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

Administration Department
Phone: (970) 984-2311
Fax: (970) 984-2716
www.newcastlecolorado.org

Agenda

New Castle Town Council Regular Meeting Tuesday, September 20, 2022, 7:00 PM

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

Virtual Meetings are subject to internet and technical capabilities.

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If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

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

The Council Packet is available [HERE](#)

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. Discussion: Detox Center Agreement and Funding

**B. Consider Resolution TC 2022-25 - a Resolution of the Town Council of the
Town of New Castle, Colorado, Revising Invoice Approval Procedures**

C. Consider Ordinance TC 2022-11 - an Ordinance of the New Castle Town Council Repealing Emergency Ordinance TC 2020-5 (1st reading)

D. Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) for an evaluation of the Town Administrator, and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

Consent Agenda

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

September 6, 2022 minutes

[Kum](#) & Go Fermented Malt Beverage Liquor License Renewal

Staff Reports

Town Administrator

Town Clerk

Town Treasurer

Town Planner

Public Works Director

Commission Reports

Planning & Zoning Commission

Historic Preservation Commission

Climate and Environment Commission

Senior Program

RFTA

AGNC

GCE

EAB

Council Comments

Adjourn



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Memorandum

To: Mayor and Council
Subject: Council Agenda – Discussion of Detox Center IGA and Funding
From: David Reynolds
Date: 09/20/22

The purpose of this agenda item is to discuss the following:

- Status of the Regional Detox Center
- The IGA which is now in final review by attorneys
- Proposed funding implications for New Castle

During regular Council meetings held in March and May of 2022, Council had a chance to hear from project representative Debbie Wilde as well as representatives from Mind Springs Health. During the last discussion, Council requested that staff provide an update as the project and the IGA move forward. As the IGA for this project is expected to be completed in the very near future, and as this project has significant budget implications for the Town, staff is returning this topic to Town Council in order to gain direction from Town Council regarding support for this project.

Attached for your reference, please find copies of past Council minutes and memos related to the Detox Center project.

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Memorandum

To: Mayor Riddile & Town Council
From: Rochelle Firth & Dave Reynolds
Subject: Agenda Item: Detox Center Funding Request
Date: 05/17/22

Purpose:

The purpose of this workshop is to allow Debbie Wilde the opportunity to update Town Council on the work that is being done in preparation for the opening of a regional detox center.

As you may recall, Debbie has been before Council on other occasions to discuss the need for a regional detox center and inform Council on emerging plans for a center in West Glenwood. Early in 2022 Council heard from the Mind Springs Health organization who provided information which demonstrated the need for the facility, the estimated costs for the facility, and the proposed funding sources for the facility. Council also heard from Police Chief Pagni who stated that while his department may not confront a great deal of folks who are candidates to be transported to a detox center, he realizes that the area does have a significant need for a detox center that can work with individuals who are experiencing substance abuse issues.

The proposal for a regional detox center in West Glenwood would involve funding commitments from Carbondale, Glenwood Springs, Garfield County, New Castle, Silt, Rifle, Parachute, Valley View Hospital, and Grand River Hospital. Debbie will be requesting a commitment of \$10,000 for fiscal year 2023.

In addition to funding for 2023, Garfield County has been working on an intergovernmental agreement (IGA) that will be introduced to each partner organization shortly. The purpose of this IGA is to solidify the first five years of operational funding as required by the grant agreement that provided the critical funding for building the facility. The IGA will also act as an agreement which establishes a governing board made up of Council members or managers from each town. The governance board will have oversight responsibilities for Mind Springs Detox Center operations and finances.

**New Castle Town Council Regular Meeting
Tuesday, May 17, 2022, 7:00 PM**

Virtual Meetings are subject to internet and technical capabilities.

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If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

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Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Mariscal Councilor Carey Councilor Hazelton Mayor A Riddile Councilor Copeland Councilor Leland Councilor G Riddile
Absent	None

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Town Planner Paul Smith, Town Treasurer Loni Burk, Public Works Director John Wenzel, Town Engineer Jeff Simonson and members of the public.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC 2022-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Town Council Meeting
Tuesday, May 17, 2022

Consultant Reports

Consultant Attorney – arrived at 7:30 p.m.

Consultant Engineer – not present.

Mayor A Riddile asked everyone to stand for a moment of silence for former Council Member Mary Metzger who had passed away.

Items for Consideration

Mayor A Riddile told the guests that the council would go into executive session, but instead of asking everyone to leave, the council will adjourn to the conference room to conduct the executive session.

MOTION: Councilor Leland made a motion at 7:03 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) regarding an interview of Karen Frye for the Town Treasurer position and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Councilor Carey seconded the motion and it passed unanimously.

The council then adjourned to the conference room to conduct the executive session.

The council returned to the meeting room at 7:31 p.m. Mayor A Riddile thanked the guests for their patience and noted that the council had one housekeeping item to complete before moving on with the agenda, and that was to schedule a special meeting.

After a brief discussion the council agreed to schedule a special meeting the following evening.

MOTION: Councilor Leland made a motion to hold a special meeting on Wednesday, May 18, 2022 at 8:00 p.m. Councilor Mariscal seconded the motion and it passed unanimously.

Update and Funding Request: Mind Springs Health Regional Detox Center

Administrator Reynolds told the council that present was Debbie Wilde who was representing a project that council had heard about previously, the Regional Detox Center. He also introduced Roger Sheffield.

Ms. Wilde greeted the council and said that they had come to council several times before there had been a COVID pause that had delayed the project. She said that she felt the project was one for the community of Garfield County, and now, rather than calling it detox, they were calling it Social Setting Withdrawal Management. Ms. Wilde said that the project was not a Mind Springs project; Mind Springs had been chosen as the operators for the project, so they were doing the operations piece. Ms. Wilde said that it was community stakeholders coming together and determining the services they wanted and who would operate it for them. She said that the other thing that Mind Springs brought to the table was a location, which had been an issue for many years and had held the project

up. Mind Springs had a new building in Glenwood Springs, and the stakeholders decided that was a good location.

Ms. Wilde provided a power point presentation that included data from hospital emergency rooms that indicated how they were being used as detox centers. It showed a six-month period from Valley View Hospital and Grand River Hospital information that indicated they were equally used for detox. Ms. Wilde said that the information included where the patients were from, and the stats included people from the unincorporated county, so inside New Castle and the surrounding county as well. She said that New Castle accounted for approximately 9% of the folks needing assistance.

Ms. Wilde said that the rest of the information in the presentation was data that was necessary to build the program, such as how many beds were needed for male and female, what were their ages, etcetera. She said that another interesting item was that approximately 41% of referrals were from self and friends and family. The referrals from police were a small number, and she said she knew this was something the chief had spoken about. She said that most referrals were from emergency medical services and self. Ms. Wilde said that the other thing they looked at was the homeless population, but that turned out to be a small amount as well, at 8%.

Councilor Copeland asked for an explanation about detoxing: whether someone was there for a few days or a month. Ms. Wilde said that typically people were in for 72 hours which was the time it took for them to be safely sober. What was different about the detox program was that once a person was safe and sober, then they talked about what was going on, what services could be put together for them and how they got there.

Mr. Sheffield said that a therapist, a case manager, and a peer would all be working with the people as they come out and work towards sobriety. He said that day one was just detoxing, Day two was when the three people came in and they began discussions about what services the patient needed to remain sober, what was happening in the family. He said that a peer was someone with limited experience, so it was similar to an AA sponsor, talking about those specific issues. He said another concern was whether there were mental health or trauma issues involved, so they would be connected with a mental health counselor while there in still in detox, so when they leave, there will be a plan of action for them that includes scheduled therapy sessions and group sessions to help them continue to be sober.

Ms. Wilde said that very importantly in the continuum of care, when the patient leaves, they are not on their own trying to figure out how to get to the therapist because that was where things broke down again. She said that someone would be there checking on them. Also, on the front-end, encouraging people who may need help to go to the detox center. She said they knew there were people in AA meetings walking people to the emergency rooms, so peers were already an important part. Ms. Wilde said they saw this as a much larger thing than just getting sober. She also said that it would not be a 30-day stay, it would be less than that, and based on the data they felt that ten beds would be sufficient.

Mr. Sheffield said that if it was needed, Mind Springs operated a men's, up to 90-day facility and a women's, up to 90-day facility, both in Clifton, Colorado. He said that if longer stays were needed, those services were available.

Councilor Carey said that in the information provided there were minors, and she asked if they were separated from the adults. Ms. Wilde said the detox center will not be a facility for minors, and that there were very few included in the data, just two. Councilor Carey asked how minors were handled. Ms. Wilde said that she had worked for Youth Zone for many years, so she paid particular attention to that. She said that if a minor got drunk and ended up in the emergency room, they would be released to their parents or guardian

rather than into a program, so the data was not great on that piece although certainly there were minors who had issues. She said that it was another level of the recovery continuum they were working on. She said that if that number for minors had shown up very high it would have been a cause for concern, but it had not.

Councilor Mariscal said that the data was from 2020 and she asked if there had been any changes in the data since the pandemic was essentially over, because it could be that it was worse in 2020 as compared to current day. Ms. Wilde said they were talking with hospitals recently, and they felt the timing had been great for the data collection because it had been done right before the pandemic and things began to be crazy in the emergency rooms. She said that they did not know if things had gotten worse after the pandemic.

Mr. Sheffield said that Mind Springs has seen an increase because of COVID but that was somewhat leveling off, and they were thinking that it may go back down to what it was pre-pandemic.

Ms. Wilde said that the buildout of the facility and start of operations would be funded by an Office of Behavioral Health grant. She said that their pro-forma was based on a 50% occupancy so that it was a worst-case scenario. She said that New Castle at 9% of emergency room visits, at the beginning of 2023, their ask from the town was \$10k. She said that the total cost of operations for the project was one billion, two hundred thousand dollars (\$1,000,200,000.00). New Castle's contribution was one percent of that. She said that the local stakeholder gap was three percent or \$376,000.00. She said that some organizations had committed to providing additional funds once the project was in operation; the County understood that a lot of the numbers were unincorporated Garfield County; Glenwood Springs was willing to help, and the Rifle council had approved their \$40k. Ms. Wilde said that the last page of her presentation spoke about the governments and that there would be an intergovernmental agreement (IGA), which was being written. Mayor A Riddile asked when the IGA would be available. Ms. Wilde said when the attorney's finish with it, and she thought it would be available in a few weeks.

Administrator Reynolds said that all the county managers had seen a draft of the IGA and had commented on it, but he said he had not seen a corrected draft yet. He said that it will go to the town legal staff before it came to the council again, but basically the IAG was needed as a stipulation for the grant from the state. He said that the grant provided \$700k for the buildout of the facility and to get that grant, they needed backing on the funding for a period of five years. The IGA supported the grant so that the grantor was happy, and funding was secured, and it will create a governance body so that each government body that signed the IGA will have a seat on the governance board.

Administrator Reynolds said they were determining what that governance board's role will be, what they would review and not review and what oversight they will have over operations and budget.

Administrator Reynolds said that what Ms. Wilde was asking for was funding of \$10k for 2023, and beyond that it would be up to the towns what they want to contribute for the remainder of the five-year commitment period.

Ms. Wilde said they understood that municipalities could not commit funds except a year at a time, but they could commit to the program piece of the project. She said it also depended on their billing and it could be that in 2023 they were more graphed financially and hopefully they would need less from the stakeholders. She said they had built their proforma to be as sensible and as easy as possible for all the participants.

Mr. Sheffield added that Mind Springs Health will be looking for other alternative funding sources for the project during the five-years as well. It would not be completely on the cities.

Councilor G Riddile said he thought it was an appropriate project.

Councilor Copeland asked if the financials were intermingled with the Mind Springs corporation and if the town will be able to review financials quarterly.

Ms. Wilde agreed and said programming as well. She further stated that if the council had read the background information she had provided it explained the network, and this was only one piece of it. She said that reviewing things quarterly could be changed if it didn't work.

Mayor A Riddile said that he would be more comfortable reviewing the IGA before the council decided, and if that was in a few weeks, he was okay with it coming back to council. He asked the council how they felt.

Councilor Leland asked that if what they had been reading about Mind Springs recently led to the worst-case scenario, and they were in serious trouble, what would happen to the program.

Ms. Wilde said they would look at that. She said they were not concerned about it or they would not have gotten this far, but if it were the case it is possible they would have to find another operator. She reiterated that the program was not a Mind Springs program, it was a Garfield County program.

Councilor Mariscal said that Silt also had 9%, and their contribution was \$2,000.00 compared to New Castle's \$10,000.00. She said that Parachute was 155 and their contribution was \$2,000.00. Ms. Wilde said that a lot of the people are in an unincorporated part of the county, especially in Parachute. She said that it was not necessarily a fair division of things, but what they looked at was the communities who expressed a need for the project and who have some resources and they tried to balance it out. She said that once they had actual numbers and kept the ongoing data, they could come back to organizations and make that case.

Councilor G Riddile pointed out that Silt, Rifle and Parachute were tax-paying entities into the Grand River Hospital District, and Grand River Hospital will pay a sizeable amount into the program. New Castle did not pay taxes to Grand River Hospital District, so he thought it may be a way to see the equity in the contribution amounts.

Administrator Reynolds said that part of the job of the governance committee was to look at the data and determine how to split the costs best evenly among the towns going forward after 2023.

The council agreed they wanted to see the IGA.

Ms. Wilde said that she sensed that the council supportive of the project and its intent; that the money portion seemed okay, and that the council wanted to see the IGA.

Mayor A Riddile said he wanted to think about it.

Councilor Hazelton said that he felt rushed, and he did not want to feel rushed about anything, but it was a better presentation than the previous one by which he was not impressed. He said that he appreciated the program, but still wanted to think about.

Ms. Wilde apologized that she had a medical procedure and had been unable to attend the previous presentation.

The council thanked Ms. Wilde and Mr. Sheffield.

Consider a Motion to Approve Grants to Outside Agencies



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Memorandum

To: Mayor Riddile & Town Council
From: Dave Reynolds
Subject: Agenda Item: Consider Request for Funding Regional Detox Center
Date: 03/01/22

Purpose:

The purpose of this agenda item is to hear a presentation and consider a request from Mind Springs Health to help fund the *Regional Detox Center* being constructed in Glenwood Springs.

In past meetings Debbie Wilde visited Council and reviewed the idea of a regional detox center that would be operated by Mind Springs Health and made available to municipalities as a new tool for the care and treatment of individuals who are intoxicated or otherwise found to have substance abuse problems. Debbie reported that a facility had been purchased and that funding for renovations was being pursued. Since Debbie's visit, funding has been secured for building renovations and construction which is now planned for the very near future. With a solid project now taking shape, Mind Springs Health is seeking partnership support for ongoing operating expenses from area Municipalities, Hospitals, and other sources.

Staff anticipates the following Mind Springs Representatives will present the project and be available for questions:

- Roger Sheffield – Mind Springs Health
- Hans Lutgring – Mind Springs Health
- Doug Pattison – Mind Springs CFO and acting CEO
- Felicia Romero – Mind Springs Health Program Director
- Michelle Muething – Hope Center

Chief Pagni will be available from staff to answer any questions that Council may have regarding the local need for a Detox Center. By way of reminder, in the fall of 2021 staff reported that the Town would be receiving unexpected funds from a national opioid lawsuit settlement. Because the opioid settlement funds are required to be spent on substance abuse related expenses, Council agreed that a logical use would be to channel the funds toward the Mind Springs Detox Center. Staff is researching the estimated amount to be expected from these funds. We are currently working with information that would lead us to believe the amount to be approximately \$7,000 spread over several years.

**New Castle Town Council Regular Meeting
Tuesday, March 01, 2022, 7:00 PM**

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

If you prefer to telephone in:
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Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Mariscal Councilor Owens Councilor Hazelton Mayor A Riddile Councilor Copeland Councilor Leland Councilor G Riddile (virtual)
Absent	None

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Town Treasurer Loni Burk, Police Chief Tony Pagni and members of the public.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC 2022-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – present for items on the agenda.
Consultant Engineer – not present.

Town Council Meeting
Tuesday, March 1, 2022

Items for Consideration

Consider an Agreement with the US Department of Interior Geological Survey for Installation and Maintenance of a Water Gauging Station

Town Administrator Dave Reynolds told the council that the request from the U.S. Geological Survey was to install a water gauging station at Rollie Gordon Park. Bryan Moore, U.S.G.S. Supervisory Hydrologic Technician. Mr. Moore screen shared a power point presentation that detailed U.S.G.S.'s Next Generation Observing System project which will provide an opportunity to improve regional water prediction in snowmelt dominated systems. The project identified the need for water monitoring or gauging waterflow of Elk Creek as a major tributary of the main stem of the Colorado River. The gauging stations will aid in short and long-term predictions of annual run-off and water supply.

Town Administrator Dave Reynolds said that there was electric available in the planter box in Rollie Gordon Park and if that was acceptable, then there would be no need for the solar panels as shown in the images. Mr. Moore said that would be fine. He also said that there would be no cost to the town for installation or maintenance of the gauging station. Mr. Moore told the council that information gathered by the station would be available online for anyone to review.

MOTION: Mayor A Riddile made a motion to approve the agreement with the US Department of the Interior Geological Survey for Installation and Maintenance of a Water Gauging Station. Councilor Mariscal seconded the motion and it passed unanimously.

Consider Funding Request from Mind Springs Health for Regional Detox Center

Administrator Reynolds said that Debbie Wilde of Mind Springs Health had come to the council to explain that Mind Springs Health, working with Garfield County and municipal partners, was hoping to open a detox center in a facility they had purchased in Glenwood Springs. He noted that Mind Springs had committed to returning to each municipality to discuss how the facility might be run and what each town may be interested in contributing.

Administrator Reynolds introduced Roger Sheffield of Mind Springs Health.

Mr. Sheffield greeted the council, and offered apologies for Debbie Wilde who was unable to attend the meeting.

Mr. Sheffield said that Mind Springs Health moved into their new facility a year earlier. He said that there is a space on the back of the building slated for the detox facility. He said that a committee had been formed that included the department of human services, members of the county and others to look at the need for a detox center. Mr. Sheffield said that they had been able to secure approximately \$700k for construction costs and initial start-up for the facility. Mr. Sheffield said that they had been working on the annual operational costs of the facility for the next five years which they would share with the council. He said that there was a gap in the various funding sources.

Mr. Sheffield introduced the following Mind Springs staff: Felicia Romero, in charge of Mind Springs 24/7 program for crisis and outpatient. Megan Navarro, who ran the inpatient, 90-day facility which was the Circle Program for men and the Women's

Recovery Center in Clifton, Colorado. Doug Pattison, current interim CEO, and permanent CFO of Mind Springs Health and West Springs Hospital, and he works at the Mind Springs Foundation. Hans Lutgring, Garfield County Program Director.

Mr. Sheffield said that the grant funding would not be paid directly to Mind Springs, rather it will go to the group that oversees the project.

Sharon Longhurst-Pritt, Director of Garfield County Department of Human Services. Director Longhurst-Pritt said that the money was secured through the Office of Behavioral Health and was grant money that would be paid to the County and subsequently to Mind Springs as a sub-contractor for the buildout of the detox center.

Doug Pattison reviewed the proposed layouts of the detox facility on a screen-shared document. In addition, he shared a preliminary five-year pro forma that showed figures for operating costs that came from a number of funding resources. He explained that there was a funding gap that needed to be filled by ten entities: Valley View Hospital, Grand River Hospital, Town of Silt, City of Rifle, Town of Carbondale, Town of Parachute, City of Glenwood Springs, Town of New Castle, and Garfield County. He was uncertain where Parachute fell in the plan, but he said that they were trying to get ten entities to collaborate in filling the operational funding gap. He felt the collaboration would fall under an IGA. Mr. Pattison said he wasn't asking for any money, rather he was hoping for a sense of whether the council understood their vision of the project. Mr. Pattison said that he hoped the council understood how the project might play out on a timeline and that it was something that everyone could commit to, because Mind Springs could not move forward with construction until they had financial commitments to close the funding gap. He shared the proposed amounts that each municipality might be able to pay to fill the gap.

Ms. Felicia Romero and Ms. Megan Navarro gave detailed descriptions of the process by which clients would be admitted to the detox center and the various programs available. Mayor A Riddile said that he felt the detox center project was great and something needed in the area.

Mayor A Riddile asked the New Castle Police Chief Tony Pagni to comment on New Castle's need for a detox facility. Chief Pagni said that his answer was two-fold. First, he said that the people that the department typical made contact with were those involved in criminal activity. At that point, he said the officers will either order an M-1 hold or charge them. He felt that the town may have on or two people per year that would be eligible to go to detox. Second, Chief Pagni said that there had been talk for more than a year about the Recovery Continuum of Care which he felt was important because there were those who were repeat offenders who would get cleaned up, then go back out and cause the same problems and end up back in the system. Chief Pagni said that there was no help for that person, and the Continuum of Care will provide help.

Mind Springs staff provided information about how the detox facility operated in Mesa County, and comparatively, how the facility in Garfield County would operate in regards to patient admittance. Councilor Hazelton said that he had not fully followed the pro-forma, but would like to see some comparisons between Mesa and Garfield counties regarding the amount of funding that small municipalities in Mesa County contributed. Mr. Pattison said that there was not an IGA that governs the detox center in Mesa County.

Administrator Reynolds asked if there was a pro-forma that showed a gap analysis with speculation of what the partner shares would be. Mr. Pattison said that it was the same model he had shared with the council earlier, but that he had hidden the rows so as not to upset anyone over the numbers. Mr. Pattison unhid the rows that showed the best-case

scenario and said that he understood that the towns would be receiving opioid money and he suggested that the towns could contribute their opioid money to the detox facility. The council questioned why the amount for New Castle was so much higher than Rifle or Glenwood Springs. Mr. Pattison said the numbers were a guess, but they had also tried to determine what the amounts of opioid funding each town would receive and they based numbers on that.

Councilor Mariscal said that she was on the Mind Springs website and it showed that there were 142 positions available, and she was concerned how a detox center could be opened or maintained with such a staffing issues.

Ms. Romero said that Mind Springs typically kept detox positions listed on their website all the time, whether the position were available or not so that people interested in getting into the field of detox and recovery always had a chance to apply. She further stated that they were fully staffed in Grand Junction and did not have a problem being fully staffed even though there were positions listed. Ms. Navarro said that she used the same model and although they were also fully staffed, they listed positions which made it look as if there were many positions available. She also said that they liked to grow people in the company and when someone moved up they liked to have the positions available to keep the hiring process going.

Mayor A Riddile thanked Mind Springs for their presentation and said that the council will give it some thought. He said he felt it was a terrific project and something needed in the area. He asked Mr. Sheffield what the timeline was.

Mr. Sheffield said that Glenwood Springs Manager Debra Figueroa was working with her city attorney creating an IGA. He said he thought it might be several weeks before it was ready for review, and at that point they would put the numbers in it.

Mr. Sheffield told the council that he was local and offered that they should reach out to him if there were questions.

Mayor A Riddile thanked Mind Springs for their presentation.

Review and Consideration of a Letter of Intent from the Greater Roaring Fork Valley Housing Coalition Steering Committee

Administrator Reynolds said that there was a group in the valley, Roaring Fork Housing Coalition Committee, that had teamed with another group in the valley which was working on a recovery road map, which was a DOLA grant opportunity that was applied for by the towns of Glenwood Springs to Aspen. Both groups independently identified that housing was an issue in the valley. They came together and asked how they could take a regional approach to housing issues in the valley, leaving nothing out.

Administrator Reynolds said that one of the things the two groups was looking at was forming a non-profit organization for the purpose of directing housing projects from Aspen to Parachute.

Administrator Reynolds said that the American Rescue Act monies will give the state \$450 million dollars to put into housing projects. The group felt that it would be appropriate to for a non-profit because the money from the state is able to go to non-profits as well as municipalities. Administrator Reynolds said they were in the process of forming the non-profit with a board of directors, who will then review what projects were viable between Aspen and Parachute and then determine where there might be opportunity to obtain money from that \$450 million.

Memorandum

To: Mayor and Council
From: Tom Baker, Town Administrator
Date: February 2, 2016
Re: County Detox Task Force Request for Attorney Time

Purpose: The purpose of this item is to ask Council to authorize 2-3 hours of Town Attorney time to work with other municipal attorneys to determine the range of funding options that could be considered for providing sustainable funding for a county detox facility.

Background and Discussion: On Tuesday January 25th, I met as part of the county detox task force. The purpose of this task force is to recommend a detox facility model and ideas for a funding approach to make a detox facility sustainable. This is the second meeting of the group, which includes Garfield County, all municipalities, VVH, Grand River Hospital, GWS Fire, CRFR, Mind Spring and more.

In the past, the funding model has been based on an IGA or funding subject to annual appropriation by the governing body. Over time, it has become clear that this approach is failing to sustain an adequate detox facility. At this point, many task force professionals familiar with the problem believe that 6-Bed Model (annual operating cost estimated to be \$850,000) is the appropriate choice, but the question of funding remains. At the January 25th meeting there was piecemeal information about what type of fees could be levied on liquor license holders, marijuana license holders, municipal court fines, etc. As a result, the group asked if each municipality could ask their attorney to explore the range of legal options for funding.

Request: Staff recommends Council authorize David McConaughy to work with other municipal attorneys (2 to 3 hours) on this question to provide the detox task force with adequate information to move forward.



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

Office of the Town Administrator
Phone: (970) 984-2311
Fax: (970) 984-2716
www.newcastlecolorado.org

Memorandum

To: Mayor and Council
Subject: Council Agenda – Resolution TC-2022-25 Revising Invoice Approval Procedures
From: David Reynolds
Date: 09/20/22

The purpose of this agenda item is to consider Resolution TC 2022-25 revising the Town's current invoice approval procedures. During a Council meeting on August 16th, staff made Council aware of the current dollar limits associated with the approval and payment of invoices charged to the town.

Current town policy calls for the following:

- *Before payment of any invoice over \$1,500, both a Town department supervisor and either the Town Administrator or the Town Finance Director must approve payment of such invoice.*
- *Before payment of any invoice over \$4,000, other than invoices for normal and usual operating expenses, Council (Finance Committee) must approve payment of such invoice.*

Based on the August 16th discussion, which noted that the dollar limits for invoice approvals had not been updated since 2008, Council directed staff to present a resolution that would update the above dollar amounts to new limits that would be more reasonable for today's current pricing.

Staff has created Resolution TC 2022-25 which proposes the following updates:

- *Before payment of any invoice over ~~\$1,500~~ **\$3,000** both a Town department supervisor and either the Town Administrator or the Town Finance Director must approve payment of such invoice.*
- *Before payment of any invoice over ~~\$4,000~~ **\$10,000**, other than invoices for normal and usual operating expenses, Council (Finance Committee) must approve payment of such invoice.*

**TOWN OF NEW CASTLE
RESOLUTION NO. TC-2022-25**

**A Resolution of the Town Council of the Town of New Castle, Colorado,
Revising Invoice Approval Procedures.**

WHEREAS, the Town of New Castle's current policy is that both a Town department supervisor and either the Town Administrator or the Town Finance Director must approve payment of any invoice over \$1,500; and

WHEREAS, the Town's current policy is also that Council must approve payment of any invoice over \$4,000, other than invoices for normal and usual operating expenses; and

WHEREAS, inflationary trends have greatly increased the number of invoices that currently require two signatures; and

WHEREAS, increasing the above limits would make Town invoice approval procedures more efficient.

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. Before payment of any invoice over \$3,000, both a Town department supervisor and either the Town Administrator or the Town Finance Director must approve payment of such invoice.
3. Before payment of any invoice over \$10,000, other than invoices for normal and usual operating expenses, Finance Committee must approve payment of such invoice.

Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town of New Castle, Colorado, on September 20, 2022.

TOWN OF NEW CASTLE

Mayor Art Riddile

ATTEST:

Town Clerk Melody Harrison, CMC



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

Memorandum

To: Mayor Riddile and Town Council

From: Melody Harrison, Town Clerk

Subject: Ordinance TC 2022-11

Date: 9.20.22

Purpose:

The purpose of this agenda item is to consider Ordinance TC 2022-11 which repeals Emergency Ordinance TC 2020-5.

In early 2020 the COVID-19 pandemic began, and in an effort to support the economic welfare of local restaurant owners and to promote the general health and welfare of the citizens of the Town by encouraging outdoor activity, the Town Council passed an ordinance to allow for consumption of alcohol on public property without prior authorization from Town Council. Restaurant patrons then could take their carry-out food and more specifically, alcoholic beverages, to a downtown park for consumption.

The ordinance allowed for this public consumption to continue until such time that the Town Council amended or revoked the same by resolution.

At the September 6, 2022, council meeting, the council and staff had a discussion about the emergency ordinance and determined that it was no longer needed because restaurants were back open to full serving capacity. In addition, the council felt that since very few of the downtown restaurants were offering carry-out alcohol, and only one restaurants had the required permitting for carry-out alcohol, that it was no longer something the restaurants needed or used.

TOWN OF NEW CASTLE, COLORADO
ORDINANCE NO. TC 2022-11

AN ORDINANCE OF THE NEW CASTLE TOWN COUNCIL
REPEALING EMERGENCY ORDINANCE NO. TC 2020-5.

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

WHEREAS, in response to the coronavirus (“COVID-19”) pandemic, the State of Colorado declared a statewide state of emergency and enacted certain public accommodation limitations beginning in April 2020; and

WHEREAS, to support the economic welfare of local restaurant owners and to promote the general health and welfare of citizens of the Town by encouraging outdoor activity, by Ordinance No. TC 2020-5, the Town Council amended the New Castle Municipal Code (the “Code”) to allow for consumption of alcohol on public property with prior authorization from Town Council; and

WHEREAS, by July 2021, Colorado lifted healthy emergency orders that had been in effect since COVID-19 arrived in the state, including public accommodation restrictions and mask mandates; and

WHEREAS, Town Council finds that the amendments to the Code enacted by Ordinance No. TC 2020-5 supported the local economic welfare over the last two years but is no longer necessary for this purpose; and

WHEREAS, Town Council finds it is in the best interests of the Town and its residents to repeal Ordinance No. TC 2020-5.

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

1. Recitals. Town Council incorporates the foregoing recitals as findings by the Town Council.
2. Repeal. Town Council hereby repeals Ordinance No. 2020-5, including the authorization for consumption and possession of alcoholic and fermented malt beverages in (a) Ritter Plaza; (b) the two pocket parks located adjacent to Town Hall at 450 W. Main Street; (c) Burning Mountain Park; and (d) that portion of 5th Street south of Main Street that is between Main Street and the alleyway adjacent to the railroad tracks.
3. Code Amendment. Sections 9.28.010 and 12.20.080(D) of the Town Municipal Code are amended as set forth below, with added language in **bold** and underlined and removed language ~~stricken~~:

9.28.010 Possession of open alcoholic or fermented malt beverage container prohibited.

...

~~B. The prohibition set forth in Section 9.28.010(A) with respect to public streets, highways, alleys, sidewalks, parks, elementary or secondary school buildings or grounds, or other publicly owned property located within the Town limits, or parking areas open to the public, shall not apply in the event that Town Council has authorized by resolution the consumption, possession, or sale of alcoholic or fermented malt beverages. The scope and extent of the authorized consumption, possession, or sale shall be as set forth in any such resolution adopted from time to time.~~

12.20.080 – Prohibited Items.

...

~~D. Open containers containing any alcoholic or fermented malt beverage unless a permit has been issued or Town Council has authorized by resolution the consumption, possession, or sale of alcoholic or fermented malt beverages in parks or other public places.~~

4. Severability. Each section of this Ordinance is an independent section, and a holding of any section or part thereof to be unconstitutional, void, or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any other section or part thereof, and the remainder of this Ordinance shall continue in full force and effect.

INTRODUCED on September 20, 2022, at which time copies were available to the Council and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the Town of New Castle, Colorado on October 4, 2022, read by title and number, passed without amendment, approved, and ordered published as required by the Charter

TOWN COUNCIL OF THE TOWN OF
NEW CASTLE, COLORADO

By: _____
Art Riddile, Mayor

ATTEST:

Melody Harrison, Town Clerk

Submit to Local Licensing Authority

**KUM & GO #927
 1459 GRAND AVENUE
 Des Moines IA 50309**

Fees Due		
Renewal Fee		146.25
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name KUM & GO LC		Doing Business As Name (DBA) KUM & GO #927	
Liquor License # 12-40424-0005	License Type Fermented Malt Beverage Off (city)		
Sales Tax License Number 01240424-0005	Expiration Date 12/06/2022	Due Date 10/22/2022	
Business Address 801 CASTLE VALLEY BLVD New Castle CO 81647			Phone Number 9709849618
Mailing Address 1459 GRAND AVENUE Des Moines IA 50309		Email licenses@kumandgo.com	
Operating Manager Patricia Franco	Date of Birth 12-21-92	Home Address 1024 26 th St, Rifle, CO 81650	Phone Number 970-312-1993
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease 11-30-32			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No *See Attached*

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No *See Attached*

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
<i>Barb Harsh</i>	<i>Risk manager</i>	
Signature	Date	
<i>Barb Harsh</i>	<i>8-29-22</i>	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For	Date	
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Barb Heisch am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Kum + Go LC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Kum + Go #927</u>		Social Security Number/Tax Identification Number <u>1240424-0025</u>	
Address <u>801 castle valley Blvd</u>			
City <u>New Castle</u>		State <u>CO</u>	Zip <u>81647</u>
Home Phone Number <u>515-457-6000</u>		Business/Work Phone Number <u>515-274-7293</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Barb Heisch</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Barb Heisch</u>			Date signed <u>8-29-22</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Store Number	Address	City	State	Zip
0305	3033 8th Avenue	Evans	Colorado	80620
0308	7450 Federal Blvd	Westminster	Colorado	80030
0313	5480 E. 120th Ave.	Thornton	Colorado	80241
0316	2999 Bonanza Dr	Erie	Colorado	80516
0319	18465 W. Colfax Avenue	Golden	Colorado	80401
0320	250 E 136th Avenue	Thornton	Colorado	80241
0321	237 E 120th Ave	Thornton	Colorado	80233
0325	11505 W Belleview Avenue	Littleton	Colorado	80127
0329	450 S. Santa Fe Drive	Denver	Colorado	80223
0332	4720 N. Tower Road	Denver	Colorado	80249
0335	16351 Green Valley Ranch Blvd	Denver	Colorado	80239
0643	3802 North Nevada Avenue	Colorado Springs	Colorado	80907
0649	1808 Democracy Pt.	Colorado Springs	Colorado	80908
0650	17970 Knoll Wood DR	Monument	Colorado	80132
0657	2190 Vickers Drive	Colorado Springs	Colorado	80918
0658	6125 Barnes Rd	Colorado Springs	Colorado	80922
0659	9665 Prominent Point	Colorado Springs	Colorado	80924
0661	3525 Spectrum Air Way	Colorado Springs	Colorado	80911
0663	5771 N Carefree Cir	Colorado Springs	Colorado	80917
0665	1206 Interquest Pkwy	Colorado Springs	Colorado	80921
0667	7375 Duryea Rd	Colorado Springs	Colorado	80923
0668	3091 N Chestnut ST	Colorado Springs	Colorado	80907
0669	6735 N Carefree Cir	Colorado Springs	Colorado	80922
0670	8050 Fountain Mesa Rd	Fountain	Colorado	80817
0672	3025 Hancock Expy	Colorado Springs	Colorado	80907
0673	620 East Fillmore Street	Colorado Springs	Colorado	80907
0674	1021 S Nevada Ave.	Colorado Springs	Colorado	80903
0676	2588 Airport Road	Colorado Springs	Colorado	80910
0684	2422 Research Parkway	Colorado Springs	Colorado	80920
0685	6615 Dalby Drive	Colorado Springs	Colorado	80923
0686	2410 N Academy Blvd	Colorado Springs	Colorado	80916
0687	525 Wooten Road	Colorado Springs	Colorado	80915
0689	4512 Austin Bluffs Parkway	Colorado Springs	Colorado	80918
0690	1450 Garden of the Gods Rd	Colorado Springs	Colorado	80907
0693	441 Flyway Pt	Colorado Springs	Colorado	80916
0697	361 N Union Blvd	Colorado Springs	Colorado	80909
0901	895 Yampa Ave	Craig	Colorado	81625
0902	1302 W Victory Way	Craig	Colorado	81625
0905	905 Main St	Silt	Colorado	81652
0906	10 Stone Quarry Rd	Battlement Mesa	Colorado	81635
0907	101 Ruby Ranch Rd	Silverthorne	Colorado	80498
0909	605 Park Ave	Kremmling	Colorado	80459
0910	366 71st Ave	Greeley	Colorado	80634
0912	30393 Kings Valley Dr	Conifer	Colorado	80433
0913	13799 Pacific Cir	Longmont	Colorado	80542
0914	7027 20th St	Greeley	Colorado	80634

0919	317 E Main St	Rangely	Colorado	81648
0920	2032 Curve Plz	Steamboat Springs	Colorado	80477
0921	120 E 1st St	Rifle	Colorado	81650
0922	120 E 26th St	Rifle	Colorado	81650
0927	801 Castle Valley Blvd	New Castle	Colorado	81647
0928	80 Anglers Dr	Steamboat Springs	Colorado	80477
0930	2150 E Bridge St	Brighton	Colorado	80601
0931	2901 37th St	Evans	Colorado	80620
0933	115 Knobcone Dr	Loveland	Colorado	80538
0934	8150 6th St	Wellington	Colorado	80549
0935	103 Oakridge Dr	Gypsum	Colorado	81637
0937	4530 Old US Highway 6	De Beque	Colorado	81630
0938	308 Agate Ave	Granby	Colorado	80446
0939	5112 East Bromley Lane	Brighton	Colorado	80603
0940	70 W Bridge St	Brighton	Colorado	80601
0942	6503 29th Street	Greeley	Colorado	80634
0948	55 Lusher Ct	Frisco	Colorado	80443
0949	375 E Main Street	Windsor	Colorado	80550
0973	127 Laura Way	Dacono	Colorado	80514
0975	1319 Miner St	Idaho Springs	Colorado	80452
0978	18 Market St	Eagle	Colorado	81631
0994	4330 Clydesdale Pkwy	Loveland	Colorado	80538
0995	1600 E Eisenhower Blvd	Loveland	Colorado	80537
1903	700 Victory Way East	Craig	Colorado	81625
1904	230 West Jefferson Avenue	Hayden	Colorado	81639
2303	3253 S. Parker Road	Denver	Colorado	80014
2306	14725 West 84th Place	Arvada	Colorado	80005
2310	3432 Clear Creek Drive	Wheat Ridge	Colorado	80401
2312	2700 S Havana St	Aurora	Colorado	80014
2315	7995 Sheridan Blvd	Arvada	Colorado	80003
2319	11901 E. Arapahoe Rd	Centennial	Colorado	80112
2926	2510 Gilstrap Ct	Glenwood Springs	Colorado	81601
4923	705 Taughenbaugh Blvd	Rifle	Colorado	81650
4951	105 6th St	Glenwood Springs	Colorado	81601
7702	1610 Little Raven St Suite 102	Denver	Colorado	80202
7705	1250 East 17th Avenue	Denver	Colorado	80218

City	State	StoreNumber	ViolationType	ViolationDate
Craig	Colorado	1903	Alcohol	2/24/2022