postage-ps	11/17/2019	4.39	.00	4.39	50307	12/04/2019
		109260 11/19	postage-ps	11/17/2019	4.39	.00	4.39	50307	12/04/2019
		109260 11/19	postage-ps	11/17/2019	.70	.00	.70	50307	12/04/2019
		109260 11/19	gun part-ps	11/17/2019	41.98	.00	41.98	50307	12/04/2019
		109260 11/19	ofcr equip-ps	11/17/2019	44.52	.00	44.52	50307	12/04/2019
		109260 11/19	training course-T. Davis-ps	11/17/2019	399.00	.00	399.00	50307	12/04/2019
		109260 11/19	notary class for J. Hernand	11/17/2019	10.00	.00	10.00	50307	12/04/2019
		26324 11/19	diploma & transcript for cc	11/17/2019	36.00	.00	36.00	50307	12/04/2019
		26324 11/19	cable raceway for UV cable	11/17/2019	487.40	.00	487.40	50307	12/04/2019
		4239 11/19	trailer for generator-wtr	11/10/2019	490.07	.00	490.07	50307	12/04/2019
		43188 11/19	certified mail-admin	11/17/2019	6.85	.00	6.85	50307	12/04/2019
		43188 11/19	Go Daddy refund-admin	11/17/2019	44.97-	.00	44.97-	50307	12/04/2019
		43188 11/19	2 fax lines - admin	11/17/2019	10.95	.00	10.95	50307	12/04/2019
		43188 11/19	2 ballot boxes & seals-adm	11/17/2019	390.31	.00	390.31	50307	12/04/2019
		43188 11/19	stand up desk for Tony-ps	11/17/2019	150.40	.00	150.40	50307	12/04/2019
		43188 11/19	certified mail for pd	11/17/2019	6.85	.00	6.85	50307	12/04/2019
		43188 11/19	snow shovel & broom for to	11/17/2019	27.96	.00	27.96	50307	12/04/2019
		54490 11/19	W-2 & 1099 forms - admin	11/17/2019	92.23	.00	92.23	50307	12/04/2019
		54490 11/19	10/19 adobe pro subscripti	11/17/2019	13.93	.00	13.93	50307	12/04/2019
		62667 11/19	food for water leak on C Av	11/17/2019	48.43	.00	48.43	50307	12/04/2019
		74233 11/19	tire pressure sensors for Hi	11/17/2019	130.32	.00	130.32	50307	12/04/2019
		74233 11/19	door repair hardware-rec	11/17/2019	11.83	.00	11.83	50307	12/04/2019
		74233 11/19	Windshield-pks	11/17/2019	240.00	.00	240.00	50307	12/04/2019
		74233 11/19	concrete mix & grout-pks	11/17/2019	83.51	.00	83.51	50307	12/04/2019
		74233 11/19	safety sweatshirts-pks	11/17/2019	159.98	.00	159.98	50307	12/04/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		74233 11/19	food for burn day-sts	11/17/2019	51.95	.00	51.95	50307	12/04/2019
		74233 11/19	Windshield-sts	11/17/2019	240.00	.00	240.00	50307	12/04/2019
		74233 11/19	plow skids-sts	11/17/2019	245.39	.00	245.39	50307	12/04/2019
		74233 11/19	concrete mix & grout-sts	11/17/2019	83.51	.00	83.51	50307	12/04/2019
		74233 11/19	safety sweatshirts-sts	11/17/2019	239.97	.00	239.97	50307	12/04/2019
		74233 11/19	safety sweatshirts-w/wtr	11/17/2019	479.94	.00	479.94	50307	12/04/2019
		76907 11/19	office supplies-wtp	11/17/2019	233.90	.00	233.90	50307	12/04/2019
		76907 11/19	file folders-wtr	11/17/2019	17.99	.00	17.99	50307	12/04/2019
		76907 11/19	osm delivery charge-wtr	11/17/2019	24.00	.00	24.00	50307	12/04/2019
		76907 11/19	shipping-wtr	11/17/2019	12.10	.00	12.10	50307	12/04/2019
		76907 11/19	shipping-wtr	11/17/2019	24.00	.00	24.00	50307	12/04/2019
		76907 11/19	ascorbic acid-wtr	11/17/2019	242.50	.00	242.50	50307	12/04/2019
		76907 11/19	laminator for wtp	11/17/2019	57.99	.00	57.99	50307	12/04/2019
		76907 11/19	vehicle inspection booklet-	11/17/2019	13.99	.00	13.99	50307	12/04/2019
		76907 11/19	lockout tug out safety suppl	11/17/2019	319.25	.00	319.25	50307	12/04/2019
		76907 11/19	tools for wwtp	11/17/2019	6.99	.00	6.99	50307	12/04/2019
		76907 11/19	tools for wwtp	11/17/2019	122.84	.00	122.84	50307	12/04/2019
		77855 11/19	office supplies-ps	11/17/2019	53.98	.00	53.98	50307	12/04/2019
		77855 11/19	office cleaning supplies-ps	11/17/2019	27.43	.00	27.43	50307	12/04/2019
		77855 11/19	office supplies-ps	11/17/2019	40.22	.00	40.22	50307	12/04/2019
		77855 11/19	food, drinks for training-ps	11/17/2019	7.85	.00	7.85	50307	12/04/2019
		77855 11/19	rifle part-ps	11/17/2019	109.60	.00	109.60	50307	12/04/2019
		77855 11/19	radio equip-3 mics-ps	11/17/2019	106.95	.00	106.95	50307	12/04/2019
		77855 11/19	optics planet gun part-ps	11/17/2019	62.22	.00	62.22	50307	12/04/2019
		77855 11/19	rifle part-ps	11/17/2019	324.08	.00	324.08	50307	12/04/2019
		77855 11/19	batteries-gun maintenance-	11/17/2019	95.49	.00	95.49	50307	12/04/2019
		77855 11/19	notary training app for O. L	11/17/2019	10.00	.00	10.00	50307	12/04/2019
		81048 11/19	misc supplies-rec	11/17/2019	9.06	.00	9.06	50307	12/04/2019
		81048 11/19	whistle for basketball-rec	11/17/2019	9.73	.00	9.73	50307	12/04/2019
		81048 11/19	suuplies for sushi class-rec	11/17/2019	59.55	.00	59.55	50307	12/04/2019
		81048 11/19	supplies for sushi class-rec	11/17/2019	65.54	.00	65.54	50307	12/04/2019
		81048 11/19	arts & enrichment supplies-	11/17/2019	74.09	.00	74.09	50307	12/04/2019
		81048 11/19	supplies for arts & enrichm	11/17/2019	155.44	.00	155.44	50307	12/04/2019
		81048 11/19	supplies for arts & enrichm	11/17/2019	91.54	.00	91.54	50307	12/04/2019
		81386 11/19	sawzall -pks	11/17/2019	349.00	.00	349.00	50307	12/04/2019
		81386 11/19	extension cords & flood lig	11/17/2019	167.45	.00	167.45	50307	12/04/2019
		81386 11/19	flood lights for Rosie bldg-p	11/17/2019	163.12	.00	163.12	50307	12/04/2019
		82376 11/19	supplies for punt, pass, kic	11/17/2019	11.94	.00	11.94	50307	12/04/2019
		82376 11/19	supplies for punt, pass, kic	11/17/2019	7.48	.00	7.48	50307	12/04/2019
		87672 11/19	frames-admin	11/17/2019	10.88	.00	10.88	50307	12/04/2019
		87672 11/19	postage - admin	11/17/2019	12.69	.00	12.69	50307	12/04/2019
		87672 11/19	Council retreat meal-admin	11/17/2019	198.00	.00	198.00	50307	12/04/2019
		87672 11/19	Council retreat meal-admin	11/17/2019	47.80	.00	47.80	50307	12/04/2019
		87672 11/19	Council retreat meal-admin	11/17/2019	46.02	.00	46.02	50307	12/04/2019
		87672 11/19	flowers for Mari Riddile-ad	11/17/2019	48.00	.00	48.00	50307	12/04/2019
		87672 11/19	BMF gift card-BMF	11/17/2019	40.00	.00	40.00	50307	12/04/2019
		87953 11/19	printing of new PD ID cards	11/17/2019	144.95	.00	144.95	50307	12/04/2019
		87953 11/19	gun parts-ps	11/17/2019	8.91	.00	8.91	50307	12/04/2019
		911878 11/19	staff lunch-pks	11/17/2019	47.28	.00	47.28	50307	12/04/2019
		911878 11/19	string trimmer repair parts-	11/17/2019	26.99	.00	26.99	50307	12/04/2019
		911878 11/19	irrigation remote controller-	11/17/2019	470.84	.00	470.84	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	17.71	.00	17.71	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	4.02	.00	4.02	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	15.22	.00	15.22	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	13.38	.00	13.38	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	16.35	.00	16.35	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	8.94	.00	8.94	50307	12/04/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		91534 11/19	training meal-ps	11/17/2019	20.14	.00	20.14	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	9.80	.00	9.80	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	10.66	.00	10.66	50307	12/04/2019
		91534 11/19	training lodging-ps	11/17/2019	719.90	.00	719.90	50307	12/04/2019
		91534 11/19	training meal-ps	11/17/2019	19.03	.00	19.03	50307	12/04/2019
		92946 11/19	vehicle maint-ps	11/17/2019	4.21	.00	4.21	50307	12/04/2019
		94488 11/19	shipping-w/wtr	11/17/2019	56.89	.00	56.89	50307	12/04/2019
		94488 11/19	shipping-w/wtp	11/17/2019	57.22	.00	57.22	50307	12/04/2019
		94488 11/19	gloves & binders-wwtp	11/17/2019	23.87	.00	23.87	50307	12/04/2019
		94488 11/19	testing for J. Ellis-w/wtr	11/17/2019	100.00	.00	100.00	50307	12/04/2019
		Total 377:			9,946.84	.00	9,946.84		
497	American Linen	LGRA230425	mats,mops cleaned-c.c.	11/21/2019	68.61	.00	68.61	50308	12/04/2019
		LGRA230986	mat,mops cleaned-c.c.	12/05/2019	68.61	.00	68.61	50369	12/17/2019
		Total 497:			137.22	.00	137.22		
574	Anthony, Taleetha	NOV KSE AS	Nov KSE After School Prog	11/30/2019	90.00	.00	90.00	50309	12/04/2019
		Total 574:			90.00	.00	90.00		
617	Applied Concepts, Inc.	S239130	radar for new 2019 Tahoe-	11/18/2019	2,280.50	.00	2,280.50	50310	12/04/2019
		Total 617:			2,280.50	.00	2,280.50		
861	Av-Tech Electronics, Inc.	0079277-IN	equip build for new 2019 T	11/18/2019	14,100.92	.00	14,100.92	50311	12/04/2019
		Total 861:			14,100.92	.00	14,100.92		
866	Axon Enterprise, Inc	SI-1627632	tasers for PD - FMLD Fall 2	12/07/2019	15,323.00	.00	15,323.00	50370	12/17/2019
		Total 866:			15,323.00	.00	15,323.00		
875	B&B Landscape LLC	6708	hazard tree removal-sts	12/09/2019	2,200.00	.00	2,200.00	50371	12/17/2019
		Total 875:			2,200.00	.00	2,200.00		
1097	Berthod Motors, Inc.	01-65887	gloves-sts	12/06/2019	35.82	.00	35.82	50372	12/17/2019
		Total 1097:			35.82	.00	35.82		
1897	Caselle, Inc.	98880	12/19 software support-b&	12/01/2019	187.55	.00	187.55	50312	12/04/2019
		98880	12/19 software support-ad	12/01/2019	187.55	.00	187.55	50312	12/04/2019
		98880	12/19 software support-mu	12/01/2019	87.18	.00	87.18	50312	12/04/2019
		98880	12/19 software support-rec	12/01/2019	137.37	.00	137.37	50312	12/04/2019
		98880	12/19 software support-pks	12/01/2019	137.37	.00	137.37	50312	12/04/2019
		98880	12/19 software supooort-sts	12/01/2019	185.52	.00	185.52	50312	12/04/2019
		98880	12/19 software support-wat	12/01/2019	458.73	.00	458.73	50312	12/04/2019
		98880	12/19 software support-w/	12/01/2019	458.73	.00	458.73	50312	12/04/2019
		Total 1897:			1,840.00	.00	1,840.00		
1965	Cedar Networks	293479	12/19 internet-t/h	12/02/2019	180.00	.00	180.00	50313	12/04/2019
		293481	12/19 internet-ps	12/02/2019	90.00	.00	90.00	50313	12/04/2019
		293481	12/19 t/h internet	12/02/2019	45.00	.00	45.00	50313	12/04/2019
		293481	12/19 internet-w/wtr	12/02/2019	45.00	.00	45.00	50313	12/04/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		293491	12/19 internet-comm ctr	12/02/2019	180.00	.00	180.00	50313	12/04/2019
	Total 1965:				540.00	.00	540.00		
1993	CenturyLink	0558 774B 1	11/19 phone-wtp	11/19/2019	135.85	.00	135.85	50314	12/04/2019
		9807 957B 1	11/19 fax line-ps	11/19/2019	63.32	.00	63.32	50314	12/04/2019
	Total 1993:				199.17	.00	199.17		
2018	Cornejo, Ari	XMAS PART	xmas party child care-admi	12/11/2019	50.00	.00	50.00	50380	12/17/2019
	Total 2018:				50.00	.00	50.00		
2134	Cifentes, Beverlyn	12082019 R	deposit refund for 12.8.19	12/08/2019	200.00	.00	200.00	50374	12/17/2019
	Total 2134:				200.00	.00	200.00		
2362	Cochran, Gary Thomas	CHILI COOK-	band for Chili Cook-off - Sp	12/03/2019	150.00	.00	150.00	50316	12/04/2019
	Total 2362:				150.00	.00	150.00		
2466	Colo. Dept of Revenue	12062019-BI	acct #25958829; letter L19	12/06/2019	347.77	.00	347.77	50317	12/04/2019
		12202019-BI	acct #25958829; letter L19	12/20/2019	341.13	.00	341.13	50375	12/17/2019
	Total 2466:				688.90	.00	688.90		
2485	CMCA	204806	annual membership-M. Har	12/02/2019	175.00	.00	175.00	50315	12/04/2019
	Total 2485:				175.00	.00	175.00		
2497	Colorado Analytical Lab	191108023	lab tests - wwtp	11/18/2019	920.00	.00	920.00	50376	12/17/2019
		191127001	lab test-wtr	12/06/2019	25.00	.00	25.00	50376	12/17/2019
	Total 2497:				945.00	.00	945.00		
2529	Colorado Department of R	0402950-000	spec events sales tax-chili	12/16/2019	102.50	.00	102.50	50377	12/17/2019
		0402950-000	spec events sales tax - BM	12/16/2019	699.50	.00	699.50	50377	12/17/2019
	Total 2529:				802.00	.00	802.00		
2561	Colorado Mtn. News Media	213526-1130	ad for budget hearing-admi	11/14/2019	53.58	.00	53.58	50318	12/04/2019
	Total 2561:				53.58	.00	53.58		
2663	Commercial Tire Service, I	53187	tires for bobcat-sts	12/09/2019	840.00	.00	840.00	50378	12/17/2019
	Total 2663:				840.00	.00	840.00		
2729	Conoco Fleet	62546618	11/19 fuel-admin	11/30/2019	8.45	.00	8.45	50319	12/04/2019
		62546618	11/19 fuel-admin	11/30/2019	128.66	.00	128.66	50319	12/04/2019
		62546618	11/19 fuel-ps	11/30/2019	1,983.28	.00	1,983.28	50319	12/04/2019
		62546618	11/19 fuel-rec	11/30/2019	103.09	.00	103.09	50319	12/04/2019
		62546618	11/19 fuel-pks	11/30/2019	204.72	.00	204.72	50319	12/04/2019
		62546618	11/19 fuel-sts	11/30/2019	685.13	.00	685.13	50319	12/04/2019
		62546618	11/19 fuel-wtr	11/30/2019	384.61	.00	384.61	50319	12/04/2019
		62546618	11/19 fuel-w/wtr	11/30/2019	297.92	.00	297.92	50319	12/04/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2729:					3,795.86	.00	3,795.86		
2749	Consolidated Electrical Dist	4983-643738	slotted struts for EV chargi	11/12/2019	56.45	.00	56.45	50320	12/04/2019
		4983-643798	clamp & cramping tool for	11/14/2019	111.05	.00	111.05	50320	12/04/2019
		4983-643799	strut, cone nuts & bits-sts	11/13/2019	82.76	.00	82.76	50320	12/04/2019
		4983-643874	LED light bulbs-sts	11/14/2019	120.00	.00	120.00	50320	12/04/2019
		4983-643875	LED light for shop-sts	11/21/2019	160.00	.00	160.00	50379	12/17/2019
Total 2749:					530.26	.00	530.26		
3009	CT Electric & Automation, L	15318	electrician for electric vehic	12/10/2019	4,137.50	.00	4,137.50	50381	12/17/2019
		15319	lift station repairs-w/wtr	12/12/2019	390.95	.00	390.95	50381	12/17/2019
		15322	electrical services for UV gr	12/12/2019	9,467.50	.00	9,467.50	50381	12/17/2019
Total 3009:					13,995.95	.00	13,995.95		
3425	Dodson Engineered Produ	251497	raw water meter flanges-wt	11/06/2019	72.50	.00	72.50	50321	12/04/2019
		251591	freight chgs for irrigationn o	11/11/2019	14.75	.00	14.75	50321	12/04/2019
		252041	pumps for bio-rem-wwtp	11/21/2019	921.46	.00	921.46	50382	12/17/2019
		252109	raw water meters-wtr	11/22/2019	2,743.87	.00	2,743.87	50321	12/04/2019
		252185	Backflow repair kit for centr	11/26/2019	76.38	.00	76.38	50321	12/04/2019
		252276	shipping for irrigation meter	11/30/2019	52.24	.00	52.24	50382	12/17/2019
Total 3425:					3,881.20	.00	3,881.20		
3529	DPC Industries, Inc.	DE73001151-	demurrage-water	11/30/2019	80.00	.00	80.00	50383	12/17/2019
Total 3529:					80.00	.00	80.00		
3677	Echer, Ryan & Johnnie	240 BLACKH	utility refund-w/water - 240	12/03/2019	25.00	.00	25.00	50322	12/04/2019
		240 BLACKH	utility refund-wtr - 240 Blac	12/03/2019	25.00	.00	25.00	50322	12/04/2019
Total 3677:					50.00	.00	50.00		
3685	Econo Sign & Barricade, L	10-956957	pedestrian signs for downt	11/14/2019	258.22	.00	258.22	50323	12/04/2019
Total 3685:					258.22	.00	258.22		
3825	Environmental Process Co	8084	11/19 contract plant operat	12/01/2019	1,087.50	.00	1,087.50	50384	12/17/2019
Total 3825:					1,087.50	.00	1,087.50		
3925	Executech Utah, Inc	141382	11/19 firewall-b&p	11/30/2019	33.55	.00	33.55	50385	12/17/2019
		141382	11/19 firewall-admin	11/30/2019	39.96	.00	39.96	50385	12/17/2019
		141382	11/19 firewall-ps	11/30/2019	36.19	.00	36.19	50385	12/17/2019
		141382	11/19 firewall-rec	11/30/2019	38.08	.00	38.08	50385	12/17/2019
		141382	11/19 firewall-pks	11/30/2019	33.55	.00	33.55	50385	12/17/2019
		141382	11/19 firewall-sts	11/30/2019	40.72	.00	40.72	50385	12/17/2019
		141382	11/19 firewall-wtr	11/30/2019	77.66	.00	77.66	50385	12/17/2019
		141382	11/19 firewall-w/wtr	11/30/2019	77.29	.00	77.29	50385	12/17/2019
Total 3925:					377.00	.00	377.00		
3953	Family Support Registry	12042019-A	Remittance ID 15120108 R	12/04/2019	142.61	.00	142.61	50324	12/04/2019
		12042019-B	Remittance ID 12733887 M	12/04/2019	234.00	.00	234.00	50324	12/04/2019
		12202019-A	Remittance ID 15120108 R	12/20/2019	142.61	.00	142.61	50386	12/17/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		12202019-B	Remittance ID 12733887 M	12/20/2019	234.00	.00	234.00	50386	12/17/2019
Total 3953:					753.22	.00	753.22		
3991	Fastenal Company	CORIF10218	cable loom-wtr	11/18/2019	162.79	.00	162.79	50325	12/04/2019
		CORIF10234	rubber gloves, S5 anchors-	11/25/2019	84.62	.00	84.62	50325	12/04/2019
		CORIF10251	nuts & bolts-wwtp	12/03/2019	17.50	.00	17.50	50387	12/17/2019
Total 3991:					264.91	.00	264.91		
4017	Fed Ex	4-980-63754	shipping exp-wtr	12/04/2019	12.32	.00	12.32	50388	12/17/2019
Total 4017:					12.32	.00	12.32		
4089	Flag Resources Inc.	5312	road base for water line rep	11/30/2019	487.70	.00	487.70	50389	12/17/2019
Total 4089:					487.70	.00	487.70		
4253	Freedom Mailing Service, I	37268	11/19 newsletter-admin	12/06/2019	22.59	.00	22.59	50390	12/17/2019
		37268	11/19 utility bills-water	12/06/2019	281.66	.00	281.66	50390	12/17/2019
		37268	11/19 utility bills-trash	12/06/2019	83.00	.00	83.00	50390	12/17/2019
		37268	11/19 trash calendar-trash	12/06/2019	20.08	.00	20.08	50390	12/17/2019
		37268	11/19 utility bills-w/water	12/06/2019	281.67	.00	281.67	50390	12/17/2019
Total 4253:					689.00	.00	689.00		
4341	Galls,LLC	013542968	officer equipment-ps	08/26/2019	47.55	.00	47.55	50391	12/17/2019
		014358867	uniform name badge-ps	11/26/2019	17.88	.00	17.88	50391	12/17/2019
		014492203	traffic wand-ps	12/11/2019	36.80	.00	36.80	50391	12/17/2019
Total 4341:					102.23	.00	102.23		
4377	Garcia, Samuel & Leticia	DEC 2019	12/19 parking lot rent-eco d	12/01/2019	500.00	.00	500.00	50326	12/04/2019
		NOV 2019	11/19 parking lot rent-eco d	11/01/2019	500.00	.00	500.00	50326	12/04/2019
Total 4377:					1,000.00	.00	1,000.00		
4405	Garfield & Hecht, P.C.	183729	10/19 legal fees - admin g	10/31/2019	1,094.20	.00	1,094.20	50327	12/04/2019
		183730	10/19 legal fees - b&p non	10/31/2019	96.00	.00	96.00	50327	12/04/2019
		183731	10/19 legal fees - trash con	10/31/2019	234.00	.00	234.00	50327	12/04/2019
		183732	10/19 legal fees - brick haz	10/31/2019	37.00	.00	37.00	50327	12/04/2019
		183734	10/19 legal fees - Ferrin co	10/31/2019	660.30	.00	660.30	50327	12/04/2019
		183735	10/19 legal fees - admin g	10/31/2019	78.00	.00	78.00	50327	12/04/2019
		183736	10/19 legal fees - Lakota S	10/31/2019	416.00	.00	416.00	50327	12/04/2019
		183737	10/19 legal fees - Palmer r	10/31/2019	280.00	.00	280.00	50327	12/04/2019
		183737	10/19 legal fees - b&p re:	10/31/2019	196.00	.00	196.00	50327	12/04/2019
		183738	10/19 legal fees - admin	10/31/2019	3.40	.00	3.40	50327	12/04/2019
		183739	10/19 legal fees - admin	10/31/2019	1.60	.00	1.60	50327	12/04/2019
		183740	10/19 legal fees - CVR ske	10/31/2019	248.20	.00	248.20	50327	12/04/2019
		183741	10/19 legal fees - admin L	10/31/2019	253.50	.00	253.50	50327	12/04/2019
Total 4405:					3,598.20	.00	3,598.20		
4493	Garfield Steel & Mach. Inc	00104733	pipe for street signs-pedest	11/08/2019	252.16	.00	252.16	50328	12/04/2019
		00104733	stainless steel for UV syste	11/08/2019	456.58	.00	456.58	50328	12/04/2019
		00104780	parts for wier-wwtp	11/15/2019	88.95	.00	88.95	50328	12/04/2019
		00104794	parts for wier-wwtp	11/18/2019	23.00	.00	23.00	50328	12/04/2019

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		104899	steel plate for UV system-U	12/03/2019	100.12	.00	100.12	50392	12/17/2019
	Total 4493:				920.81	.00	920.81		
4542	Georgina Ford Photograph	104	badge photo misc-ps	10/16/2019	60.00	.00	60.00	50329	12/04/2019
	Total 4542:				60.00	.00	60.00		
4673	Glenwood Springs Auto Pa	508651	grease gun-sts	11/27/2019	19.99	.00	19.99	50393	12/17/2019
		511800	spark plugs, truck wash, br	12/13/2019	39.02	.00	39.02	50393	12/17/2019
	Total 4673:				59.01	.00	59.01		
4921	Gray, Dave	CDL PHYSICA	CDL physical - D. Gray	11/21/2019	130.00	.00	130.00	50330	12/04/2019
	Total 4921:				130.00	.00	130.00		
5000	Guccini, Brecken	XMAS PART	child care for xmas party-a	12/11/2019	50.00	.00	50.00	50394	12/17/2019
	Total 5000:				50.00	.00	50.00		
5001	Guccini, Debra	4TH QTR 20	Oct-Dec 2019 cell phone re	12/01/2019	30.00	.00	30.00	50331	12/04/2019
	Total 5001:				30.00	.00	30.00		
5034	Gutierrez, Amy	NOV DEC 20	cleanin svc 11.14-12.21.19-	12/12/2019	300.00	.00	300.00	50395	12/17/2019
	Total 5034:				300.00	.00	300.00		
5633	Impressions of Aspen Inc.	29575	office supplies-admin	11/06/2019	63.29	.00	63.29	50396	12/17/2019
		29656	office supplies-admin	11/15/2019	190.59	.00	190.59	50333	12/04/2019
		29737	calendar-rec	12/04/2019	35.09	.00	35.09	50396	12/17/2019
		29757	battery backup-ps	12/09/2019	33.05	.00	33.05	50396	12/17/2019
		29759	ofc supplies-admin	12/10/2019	8.99	.00	8.99	50396	12/17/2019
		29759	ofc supplies-ps	12/10/2019	8.99	.00	8.99	50396	12/17/2019
		29759	ofc supplies-wtr	12/10/2019	4.49	.00	4.49	50396	12/17/2019
		29759	ofc supplies-w/wtr	12/10/2019	4.50	.00	4.50	50396	12/17/2019
		5885CM	creidt for office supplies-ad	12/04/2019	30.74-	.00	30.74-	50396	12/17/2019
	Total 5633:				318.25	.00	318.25		
5838	Jammin Juggling	11272019	juggling program at Rec Ce	11/27/2019	100.00	.00	100.00	50335	12/04/2019
	Total 5838:				100.00	.00	100.00		
5849	Jeans Printing	191940	door hanger printing-trash	12/13/2019	501.26	.00	501.26	50397	12/17/2019
	Total 5849:				501.26	.00	501.26		
6019	JYS Consulting LLC	12.14.19 DE	12.14.19 event deposit refu	12/14/2019	200.00	.00	200.00	50398	12/17/2019
	Total 6019:				200.00	.00	200.00		
6037	Karp, Neu, Hanlon, P.C.	21462	11/19 water legal svcs	12/03/2019	224.00	.00	224.00	50399	12/17/2019
	Total 6037:				224.00	.00	224.00		

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6053	K-D Flags	29316	flags for PD	12/11/2019	132.27	.00	132.27	50400	12/17/2019
		29316	flags for town hall	12/11/2019	96.45	.00	96.45	50400	12/17/2019
		29316	flags for cemetery	12/11/2019	37.13	.00	37.13	50400	12/17/2019
Total 6053:					265.85	.00	265.85		
6063	Keller, Rachel	KIDS YOGA	kids yoga winter 2019-rec	12/02/2019	40.00	.00	40.00	50336	12/04/2019
		YOGA WINT	yoga for flexibility-rec	12/02/2019	16.00	.00	16.00	50336	12/04/2019
Total 6063:					56.00	.00	56.00		
6425	Law Office of Angela Roff,	2451	proscutor fee-Oct-Dec 201	12/10/2019	2,281.25	.00	2,281.25	50401	12/17/2019
Total 6425:					2,281.25	.00	2,281.25		
6553	Liberty Classical Academy	PLAYGROU	grand opening celebration f	12/13/2019	2,502.15	.00	2,502.15	50402	12/17/2019
		PLAYGROU	paint for playground-LCA G	12/13/2019	352.47	.00	352.47	50402	12/17/2019
Total 6553:					2,854.62	.00	2,854.62		
6693	Lowes Business Acct/GEC	033027 11/19	tool sets-pks	11/17/2019	170.04	.00	170.04	50337	12/04/2019
		033027 11/19	pump station heater-pks	11/17/2019	28.48	.00	28.48	50337	12/04/2019
		033027 11/19	pump station heater,bird sc	11/17/2019	102.05	.00	102.05	50337	12/04/2019
		033027 11/19	pump station bird screen-p	11/17/2019	49.32	.00	49.32	50337	12/04/2019
		033027 11/19	gas cap for soccer goal wei	11/17/2019	28.38	.00	28.38	50337	12/04/2019
		033027 11/19	lights & ornaments-ps	11/17/2019	307.26	.00	307.26	50337	12/04/2019
		033027 11/19	trash bags,holiday lights,el	11/17/2019	256.11	.00	256.11	50337	12/04/2019
		033027 11/19	holiday lights,number stick	11/17/2019	64.00	.00	64.00	50337	12/04/2019
		033027 11/19	holiday lights,cleaning wipe	11/17/2019	124.78	.00	124.78	50337	12/04/2019
		033027 11/19	holiday lights-pks	11/17/2019	77.06	.00	77.06	50337	12/04/2019
		033027 11/19	shop vac-sts	11/17/2019	115.08	.00	115.08	50337	12/04/2019
		033027 11/19	Conduit sweeps-sts	11/17/2019	5.57	.00	5.57	50337	12/04/2019
		033027 11/19	heat cable for gutters-sts	11/17/2019	221.28	.00	221.28	50337	12/04/2019
		033027 11/19	asphalt patch-sts	11/17/2019	75.10	.00	75.10	50337	12/04/2019
		033027 11/19	heater for CVRPs and poly	11/17/2019	107.94	.00	107.94	50337	12/04/2019
		033027 11/19	fittings-wwtp	11/17/2019	84.30	.00	84.30	50337	12/04/2019
Total 6693:					1,816.75	.00	1,816.75		
6791	MAD Racing Colorado	REFUND PA	VIX park rental refund-pks	12/10/2019	640.00	.00	640.00	50403	12/17/2019
		REFUND PA	refund donation for cancell	12/10/2019	300.00-	.00	300.00-	50403	12/17/2019
Total 6791:					340.00	.00	340.00		
6969	Mathesius, Amy	RITTER PLA	ritter plaza christmas mu	12/16/2019	75.00	.00	75.00	50404	12/17/2019
Total 6969:					75.00	.00	75.00		
7009	Maurer Miller , Amanda	132	12/19 judge fee-court	12/09/2019	800.00	.00	800.00	50407	12/17/2019
Total 7009:					800.00	.00	800.00		
7109	MCHD Regional Lab	3841-19	bac-t test-water	12/03/2019	22.00	.00	22.00	50405	12/17/2019
		3842-19	bac-t test-water	12/03/2019	20.00	.00	20.00	50405	12/17/2019
		3843-19	bac-t test-water	12/03/2019	20.00	.00	20.00	50405	12/17/2019
		3844-19	bac-t test-water	12/03/2019	20.00	.00	20.00	50405	12/17/2019
		3845-19	bac-t test-water	12/03/2019	20.00	.00	20.00	50405	12/17/2019

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Total 7109:					102.00	.00	102.00		
7345	Micro Plastics	129240	trophies for girls basketball	12/05/2019	52.50	.00	52.50	50406	12/17/2019
Total 7345:					52.50	.00	52.50		
7585	Motorola Solutions, Inc.	16080780	radio for new Tahoe-ps	11/20/2019	3,212.73	.00	3,212.73	50408	12/17/2019
Total 7585:					3,212.73	.00	3,212.73		
7593	Mountain Chevrolet LLC	6042562/1	spare keys for W-14-wtr	10/08/2019	90.98	.00	90.98	50338	12/04/2019
Total 7593:					90.98	.00	90.98		
7637	Mountain Waste & Recyclin	2118910	11/19 trash-town hall	12/01/2019	32.55	.00	32.55	50409	12/17/2019
		2118910	11/19 trash-ps	12/01/2019	32.55	.00	32.55	50409	12/17/2019
		2118910	11/19 trash-cc	12/01/2019	135.25	.00	135.25	50409	12/17/2019
		2118910	11/19 porta jons-pks	12/01/2019	837.92	.00	837.92	50409	12/17/2019
		2118910	11/19 trash-pwf	12/01/2019	265.13	.00	265.13	50409	12/17/2019
		2118910	11/19 trash-w/wtr	12/01/2019	110.25	.00	110.25	50409	12/17/2019
		2126401	11/19 trash service	11/30/2019	28,192.82	.00	28,192.82	50339	12/04/2019
Total 7637:					29,606.47	.00	29,606.47		
7717	Municipal Code Corporatio	00337089	admin support fee 12/1/19-	12/04/2019	250.00	.00	250.00	50340	12/04/2019
Total 7717:					250.00	.00	250.00		
8041	Nichols, Debbie	DEC 2019	12/19 cell ph reimb-admin	12/01/2019	30.00	.00	30.00	50341	12/04/2019
		NOV MILEA	11/19 mileage exp-admin	11/30/2019	15.08	.00	15.08	50410	12/17/2019
Total 8041:					45.08	.00	45.08		
8357	Paper Wise	739356	doc shredding-admin	11/05/2019	40.00	.00	40.00	50342	12/04/2019
Total 8357:					40.00	.00	40.00		
8533	Petty Cash	CHILI COOK	petty cash bank for chili co	12/06/2019	150.00	.00	150.00	50343	12/04/2019
		CHILI COOK-	petty cash for chili cook-off	12/01/2019	225.00	.00	225.00	50357	12/06/2019
Total 8533:					375.00	.00	375.00		
8641	Pitney Bowes - Purchase P	8000-9090-0	postage-b&p	12/08/2019	9.00	.00	9.00	50411	12/17/2019
		8000-9090-0	postage-admin	12/08/2019	6.00	.00	6.00	50411	12/17/2019
		8000-9090-0	postage-ps	12/08/2019	3.15	.00	3.15	50411	12/17/2019
		8000-9090-0	postage-muni ct	12/08/2019	6.00	.00	6.00	50411	12/17/2019
		8000-9090-0	postage-rec ctr	12/08/2019	47.32	.00	47.32	50411	12/17/2019
		8000-9090-0	postage-sts	12/08/2019	31.38	.00	31.38	50411	12/17/2019
		8000-9090-0	postage-wtr	12/08/2019	23.58	.00	23.58	50411	12/17/2019
		8000-9090-0	postage-w/wtr	12/08/2019	23.57	.00	23.57	50411	12/17/2019
Total 8641:					150.00	.00	150.00		
8697	Polydyne Inc.	1408924	poly-w/wtr	11/27/2019	2,310.12	.00	2,310.12	50412	12/17/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 8697:					2,310.12	.00	2,310.12		
9145	Reinalt-Thomas Corporatio	STMT DATE	tire mount-ps	11/30/2019	245.00	.00	245.00	50413	12/17/2019
		STMT DATE	tire mount-ps	11/30/2019	245.00	.00	245.00	50413	12/17/2019
		STMT DATE	tire dismount-7 vehicles-ps	11/30/2019	940.00	.00	940.00	50413	12/17/2019
Total 9145:					1,430.00	.00	1,430.00		
9249	Ricoh USA, Inc.	5058211235	copies - ps	12/01/2019	27.83	.00	27.83	50414	12/17/2019
Total 9249:					27.83	.00	27.83		
9253	Riddile, Art	NOV 2019	11/19 mileage reimb-admin	11/30/2019	138.62	.00	138.62	50344	12/04/2019
Total 9253:					138.62	.00	138.62		
9293	Rifle Animal Shelter	191	animal impound-19N178,1	10/01/2019	200.00	.00	200.00	50345	12/04/2019
		207	animal impound-ps	11/26/2019	60.00	.00	60.00	50415	12/17/2019
Total 9293:					260.00	.00	260.00		
9345	Rifle, City of	OCT 2019	10/19 senior meals	10/31/2019	106.69	.00	106.69	50346	12/04/2019
Total 9345:					106.69	.00	106.69		
9533	Rocky Mountain Electric Lt	123428	heat tape scupper repair-st	11/04/2019	165.00	.00	165.00	50347	12/04/2019
Total 9533:					165.00	.00	165.00		
9634	Roper, Ashley Meggan	NOV KSE AS	Nov 2019 KSE After Schoo	11/30/2019	210.00	.00	210.00	50348	12/04/2019
Total 9634:					210.00	.00	210.00		
9833	Salt Lake Wholesale Sport	2808	ammo-ps	12/11/2019	451.00	.00	451.00	50416	12/17/2019
Total 9833:					451.00	.00	451.00		
10692	Stuver & Lemoine, P.C.	4188	Meraz DJS hearing-muni ct	12/02/2019	67.50	.00	67.50	50417	12/17/2019
		4189	Meraz new case-muni ct	12/02/2019	30.00	.00	30.00	50417	12/17/2019
Total 10692:					97.50	.00	97.50		
10813	TASC	IN1644868	12/19 cafe plan admin fees	11/21/2019	82.62	.00	82.62	50349	12/04/2019
Total 10813:					82.62	.00	82.62		
10898	The Colorado Health Foun	GRANT #G-1	excess funds from LCA Gr	12/13/2019	263.12	.00	263.12	50418	12/17/2019
Total 10898:					263.12	.00	263.12		
11067	Torres, Michele	11.29.19 DE	11.29.19 event deposit refu	11/29/2019	200.00	.00	200.00	50419	12/17/2019
Total 11067:					200.00	.00	200.00		
11285	Upper Case Printing, Ink	15194	2020 trash calendar	11/20/2019	260.10	.00	260.10	50350	12/04/2019
		15246	121/19 newsletter-admin	12/04/2019	627.30	.00	627.30	50420	12/17/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		15259	trash calendars & rates-wtr	12/05/2019	195.30	.00	195.30	50420	12/17/2019
		15259	trash calendars & rates-tra	12/05/2019	260.10	.00	260.10	50420	12/17/2019
		15259	trash calendars & rates-w/	12/05/2019	195.30	.00	195.30	50420	12/17/2019
		Total 11285:			1,538.10	.00	1,538.10		
11321	USA Bluebook	0066478	lab supplies-wtp	11/14/2019	898.47	.00	898.47	50351	12/04/2019
		073745	lab supplies-w/wtr	11/21/2019	398.41	.00	398.41	50421	12/17/2019
		Total 11321:			1,296.88	.00	1,296.88		
11345	Utility Notification Center-C	219110722	11/19 utility locates-wtr	11/30/2019	17.75	.00	17.75	50352	12/04/2019
		219110722	11/19 locates-w/wtr	11/30/2019	17.75	.00	17.75	50352	12/04/2019
		Total 11345:			35.50	.00	35.50		
11385	Valley Lumber Company	1912-283942	lumber for wwtp	12/11/2019	221.32	.00	221.32	50422	12/17/2019
		Total 11385:			221.32	.00	221.32		
11431	Vandevender, Jeff	XMAS PART	Christmas Party - piano pla	12/11/2019	100.00	.00	100.00	50423	12/17/2019
		Total 11431:			100.00	.00	100.00		
11493	Verizon Wireless	9843475575	12/19 cell phones-b&p	12/03/2019	53.21	.00	53.21	50424	12/17/2019
		9843475575	12/19 cell phones-admin	12/03/2019	106.42	.00	106.42	50424	12/17/2019
		9843475575	12/19 cell phones-ps	12/03/2019	532.10	.00	532.10	50424	12/17/2019
		9843475575	12/19 cell phones-rec	12/03/2019	89.37	.00	89.37	50424	12/17/2019
		9843475575	12/19 cell phones-pks	12/03/2019	89.37	.00	89.37	50424	12/17/2019
		9843475575	12/19 cell phones-sts	12/03/2019	124.16	.00	124.16	50424	12/17/2019
		9843475575	12/19 cell phones-water	12/03/2019	162.61	.00	162.61	50424	12/17/2019
		9843475575	12/19 cell phones-w/water	12/03/2019	186.89	.00	186.89	50424	12/17/2019
		Total 11493:			1,344.13	.00	1,344.13		
11701	Wash-By U, Inc.	NOV 2019	11/19 car washes-ps	11/30/2019	55.89	.00	55.89	50353	12/04/2019
		Total 11701:			55.89	.00	55.89		
11787	Wells Fargo Vendor	102990078	copier lease-ps	11/22/2019	112.69	.00	112.69	50354	12/04/2019
		Total 11787:			112.69	.00	112.69		
12185	XCel Energy	664334422	11/19 utilities-admin	12/06/2019	35.16	.00	35.16	50425	12/17/2019
		664334422	11/19 utilities-comm ctr	12/06/2019	241.39	.00	241.39	50425	12/17/2019
		664334422	11/19 utilities-pks	12/06/2019	228.07	.00	228.07	50425	12/17/2019
		664334422	11/19 utilities-sts	12/06/2019	209.51	.00	209.51	50425	12/17/2019
		664334422	11/19 utilities-st lights	12/06/2019	3,868.65	.00	3,868.65	50425	12/17/2019
		664334422	11/19 utilities-town hall	12/06/2019	35.16	.00	35.16	50425	12/17/2019
		664334422	11/19 utilities-wtr	12/06/2019	1,511.50	.00	1,511.50	50425	12/17/2019
		664334422	11/19 utilities-raw wtr	12/06/2019	584.16	.00	584.16	50425	12/17/2019
		664334422	11/19 utilities-town hall	12/06/2019	35.16	.00	35.16	50425	12/17/2019
		664334422	11/19 utilities-w/wtr	12/06/2019	1,801.76	.00	1,801.76	50425	12/17/2019
		664334422	11/19 utilities-w/wtr south u	12/06/2019	56.33	.00	56.33	50425	12/17/2019
		Total 12185:			8,606.85	.00	8,606.85		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
12189	Xerox Corporation	98841652	copier lease & copies-b&p	12/01/2019	86.20	.00	86.20	50426	12/17/2019
		98841652	copier lease & copies-admi	12/01/2019	86.23	.00	86.23	50426	12/17/2019
		98841652	copier lease & copies-rec	12/01/2019	86.20	.00	86.20	50426	12/17/2019
		98841652	copier lease & copies-wtr	12/01/2019	86.20	.00	86.20	50426	12/17/2019
		98841652	copier lease & copies-w/wa	12/01/2019	86.20	.00	86.20	50426	12/17/2019
	Total 12189:				431.03	.00	431.03		
12193	Xpress Bill Pay	44024	11/19 eft cc fees-wtr	12/01/2019	249.39	.00	249.39	12062019	12/06/2019
		44024	11/19 eft cc fees-w/wtr	12/01/2019	249.39	.00	249.39	12062019	12/06/2019
	Total 12193:				498.78	.00	498.78		
12213	Broadvoice	8199191201	12/19 phone svc-admin	12/01/2019	178.12	.00	178.12	50373	12/17/2019
		8199191201	12/19 phone svc-ps	12/01/2019	142.30	.00	142.30	50373	12/17/2019
		8199191201	12/19 phone svc-rec	12/01/2019	87.57	.00	87.57	50373	12/17/2019
		8199191201	12/19 phone svc-pks	12/01/2019	65.68	.00	65.68	50373	12/17/2019
		8199191201	12/19 phone svc-sts	12/01/2019	65.68	.00	65.68	50373	12/17/2019
		8199191201	12/19 phone svc-water	12/01/2019	269.69	.00	269.69	50373	12/17/2019
		8199191201	12/19 phone svc-w/water	12/01/2019	269.69	.00	269.69	50373	12/17/2019
	Total 12213:				1,078.73	.00	1,078.73		
12233	Your Parts Haus	556457	tail light-sts	11/19/2019	42.49	.00	42.49	50355	12/04/2019
		558544	alternator-W-10-wtr	12/11/2019	226.59	.00	226.59	50427	12/17/2019
		558546	washer fluid-wwtp	12/11/2019	19.93	.00	19.93	50427	12/17/2019
		558670	oil & oil filters	12/12/2019	28.83	.00	28.83	50427	12/17/2019
		558670	oil & oil filters	12/12/2019	29.33	.00	29.33	50427	12/17/2019
		558670	oil & oil filters	12/12/2019	28.83	.00	28.83	50427	12/17/2019
		558670	oil & oil filters	12/12/2019	28.83	.00	28.83	50427	12/17/2019
		558670	oil & oil filters	12/12/2019	28.83	.00	28.83	50427	12/17/2019
		558670	oil & oil filter	12/12/2019	28.83	.00	28.83	50427	12/17/2019
	Total 12233:				462.49	.00	462.49		
12265	Zambrano, Gina	12152019 R	12.15.19 event deposit refu	12/15/2019	200.00	.00	200.00	50428	12/17/2019
		12152019 R	12.15.19 event deposit refu	12/15/2019	50.00	.00	50.00	50428	12/17/2019
	Total 12265:				250.00	.00	250.00		
12269	Zancanella and Associates,	24353	9/19 eng acctg-water	11/11/2019	578.25	.00	578.25	50356	12/04/2019
	Total 12269:				578.25	.00	578.25		
12334	Inky Hands Studio	NOV 2019	Fall art classes-rec	11/30/2019	772.00	.00	772.00	50334	12/04/2019
	Total 12334:				772.00	.00	772.00		
12374	ProVelocity	24134A	balance due for new comp	11/03/2019	476.00	.00	476.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	5,151.00	.00	5,151.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	4,762.00	.00	4,762.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	1,905.00	.00	1,905.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	143.00	.00	143.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	476.00	.00	476.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	3,385.00	.00	3,385.00	12032019	12/03/2019
		24134A	balance due for new comp	11/03/2019	3,052.00	.00	3,052.00	12032019	12/03/2019
		24423	business office 365 for Bihr	11/26/2019	15.00	.00	15.00	12112019	12/11/2019

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		24427	business office 365 for Guc	11/29/2019	7.50	.00	7.50	12142019	12/14/2019
		24437	business office 365 for Nel	12/04/2019	7.50	.00	7.50	12162019	12/16/2019
		24594	12/19 IT svcs-b&p	12/01/2019	255.88	.00	255.88	12162019	12/16/2019
		24594	12/19 IT svcs-admin	12/01/2019	304.75	.00	304.75	12162019	12/16/2019
		24594	office 365 & apps-admin	12/01/2019	25.00	.00	25.00	12162019	12/16/2019
		24594	12/19 IT svcs-ps	12/01/2019	276.00	.00	276.00	12162019	12/16/2019
		24594	12/19 IT svcs-rec	12/01/2019	290.38	.00	290.38	12162019	12/16/2019
		24594	office 365 & apps-rec	12/01/2019	25.00	.00	25.00	12162019	12/16/2019
		24594	12/19 IT svcs-pks	12/01/2019	255.88	.00	255.88	12162019	12/16/2019
		24594	12/19 IT svcs-sts	12/01/2019	310.50	.00	310.50	12162019	12/16/2019
		24594	12/19 IT svcs-wtr	12/01/2019	592.25	.00	592.25	12162019	12/16/2019
		24594	12/19 IT svcs-w/wtr	12/01/2019	589.36	.00	589.36	12162019	12/16/2019
		24662	business office 365 for & e	12/12/2019	70.00	.00	70.00	12272019	12/27/2019
Total 12374:					22,375.00	.00	22,375.00		
12449	Holton, Jennifer	FALL 2019 T	tai chi fall session-rec	11/30/2019	96.00	.00	96.00	50332	12/04/2019
Total 12449:					96.00	.00	96.00		
Grand Totals:					180,308.94	.00	180,308.94		

## Report Criteria:

Detail report type printed

**TOWN OF NEW CASTLE  
RESOLUTION NO. TC-2020-1**

**A Resolution of the Town Council of the Town of New Castle,  
Colorado, Designating Public Notice Posting Places.**

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

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

WHEREAS, the Town Council finds and determines that the Public Notice Bulletin Boards located at the New Castle Post Office, New Castle Town Hall and Kay Williams Park are appropriate places within the Town for the posting of notices required by the Charter and by C.R.S. §24-6-402(2)(c).

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

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

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

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

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

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

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

THIS RESOLUTION was read and adopted by the Town Council of the Town of New Castle, Colorado, at its regular meeting on January 7, 2020.

ATTEST:

TOWN OF NEW CASTLE

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

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

**TOWN OF NEW CASTLE  
RESOLUTION NO. TC-2020-02**

**A Resolution of the Town Council of the Town of New Castle, Colorado,  
Waiving the Requirement for Posting of Bonds by Certain Town Officers.**

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

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

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

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

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

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

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

Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town of New Castle, Colorado, on January 7, 2020.

TOWN OF NEW CASTLE

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

ATTEST:

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