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## Agenda

### New Castle Town Council Regular Virtual Meeting

**Tuesday, September 01, 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.

**Due to concerns related to COVID-19, this meeting will be open to the public as a virtual meeting only.**

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

**If you prefer to telephone in:**

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

**Meeting ID: 709 658 8400**

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

**Call to Order**  
**Pledge of Allegiance**  
**Roll Call**  
**Meeting Notice**  
**Conflicts of Interest**  
**Agenda Changes**

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

-Comments are limited to three minutes-

### **Consultant Reports**

Consultant Attorney  
Consultant Engineer

### **Items for Consideration**

- A. Council & Chamber of Commerce Appreciation of Downtown Businesses (7:05 p.m.)**
- B. YouthZone Update (7:20 p.m.)**
- C. Consider Resolution TC 2020-27 - Designating a Communal Dining Area on 5th Street (7:35 p.m.)**

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

- D. Consider an Application for COVID-19 Temporary Modification of the Hotel & Restaurant Liquor License for Elk Creek Mining Co. LLC d/b/a 88 Grill (7:50 p.m.)**
  
- E. Consider Extension of Temporary Hotel & Restaurant Liquor License for Lakota Grill & Bakery (8:05 p.m.)**

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

- F. Consider Ordinance TC 2020-6 - an Ordinance of the New Castle Town Council Amending Sections 16.16.020-16.16.30 & 17.100.050-17.100.090 Concerning Preliminary and Final Plans for Subdivision and PUD Development Applications (2nd reading) (8:20 p.m.)**
  
- G. Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) regarding 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. (8:30 p.m.)**

**Consent Agenda (9:00 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.

[July](#) 21, 2020 minutes

[August](#) Bills of \$688,577.37

**Staff Reports (9:05 p.m.)**

Town Administrator  
Town Clerk  
Town Treasurer  
Town Planner  
Public Works Director

**Commission Reports (9:15 p.m.)**

Planning & Zoning Commission  
Historic Preservation Commission  
Climate and Environment Committee  
Senior Program  
RFTA  
AGNC  
GCE  
EAB

**Council Comments (9:25 p.m.)**

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



**youthzone**  
Connect and Grow

**Glenwood Springs**  
413 9th Street  
GWS, CO 81601  
Ph 970-945-9300  
Fx 970-230-9729

**Rifle**  
136 E. 12th Street  
Rifle, CO 81650  
Ph 970-625-3141  
Fx 970-625-9532

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*"YouthZone helped me respect myself and understand that all my choices affect people."*

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**On behalf of YouthZone and myself, we thank the Town of New Castle for the \$2,500 contribution in 2019 to subsidize the cost of YouthZone direct services provided to at-risk youth and their families who reside in Parachute.**

**For the 2019-2020 fiscal year:**

- **YouthZone served 473 clients in Garfield and West Eagle counties of which 73 clients resided in the Town of New Castle; 13% of all Garfield and West Eagle County YouthZone clients are Town of New Castle residents.**
- **The number of YouthZone youth clients in the 2019-2020 fiscal year from the Town of New Castle remained consistent with the prior fiscal year with an increase in individual parent counseling services.**
- **YouthZone's cost per client is \$2,000 for six months of services. Actual cost of direct services for the Town of New Castle was \$146,000 (73\*\$2,000).**
- **YouthZone's most recent evaluation indicated 90% of youth referred through the juvenile justice system did not repeat another offense while receiving services from YouthZone. According to the Colorado Division of Criminal Justice 2018, if that same youth remained in the court system and placed on probation, the recidivism rate averages 49%.**
- **YouthZone's evidence-based pre and post-test analysis indicates youth experienced decreased substance use and delinquency; increased social support and decreased sexual/emotional/physical abuse because of receiving YouthZone direct services (YouthZone Evaluation Report, October 2019).**
- **Number one leading cause for youth from the Town of New Castle to be referred to YouthZone was Criminal Mischief followed closely by Possession Marijuana; Possession of Alcohol and Petty Theft ranked 3<sup>rd</sup> in the reason for referral to YouthZone.**
- **YouthZone maintains offices in Glenwood Springs and Rifle to provide services to Town of New Castle residents.**

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*"Serving families from Aspen to Parachute with offices in Aspen...Carbondale...Glenwood Springs...Rifle."*

### Program Evaluation Summary

**Evaluation Purpose and Perspective** The 2019 Youthzone evaluation report presents findings from an independent evaluation of Youthzone programs that served clients during 2017-2018-2019. The evaluation was designed to measure three program factors:

1. Programs' success with reducing risk factors that predict delinquency;
2. Program equity with similar outcomes for females and males, younger and older, and youth of different ethnicities; and
3. Consistency in Youthzone in achieving its desired youth outcomes.

**Evaluation Results** Trouble with the police, appearance in court, and possible probation monitoring are unexpected and highly stressful experiences for youth and parents. Parents may alternate between self-blame and distress with their child. Young people may be confused, embarrassed, angry, and fearful. Though the evaluation findings will do little to ease these emotions, parents and youth can be reassured of evaluated support from Youthzone case managers.

Evaluation found that when the risk and protective factors related to youths' respect of the law were measured, the average young person showed significant progress. Use of substances declined, though abstinence for alcohol and marijuana was not complete. Clients felt more optimistic about their futures by the end of services and their involvement/investment in school rose significantly. Attitudes and behavior associated with delinquency softened for most youngsters.

Youthzone offers several programs, each designed to meet the particular needs of an individual client/family. Evaluation found that once assigned, most youths progressed, with no one program being of greater efficacy than another. Thus, youths' substance use issues improved in any and all program paths. Similarly, evaluation analysis found that regardless of a youngster's type

of offense, progress was equivalent for all types of reasons for referral.

Youthzone programs are effective for most, but not all youth and families. Some youth/family clients resist full participation in recommended activities. Some complete activities, but are essentially unchanged in their attitudes and behavior at the end of services. Some reoffend during services and some reoffend later and return for a second round of Youthzone assessment and interventions. Similarly, while overall individual programs benefit enrolled clients, some are resistant to these interventions and complete them with an outlook similar to that at the time of their enrollment. Previous Youthzone evaluations have seen that some case managers are more effective with certain clients than are other managers. More work is needed to optimized programs for youth and families. The same conclusion would apply, of course, to most healthcare, social service, or educational endeavors, favorable outcomes for the majority are a goal, not a given. More should and can be done to strengthen programs.

*Equity of Program Benefits* More boys than girls are arrested and referred to Youthzone's diversion program. For each girl, two boys are enrolled. Over the seven program evaluation reports since 1998, differences among youth served in terms of gender, ethnicity, and age have grown smaller. Most youngsters today have much in common with one another today, nevertheless, monitoring program benefits to assure that all clients share equally in benefits is a reasonable concern.

Pre-post *Youthzone Screening* score changes were similar for youngsters of different ages, though some risk factors were more common among older youths. Substance use and school attachment were more problematic for older clients, so older teens showed greater progress. Younger and older clients showed gains in their delinquency attitudes and behavior and this was particularly true for young clients, an encouraging finding for prevention of future delinquency.

Female clients made more progress with substance use than did males. A similar finding applied to acquiring optimism and problem-solving skills. Girls progressed further than did boys. Girls reattached to school more quickly than boys.

Program benefits appeared in equal measure for three ethnicity groups: Caucasian, Latino/Latina, and Other ethnicities.

Youthzone enrolls youngsters of varying backgrounds and evaluation found equitable program benefits for gender, age, and ethnicity. The evaluation also analyzed whether family type contributed to youth problems and how family type influenced the results delivered by Youthzone services. Program benefits were received equally by clients from a wide range of home situations.

*Program Outcomes Consistency* Society changes, law enforcement and courts change policies, communities grow and evolve, and diversion programs experience staffing turnover. Maintaining consistent results through all of these influences is a great program challenge and prompted the evaluation's focus on outcomes consistency. Further, it is reasonable to hope that with experience, Youthzone may become more effective in operating programs, allocating resources, and matching youth to program purposes. The evaluation investigated these issues by comparing outcomes from the 2016 and 2019 evaluation study samples.

The 2019 evaluation found that not only did Youthzone sustain its previous performance levels with reducing risks for delinquency, its success rate improved with reducing substance use, encouraging optimism and health problem-solving, and encouraging school engagement. It significantly increased program outcomes from the three previous evaluation years.

Most families will discover that their boy or girl will have a better outlook on themselves and life and will be more likely to align their behavior with reasonable expectations following participation in Youthzone programs.

Though not a focus of this evaluation, in previous evaluations slightly less than 10% of clients in the evaluation samples has been rearrested after the initial offense that

led to their Youthzone referral and before court-ordered services were completed. Some clients re-offended within days of their admission. Among all Youthzone clients, these are probably at greatest risk for future personal, family, social, and vocational maladjustment. Success with them in the present could avoid much suffering and personal and social costs. The planned 2022 Youthzone evaluation will be devoted primarily to the questions of predicting and preventing recidivism, using data from 2014-2022 as a base of prediction data.

Finally, while evaluation established that, on average, youthful clients gained assets and reduced risk behaviors while receiving Youthzone services, not all clients made these gains and not all clients improved their adjustment equally in all programs. Evaluation calculated the performance of four programs in reducing risk factors, strengthening protective factors, and lowering the likelihood that a client would reoffend. All programs had some effectiveness with these outcomes. Of particular note were findings for Youthzone's group intervention for substance use. Scientific reports of successful interventions with delinquent youth substance use in Colorado community agency settings are uncommon. There are limited evidence-based practice standards for these interventions. Most diversion programs make some effort to reduce substance use, however, seldom are these systematized. Currently, evaluation determined that not only did youth enrolled in the group intervention designed for them reduce their substance use, they became more optimistic, more involved at school and in the community, and their delinquent and aggressive behaviors declined.

Few youth-serving programs in the region – or across the state for that matter – are fully informed about their programs' outcomes effectiveness and where modification is needed to resolve inequities and where services are working well. Nearly all service agencies rely on a leap of faith that what they promise, they are delivering. Youthzone, however, has adopted evaluation practices to assist in building evidence-based services and focusing administration, case managers, the organization's board and the community on where additional attention can improve outcomes.

### Youth Program Services: Performance, Equity, and Continuity

**Evaluation Purpose** YouthZone provides family strengthening services for youth and their parents in Garfield and Pitkin and West Eagle Counties. This independent evaluation report summarizes findings from a study of youths who in the majority came to Youthzone with a legal problem. It addresses these three questions:

1. How successful are programs with reducing risk factors that predict delinquency?
2. How equitable are programs in achieving similar outcomes for females and males, younger and older, and youth of different ethnicities?
3. How consistent is Youthzone in achieving desired youth outcomes?

External evaluation of Youthzone programs began in 1998. This is the seventh evaluation report in a series of triannual assessments of youth programs.

#### **Perspectives on Evaluation of Youth Diversion Programs**

During the 20 years since Youthzone's first formal evaluation, youth and their families have changed along with society and lifestyles. For example, relatively few girls were arrested and referred in 1998, while today, they represent more than 35 percent of referrals for diversion services. So too, juvenile crime is treated differently today than two decades ago with more attention to "serious" violations and less to "minor" infractions of the law. Nevertheless, each year, 1000's of children and teens are still arrested in Colorado communities and processed through one or another local courts.

For more than a decade in the late 90's and through about 2010 youth arrests in Colorado for violent crimes were declining. Since, these arrests in Colorado have been similar year-over-year or increasing slowly. Arrests for theft and property crimes have declined steadily as have arrests for drug-related offenses. Arrest rates differ, however, from county to county in Colorado.

In Garfield County, there has been little or no reduction in arrest rates for all types of infractions for more than a decade. Substance use/possession rates have risen about 25% during the last 10 years. These epidemiological data confirm common experience, that the issues of preventing delinquency and reoffending after arrest have not been resolved.

The root causes of juvenile crime are multiple and dynamic. The driving forces are better understood now than two decades in the past. While the causes of delinquency have always been considered varied, now, they have been specifically identified through research as risk factors existing simultaneously in communities, in families, in schools, and with a young person's peers. For example, in Garfield County, the Colorado Department of Public Health and Environment determined through youth survey data that the availability of substances as well as community laws and social norms (attitudes of parents and other adults) favorable toward substance use were much greater locally than in other areas of Colorado.

Social science has recently begun reporting factors in juvenile diversion programs that predict achieving successful gains in youth behavioral adjustment. Key performance outcome indicators include program completion, behavioral and attitudinal changes during program services, and success with diverting arrested youth from reoffending and further involvement in the justice system. Generally, research has not been conclusive regarding program best practices for impact on these key performance indicators. Nevertheless, it suggests, for example, that strengths-based, "therapeutic" interventions are more effective approaches to juvenile diversion than are "control-oriented" case management approaches involving check-in and behavioral monitoring with threats of consequences for non-compliance. Currently, effectiveness of Colorado's juvenile delinquency prevention programs is only estimated. Data are limited on program best practices that modify risk factors and

prevent reoffending. Even less is known about whether these are of equal benefit to youths of different genders, and social, ethnic, and demographic characteristics. More should and can be done. This Youthzone evaluation contributes to the success of its programs for youth and families, and offers information for sister organizations involved in juvenile diversion.

This report follows new research on effective juvenile diversion by identifying factors that decrease youths' risk

of failure, learning whether Youthzone is sustaining an effective approach with these factors, and finally determining if youths of different backgrounds have an equal chance of reestablishing a typical positive youth development and avoiding future problems. It suggests evidence-based ways of looking at common challenges and helps YouthZone be as accountable as possible to its funders, families, and the communities it serves.

## Evaluating Community-Based Youth Diversion Programs

**Evaluation Methods** Youthzone supplements usual youth intake procedures with information from the *YouthZone Screening for Positive Youth Development*® (“*Screening*”). The *Screening* tool covers a wide range of youth risk factors, e.g., trouble coping with stress and doing poorly in school. It measures internal and external assets – protective factors, e.g., positive self-esteem and resisting alcohol and drug use, that buffer influences causing delinquency. It contains 60 questions, of which seven are identifying and demographic, two ask the youth to assess the quality of their *Screening* answers, and 51 inquire about their assets and risks. It has a 7<sup>th</sup>-grade reading level and takes about 15 minutes to complete online.

The *Screening* measures the five factors listed in Fig. 1 that have been shown statistically to be sensitive to program effectiveness, completion, and client recidivism. A supplement provides trauma indicators in the areas of depression, self-destructive feelings, sexual victimization, and parents/adult rejection.

**Fig. 1. The *Screening* Tool Scores**

### **Alcohol, Tobacco, and Other Drug Use**

Measures the youth's substance use, the potential harm of use, risk behaviors closely associated with extent of use (sexual activity and contact with police), and peer use of substances.

### **Optimism and Problem Solving**

Measures the youth's resilience in coping with setbacks in life, confidence, self-efficacy, and important skills for solving problems and setting and achieving goals, and optimism about his or her future.

### **School and Community Involvement**

Measures the youth's commitment to achieving in school, attendance, grades, and satisfaction with school, as well as his or her involvement in non-academic activities in school and the community.

### **Delinquency and Aggression**

Measures the youth's antisocial outlook toward rules and other people, as well as their readiness to engage in verbal and physical conflict and tolerance of use of frankly dangerous substances, e.g., illicitly obtained medication.

### **Self-Deprecation**

Measures the youth's perception of him or herself as a victim of verbal, physical, and sexual abuse, tolerance of substance use, and thoughts and plans to attempt suicide.

Youth program staffs plan services according to *Screening* score norms compiled from 100's of previously-screened youth that identify a youngster as “at-risk.” Some high-risk youths are referred for formal assessment, e.g., those with high Alcohol or Self-Deprecation scores, trauma, or suicide risk.

In the results sections below, this report presents evaluation findings and interpretations.

## Results Section 1. Characteristics of Youth in the Evaluation Sample

This section of the report concentrates on 662 young people enrolled in Youthzone services between 2017 and 2019 and who completed a pre- and a post-*Screening*, both with valid results.

**Evaluation Group Demographics** The 662 children and adolescents – the “evaluation study sample” – were 35.5% female and 64.5% male. Only 5.1% were 12 years or younger and just 4.4% were 18. The mean age was 16 years. At intake, boys were slightly older than were girls.

Most youths (74.1%) attended a public middle or high school, with 1.4% home schooled, 15.6% in alternative school, 2.1% in a GED program and 5.0 % were not currently enrolled in school. (Some percentages do not add to 100 because of missing data.) Boys and girls were equally likely to be enrolled in a public school. Older youths were more often not attending a regular public school. Clients were 45.5% Caucasian or 43.0% Latino/Latina. Caucasian and Latino/Latina youth were of similar ages. Boys and girls were equally likely to be born in the US, with 12.3% born in another country.

The family structure of referred youth ranged widely, nevertheless, 38.4% were living with both of their birth parents and an additional 44.1% were living with one parent and a stepparent, in joint custody with their divorced mother and father, or in a single birth parent home. Only 5.1% were living in a setting where neither birth parent was present. Girls and boys were equally likely to come from a home in which both of their biological parents were present. Latino/Latina youth were more likely to be living with both of their birth parents than were Caucasian clients.

**Source of Referral to YouthZone** Of 662 youth, 0.8% came to YouthZone directly from law enforcement. Probation officers referred another 4.5%, 10.4% were referred by county courts, 9.2% from district courts, and 50.5% from municipal courts. Schools referred 14.1% of enrolled youths (as compared to 1% in 2016), and the remainder came on referral of other community agencies or were self-referred. Girls were more likely than boys to be referred by a probation officer. Ethnicity was unrelated to referral sources.

**Community of Residence** Clients in the evaluation study sample came from 26 communities across Garfield, Pitkin and West Eagle Counties and beyond. As shown in Table 1, those in the immediate area were most often from Glenwood Springs, Carbondale, and Rifle. Girls and boys were equally likely to be referred from these cities. Caucasian youth were seen less often than Latino/Latina youth in the Carbondale-Glenwood Springs area, but in about equal numbers elsewhere.

**Table 1. Youth Community of Residence (Garfield and Pitkin Counties)**

City Areas	Frequency	Percent
Aspen Area	37	5.9
Basalt Area	28	4.4
Carbondale Area	153	21.1
Glenwood Springs Area	156	24.7
New Castle-Silt Area	62	9.8
Rifle Area	129	20.4
Parachute Area	86	13.6
<b>Total of all communities</b>	651	100.0

The immediate needs of referred clients were not the same in each city area. Table 2 provides a snapshot into how youth behavioral challenges varied and may suggest the importance of ordering program priorities to match local need. Youth reports of use of alcohol and other drugs were greater in Aspen area communities as were

Optimism & Problem-Solving scores. Carbondale statistics for youth-reported problems followed closely those from the Aspen area. School & Community Involvement was a strength in the Rifle area as compared to other community areas. Delinquency and Aggression and Self-Deprecation were similar across city areas.

**Table 2. Youth Community of Residence**

City Areas	Priority Youth Issues
Aspen, Basalt, Snowmass Area	<ul style="list-style-type: none"> <li>Statistically significant greater prevalence of "Alcohol, Tobacco, and Other Drug Use." Clients expressed greater "Optimism and Problem-Solving" as compared to</li> </ul>

City Areas	Priority Youth Issues
	youth in other community areas. Aspen youth report the highest substance use scores in the four city areas.
Carbondale Area	<ul style="list-style-type: none"> <li>Carbondale clients were similar to Aspen area youth in their reported substance use, showing higher rates than in other city areas. Like Aspen area youths, Carbondale youths expressed higher “Optimism and Problem-Solving” as compared to youth in other community areas.</li> </ul>
Glenwood Springs, New Castle, Silt Area	<ul style="list-style-type: none"> <li>Overall, similar to other city areas in developmental challenges with “Alcohol, Tobacco, and Other Drug Use,” “Optimism,” “Delinquency and Aggression,” and “Self-Deprecation.”</li> </ul>
Rifle, Parachute Area	<ul style="list-style-type: none"> <li>Overall, similar to other city areas in developmental challenges with “Alcohol, Tobacco, and Other Drug Use,” “Optimism,” “Delinquency and Aggression,” and “Self-Deprecation.”</li> <li>Greater “School-Community Involvement” than among youth in other city areas.</li> </ul>

## Results Section 2. Youth and their Legal Offenses

**Youths’ Type of Legal Offense** In the study sample, about 84.9% of all youths in the evaluation sample arrived at YouthZone with a recent legal offense. In Table 3 these offenses have been grouped together across sexes,

age, ethnicities and communities to assist with gaining an overview of the type and seriousness of youths’ legal problems and to facilitate statistical analysis.

**Table 3. Type of Youth Legal Offenses at Intake**

Offense Type	Frequency	Percent
Offense – Alcohol and Drug Related (possession, use, distribution)	318	56.6%
Offense – Petty Theft (theft of item with value less than \$500)	90	16.0%
Offense – Property (criminal mischief, trespass, motor vehicle theft, breaking and entering)	64	11.4%
Offense – Person (assault and battery, harassment and menacing, use of weapons, resisting arrest, sexual assault)	71	12.6%
Offense – Traffic	9	1.6%
Offense – Miscellaneous (forgery, fraud, conspiracy)	10	1.8%
<b>Total</b>	<b>562</b>	<b>100.00%</b>

Statistical analysis found highly significant differences in charges against boys and girls. For example, girls had more arrests involving offenses against another person (e.g., assault) and petty theft. Boys were more often referred with substance misuse and property (vandalism) offences.

There were differences statistically among ethnicities and offenses. Latino/Latina ethnicity was associated with more offenses against another person. Caucasian youths had more property offenses.

A youth’s family type could be important for planning and evaluating services, however, evaluation found that

this factor was unrelated to charges incurred by youth as well as most other aspects of diversion services.

Traffic-related charges aside, there were significant differences in the average age of clients only with substance-related charges. More than 60% of youth 16 or older came with substance use involvement. Younger youths were more often involved with offenses against a person or property.

Evaluation also examined offense data to determine if communities in the YouthZone catchment area were using different criteria to charge youth. Analysis found few statistically significant differences across communities

in the offense for which youth were arrested. In the Aspen-Carbondale areas there were more arrests for substance-related problems, though arrests for all other types of charges occurred less often in these two community areas. Officials in city areas arrested youth in equal

measures for offenses against person, petty theft, property, and traffic. By far, the most common reason for a boy or girl to be arrested in the Youthzone catchment area was possession, use, or sales of illegal substances.

### Results Section 3. Intake-to-Discharge Changes in Screening Scores

When all 662 clients who completed valid pre- and post-*Screenings* were compared on their five intake and discharge scores, very highly significant improvements

were revealed. Pre and post means and significance of statistics are presented in Table 4.

**Table 4 Statistical Significance of Pre-Post YouthZone Screening Score Changes for All Clients**

(This analysis included all 662 youths combined. It shows the statistical significance of changes in their mean intake and discharge scores on the *Screening* survey)

YouthZone Screening Scale <sup>1</sup>	Intake Screening Mean	Discharge Screening Mean	Significance of F Statistic <sup>2</sup>
Alcohol, Tobacco, and Other Drug Use	23.7	21.5	****
Optimism and Problem Solving	21.5	18.5	****
School and Community Involvement	15.34	13.3	****
Delinquency and Aggression	15.6	14.0	****
Self-Deprecation	9.6	9.3	***

<sup>1</sup> Higher scores indicate lower functioning in the *Screening* score scales

<sup>2</sup> Statistical significance levels: \*\*\* = p < .01, "highly significant," \*\*\*\* = p < .001 "very highly significant"

It is critically important to establish that Youthzone services are equitable, that they work about as well for younger and older, for both boys, and girls, and youth of different ethnicities. The following comparisons help determine program equity.

#### Pre-to-Post Screening Score Change and Age

- *Alcohol, Tobacco, and Other Drug Use* As expected, older clients had higher levels of initial and final substance use than did younger clients. The group of above-the-median age clients was at a greater risk for substance use than were younger clients even at the end of services. Change pre-to-post for these two age groups was the same. Both improved to an equal and statistically significant extent.
- *Optimism and Problem-Solving* Younger and older clients had similar scores initially on the Optimism and Problem-Solving scale. Both younger and older clients improved equally on the *Screening*.
- *School and Community Involvement* Younger clients initially reported slightly higher School and

Community Involvement scores, but both older and younger clients made very similar gains over time.

- *Delinquency and Aggression* Younger and older clients scored similarly on the Delinquency and Aggression scale when they enrolled. By the time they had completed services, however, younger clients had shown significantly greater improvement pre-post.
- *Self-Deprecation* Younger and older youth reported similar levels of Self-Deprecation at intake and both groups showed similar degrees of improvement during services.

YouthZone services created benefits that were equal for youth of all ages. Evaluation studied other client characteristics as these may have influenced their intake and discharge screening scores.

#### Pre-to-Post Screening Change and Gender

- *Alcohol, Tobacco, and Other Drug Use* Boys and girls were at equivalent levels of substance use at intake and girls' reduction in substance use

was nearly identical to boys by the time they left YouthZone services.

- *Optimism and Problem-Solving* Girls reported slightly higher Optimism and Problem Solving when they enrolled than boys did and girls improved their scores more than boys by the end of services.
- *School and Community Involvement* Girls reported slightly lower initial scores on School and Community Involvement than boys did. There were no differences, however, in the extent of positive change pre-to-post between the sexes. Nevertheless, at the conclusion of services, girls still scored more favorably than boys on this *Screening* scale.
- *Delinquency and Aggression* Girls showed higher scores on Delinquency and Aggression at intake, but then showed more improvement over time than did boys.
- *Self-Deprecation* Girls initially showed more sadness, depression, and low self-esteem than did boys. From pre-post their self-assessment improved more, but girls still showed greater Self-Deprecation at the end of services than boys.

groups improved during services and to an equal extent.

- *Optimism and Problem-Solving* The three evaluation ethnic groups: Caucasian, Latino/Latina, and Other reported similar scores at intake on the Optimism and Problem-Solving scale. All three progressed during services and to an equal extent.
- *School and Community Involvement* Latino/Latina youth, more than Caucasians or Other ethnicities, scored higher initially on School and Community Involvement. These groups improved in equal degrees by the end of services.
- *Delinquency and Aggression* Caucasian youth had higher scores in this area than did the other ethnic groups, and showed more improvement from pre-post, though all three ethnic groups reduced delinquent attitudes and behavior significantly.
- *Self-Deprecation* Only small differences were seen initially in Self-Deprecation scores among ethnic groups. The small changes pre-post that were observed were to a similar degree for all three groups.

Some differences in program benefits for boys and girls suggest the importance of considering gender when individualizing programs for boys and girls.

### Pre-to-Post Screening Change and Ethnicity

- *Alcohol, Tobacco, and Other Drug Use* When they came to YouthZone, the level of substance abuse involvement was the same for Caucasian, Latino/Latina, and youth of other ethnicities. All

### Pre-to-Post Screening Change and Type of Legal Offense

Understanding YouthZone’s effectiveness in changing the adjustment and risk behaviors of clients with different types of legal offenses is also important to planning and evaluating services. Statistical results of this study issue are arranged in Table 5.

**Table 5. Statistical Significance of Pre-Post Screening Change Within Type of Legal Offense**

(This analysis included 562 youth separated into type of intake legal offense – the columns. It shows the statistical significance of changes in their mean intake and discharge scores on the *Screening* survey)

YouthZone Screening Scale	Significance of F Statistic for Pre-Post Change			
	Substance-Related Offense?	Property Offense?	Person Offense?	Petty Theft Offense?
Alcohol, Tobacco, & Other Drug Use	****	***	**	***
Optimism & Problem Solving	****	****	****	****
School & Community Involvement	****	ns	**	***
Delinquency & Aggression	****	****	****	****
Self-Deprecation	*	ns	ns	*

<sup>1</sup> Statistical significance levels: ns = “not significant,” \* = p <.10 “borderline significant,” \*\* = p <.05 “significant,” \*\*\* = p <.01, “highly significant” \*\*\*\* = p <.001 “very highly significant”

These results can be appreciated by looking down each of the Significance columns in Table 5 for each offense type:

- *Substance Offense Youth* The 318 youths who came to YouthZone with a substance-related offense (see Table 3) made substantial gains in four-of-five *Screening* scales. They reduced their substance use, though did not eliminate it. Their Optimism & Problem-Solving, School, and Delinquency self-assessments improved and there was marginal improvement in Self-Deprecation.

- *Property-Offense Youth* 64 youths with a property or 58 with a person offense showed similar improvements in adjustment and behavior as those with a substance-related offense.
- *Person Offense Youth* Youths referred with an offense against another person progressed with reducing risk behavior during services.
- *Petty Theft Youth* The 133 petty theft offense clients improved on all five *Screening* scales: Alcohol, Tobacco, and Other Drug Use, Optimism & Problem Solving, School and Community Involvement, Delinquency and Aggression, and Self-Deprecation.

## Results Section 4. Outcomes of Individual Youthzone Programs

Results Section 3 presented outcomes for all youth combined from all Youthzone programs. Section 4 studies youth outcomes for individual Youthzone programs. Evaluation measured the significance of pre-to-post

*Screening* scale changes among just those clients enrolled in one of four programs. Programs were selected when they had included at least 30 clients with valid pre- and post-*Screening* surveys. Statistical results are shown in Table 6.

**Table 6. Statistical Significance of Pre-Post *Screening* Score Change for Five Individual Programs**

(This analysis compares pre-post changes on the *Screening* tools scales for clients who were enrolled in specific Youthzone programs total attendance of 30+ clients during the evaluation period)

<i>Screening</i> Scale	Significance of F Statistic for Individual YouthZone Programs			
	Seeking Safety (N = 56)	Substance Use: Class (N = 98)	Restorative Justice (N = 126)	Saturday Useful Public Service (N = 142)
Alcohol, Tobacco, & Drug Use	****	****	**	****
Optimism & Problem Solving	****	****	****	****
School & Community Involvement	***	****	****	****
Delinquency & Aggression	****	****	****	****
Self-Deprecation	ns	ns	ns	ns

<sup>1</sup> Statistical significance levels: ns = “not significant,” \* = p <.10 “borderline significant,” \*\* = p <.05 “significant,” \*\*\* = p <.01 “highly significant” \*\*\*\* = p <.001 “very highly significant”

Youthzone assigned clients to programs based on an assessment of their needs and other circumstances. Accordingly, the program outcomes shown in Table 6 represent change for those enrolled, for example, in Seeking Safety. Evaluation found that none of the pre-post changes on *Screening* scales were negative, nor that clients worsened from enrollment to completion of services. Findings show that each program yielded very positive results for clients in four of the five *Screening* scales. No program appeared to be more effective than any

other in *Survey* results. In terms of greater success with preventing reoffending (8.4% overall) programs ranked: #1 Restorative Justice, #2 Substance Abuse Class, #3 Saturday Useful Public Service, and #4, Seeking Safety. Analysis did not match programs according to the challenge presented by their clients, likely a significant factor in inter-program success rates.

These results show the value of individualizing interventions for youth with legal offense histories.

## Results Section 5. Comparison of Evaluation Results 2016 and 2019

This section reviews changes in pre-post *Screening* scales from surveys collected from youths during 2014-2015-2016 and 2017-2018-2019. It addresses the consistency of program benefits for youth.

Demographically, differences between 2016 and 2019 samples were small. The same proportions of girls and boys, ages, ethnicities, and types of offenses were present in both samples. Family structure of referred clients has changed little over the years. About half live in homes with both birth parents. Community referral of youth has shifted very slightly. Relatively speaking, the Aspen area

sent about the same number of youths during the two evaluation periods. Slightly more referrals in the evaluation sample were from Carbondale. The Glenwood Springs New Castle, Silt areas had a larger percentage of total referrals in 2019 as 2016. Type of legal offense did not differ across the years.

Table 7 presents the results of the statistical comparison of program benefit consistency. On the whole a comparison of 2016 and 2019 evaluation results confirmed consistent and improving benefits for youthful clients.

**Table 7. Statistical Significance of Pre-Post Screening Score Change for 2016 and 2019**

<i>Screening Scale</i>	<b>Significance of Change Difference Between 2016 – 2019<sup>1, 2</sup></b>	<b>Interpretation</b>
Alcohol, Tobacco, & Drug Use	**	2016 sample clients and 2019 sample clients had equivalent levels of substance use problems when initially screened. By the end of their programs, 2019 clients had shown a 15% significantly greater improvement in this area than did the 2016 clients.
Optimism & Problem Solving	****	2016 sample clients had higher Optimism at intake than did 2019 clients, however, 2019 clients showed significantly greater improvement during Youthzone services, with greater Optimism at the end of service than did the 2016 clients.
School & Community Involvement	****	2016 sample clients and 2019 sample clients had equivalent levels of Involvement when initially screened. By the end of their programs, however, 2019 clients had shown a 10% significantly greater improvement in this area than did the 2016 clients.
Delinquency & Aggression	ns	2016 sample clients and 2019 sample clients had equivalent levels of Delinquency when initially screened and both samples showed equivalent and significant gains during services. The <i>difference in pre-post change</i> between 2016 and 2019 was not statistically significant.
Self-Deprecation	ns	2016 sample clients and 2019 sample clients had equivalent levels of Self-Deprecation when initially screened and both samples showed equivalent and significant gains during services. The <i>difference in pre-post change</i> between 2016 and 2019 was not statistically significant.

<sup>1</sup> Two-way Analysis of Variance with Repeated Measures.

<sup>2</sup> <sup>1</sup> Statistical significance levels: ns = “not significant,” \* = p < .10 “borderline significant,” \*\* = p < .05 “significant,” \*\*\* = p < .01 “highly significant” \*\*\*\* = p < .001 “very highly significant”

## Program Evaluation Summary

**Evaluation Purpose and Perspective** This report presents findings from an independent evaluation of Youthzone programs that served clients during 2017-2018-2019. The evaluation was designed to measure three program factors:

1. Programs' success with reducing risk factors that predict delinquency;
2. Program equity with similar outcomes for females and males, younger and older, and youth of different ethnicities; and
3. Consistency in Youthzone in achieving its desired youth outcomes.

*Success with Delinquency Risk Reduction* Trouble with the police, appearance in court, and possible probation monitoring are unexpected and highly stressful experiences for youth and parents. Parents may alternate between self-blame and distress with their child. Young people may be confused, embarrassed, angry, and fearful. Though these evaluation findings will do little to ease these emotions, parents and youth can be reassured of excellent support from Youthzone case managers.

Evaluation found that when youths' respect of the law were measured, the average young person showed significant progress. Use of substances declined, though abstinence for alcohol and marijuana were not complete. Clients felt more optimistic about their futures by the end of services and their involvement/investment in school rose significantly. Attitudes and behavior associated with delinquency softened for most youngsters.

Youthzone offers several programs, each designed to meet the particular needs of a client. Evaluation found that once assigned, most youths progressed, with no one program being of greater efficacy than another. Thus, youths' substance use issues improved in any and all program paths. Similarly, evaluation analysis found that regardless of a youngster's type of offense, steady progress was equivalent for all types of reasons for referral.

Youthzone programs are effective for most, but not all youth and families. Some youth/family clients resist full participation in recommended activities. Some complete activities, but are essentially unchanged in their attitudes and behavior at the end of services. Some reoffend dur-

ing services and some reoffend later and return for a second round of Youthzone assessment and interventions. Similarly, while overall individual programs benefit enrolled clients, some are resistant to these interventions and complete them with an outlook similar to that at the time of their enrollment. Previous Youthzone evaluations have seen that some case managers are more effective with certain clients than are other managers. More work is needed to optimized programs for youth and families. The same conclusion would apply, of course, to most healthcare, social service, or educational endeavors, favorable outcomes for the majority is a goal, not a given.

*Equity of Program Benefits* More boys than girls are arrested and referred to Youthzone's diversion program. For each girl, two boys are enrolled. Over the seven program evaluation reports since 1998, differences among youth served in terms of gender, ethnicity, and age have grown smaller. Most youngsters have much in common with one another today, nevertheless, monitoring program benefits to assure that all clients share equally in benefits is a reasonable concern.

Pre-post *Screening* score changes were similar for youngsters of different ages, though some risk factors were more common among older youths. Substance use and school attachment were more problematic for older clients, so older teens showed greater progress. Younger and older clients showed gains in their delinquency attitudes and behavior and this was particularly true for young clients, an encouraging finding for prevention of future delinquency.

Female clients made more progress with substance use than did males. A similar finding applied to acquiring optimism and problem-solving skills. Girls progressed further than did boys. Girls reattached to school more quickly than boys.

Program benefits appeared in equal measure for three ethnicity groups: Caucasian, Latino/Latina, and Other ethnicities.

Youthzone enrolls youngsters of varying backgrounds and evaluation found equitable program benefits for gender, age, and ethnicity.

The evaluation also analyzed whether family type contributed to youth problems and how family type influenced the results delivered by Youthzone services. Program benefits were received equally by clients from a wide range of home situations.

*Program Outcomes Consistency* Society changes, law enforcement and courts change policies, communities grow and evolve, and diversion programs experience staffing turnover. Maintaining consistent results through all of these influences is a great program challenge and prompted the evaluation's focus on outcomes consistency. Further, it is reasonable to hope that with experience, Youthzone may become more effective in operating programs, allocating resources, and matching youth to program purposes. The evaluation investigated these issues by comparing outcomes from the 2016 and 2019 Study samples.

The 2019 evaluation found that not only did Youthzone sustain its previous performance levels with reducing risks for delinquency, its success rate improved with reducing substance use, encouraging optimism and health problem-solving, and encouraging school engagement. It significantly increased program outcomes from the three previous evaluation years.

Most families will discover that their boy or girl will have a better outlook on themselves and life and will be more likely to align their behavior with reasonable expectations following participation in Youthzone programs.

Though not a focus of this evaluation, in previous evaluations slightly less than 10% of clients in the evaluation samples has been rearrested after the initial offense that led to their Youthzone referral and before court-ordered services were completed. Some clients re-offended within days of their admission. Among all Youthzone clients, these are probably at greatest risk for future per-

sonal, family, social, and vocational maladjustment. Success with them in the present could avoid much suffering and personal and social costs. The planned 2022 Youthzone evaluation will be devoted primarily to the questions of predicting and preventing recidivism, using data from 2014-2022 as a base of prediction data.

Finally, while evaluation established that, on average, youthful clients gained assets and reduced risk behaviors while receiving Youthzone services, not all clients made these gains and not all clients improved their adjustment equally in all programs. Evaluation calculated the performance of four programs in reducing risk factors, strengthening protective factors, and lowering the likelihood that a client would reoffend. All programs had some effectiveness with these outcomes. Of particular note were findings for Youthzone's group intervention for substance use. Scientific reports of successful interventions with delinquent youth substance use in Colorado community agency settings are uncommon. There are limited evidence-based practice standards for these interventions. Most diversion programs make some effort to reduce substance use, however, seldom are these systematized. Currently, evaluation determined that not only did youth enrolled in the group intervention designed for them reduce their substance use, they became more optimistic, more involved at school and in the community, and their delinquent and aggressive behaviors declined.

Few youth serving programs in the region – or across the state for that matter – are informed about their programs' effectiveness and where modification is needed and where services are working well. Nearly all service agencies rely on a leap of faith that what they promise, they are delivering. Youthzone, however, has adopted evaluation practices to assist in building evidence-based services and focusing administration, case managers, the organization's board and the community on where additional attention can improve outcomes.

### ***Acknowledgement***

Evaluation recognizes current and past case managers and supervisory staff, who have contributed ideas to the design and improvement of the evaluation, and who have been dedicated to following the screening process, that makes this program assessment possible.

# Memo

**TOWN OF NEW CASTLE**  
**Town Clerk**

**To:** Mayor and Council Members

**From:** Melody Harrison

**Date:** August 29, 2020

**Re:** Resolution TC 2020-27 – Designating a Communal Outdoor Dining Area

---

The purpose of this item is so that the town can further respond to the COVID-19 pandemic and the devastating economic impact it is having on the town's restaurants.

Recently the town council discussed the idea of blocking off the section 5<sup>th</sup> Street between 88 Grill and New Castle Dental so that the space could be used for communal outdoor dining and perhaps live music. After some consideration, it was determined that blocking the road was not reasonable.

Alternatively, Resolution TC 2020-27 proposes to create a Communal Outdoor Dining Area only in the parking spaces located on the west side of 5<sup>th</sup> Street between the planter in front of 88 Grill north to the alley.

This space, if approved by the council, would allow restaurants within 1,000 feet to apply for use of the space for communal outdoor dining as authorized by Governor Polis' Executive Order 20-093 and Regulation 47-1103.

'Communal Outdoor Dining' means that a restaurant who has applied and been for approved a COVID Temporary Modification for Communal Outdoor Dining will be allowed to *serve* food and alcohol in the designated space. What makes this unique is that the governor's order will temporarily allow the 'layering' of liquor licenses in the communal outdoor dining area, providing opportunity for multiple restaurants to apply for use of the space.

Governor Polis has issued Executive Order D 2020-173, allowing Communal Outdoor Dining until September 23, 2020.

Melody L Harrison, CMC

Town Clerk

**TOWN OF NEW CASTLE, COLORADO  
RESOLUTION TC-2020-27**

**A RESOLUTION OF THE TOWN OF NEW CASTLE TOWN  
COUNCIL DESIGNATING A COMMUNAL DINING AREA**

WHEREAS, on June 5, 2020, Colorado Governor Jared Polis issued Executive Order D 2020 093 suspending certain regulatory statutes due to the presence of COVID-19 and providing, among other things, for establishments licensed to serve alcohol to obtain temporary approval from State and local licensing authorities to modify their licensed premises to include a communal outdoor dining area that is within one thousand feet of each of their licensed premises and also suspending the enforcement of statutory limitations prohibiting public consumption of alcohol in public rights of way; and

WHEREAS, on August 24 2020, Governor Polis issued Executive Order D 2020 173 extending the provisions of Order D 2020 093 for an additional 30 days; and

WHEREAS, the Colorado Liquor Enforcement Division adopted Regulation 47-302(F) to implement the provisions of Executive Order D 2020 093 with respect to communal outdoor dining areas and authorizing licensees to submit applications to temporarily modify their licensed premises to include communal outdoor dining areas if allowed by the local licensing authority; and

WHEREAS, the Town Council, in its capacity as the local licensing authority for the Town of New Castle, desires to establish a communal outdoor dining area and to authorize local licensees to temporarily modify their licensed premises to include such area in accordance with applicable Executive Orders and state regulations.

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

1. Recitals. The foregoing recitals are incorporated herein as findings of the Town Council.
2. Communal Dining Area Established. The Town Council hereby establishes a communal dining area within the meaning of Regulation 47-1103, the location and boundaries of which are described on **Exhibit A** attached to this Resolution (the “Communal Dining Area”).
3. Authorization to Modify Licensed Premises. All licensees authorized to serve alcohol within the Town are authorized to submit applications for temporary modification of their licensed premises to include the Communal Dining Area for so long as the authority granted by Executive Order D 2020 093 and Regulation 47-1103, including all extensions and amendments thereto, remains in effect. Pursuant to Regulation 47-1103, one or more licensees may submit a joint application to include the Communal Dining Area for their respective establishments if they wish. The Council shall review such applications based upon the criteria, standards and requirements set forth in Regulation 47-1103 as now existing or as may be hereafter amended.

4. Food Service. The Town Administrator shall have the authority to grant written permission to any retail food establishment within the Town that does not have a liquor license to serve food in the Communal Dining Area, but only if the Town Administrator determines that the Communal Dining Area has sufficient capacity to handle such food service while still maintaining social distancing protocols and other appropriate measures to mitigate the spread of COVID-19 based on standards and practices established by Executive Orders and Public Health Orders and the criteria, standards and requirements set forth in Regulation 47-1103, but not including provisions specific to the service of alcohol, as now existing or as may be hereafter amended.

5. Compliance with State Law. The authority granted by this Resolution is subject to all restrictions and limitations provided by Colorado law, including any future extensions, modifications or amendments of the Executive Orders and Regulation referenced above and shall remain in effect only if and to the extent that the provisions hereof continue to be authorized by the Governor and the Liquor Enforcement Division; provided, however, in the event that there is any gap in time between the expiration of the Executive Orders and any extension or reauthorization thereof, no new Resolution shall be required to reinstate the Communal Dining Area.

6. Modification or Termination of Communal Dining Area. The Town Council reserves the right to designate additional communal dining areas, to modify the location or boundaries of the Communal Dining Area, or to rescind the authority granted herein in the future at any duly-noticed public meeting. Nothing herein shall be interpreted to grant any property interest or vested right to the ongoing use of any communal dining area to any licensee, person, or entity.

INTRODUCED, READ, AND ADOPTED at a regular meeting of the Town of New Castle Town Council held on \_\_\_\_\_, 2020.

TOWN OF NEW CASTLE TOWN  
COUNCIL

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

ATTEST:

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

Alley

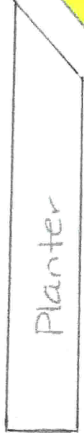
Light pole ○



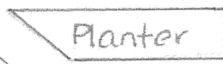
Sidewalk



5th street



Main street



## MEMO

**To:** Town Council

**From:** Melody Harrison, Town Clerk

**Date:** August 28, 2020

**Re:** Elk Creek Mining Co. LLC, dba 88 Grill COVID-19 Temporary Modification of Premises for Outdoor Communal Dining

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**Recommendation:** Staff recommends that Council approve the application from Elk Creek Mining Co., LLC dba 88 Grill for a modification of premises to include alcohol service on town right of way that has been designated via Resolution TC 2020-27 as a Communal Dining Area.

**Policy Implications:** Adopting this recommendation would be consistent with Executive Order 20-093 and Emergency Regulation 47-1103 allowing a temporary modification of premises to temporarily expand their licensed premises onto 5<sup>th</sup> Street to increase social distancing measures while being able to operate a productive and economically sustainable business.

**Budget Implications:** Adopting this recommendation would allow 88 Grill to serve malt, vinous and spirituous liquors for on-premises consumption in the designated Communal Dining Area and Town sales tax would be collected on sales of these beverages.

**Background:** Elk Creek Mining Co. LLC dba 88 Grill has applied for a COVID-19 temporary modification of their hotel and restaurant liquor license for 502 West Main Street, New Castle to include alcohol beverage and food service in a designated Communal Dining Area.

The applicant applied for the license on August 24, 2020. All pertinent documentation has been submitted.

It is worthy to note that the COVID-19 temporary modification will only allow service in a Communal Dining Area until the executive order expires or is rescinded by the Governor. COVID temporary modifications are intended to quickly allow extended, socially distanced service during the current pandemic to economically support businesses.

COVID-19 Temporary modifications for service in a Communal Dining Area have the following rules:

1. Communal Dining Areas must be within 1,000 feet of the permanent licensed area.
2. Service is allowed during business hours.
3. Only establishments that have applied and been approved for the temporary modification for communal outdoor dining will be allowed to serve alcohol or food in a designated Communal Dining Area.
4. More than one establishment may be approved to serve in a single Communal Dining Area.
5. Only approved establishments may serve alcohol or food at a single table.
6. Social distancing is required.
7. Licensed establishments must provide a method by which they can identify which licensee is selling or serving food/alcohol to a particular table at any time, even if there is only one licensee.
8. One or more licensee will provide supervision or security, a control plan and physical boundaries.
9. Approval of the communal outdoor dining expires on September 23, 2020 or may be extended or expired by executive order.

*Melody L Harrison, CMC*

Town Clerk

## Permit Application and Report of Changes

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

1. Applicant is a		Present License Number
<input type="checkbox"/> Corporation ..... <input type="checkbox"/> Individual <input type="checkbox"/> Partnership ..... <input type="checkbox"/> Limited Liability Company		26-26577-0000
2. Name of Licensee EK creek Mining LLC		3. Trade Name 88 Grill
4. Location Address 502 W. MAIN ST		
City New Castle	County GARFIELD	ZIP 81647

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

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

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

Date License Issued	License Account Number	Period

The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.	<b>TOTAL AMOUNT DUE</b> \$ _____ .00
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# Instruction Sheet

For All Sections, Complete Questions 1-4 Located on Page 1

**Section A**

**To Register or Change Managers**, check the appropriate box in section A and complete question 8 on page 5. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

**Section B**

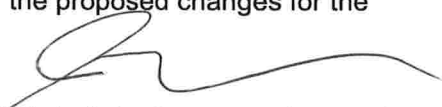
**For a Duplicate license**, be sure to include the liquor license number in section B on page 1 and proceed to page 5 for Oath of Applicant signature.


**Section C**

Check the appropriate box in section C and proceed below.

- 1) **For a Retail Warehouse Storage Permit**, go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 2) **For a Wholesale Branch House Permit**, go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 3) **To Change Trade Name or Corporation Name**, go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 4) **To modify Premise, or add Sidewalk Service Area**, go to page 4 and complete question 9. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 5) **For Optional Premises** go to page 4 and complete question 9. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County).
- 6) **To Change Location**, go to page 3 and complete question 7. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 7) **Campus Liquor Complex Designation**, go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature.
- 8) **To add another Related Facility** to an existing Resort or Campus Liquor Complex, go to page 4 and complete question 11.

<b>Storage Permit</b>	<p><b>5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit</b></p> <p><input type="checkbox"/> <b>Retail Warehouse Permit for:</b></p> <p style="padding-left: 20px;"><input type="checkbox"/> On-Premises Licensee (Taverns, Restaurants etc.)</p> <p style="padding-left: 20px;"><input type="checkbox"/> Off-Premises Licensee (Liquor stores)</p> <p><input type="checkbox"/> <b>Wholesalers Branch House Permit</b></p> <p>Address of storage premise: _____</p> <p>City _____, County _____, Zip _____</p> <p>Attach a deed/ lease or rental agreement for the storage premises. Attach a detailed diagram of the storage premises.</p>				
<b>Change Trade Name or Corporate Name</b>	<p><b>6. Change of Trade Name or Corporation Name</b></p> <p><input type="checkbox"/> Change of Trade name / DBA only</p> <p><input type="checkbox"/> Corporate Name Change (Attach the following supporting documents)</p> <p style="padding-left: 20px;">1. Certificate of Amendment filed with the Secretary of State, or</p> <p style="padding-left: 20px;">2. Statement of Change filed with the Secretary of State, <u>and</u></p> <p style="padding-left: 20px;">3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Old Trade Name</td> <td style="width: 50%;">New Trade Name</td> </tr> <tr> <td>Old Corporate Name</td> <td>New Corporate Name</td> </tr> </table>	Old Trade Name	New Trade Name	Old Corporate Name	New Corporate Name
Old Trade Name	New Trade Name				
Old Corporate Name	New Corporate Name				
<b>Change of Location</b>	<p><b>7. Change of Location</b></p> <p><b>NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.</b></p> <p><b>Date filed with Local Authority</b> _____ <b>Date of Hearing</b> _____</p> <p>(a) Address of current premises _____</p> <p style="padding-left: 20px;">City _____ County _____ Zip _____</p> <p>(b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee)</p> <p style="padding-left: 20px;">Address _____</p> <p style="padding-left: 20px;">City _____ County _____ Zip _____</p> <p>(c) New mailing address if applicable.</p> <p style="padding-left: 20px;">Address _____</p> <p style="padding-left: 20px;">City _____ County _____ State _____ Zip _____</p> <p>(d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.</p>				

Change of Manager	<p><b>8. Change of Manager or to Register the Manager of a Tavern, Hotel and Restaurant, Lodging &amp; Entertainment liquor license or licenses pursuant to section 44-3-301(8).</b></p> <p>(a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging &amp; Entertainment only)          Former manager's name _____          New manager's name _____</p> <p>(b) Date of Employment _____          Has manager ever managed a liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/>          Does manager have a financial interest in any other liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/>          If yes, give name and location of establishment _____</p>
Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area	<p><b>9. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area</b></p> <p>NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities.</p> <p>(a) Describe change proposed <u>Adding service to a communal dining area describe in the included resolution and map</u></p> <p>(b) If the modification is temporary, when will the proposed change: <u>Per COVID-19 Executive</u>          Start <u>Immediately</u> (mo/day/year) End _____ (mo/day/year) order # <u>20-093</u></p> <p>NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00</p> <p>(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?          (If yes, explain in detail and describe any exemptions that apply) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>(d) Is the proposed change in compliance with local building and zoning laws? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises? <u>N/A</u> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.</p> <p>(g) Attach any existing lease that is revised due to the modification. </p> <p>(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.</p>
Campus Liquor Complex Designation	<p><b>10. Campus Liquor Complex Designation</b></p> <p>An institution of higher education or a person who contracts with the institution to provide food services</p> <p>(a) I wish to designate my existing _____ Liquor License # _____ to a Campus Liquor Complex Yes <input type="checkbox"/> No <input type="checkbox"/></p>
Additional Related Facility	<p><b>11. Additional Related Facility</b></p> <p>To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises.</p> <p>(a) Address of Related Facility _____</p> <p>(b) Outlined diagram provided Yes <input type="checkbox"/> No <input type="checkbox"/></p>

<b>Oath of Applicant</b>		
I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge		
Signature 	Title owner	Date 8-24-20
<b>Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)</b>		
The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. <b>Therefore, This Application is Approved.</b>		
Local Licensing Authority (City or County)		Date filed with Local Authority
Signature	Title	Date
<b>Report of STATE Licensing Authority</b>		
The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.		
Signature	Title	Date

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**Elk Creek Mining LLC DBA 88 Grill**

**502 West Main Street**

New Castle, CO 81647

25th August 2020

**Control Plan For Serving Food And Beverage Liquor License  
26-26577-0000**

To Whom This May Concern

We altered our liquor license on a permanent basis to serve on our sidewalk in May of 2020. We are applying for changes to also allow us to serve on a portion of our side street to allow for social distancing. While outside beverage and food may be brought in from other liquor license holding establishments we plan to monitor this in various ways.

All of the other establishments in town have common areas (parks, streets, plazas, etc.) closer to them than ours and we don't anticipate people coming to our side street to consume food or beverage when they have closer options. We have history with outside consumption and take our license very seriously.

A sign that says "This table is being served by 88 Grill"

In addition to above, the sign will say "people can not consume beverages from multiple establishments at the same table"

Thank You,



**John Webber**

# **WARNING**

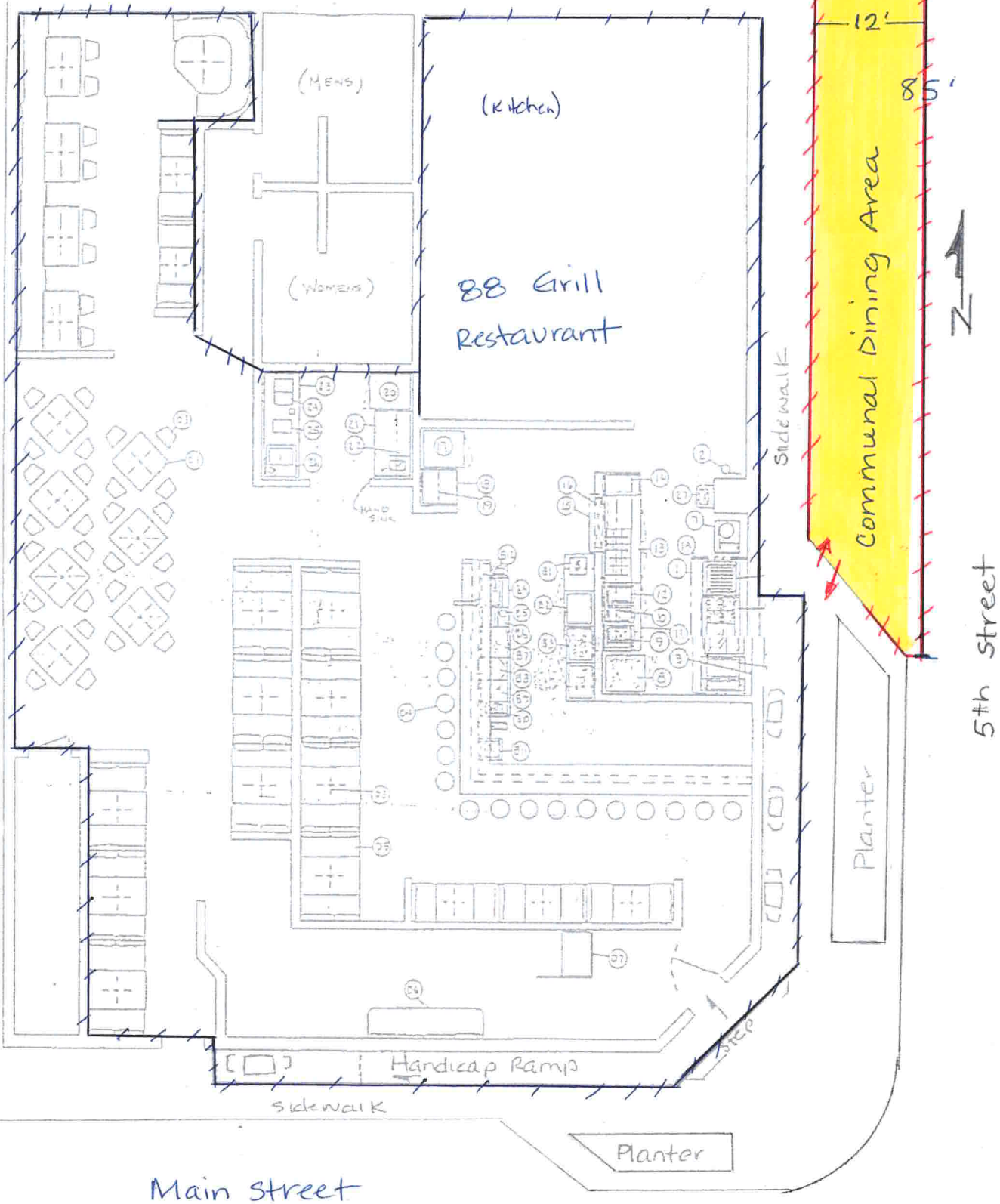
**DO NOT LEAVE THE PREMISES OF THIS ESTABLISHMENT WITH AN ALCOHOL BEVERAGE. IT IS ILLEGAL TO CONSUME AN ALCOHOL BEVERAGE IN A PUBLIC PLACE. A FINE OF UP TO \$250 MAY BE IMPOSED BY THE COURTS FOR A VIOLATION OF THIS PROVISION.**

**Please See  
Hostess  
Inside For  
Outdoor  
Seating**

# Alley

- ++++++ = currently licensed area
- ===== = approved communal dining area
- ++++++ = proposed temp modification for communal outdoor dining boundaries

Light pole ○



# Memo

**TOWN OF NEW CASTLE**  
**Town Clerk**

**To:** Mayor and Council Members  
**From:** Melody Harrison  
**Date:** August 28, 2020  
**Re:** Request for Extension of the Temporary Liquor License for Lakota Grill & Bakery

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The purpose of this item is to request an extension of the temporary hotel & restaurant liquor license issued to Lakota Grill & Bakery.

On May 5, 2020 the Lakota Master Association dba Lakota Grill & Bakery applied for a transfer hotel & restaurant liquor license at 151 Clubhouse Drive (the Lakota Recreation Center). Because the application was substantially complete and all fees paid, staff was authorized to issue Lakota Grill & Bakery a temporary hotel and restaurant liquor license, pending the approval of their permanent license.

That temporary license was good for 120 days, or through September 2, 2020.

In February of 2019, the State of Colorado implemented a new fingerprinting process for liquor applicants. Fingerprinting for liquor licensing is now handled by third-party vendors. Until this time, staff and applicants had not had any opportunity to use the new system as no fingerprinting has been needed in New Castle since the implementation of the new program.

Unfortunately, we have discovered that the fingerprinting results for the applicants of the Lakota Grill & Bakery have disappeared. I have been in contact with Colorado Bureau of Investigations, Liquor Enforcement and the New Castle Police Department, and no one seems to have the fingerprinting results. The fingerprinting will have to be redone.

The request for an extension of the temporary liquor license for the Lakota Grill & Bakery will provide enough time to have fingerprinting done again, and for us to receive those results. The Colorado Liquor Code §44-3-303 (4) allows a temporary liquor permit to be extended by the local liquor licensing authority for a period of up to sixty additional days.

Staff requests that the local liquor licensing authority approve a sixty-day extension.

Melody L Harrison, CMC

Town Clerk

**TOWN OF NEW CASTLE, COLORADO**  
**ORDINANCE NO. TC 2020-6**

AN ORDINANCE OF THE NEW CASTLE TOWN COUNCIL AMENDING  
SECTIONS 16.16.020 – 16.16.030 & 17.100.050 – 17.100.090 OF THE NEW  
CASTLE MUNICIPAL CODE CONCERNING PRELIMINARY AND FINAL  
PLANS FOR SUBDIVISION AND PUD DEVELOPMENT APPLICATIONS

WHEREAS, Chapter 16.16.020 to 16.16.030 of the Town of New Castle (“Town”) municipal code (“Code”) sets forth the provisions and regulations for preliminary and final plans relevant to subdivision applications; and

WHEREAS, Chapter 17.100.050 to 17.100.090 of the Code sets forth the provisions and regulations for preliminary and final plans relevant to Planned Unit Development (“PUD”) applications; and

WHEREAS, preliminary plans provide an opportunity for the Town to review and comment on a land use application’s level of conformance with Town regulations and requirements prior to final approval; and

WHEREAS, final plans demonstrate a land use application’s final compliance with Town regulations and requirements prior to the building permit phase; and

WHEREAS, Town staff has determined that the current preliminary and final plan requirements within Sections 16.16.020 to 16.16.030 & 17.100.050 to 17.100.090 are inadequate for assessing an application’s level of conformance with Town regulations and requirements; and

WHEREAS, Town staff has developed proposed amendments to Sections 16.16.020 to 16.16.030 & 17.100.050 to 17.100.090 of the Code that it believes will help staff, the Planning Commission, and Town Council better evaluate proposed development applications and streamline the preliminary and final application review process; and

WHEREAS, the Planning Commission (“Commission”) opened a public hearing regarding the changes on July 8, 2020 and continued it to August 12, 2020. The Commission approved Resolution PZ 2020-07 recommending that Council approve the changes to Sections 16.16.020 to 16.16.030 & 17.100.050 to 17.100.090 of the Code;

WHEREAS, Town Council has reviewed the proposed changes to Sections 16.16.020 to 16.16.030 & 17.100.050 to 17.100.090 of the Code and desires to adopt the same.

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

**1. Recitals.** The foregoing recitals are incorporated by reference herein as findings and determinations of the Council.

**2. Section 16.16.020 to 16.16.030 Amendment.** Sections 16.16.020 to 16.16.030 of the Town Municipal Code are hereby repealed in their entirety and reenacted as set forth below:

### **16.16.020 –Preliminary Plat Requirements.**

#### A. Purpose

The subdivision of property into six (6) or more lots or condominium units shall be deemed a major subdivision per Section 16.04.020. Any major subdivision proposal shall require a 3-step application process– sketch, preliminary, and final – unless granted an exemption by the Commission for good cause shown by the Applicant. Review of the preliminary subdivision application shall assess compliance with the Town Code, provisions for utilities and infrastructure, substantial conformance to the Comprehensive Plan, and any adverse impacts to the Town.

The Commission shall conduct a noticed public hearing as provided in Chapter 16.08 of the Town Code and make a decision regarding the preliminary plat application. In instances of combined Subdivision/PUD development applications, both applications shall be processed concurrently pursuant to 17.100.030.

#### B. Pre-Application Meeting

Prior to submission of a preliminary plan application, the Applicant and the Town Administrator or designated Town staff will conduct a pre-application meeting at a mutually agreed upon date. The pre-application meeting is an opportunity for the Applicant to discuss any subsequent changes made after sketch plan review and to receive guidance on future steps in the application process. An additional pre-application meeting may be required by the Town Administrator if a complete preliminary plat application is not submitted within six (6) months of the initial pre-application meeting. The Town Administrator may waive the pre-application meeting for good cause upon request from the Applicant or otherwise at the discretion of the Town Administrator.

#### C. Preliminary Plat Submittals

All application materials shall initially be submitted in electronic format. Upon receipt of the electronic materials, Staff will determine the number of printed copies required from the Applicant.

A plat of the proposed subdivision drafted in preliminary form to a scale of not more than one hundred (100) feet to the inch on a sheet accompanied by an index map appended if the project size dictates, at least twenty-four (24) by thirty-six (36) inches depicting:

1. Preliminary information sufficient to indicate that the final plat will meet requirements established under Section 38-51-106, C.R.S., Land Survey Plat, or as hereafter amended;
2. Name of the proposed subdivision, which shall be different from any existing recorded subdivision in the town of New Castle;

3. A vicinity map, on a scale of one inch to two thousand (2,000) feet;
4. Contours of the land proposed for subdivision at five-foot intervals (ten (10) foot intervals on rugged topography);
5. The limit of the one hundred (100) year flood, using information provided by the town. When not already available, such information shall be defined through mutual agreement of the town's engineer and the Applicant's engineer;
6. Lot and block layout of the proposed subdivision, including a block and lot numbering system and the area and setback information for each proposed lot;
7. Intersecting property lines and the names and addresses of the owners of record of all parcels adjoining the proposed subdivision, including parcels separated only by a public right-of-way from the subject land;
8. Existing or proposed zoning and zone district boundaries for the subdivision and land adjacent to the subdivision;
9. Street layout of the proposed subdivision, including the relationship to existing public rights-of-way and the width, proposed classification, and name of proposed streets;
10. Location and dimensions of any pedestrian, bicycle, or trail easements;
11. Off-street parking common areas, loading areas, and service areas including refuse disposal;
12. Locations reserved or dedicated for open space, public parks, schools or other public buildings, facilities or uses;
13. A schedule showing the total acreage of the land to be subdivided and the acreage intended for each type of usage along with its percentage to the total acreage;
14. Plat note identifying the party responsible for maintaining proposed open space, parks, trails, and roads within the subdivision;
15. Locations of snow storage (See 16.16.020(D.10) below);
16. Locations of mailbox kiosks with written approval from the local postmaster;
17. Existing and proposed easements for irrigation, drainage, and utilities. Include the proposed terms of reservations or dedications of public rights-of-way, easements and other public lands.
18. Location and dimensions of any lot access envelopes;

19. Name and address of the Applicant, the person or firm preparing the preliminary plat and the engineer or surveyor, licensed to practice in the state; and
20. Profiles of the topography both before and after any overlot grading that is proposed, and a map showing the contours after overlot grading.

#### D. Supplemental Materials

Unless already included as part of a PUD preliminary application, the following review materials shall accompany the preliminary subdivision application to determine the feasibility of the proposed development:

1. Compliance with the Comprehensive Plan. The Applicant shall include a narrative demonstrating compliance with the comprehensive plan;
2. Geotechnical Study;
3. Traffic Impact Study;
4. Water Report. Identify anticipated service pressures, fire flow, demands, velocities under peak flow conditions as well as irrigation demands and design if a separate irrigation system is proposed. Identify any impacts to the Town's existing storage, treatment, and distribution system;
5. Wastewater Report. Identify anticipated loadings, velocities, pipe sizes, pumping needs, etc. Explain the impacts anticipated on the Town's collection and treatment system;
6. Utility Plan. A plan corresponding to the preliminary plat showing the line location, size and gradient for proposed water distribution and sewage collection mains within the proposed subdivision in relation to existing town installations. Identify preliminary layouts, pedestal, transformer, and meter layout to assure no conflicts with other improvements exist;
7. Street Design Report. Centerline profiles of proposed streets, sidewalks, and pedestrian trials shall be plotted at a horizontal scale consistent with the preliminary plat and a distorted vertical scale, with sufficient detail to insure that the proposed streets, sidewalks, and pedestrian trials meet gradient limitations established by this Title, the Public Works Manual, and other applicable standards such as those set forth in the Americans with Disabilities Act, and bear a logical relationship to the grade of existing public streets at points of intersection;
8. Drainage Report. Show compliance with Public Works Manual;

9. Floodplain Study. For drainages that have tributary basin areas of more than 20 acres in size, identify the water surface elevations of the drainage for both the predeveloped conditions as well as the post developed conditions. The study will need to assure that the flood hazards that exist upstream and downstream of the subject property will not cause a rise in water surface elevation by more than 6” nor an increase in velocity of the stream for the 100 year event. The hydrological analysis and the hydraulic analysis supporting the study shall be submitted for review and approval by the Town Engineer;
10. Snow Storage and Removal Report that complies with the Public Works Manual;
11. Geological Stability Information. Geological stability information and soil datum shall be furnished at this time if the Applicant has any objection to any current report of geologic and soil information adopted by the town or by the Garfield County planning department as a reference, or on request of the town administrator in cases where no such report is available for the land being subdivided. At the same time the Applicant shall present plans for the correction or avoidance of any problems in his or her report or the adopted reference;
12. Construction Phasing Plan. Identify, at minimum, each of the following components:
  - a. Buildout phases for infrastructure and vertical improvements
  - b. Schedule that identifies the sequencing of infrastructure and vertical construction, sequencing of occupancy, traffic flow, and traffic control plans during construction;
  - c. Storage and staging areas for construction equipment and materials;
  - d. Illustrate drainage and erosion control best management practices (BMP’s);
13. Fiscal Impact Study. At the discretion of the Town Administrator, provide a calculation of projected ongoing revenues and costs to be received or incurred by the Town as a result of development of the subdivision proposed in the Application. Such calculations shall be provided for the first fifteen years after full development of the proposed subdivision.
14. Brief description of proposed covenants, if any;
15. List of names and addresses of property owners within 250 feet of the property being subdivided; and
16. Current title commitment for the property being subdivided

#### E. Completeness Determination & Submittal Deadline

A completeness determination of the application shall be made within thirty (30) days after submission of the preliminary plat application materials. An application is deemed complete once all fees, signed documentation, and all required application materials from sections C & D are provided. If the application is deemed incomplete, the Applicant will be notified of any deficiencies. The application process—including the scheduling of public meetings—will not

continue until all deficiencies are corrected and the application is deemed complete. Once the application is determined to be complete, the Applicant may submit new or revised application materials up to fourteen (14) days before the public hearing date. If materials are provided after this deadline, the Planning Commission may continue the hearing if it determines Staff requires more time to review and provide comments regarding the late submittals.

#### F. Public Notice & Referrals

As provided in Chapter 16.08 of this title, a public hearing regarding the application will be scheduled with the Commission on the first available meeting date at least forty-five (45) days after the date the application was determined complete pursuant to Section E above. The application shall be accompanied by an application for zoning or rezoning if the subdivision is within the town limits and when rezoning is required for the development of the subdivision. Notices of the time and place of the hearing shall also be mailed to all utilities and state agencies who were requested to review the preliminary plat, at least thirty (30) days prior to the hearing.

In addition to the notice requirements, applicable portions of the preliminary plat shall be provided to at least the following referral agencies for review and comment:

- Town departments and Town consultants, including the Town attorney and Town engineer;
- Colorado Parks and Wildlife;
- Colorado River Fire and Rescue;
- All utility companies serving the proposed area;
- The Colorado Department of Public Health when any new sewage and water treatment facilities are proposed;
- The Colorado Department of Highways when the proposed subdivision borders a state highway, and any other appropriate agency;

#### G. Application Review Process

The application will be evaluated according to the following review criteria:

1. Consistency with the comprehensive plan;
2. Compliance with zoning and density requirements;
3. Compatibility to neighboring land uses;
4. Availability of Town services from public works (including water and sewer services), fire, and police;
5. Adequacy of off-street parking and vehicle, bicycle, and pedestrian circulation;
6. The extent to which any required open space or parks are designed for active or passive use by residents of the subdivision or the public; and
7. Development consistent with the natural character, contours, and viewsheds of the land;

Within thirty (30) days after the close of the public hearing, or within such time as is mutually agreed by the Commission and the Applicant, the Commission shall make one of three decisions

on the application: 1) approve the application unconditionally; 2) approve the application with conditions; 3) deny the application. The Commission's decision will be made by written resolution. Approval or the preliminary plat does not constitute a commitment on the part of the planning commission to accept the final plat. A continuance of the hearing may be allowed pursuant to section 16.08.040(G) of this Title.

#### H. Duration of Preliminary Plat

Preliminary plat approval granted pursuant to this Section 16.16.020 will remain in effect for one year from the date of the Commission resolution regarding the application. If the Applicant does not submit a final plat application within said year or if the Applicant's preliminary plat application includes substantial changes (e.g. proposes new uses, higher density development, changed layout, new or additional variances, etc.) from the as-approved preliminary plat, then, at the discretion of the Town Administrator, the Applicant may be required to obtain approval of a new preliminary plat application before filing a final plat application.

### **16.16.030 - Final Plat Requirements.**

#### A. Purpose

The subdivision of property into six (6) or more lots or condominium units shall be deemed a major subdivision per Section 16.04.020. Any major subdivision proposal shall require a 3-step application process— sketch, preliminary, and final – unless granted an exemption by the Commission for good cause shown by the Applicant. Only that part of the preliminary plat that is proposed by the application for recording at any one time must be submitted in final form. Separate improvement agreements and review fees may be required for each portion of the preliminary plat that shall be presented for final approval. In the case of a partial submission, the approval of the remaining portion of the preliminary plat shall receive an automatic one-year extension. A final subdivision application shall demonstrate final compliance with Town regulations and requirements as are necessary prior to the building permit phase.

The Commission shall conduct a noticed public hearing as provided in Chapter 16.08 of the Town Code and make a recommendation on the final plat application to Town Council. Town Council will then make the final decision on the application at a public meeting. In instances of combined PUD/Subdivision development applications, both applications shall be processed concurrently pursuant to 17.100.030.

#### B. Pre-Application Meeting

Prior to submission of a final plan application, the Applicant and the Town Administrator or designated Town staff will conduct a pre-application meeting at a mutually agreed upon date. The pre-application meeting is an opportunity for the Applicant to discuss any subsequent changes made after the preliminary plan review and receive guidance on future steps with the application process. An additional pre-application meeting may be required by the Town Administrator if a complete final plat application is not submitted within six (6) months of the initial pre-application

meeting. The Town Administrator may waive the pre-application meeting for good cause upon request from the Applicant or otherwise at the discretion of the Town Administrator.

### C. Final Plat Submittals

The Applicant shall produce print copies (the number of which shall be determined by the Town Administrator) of the proposed final subdivision plat drawn at a scale of not more than one hundred (100) feet to the inch on sheets (maps of two or more sheets shall be referenced on an index map and all certifications and dedications need appear only on the title or cover sheet) which measure twenty-four (24) inches by thirty-six (36) inches with a two-inch clear left margin and a one-half inch margin along the remaining edges of the sheet. Two permanent, reproducible copies (such as mylar) will be required after final approval and prior to recordation.

Additional information required after preliminary plat approval shall be as follows:

1. Subdivision Boundaries. Street right-of-way lines and lot lines in solid lines, easements or other right-of-way lines in dashed lines, all with accurate dimensions to the nearest 0.01 foot. Bearings and distances of all lines, centerline angles, radius length, chord length, and arc length of all curves shall be shown;
2. The location and description of all permanent survey control points;
3. Legal description of the subdivision parcel with reference to its location in the records of Garfield County;
4. Street names, block and lot numbers. All street names shall be cleared through Garfield County Communications to avoid any duplication of street names in the county dispatch area. Address numbering shall be sequential and based on distance from entrance of street. Fire Marshal will submit names to Communications for approval.
5. Notarized certification of ownership;
6. Surveyor's certificate signed by a licensed surveyor responsible for the survey and plat;
7. Certificate of final approval by town council;
8. County clerk's certificate for time of recording and reception number;
9. Evidence that provision has been made for facility sites, easements, and rights of access for electrical and natural gas utility service sufficient to ensure reliable and adequate electric or, if applicable, natural gas service for any proposed subdivision. Submission of a letter of agreement between the subdivider and utility serving the site shall be deemed sufficient to establish that adequate provision for electric or natural gas service to a proposed subdivision has been made;

10. The title insurance company or attorney's certificate as required; and
11. Plat note referencing the ordinance number and recordation information for the ordinance approving the final plat.

#### D. Supplemental Application Materials

1. Three copies of any protective covenants or restrictions placed on the subdivision;
2. Engineered plans and preliminary cost estimates for all utility, street, and drainage improvements to be installed in dedicated land, rights-of-way, or easements shall be made and certified by an engineer licensed to practice in the state of Colorado;
3. A subdivision improvement agreement using a form approved by the town attorney with guarantees executed between the subdivider and the town wherein the subdivider shall agree to install drainage structures, fire hydrants, roads, curb and gutter, complete paving, sidewalks, bicycle paths, culverts and bridges, street lights and signs, and other improvements where required at his or her expense either prior to acceptance of the final plat or within a specific time, no later than one year from the start of any phase of the development, as approved by the town council. Such agreement shall also define responsibility for and describe terms and stipulations relative to provision of water and sewer improvements;
4. A title commitment for all onsite and offsite easements and dedications.
5. List of property owners within 250 feet of the property being subdivided;

#### E. Completeness Determination & Submittal Deadline

A completeness determination of the application shall be made within thirty (30) days after submission of the final plat application materials. An application is deemed complete once all fees, signed documentation, and all required application materials from sections C & D are provided. If the application is deemed incomplete, the Applicant will be notified of any deficiencies. The application process—including the scheduling of public meetings—will not continue until all deficiencies are corrected and the application is deemed complete. Once the application is determined to be complete, the Applicant may submit new or revised application materials up to fourteen (14) days before the public hearing date. If materials are provided after this deadline, the Planning Commission may continue the hearing if it determines Staff requires more time to review and provide comments regarding the late submittals.

#### F. Public Notice & Referrals

As provided in Chapter 16.08 of this title, a public hearing regarding the application will be scheduled with the Commission on the first available meeting date at least forty-five (45) days

after the date the application was determined complete pursuant to Section E above. The application shall be accompanied by an application for zoning or rezoning if the subdivision is within the town limits and when rezoning is required for the development of the subdivision. Notices of the time and place of the hearing shall also be mailed to all utilities and state agencies who were requested to review the final plat, at least thirty (30) days prior to the hearing. Final plat application materials may be provided to one or more of the referral agencies listed in Section 16.16.040(F) if deemed necessary by the Town Planner.

#### G. Application Review Process

The application will be evaluated according to the following review criteria:

1. Consistency with the comprehensive plan;
2. Compliance with zoning and density requirements;
3. Compatibility to neighboring land uses;
4. Availability of Town services from public works (including water and sewer services), fire, and police;
5. Adequacy of off-street parking and vehicle, bicycle, and pedestrian circulation;
6. The extent to which any required open space or parks are designed for active or passive use by residents of the subdivision or the public; and
7. Development consistent with the natural character, contours, and viewsheds of the land

Within thirty (30) days after the close of the public hearing, or within such time as is mutually agreed by the planning commission and the Applicant, the Commission shall make one of three recommendations to Town Council regarding the final plat application: 1) approve the application unconditionally; 2) approve the application with conditions; 3) deny the application. The Commission's decision will be made by written resolution. A continuance of the hearing may be granted pursuant to section 16.08.040(G) of this Title.

Within sixty (60) days from the date of the Commission's written decision on a final application, or within such time as is mutually agreed by the Council and the Applicant, Town Council shall approve the final plat application, with or without conditions, or deny the application. Town Council's decision will be made by ordinance.

#### H. Recordation of Plat

The Town Clerk shall cause the final plat to be recorded with the county clerk and recorder upon satisfaction of all conditions required by the ordinance approving the final plat. The Town Clerk shall also retain copies of plats and annexation ordinances as required by state statute.

- 3. Section 17.100.050 to 17.100.090 Amendment.** Sections 17.100.050 to 17.100.090 of the Town Municipal Code are hereby repealed in their entirety and reenacted as set forth below:

## **17.100.050 - Preliminary PUD Development Plan and/or PUD Master Plan Application.**

### A. Purpose

A PUD proposal shall generally require a 3-step application process – sketch, preliminary, and final – unless granted an exemption by the Commission for good cause shown by the Applicant. Review of the preliminary PUD application will assess zoning conformance, compliance with the Town Code, provisions for utilities and infrastructure, compatibility with the Comprehensive Plan, and address any adverse impacts to the Town.

The Commission shall conduct a noticed public hearing as provided in Chapter 16.08 of the Code and make a decision regarding the preliminary PUD application. In instances of combined Subdivision/PUD development applications, both applications shall be processed concurrently pursuant to 17.100.030.

### B. Pre-Application Meeting

Prior to submission of a preliminary plan application, the Applicant and the Town Administrator or designated Town staff will conduct a pre-application meeting at a mutually agreed upon date. The pre-application meeting is an opportunity for the Applicant to discuss any subsequent changes made after sketch plan review and receive guidance on future steps with the application process. An additional pre-application meeting may be required by the Town Administrator if a complete preliminary plan application is not submitted within six (6) months of the initial pre-application meeting. The Town Administrator may waive the pre-application meeting for good cause upon request from the Applicant or otherwise at the discretion of the Town Administrator.

### C. Preliminary PUD and/or Master Plan Application Requirements

A preliminary PUD development plan application and/or an application for PUD master plan approval may be filed by the person having an interest in the property for which the planned unit development is requested and shall be made on a form provided by the town. All application materials shall be submitted in electronic format. Upon receipt of the electronic materials, the Town Administrator or designated Town staff will determine the number of paper copies the Applicant will be required to provide.

A preliminary PUD development plan or PUD master plan submittal will include the following:

1. Boundary and size of site showing existing and proposed zoning (if applicable) and zone district boundaries for the proposed area and land adjacent to the proposed development area;
2. Density of proposed development;
3. List and location of adjacent land uses;

4. Name of the proposed development, which shall be different from any existing recorded subdivision in the town of New Castle;
5. Existing topographic character of the land at a contour level of two feet if the slope is less than ten (10) percent (spot elevations may be required if the land is too flat for contours) and five feet if the slope is greater than ten (10) percent. An application for PUD master plan approval shall also include proposed contours for all proposed infrastructure improvements;
6. Lot and block layout and their respective acreage and/or square footage including the setback information for each proposed lot;
7. The architectural character and design of all buildings and structures including floor plan, plan views, and elevations for each building proposed in the development
8. Proposed number of dwelling units and bedroom count and/or non-residential square footage, as applicable;
9. Location and dimensions of any dedicated open space, public parks, schools, public buildings/facilities and any other common elements on the site plan showing compliance with applicable annexation agreements, master plan requirements, and the Comprehensive Plan;
10. Identification of the party responsible for maintaining open space, parks, trails, and roads within the development;
11. Locations of snow storage (See 17.100.050(D.9) below);
12. Viewshed analysis or 3D renderings of all buildings proposed in the development,
13. Existing and proposed easements for irrigation, drainage, and utilities. Include the proposed terms of reservations or dedications of public rights-of-way, easements and other public lands;
14. The existing and proposed vehicular circulation system, including arterial, collector and local streets, proposed bicycle/pedestrian paths, off-street parking areas, service and loading areas and major points of access to public rights-of-way, except that the application for a PUD master development plan need only show arterial and collector streets and proposed major points of access to public rights-of-way. Include a street plan view and/or elevation to demonstrate that the vehicular circulation system can effectively accommodate emergency vehicles and on-street parking;
15. Locations of transformer pedestals, A/C compressors, mailbox kiosks, or any other accessory structure shall be identified on the site plan. Locations of mailbox kiosks shall be approved by the local postmaster

16. Identify any off-street parking common areas, loading areas, and service areas including refuse disposal;
17. Brief description of any proposed covenants;
18. Areas of potential hazards, including the one hundred (100) year floodplain and floodway, geologic hazards including subsidence or other similar hazards, and mineral area if extraction value may be economically feasible;
19. Profiles of the topography both before and after any overlot grading that is proposed, and a map showing the contours after overlot grading;
20. List of the names and addresses of the owners of property located within two hundred fifty (250) feet of the subject site; and
21. Current title commitment for the subject property.

#### D. Supplemental Application Materials

The following applications materials shall accompany the preliminary PUD application in order to determine feasibility of the proposed development:

1. Compliance with the Comprehensive Plan. The Applicant must include a narrative demonstrating compliance with the comprehensive plan.
2. Geotechnical Study
3. Traffic Impact Study
4. Water Report. Identify anticipated service pressures, fire flow, demands, velocities under peak flow conditions as well as irrigation demands and design if a separate irrigation system is proposed. Identify any impacts to the Town's existing storage, treatment, and distribution system.
5. Wastewater Report. Identify anticipated loadings, velocities, pipe sizes, pumping needs, etc. We would need to assure that the sewer report identifies what the impacts are anticipated to be to the Town's collection and treatment system
6. Utility Plan. A plan corresponding to the preliminary plat showing the line location, size and gradient for proposed water distribution and sewage collection mains within the proposed subdivision in relation to existing town installations. Identify preliminary layouts, pedestal, transformer, and meter layout to assure no conflicts with other improvements exist;
7. Street Design Report. Centerline profiles of proposed streets shall be plotted at a horizontal scale consistent with the preliminary plat and a distorted vertical scale, with

- sufficient detail to insure that the proposed streets meet gradient limitations established by this title and bear a logical relationship to the grade of existing public streets at points of intersection;
8. Drainage Report. Show compliance with Public Works Manual;
  9. Floodplain Study. For drainages that have tributary basin areas of more than 20 acres in size, identify the water surface elevations of the drainage for both the predeveloped conditions as well as the post developed conditions. The study will need to assure that the flood hazards that exist upstream and downstream of the subject property will not cause a rise in water surface elevation by more than 6” nor an increase in velocity of the stream for the 100 year event. The hydrological analysis and the hydraulic analysis supporting the study shall be submitted for review and approval by the Town Engineer;
  10. Snow Storage and Removal plan that complies with the Public Works Manual;
  11. Geological Stability Information. Geological stability information and soil datum shall be furnished at this time if the Applicant has any objection to any current report of geologic and soil information adopted by the town or by the Garfield County planning department as a reference, or on request of the town administrator in cases where no such report is available for the land being subdivided. At the same time the Applicant shall present plans for the correction or avoidance of any problems in his or her report or the adopted reference;
  12. Conceptual landscape sketch showing general locations of turf, native grass, trees, natural screening, and hardscapes;
  13. Construction Phasing Plan. Identify, at minimum, each of the following components:
    - a. Buildout phases for infrastructure and vertical improvements;
    - b. Schedule that identifies the sequencing of infrastructure and vertical construction, sequencing of occupancy, traffic flow, and traffic control plans during construction;
    - c. Storage and staging areas for construction equipment and materials;
    - d. Illustrate drainage and erosion control best management practices (BMP’s);
  14. Acreage. A schedule shall be submitted showing the total acreage of the land to be subdivided and the acreage intended for each type of usage along with its percentage to the total acreage.
  15. Fiscal Impact Study. At the discretion of the Town Administrator, provide a calculation of projected ongoing revenues and costs to be received or incurred by the Town as a result of the proposed development. Such calculations shall be provided for the first fifteen years after full build-out of the development.

#### E. Completeness Determination & Submittal Deadline

A completeness determination of the application shall be made within thirty (30) days after submission of the preliminary PUD plan application materials. An application is deemed complete once all fees, signed documentation, and all required application materials from sections C and D are provided. If the application is deemed incomplete, the Applicant will be notified of any deficiencies. The application process—including the scheduling of public meetings—will not continue until all deficiencies are corrected and the application is deemed complete. Once the application is determined to be complete, the Applicant may submit new or revised application materials up to fourteen (14) days before the public hearing date. If materials are introduced later than this deadline, the Planning Commission may continue the hearing if it determines Staff requires more time to review and provide comments regarding the late submittals.

#### F. Staff Meeting

Within fourteen (14) days after determining that the preliminary PUD application is complete, the Town administrator, Town planner, and other Town staff members and consultants requested by the Town administrator will meet with the Applicant to discuss the application. The purpose of the meeting is for Staff to clearly communicate to the Applicant any issues staff has identified after reviewing the application that need to be resolved or addressed prior to the public hearing on the application.

#### G. Public Notice & Referrals

As provided in Chapter 16.08 of this Code, a public hearing regarding the application will be scheduled with the Planning Commission on the first available meeting date at least forty-five (45) days after the date the application was determined complete pursuant to Section E, above. Notices of the time and place of the hearing shall also be mailed to all utilities and state agencies who were requested to review the preliminary plan, at least thirty (30) days prior to the hearing.

In addition to the notice requirements, applicable portions of the preliminary plan shall be provided to at least the following referral agencies for review and comment:

- Town departments and Town consultants, including the Town attorney and Town engineer;
- Colorado Parks and Wildlife;
- Colorado River Fire and Rescue;
- All utility companies serving the proposed area;
- The Colorado Department of Public Health when any new sewage and water treatment facilities are proposed;
- The Colorado Department of Highways when the proposed subdivision borders a state highway, and any other appropriate agency;

#### H. Application Review Process

The application will be evaluated according to the following review criteria:

1. Consistency with the comprehensive plan;
2. Compliance with zoning and density requirements;
3. Compatibility to neighboring land uses;
4. Availability of Town services from public works (including water and sewer services), fire, and police;
5. Adequacy of off-street parking and vehicle, bicycle, and pedestrian circulation;
6. The extent to which any required open space or parks are designed for active or passive use by residents of the subdivision or the public; and
7. Development consistent with the natural character, contours, and viewsheds of the land;

Within thirty (30) days after the close of the public hearing, or within such time as is mutually agreed by the planning commission and the Applicant, the Commission shall make one of three decisions regarding the application: 1) approve the application unconditionally; 2) approve the application with conditions; 3) deny the application. The Commission's decision will be made by written resolution. A continuance may be granted pursuant to section 16.08.040(G) of the Code.

The Applicant may take a disputed decision of the Commission to the town council for review. If, in the Council's sole discretion, the finding of the Commission may have been in error, the Council shall refer the application back to the Commission for reassessment.

#### I. Duration of Preliminary Plan Approval

Preliminary plan approval granted pursuant to this Section 17.100.050 will remain in effect for one year from the date of the Commission resolution regarding the application. If the Applicant does not submit a final PUD plan application within said year or if the Applicant's preliminary PUD plan application includes substantial changes (e.g. proposes new uses, higher density development, changed layout, new or additional variances, etc.) from the as-approved preliminary PUD plan, then, at the discretion of the Town Administrator, the Applicant may be required to obtain approval of a new preliminary PUD plan application before filing a final PUD plan application.

### **17.100.060 - Final PUD Application and/or Final PUD Master Plan Application.**

#### A. Purpose

A PUD development plan shall generally require a 3-step application process – sketch, preliminary, and final – unless granted an exemption by the Commission for good cause shown by the Applicant. The final application is the last stage of the approval process for a PUD and/or Master Plan proposal. An applicant may not submit a final PUD plan application until a preliminary PUD plan has been approved by the Commission. All or any portion of an approved preliminary PUD plan application may be submitted for final PUD plan application approval. In the case of a partial submission, the approval of the remaining portion of the preliminary PUD plan application shall automatically gain an extension of one year. Review of a final PUD plan application will assess zoning conformance, compliance with the Town Code, provisions for

utilities and infrastructure, compatibility with the Comprehensive Plan, and address any adverse impacts to the Town.

The Commission shall conduct a notice public hearing as provided in Chapter 16.08 of this Code and make a recommendation on the final PUD plan application to Town Council. Town Council will then make the final decision regarding the application at a public meeting. In instances of combined PUD/Subdivision development applications, both applications shall be processed concurrently pursuant to 17.100.030.

#### B. Pre-Application Meeting

Prior to submission of a final PUD plan application, the Applicant and the Town Administrator or designated Town staff will conduct a pre-application meeting at a mutually agreed upon date. The pre-application meeting is an opportunity for the Applicant to discuss any subsequent changes made after preliminary plan review and receive guidance on the final steps with the application process. An additional pre-application meeting may be required by the Town Administrator if a complete preliminary plan application is not submitted within six (6) months of the initial pre-application meeting. The Town Administrator may waive the pre-application meeting for good cause upon request from the Applicant or otherwise at the discretion of the Town Administrator.

#### C. Final PUD and/or Master Plan Application Requirements

A final PUD development application and/or an application for PUD master plan may be filed by the person having an interest in the property for which the planned unit development is requested and shall be made on a form provided by the town. All application materials shall initially be submitted in electronic format. Upon receipt of the electronic materials, the Town Administrator or designated Town staff will determine the number of paper copies the Applicant will be required to provide.

A final PUD development plan or PUD master plan submittal shall include the following additional items:

1. Any updated plan views and elevations. Note, substantial changes to building design after preliminary plan approval may require additional review time at the discretion of the Planning Commission. Building design should be nearly complete prior to final application approval;
2. The location and design of proposed signs and an exterior lighting plan. All exterior illumination shall comply with acceptable International Dark-sky Association (IDA) standards to the maximum extent possible;
3. Areas of known hazards, such as one hundred (100) year floodplain, rockslides, subsidence or other similar hazards, and mineral areas of potentially economically feasible extraction value;

4. A landscape plan illustrating size, type and location of plant materials and an irrigation plan, if applicable;
5. Weed and Dust Management Plan in compliance with the Public Works Manual;
6. Evidence that provision has been made for facility sites, easements, and rights of access for electrical and natural gas utility service sufficient to ensure reliable and adequate electric or, if applicable, natural gas service for any proposed PUD subdivision. Submission of a letter of agreement between the PUD Applicant and utility serving the site shall be deemed sufficient to establish that adequate provision for electric or natural gas service to a proposed PUD subdivision has been made;

#### D. Completeness Determination & Submittal Deadline

A completeness determination of the application shall be made within thirty (30) days after submission of the final PUD plan application materials. An application is deemed complete once all fees, signed documentation, and all required application materials from section C are provided. If the application is deemed incomplete, the Applicant will be notified of any deficiencies. The application process—including the scheduling of public meetings—will not continue until all deficiencies are corrected and the application is deemed complete. Once the application is determined to be complete, the Applicant may submit new or revised application materials up to fourteen (14) days before the public hearing date. If materials are provided after this deadline, the Planning Commission may continue the hearing if it determines Staff requires more time to review and provide comments regarding the late submittals.

#### E. Public Notice and Referrals

As provided in Chapter 16.08 of this Code, a public hearing regarding the application will be scheduled with the Commission on the first available meeting date at least forty-five (45) days after the date the application was determined complete pursuant to Section E above. Notices of the time and place of the hearing shall also be mailed to all utilities and state agencies who were requested to review the final plat, at least thirty (30) days prior to the hearing. The final PUD application materials may be provided to one or more of the referral agencies referenced in Section 17.100.060(G) if deemed necessary by the Town Planner.

#### F. Application Review Process

The application will be evaluated according to the following review criteria:

1. Consistency with the comprehensive plan;
2. Compliance with zoning and density requirements;
3. Compatibility to neighboring land uses;
4. Availability of Town services from public works (including water and sewer services), fire, and police;
5. Adequacy of off-street parking and vehicle, bicycle, and pedestrian circulation;

6. The extent to which any required open space or parks are designed for active or passive use by residents of the subdivision or the public; and
7. Development consistent with the natural character, contours, and viewsheds of the land;

Within thirty (30) days after the close of the public hearing, or within such time as is mutually agreed by the planning commission and the Applicant, the Commission shall make one of three recommendations to Town Council regarding the final PUD plan application: 1) approve the application unconditionally; 2) approve the application with conditions; 3) deny the application. The Commission's decision will be made by written resolution. A continuance may be granted pursuant to section 16.08.040(G) of this Title.

Within sixty (60) days from the date of the Planning Commission's written decision on a final PUD plan application, or within such time as is mutually agreed by the Town Council and the Applicant, the Town Council shall approve the application, with or without conditions, or deny the application. Town Council's decision will be made by ordinance, and any ordinance approving a final PUD plan shall be recorded in the Garfield County real property records.

#### **4. Code Reference Corrections.**

- A. Section 17.124.010(B) of the Town Municipal Code is hereby repealed in its entirety and reenacted as set forth below:

“B. Additional Provisions. A preliminary and final PUD application shall be submitted to the town in accordance with Sections [17.100.050](#) and [17.100.060](#) for new development.”

- B. Section 17.124.020(B.1) of the Town Municipal Code is hereby repealed in its entirety and reenacted as set forth below:

“1. A preliminary and final PUD application shall be submitted to the town in accordance with Sections [17.100.050](#) and [17.100.060](#) for new development.”

- C. Section 17.100.110(C), 1<sup>st</sup> sentence only, of the Town Municipal Code is hereby repealed in its entirety and reenacted as set forth below:

“Major amendments to a PUD must be approved in accordance with the procedures applicable to the approval of a final PUD development plan application as set forth in [Section 17.100.060](#).”

- D. Section 17.100.050(E) of the Town Municipal Code is hereby repealed in its entirety and reenacted as set forth below:

“A PUD master plan application shall be processed and approved in accordance with the requirements of [Section 17.100.050](#) and [Section 17.100.060](#).”

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

INTRODUCED on August 13, 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 September 1, 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,CMC, Town Clerk

1  
2 **New Castle Town Council Regular Meeting**  
3 **Tuesday, July 21, 2020, 7:00 PM**  
4

5 **Due to concerns related to COVID-19, this meeting was held as a virtual meeting**  
6 **only. The public was invited to attend.**  
7

8 **To join by computer, smart phone or tablet:**  
9 <https://us02web.zoom.us/j/7096588400>  
10

11 **If you prefer to telephone in:**  
12 **Please call: 1-346-248-7799**  
13 **Meeting ID: 709 658 8400**  
14

15 **Call to Order**

16 Mayor A Riddile called the meeting to order at 7:00 p.m.  
17

18 **Pledge of Allegiance**  
19

20 **Roll Call**

21 Present	Councilor Mariscal
	Councilor Owens
	Councilor Hazleton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
28 Absent	None

29

30 Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody  
31 Harrison, Town Planner Paul Smith, Town Treasurer Loni Burk, Town Attorney David  
32 McConaughy, Assistant Town Attorney Haley Carmer and members of the public.  
33

34 **Meeting Notice**

35 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
36 accordance with Resolution TC 2020-1.  
37

38 **Conflicts of Interest**

39 There were no conflicts of interest.  
40

41 **Agenda Changes**

42 There were no agenda changes.  
43

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

45 There were no citizen comments.  
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**Consultant Reports**

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

**Items for Consideration**

**2019 Audit Presentation - John Cutler & Associates**

John Cutler, John Cutler & Associates. Mr. Cutler greeted the council. He said that that audit for 2019 had been different in that they were unable to come to New Castle to conduct the audit, but were able to complete it remotely. He said his firm had issued an unmodified report, which was important. He noted a few communications: There were no disagreements with management. No outside consultants were needed. Mr. Cutler said that they had made some adjustments: One was a minor correction to a fund balance, and one to record depreciation in the water fund. He said there were also two client-made adjustments. Mr. Cutler said that was all good information to know to understand that there was good accounting throughout the year. Mr. Cutler said that the town was in decent financial shape. He offered to answer any questions the council had. Mayor A Riddile asked if the town’s reserves were okay. Mr. Cutler said that the town had plenty of reserves. Town Treasurer Loni Burk said that the town’s financial position had improved a lot in 2019 because there had been some windfall revenues. The town had sold the two condominiums; sales tax was up; mineral lease and severances taxes were higher than the prior year and the staff had done well keeping expenses down.

**Consider a Motion to Accept the 2019 Audit as Presented**

**MOTION: Mayor A Riddile made a motion to accept the 2019 audit as presented. Councilor G Riddile seconded the motion and it passed on a roll call vote: Councilor Leland: yes; Councilor G Riddile: yes; Councilor Mariscal: yes; Mayor A Riddile: yes; Councilor Hazelton: yes; Councilor Owens: yes; Councilor Copeland: yes.**

**Consider Request from the Climate Action Advisory Commission to change their name to the Climate and Environment Commission**

Climate and Environment Commission Chair Denise Scheberle greeted the council. She said that the Climate Action Advisory Commission had been revived at the beginning of the year and had been meeting regularly since. In their discussions they realized that not only were they talking about climate, but the environment as well. Chair Scheberle said that the commission felt that that name Climate Action Advisory Commission was somewhat dated and they explored the idea of a simpler name. Climate and Environment Commission was the name they selected.

**MOTION: Councilor Leland made a motion to approve a request from the Climate Action Advisory Commission to change their name to the Climate and Environment Commission. Councilor Mariscal seconded the motion and it passed unanimously.**

1  
2  
3 **Consider Proposed Revisions to the 2007 Climate Action Plan**

4 Chair Scheberle said that the commission had reviewed the climate action plan adopted  
5 back in 2007. She said that the original plan was very specific, and the revised one was  
6 more open and holistic. She said they understood that the commission was advisory only;  
7 however, they wanted to be more active in the educational piece in providing guidance to  
8 the community. In addition, Chair Scheberle said the commission wanted to plan for  
9 mitigation of some of the climate change effects that they saw coming, and to be helpful  
10 to the town council in that regard.

11 Chair Scheberle said that as the commission had reviewed the original plan, they created  
12 a timeline to determine what the town had accomplished they found that the town had  
13 met most of them.

14 Chair Scheberle said that the plan consisted of three primary sections that were Climate  
15 and Environment Goals; Key Strategies to Achieve the Goals, and Measurable Action  
16 Steps to Meet the Long-Term Goals. She reviewed the revised plan for the council in  
17 detail.

18 Chair Scheberle invited the other commission member who were in attendance to  
19 comment if they wished.

20 Commissioner Tom Elder greeted the council. He expressed gratitude to the council for  
21 the opportunity to be on the commission. He also said that Chair Scheberle was doing a  
22 great job and that Council Representative to the commission Bruce Leland was a  
23 wonderful facilitator.

24 Commissioner Elder said that the trees Chair Scheberle had mentioned were in Castle  
25 Valley Ranch (CVR). He said he did not live there, but that his wife was president of the  
26 New Castle Garden Club who was working with the CVR homeowners association to create  
27 perineal gardens at both entrances of CVR as well as planting as many as thirty trees in the  
28 northern portion of CVR.

29 Councilor Leland said that the first paragraph of the revised action plan was really an  
30 extended list of all the good things the town had done and he felt that the council should  
31 congratulate themselves on the accomplishment. In addition, he felt further  
32 congratulations were in order for the council having appointed such a great group of  
33 people to the Climate and Environment Commission.

34 Mayor A Riddile said that he thought that the revised climate plan was a great document.  
35 He did feel that the educational programs in the schools piece would necessitate approval  
36 from the RE-2 school board. He said that the elementary schools already taught some  
37 environmental classes.

38 Mayor A Riddile suggested that the item about school programs be removed from the plan  
39 until they received approval from the school board.

40 Councilor Hazelton agreed, saying that he had an issue with any government that wanted  
41 to go into the schools to talk about something as hot a topic as climate change and he felt  
42 that should be left out.

43 **MOTION: Mayor A Riddile made a motion to approve the revised climate action**  
44 **plan with the condition that the item about going into the schools would be**  
45 **eliminated from the plan until such time that the commission received approval**  
46 **or direction from the RE-2 school board. Councilor Copeland seconded the**  
47 **motion and it passed unanimously.**

1 Mayor A Riddile thanked all the commission members for volunteering to be on the  
2 commission, and for their hard work and enthusiasm.  
3  
4

5 **MOTIOTN: Councilor Leland made a motion at 7:25 to go into Executive Session**  
6 **(1) for a conference with the Town Attorney for the purpose of receiving legal**  
7 **advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) regarding**  
8 **appeals of land use decisions. Councilor Mariscal seconded the motion.**

9 Discussion: Town Attorney David McConaughy clarified that the executive session was for  
10 a general discussion of land use appeals and that the council will not be discussing the  
11 next agenda item specifically, or any of its fact. The discussion was general background  
12 information only.

13 **The motion passed unanimously.**  
14

15 Town Clerk Melody Harrison moved guests who were attending the meeting via Zoom  
16 Meetings into the waiting room.  
17

18 Executive session concluded.  
19

20 At the end of the executive session, Mayor A Riddile made the following statement:  
21

22 "The time is now 7:39 p.m. and the executive session has been concluded. The participants  
23 in the executive session were: Councilors Mariscal, Owens and Hazelton; Mayor A Riddile;  
24 Councilors Copeland, Leland and G Riddile; Town Administrator Dave Reynolds, Town  
25 Attorney David McConaughy, Assistant Town Attorney Haley Carmer, Town Planner Paul  
26 Smith and Town Clerk Melody Harrison. For the record, if any person who participated in  
27 the executive session believes that any substantial discussion of any matters not included  
28 in the motion to go into the executive session occurred during the executive session, or that  
29 any improper action occurred during the executive session in violation of the Open Meetings  
30 Law, I would ask that you state your concerns for the record."  
31  
32

33 **Review of Planning & Zoning Denial of Resolution PZ 2020-07, Regarding a**  
34 **Preliminary PUD Application for Filing 11 in Castle Valley Ranch**

35 Town Planner Paul Smith screen-shared the following memo and staff report regarding the  
36 application from CVR Investors for a preliminary PUD application for Filing 11 in Castle  
37 Valley Ranch. He reviewed them in detail:  
38

39 Memo

40 On May 13, 2020, the New Castle Planning Commission opened the hearing for Resolution  
41 PZ 2020-06 on a preliminary PUD application for Filing 11 in Castle Valley Ranch. The  
42 application consisted of 91 duplex, triplex, and four-plex units on approximately 13.5  
43 acres. At the continuance on March 27, 2020, the Commission – as the approval body for  
44 preliminary PUD applications – unanimously denied the application because of  
45 noncompliance with the Comprehensive Plan, Section 17.100.090(A)(6) of the municipal  
46 code, and other grounds as reflected in the record of the public hearing pursuant to the  
47 approval criteria for PUD applications in Section 17.100.090. Specifically, the application:

- ***Is NOT generally compatible with adjacent land uses***

Town Council Meeting  
Tuesday, July 21, 2020

- Development in the vacant parcels to the north and east remained undetermined. A master plan amendment, introduced by the applicant on February 12, 2020, intended to clarify the vision and purpose of those parcels. However, the master plan amendment was deferred by the applicant until August 26, 2020. Therefore, the application's compatibility with the neighboring parcels remained difficult to ascertain.
- The proposed style and density of multifamily units was deemed to be out of balance with the large, single-family residential homes on South Wildhorse. Adverse impacts on aesthetics and property values would be likely.

- ***Is NOT consistent with the comprehensive plan***

- Residential or commercial development of 50 lots/units or greater shall include a mix of land-use types that "provide effectively integrated convenience retail, employment, services, parks/open space/trails, public transit, and non-motorized access (*Goal CG-4A*). Proposed amenities are used sparingly.
- A large-scale, multifamily development would challenge the livability of the community. Shortcomings with parking, usable open space, non-vehicular circulation, and snow storage will generate a more utilitarian experience rather than one hospitable to quality places that people want to live, work, play, and learn in (*Goal CG-5*).
- Mixed-use zoning, as defined in the master plan, Town code, and the comprehensive plan, signifies a mixture of residential and non-residential development. Mixed-use affords a community the possibility for local amenities, services, and possible employment (*Goals CG-4A thru E*);
- Existing wildlife corridors would be displaced with little attention given to relocation habitat (*Goal EN-1*). Sensitive environmental areas will be preserved, and open space corridors will be used to break up continuous areas of development (*Goal POST-4A-B*).
- Though marketed as competitively priced, the multifamily units would likely sell at price points at or above \$400k similarly to other townhomes in CVR. New development should embrace aspects of genuine affordability with a diversity of densities, types, and unit sizes (*Goal HO-2A*).
- Sidewalks and trails could go further in generating connectivity between neighboring parks, open space, and other filings along CVB. Separated sidewalks and a trail easement between Ganley and Prendergast were recommended (*Goal T-1F*). The intent of the Commission is to encourage non-motorized trails and generous open space which promote recreational value (*Goal POST-3*).
- Road designs do not adequately accommodate public safety access and will increase road maintenance. Single car garages mean owners will habitually default to using the garage as storage and at least one vehicle parked on the street. Mobility will be tight even in the best conditions. The resulting congestion, as already experienced on Redstone Dr. and Foxwood Ln., will lead to costly snow removal and at times generate obstacles for emergency equipment (*Goal T-1G*).

- ***The uses proposed are NOT permitted outright in all instances***

- Roughly 2/3's of the site plan spans mixed use zoning. Mixed-use is purposely designated for a mixture of uses in accordance with the adopted Smart-Growth

1 model and are meant to complement residential areas by providing needed  
2 services and amenities. The sacrifice of nearly nine more acres of mixed-use to  
3 residential will continue to fuel the Town's imbalance between residential and  
4 commercial.

- 5 - Due to obligations with a restrictive covenant, the applicant is compelled to  
6 develop only residential on the property. This obligation, however, does not  
7 mean the applicant is forced into exclusively multifamily townhome  
8 development. Staff and the Commission offered possible solutions for  
9 development which, though forfeited the commercial, offered diversity,  
10 amenities, and enhanced livability. Unfortunately, none were advanced.

11 -  
12 According to Section 17.100.070 § D, "the applicant may take a disputed decision of the  
13 planning commission to the town council for review. If, in the town council's sole  
14 discretion, the finding of the planning commission may have been in error, the town  
15 council shall refer the application back to the planning commission for reassessment."  
16 The applicant contends that the proposal meets the code standards and design  
17 requirements as set forth in the Public Works Manual, zoning provisions, and adopted  
18 building codes. The satisfaction of those requirements notwithstanding, the Commission  
19 maintains that the approval criteria of Section 17.100.090 and mere design standards are  
20 not coextensive. The approval criteria have greater reach and grant the Commission the  
21 authority to determine whether a land use application substantially complies with the  
22 Comprehensive Plan and the overall community vision. The Commission concludes, then,  
23 that the application contains significant enough shortcomings in the manner discussed  
24 above to warrant denial. The Council is charged with deciding whether this conclusion  
25 was in error.

## 26 27 Staff Report

### 28 29 **Staff Report**

### 30 31 **Castle Valley Ranch - Filing 11//Portion of PA17 & Remaining PA19** 32 **Combined Preliminary/Final for PUD & Subdivision Development Plans** 33 **Planning Commission – May 13, 2020**

34  
35  
36  
37 Report Compiled: 5/7/2020

### 38 39 **Project Information**

40  
41 **Name of Applicant:** CVR Investors, Inc and its assigns  
42  
43 **Applicant's Mailing Address:** 1038 Country Club Estates Dr., Castle Rock, CO  
44  
45 **Phone/Email:** 303-549-1916; aa@hackstafflaw.com  
46  
47 **Property Owner:** CVR Investors, Inc. (Aaron Atkinson)  
48  
49 **Owner Mailing Address:** Same as Applicant

Town Council Meeting  
Tuesday, July 21, 2020

- 1
- 2 **Proposed Use:** 27 Multifamily Lots (MF1), 3-plexes and 4-plexes; 91 total  
3 residential units;  
4
- 5 **Legal Description:** Section: 32 Township: 5 Range: 90 A PCL IN THE NE4 OF SEC  
6 31 & NW4 OF SEC 32 CONT 48.695 AC AKA PARCEL 2  
7 Section: 31 Township: 5 Range: 90 A PARCEL OF LAND SITUATE  
8 IN THE N1/2 SEC 31 CONT 15.505 AC AKA PARCEL 5  
9
- 10 **Street Frontage:** North – Castle Valley Blvd;  
11
- 12 **Existing Zoning:** Residential (R) & Mixed Use (MU)  
13
- 14 **Surrounding Zoning:** Single Family (SF2) – North & South Wildhorse Dr.  
15 Mixed Use (MU1) & Multifamily (MF1) – Redstone Dr.  
16
- 17 ***I Application Exhibits:***  
18
- 19 (Documents 1-22 submitted prior to the P&Z hearing on May 13<sup>th</sup>, 2020)  
20 A. PUD & Subdivision Combination Applications  
21 B. Application Narrative  
22 C. Applicant Response to Referrals - SGM  
23 D. Referral - Colorado Parks & Wildlife  
24 E. Referral - Colorado Fire River Fire and Rescue  
25 F. Referral - Town of New Castle Public Works  
26 G. Referral - Town Engineer  
27 H. Referral + Redlined Plat -Town Attorney  
28 I. Referral - Town of New Castle Police Chief  
29 J. Referral - Garfield RE-2 School District  
30 K. Resident Comment – Wayne & Virginia Shelton  
31 L. Will Serve Letter - Xcel  
32 M. Public Notice  
33 N. List of Property owners within 250' of Development  
34 O. Affidavit as to Notice of Public Hearing  
35 P. Agreement to Pay Consulting Fees & Expenses, February 15<sup>th</sup>, 2019  
36 Q. Title Commitment + Legal Description  
37 R. Soils Report - A.G. Wassenaar  
38 S. Drainage Calculations - SGM  
39 T. Utility Report - SGM

- 1 U. Traffic Impact Study - SGM
- 2 V. Snow Storage Sheet – SGM
- 3 W. Construction Drawings - SGM
- 4 X. Architectural Floorplans – SGM



## 7 **II Progression of Application:**

### 8 *Sketch Plan*

10 A sketch plan application for Filing 11  
12 was reviewed by the Planning  
13 Commission on September 11, 2019 and by Council on October 1, 2019. At that time the  
14 development proposal contemplated 96 multi-family dwelling units comprised entirely of  
15 tri-plexes and four-plexes similar in style to existing units along Redstone Dr. and  
16 Foxwood Ln. in Castle Valley Ranch (CVR). The 15 acre proposal spanned both mixed-use  
17 and residential zones south of Castle Valley Blvd (CVB) and east of S Whitehorse Dr. The  
18 general concept of the sketch plan – lot sizes, open space, trails, & roads – tracked closely  
19 with a prior application submitted by Village Homes, Inc. in 2008. The 2008 application  
20 was for 62 single-family homes and was ultimately withdrawn.

21 At both meetings it was noted by the Applicant that the sketch plan demonstrated  
22 substantial compliance with the municipal code, adopted model codes, public works  
23 manual, and the Comprehensive Plan (CP). Staff acknowledged that the overall *design*  
24 conformance was substantial, however, it disputed the degree of continuity with the CP  
25 and aspects of the CVR Master Plan. Staff maintained that though strict compliance with  
26 the CP is not compulsory – and in some cases not practical – the CP is intended to provide  
27 qualitative and quantitative guidance for future land use. It is an instrument used to  
28 discover what manner of development mutually benefits the needs of the Town and the  
29 aspirations of the developer.

30 The sketch plan process produced points of consensus and debate. Those included:

#### 31 Points of Consensus:

- 32 • For a preliminary/final application, all submittal components need to be
- 33 thorough and complete prior to meeting with Council.
- 34 • The Applicant’s product – triplexes on Redstone Dr and Foxwood Ln – has
- 35 generally been well received by buyers. The units are energy efficient with
- 36 various modern amenities.
- 37 • The typical price-point has been competitive with Lower Valley multi-family
- 38 development.
- 39 • High density residential is better suited along and south of Castle Valley Blvd.
- 40 (CVB) rather than in the vacant parcels to the north of CVB.
- 41 • Land use proposals should prioritize the health and well-being of the
- 42 community.
- 43 • The developer is currently party to a restrictive covenant committing them to
- 44 no more than 303 additional residential units and no commercial
- 45 development.
- 46
- 47
- 48
- 49

- An east-west connector trail should be integrated into the design.
- A looped raw water system is best practice for landscape irrigation.
- View planes should be preserved as much as feasible.

Points of Debate:

- Two-thirds of the proposed development consists within a mixed-use zone as specified by the CVR Master Plan. Areas of strategic, small-scale commercial development should be considered in fidelity with the vision of mixed-use in the *CP*.
- Pedestrian circulation should be improved to provide direct access to open space, parks, and other areas throughout the CVR PUD.
- Diversity of dwelling units should be included into the design rather than the same style throughout.
- The density and design of multi-family homes seemed misplaced when directly bordering larger single-family homes on S Wildhorse Dr. Transitions should be more subtle.
- Trail connectivity was limited. The proposed Open Space C was not useful. A park amenity would be a better use of that location.
- Off-street parking, though compliant with codes, would create ongoing challenges for traffic flow and snow storage given the density, road widths, attached sidewalks, and propensity of residents to have more than two cars per household or using their garages as storage.
- Snow storage was not adequately specified on the site plan.
- C Ave might be considered for a future emergency access road, in hindsight to the small fire that broke out on Mt. Medaris in the summer of 2019.
- There should be separation between the curb and sidewalk for pedestrian safety and snow storage.
- The proposal did not sufficiently represent the Smart-Growth model endorsed by the *CP*. Smart-Growth promotes sustainable communities with compact residential mixed with commercial amenities and services, all reasonably accessible without vehicles.
- There was dissatisfaction with not knowing the development plan with the neighboring parcels. Without visibility it would be difficult to assess the appropriateness of the current proposal with the overall community. A master plan amendment was recommended to flesh-out those details.

Per Council request, the Applicant presented the conceptual plan to the general public at an open house. The meeting unfortunately was not well attended, but the few attendees did provide feedback based on their perception of Redstone Dr. & Foxwood Ln. and their recollection of the original application for Filing 11 in 2008. The units have generally been well-built and at an attractive price-point to a variety of consumers. However there was comment that the build-out could have better planned for parking, traffic flow, and non-vehicular movement.

**III Current P&Z Preliminary/Final Application:**

1 On February 10<sup>th</sup>, 2020 the Applicant submitted preliminary and final applications for a  
2 combined PUD & Subdivision plan in planning areas 17 & 19 of CVR (a.k.a. Filing 11). The  
3 application was considered complete on March 23<sup>rd</sup>, 2020. A preliminary/final application  
4 with P&Z should demonstrate rigorous compliance with the adopted codes, provisions for  
5 utilities and infrastructure, substantial conformance with the *CP*, and minimize any  
6 adverse impacts to the Town. The Commission’s recommendation shall be delivered to  
7 Council within 30 days of the close of the hearing, per *MC* 17.100.080. The Commission  
8 can take one of the following actions at the hearing:

- 9
- 10 • Approve the application with or without conditions;
- 11 • Deny approval of the application;
- 12 • Continue the hearing pursuant to *MC* 16.08.040 § G.
- 13
- 14

15 In what follows, the application will be assessed according to the criteria outlined in *MC*  
16 17.100.090:

- 17
- 18 1. Generally compatibility with adjacent land uses;
- 19 2. Consistency with the comprehensive plan;
- 20 3. Town’s capacity to serve water and sewer and provide fire and police  
21 protection;
- 22 4. Whether land uses are permitted outright or by special review;
- 23 5. Whether number of dwelling units permitted by the underlying zoning  
24 districts is not exceeded by the PUD plan;
- 25 6. Whether the PUD utilizes:
  - 26 i. the natural character of the land,
  - 27 ii. provides for off-street parking, vehicular,  
28 pedestrian and bicycle circulation, outdoor  
29 recreation,
  - 30 iii. is of overall compatible architectural design,
  - 31 iv. achieves adequate screening, buffering and  
32 aesthetic landscaping,
  - 33 v. avoids development of areas of potential hazard,  
34 ensures compliance with the performance  
35 standards and meets all other provisions of this  
36 title.
- 37
- 38
- 39

40 **IV CVR Purpose and Approval Criteria:**

41

42 *Castle Valley Ranch PUD – Purpose*

43

44 According to Municipal Code section 17.104.010, the purpose and intent of the Castle  
45 Valley Ranch PUD zone district regulations are to:

46

- 47 1. Encourage variety in the physical development pattern of Castle Valley Ranch;
- 48 2. Provide a variety of housing densities greater than would be normally possible;
- 49 3. Encourage the use of a more creative approach to the development of land;

- 1 4. Encourage a more efficient, aesthetic and desirable use of open space;
- 2 5. Encourage a more efficient use of energy through solar orientation, native
- 3 vegetation, and water conservation;
- 4 6. Provide a variety of dwelling and building designs;
- 5 7. Provide high standards of development and provide amenities appropriate to the
- 6 densities involved in the project;
- 7 8. Provide an integrated open space system throughout areas as outlined on the
- 8 Castle Valley Ranch PUD zoning plan as well as throughout individual districts;
- 9 9. Provide for a variety of housing types in order to best meet the housing demands of
- 10 all age groups;
- 11 10. Maintain and preserve the general alignment of drainage ways for aesthetic, energy
- 12 and functional purposes;
- 13 11. Provide pedestrian networks throughout the open space districts as well as
- 14 throughout individual districts thereby providing an integrated network throughout
- 15 the entire development;
- 16 12. Provide landscape areas and tree plantings throughout the entire development.

17  
18 It is helpful to have these priorities in mind when considering an application's degree of  
19 conformance with the following approval criteria.

20  
21 *Approval Criteria*

22  
23 **1) Is the proposal generally compatible with adjacent land uses?**

24  
25 The property is surrounded by mixed-use and residential zoning. Currently all  
26 surrounding development consists of either single family homes or multifamily dwellings.  
27 The proposed units are modeled after the tri-plexes located off of Redstone Drive – sized  
28 between 1,600sf & 1,796sf – and include four designated open spaces.

29  
30 **Staff Comment:** Since the adjacent land uses are comprised of residential and open  
31 space, and the proposal resembles the tri-plexes built in Filing 9 on Redstone Ln. and  
32 Foxwood Dr., it is reasonable to conclude that the proposal is broadly compatible with  
33 surrounding uses.

34  
35 There is some apprehension with the blunt transition from large single family homes  
36 directly to the west (3,000-4,000 sf on S Wildhorse Dr.) to the higher density 3 & 4-  
37 plexes proposed. The transition to higher density may have some adverse effects on  
38 property assessments in one way or another. Because of added congestion, noise, loss of  
39 view planes, without additional amenities the homes on S Wildhorse Dr. could suffer from  
40 external obsolescence. Conversely the close proximity of the higher value homes to the  
41 proposed development may artificially inflate the property values of the multi-family  
42 homes. These effects might be avoided by replacing some of the multi-family lots with  
43 smaller single family dwellings, particularly on the west side of Eagle Ridge Dr.  
44 Alternatively these threats might be mitigated with increased open space and ample  
45 landscape buffers.

46  
47 Finally, it is difficult to assess future compatibility of the proposal with the undeveloped  
48 properties to the east – parcels which the Applicant currently owns. For example, were  
49 the current application to be approved, how would it impact the future design of the

1 mixed-use zone PA17 to the east? At this time the expectation for this parcel is  
2 unknown. With greater visibility, however, the Town would be in a better position to  
3 determine the suitability of the current application.

4  
5 Degree of Conformance: Moderate/High  
6  
7

## 8 **2) Is the proposal consistent with the comprehensive plan?**

9  
10 The CP anticipates future development to follow the Smart-Growth model (Goal CG-5).  
11 Values of smart-growth include:

- 12 • Livability
- 13 • Efficiency
- 14 • Affordability
- 15 • Environmentally Conscious
- 16
- 17

18 Central to this model is the concept of “place-making”. Place-making is a strategy  
19 promoting attractive, livable communities which, in turn, drive place-based business and  
20 investment while discouraging economic outsourcing. The community’s intrinsic strengths  
21 are primary to all development concepts. Incremental building, balanced housing types,  
22 transit alternatives, recreational opportunities, and even commercial services are believed  
23 to help create attractive communities which are environmentally friendly and compatible  
24 with the community’s needs. The CVR Master Plan purposely arranged mixed-use zones  
25 contiguous with residential zones to help preserve a place for services, amenities, and  
26 public wellness to achieve these ends.

27  
28 **Staff Comment:** The Applicant proposes higher density townhomes. This is a helpful  
29 first-step in restraining sprawl and resonates with the more urban flavor specified by the  
30 CP. The proposal speculates that higher density should furnish more affordable options  
31 for young families, professionals, or those looking to downsize (CP Goal HO-2). Though  
32 this affordability is not at the level of deed restriction, the units should match an attractive  
33 price-point in the Valley.

34  
35 Higher density should not, however, sacrifice health and wellness. Staff believes the  
36 current proposal risks sacrificing livability with the congestion caused by bulk residential  
37 growth. A balance might be struck by eliminating some buildings while increasing some  
38 tri-plexes to four-plexes. Or, reduce all four-plexes to three-plexes. With livability in  
39 mind this move would create greater buffer space between structures to meet the  
40 topography challenges, snow storage needs, trail placement, and parking limitations  
41 discussed below.

42  
43 The CP expects a balance of land-uses particularly with development over 50 lots (CP Goal  
44 CG-4A) and especially when the development lies within a mixed-use zone. A mixture of  
45 home designs, integrated service amenities, non-vehicular connectivity, and generous  
46 open space will go a long way in improving community wellness and pairs better with the  
47 tenants of Smart-Growth.

1 The proposal demonstrates dedication of the required 10% of lands with a grade less than  
2 35%. This amounts to ~1.5 acres of land. The adequacy of this dedication is discussed  
3 below. Other than space allocated to pedestrian paths, only Open Space C is reserved for  
4 potential recreation (CP Goal POST-2).

5  
6 The Colorado Parks & Wildlife referral indicates that the current proposal would continue  
7 to compromise wildlife habitat. The referral concludes, "If the opportunity exists for  
8 creating wildlife movement corridors on the edges of this development, they should be  
9 reclaimed using appropriate vegetation and should contain visual and noise barriers.  
10 Some wildlife species may still attempt to access the area to the south of this  
11 development, so a vegetative barrier may provide some mitigation for the disruption at  
12 the site" (CP Goal EN-1).

13  
14 Is the project sustainable? The *CP* (Goal CG-7) and *MC* (17.100.060) requires a fiscal  
15 impact study by final application to determine the future fiscal sustainability of public  
16 improvements. However because of the many variables and costs involved in a fiscal  
17 analysis, a full-on return on investment study was not requested. In theory, a fiscal  
18 analysis would indicate that the Town is better off with rather than without the proposed  
19 development. Some beta to help demonstrate this benefit:

- 20
- 21 • The Town has historical placed the burden of the initial infrastructure
- 22 improvements on the developer (Goal I-1A).
- 23 • The application narrative explains that the 91 units will generate roughly
- 24 \$1.66 million in permit fees, water taps, recreation fees, and use tax.
- 25 However, other than use tax (~13% of permit fees or \$221,000 of the
- 26 \$1.66 million) and recreation fees (\$45,500 for all 91 units), permit fees
- 27 are usually a zero sum.
- 28 • The Town can expect revenues for infrastructure through a portion of the
- 29 8.551 mills on property assessments. For an average townhome in New
- 30 Castle this amounts to \$210/year.
- 31 • The Town can expect revenues from sales tax (29% of all sales taxes is
- 32 reserved for road maintenance and another 21% is reserved for parks and
- 33 recreation).
- 34 • According to Public Works, the rule-of-thumb is that the Town typically
- 35 depends on \$3,640/year per lane-mile for road paving and utility repair.
- 36

37 A fiscal impact study would combine these metrics with other dynamics to demonstrate  
38 the economic feasibility of development. For now it should help stimulate thought  
39 regarding known revenues and expenditures.

40  
41  
42 Degree of Conformance: Low/Moderate

43  
44  
45 **3) Does the town have the capacity to serve the proposed use with water,**  
46 **sewer, fire and police protection?**

47  
48 Per the 2002 Second Amended Caste Valley Ranch Annexation Agreement, the Castle  
49 Valley Ranch PUD is has been allocated a maximum of 1400 total units. Currently an

1 estimated 530 lots remain vacant. Dedicated water rights are still available for the  
2 proposed development.

3  
4 **Staff Comment:** Public Works has confirmed that adequate  
5 water and sewer capacity are available for the number of lots  
6 proposed. According to the CP and the CVR Master Plan, a raw  
7 water loop for all landscape hydration should be featured. A  
8 water testing station for the Filing 11 has also tentatively been  
9 planned per Public Works recommendation.



10  
11 All Staff have responded negatively to the width of the  
12 proposed road right-of-ways (ROW). Currently the proposed  
13 design is for 50' ROW or 37' flowline-to-flowline. This includes  
14 two 10.5' drive lanes, two 8' parking lanes, and two 5'  
15 attached sidewalks. This indeed is the minimum requirement  
16 for all local residential roads (MC 16.28.050 §H). To improve  
17 public safety, snow storage, and optimize the pedestrian  
18 experience, Public Works recommends detached sidewalks  
19 with an additional 5' green buffer. The result would be a 60'  
20 ROW similar to N Wildhorse Dr and other collector streets. The Police Chief would  
21 preference limiting parking to one side of street based on the poor track record of moving  
22 emergency personal and equipment in the Town's multi-family residential neighborhoods.



23  
24 The 50' ROW in the higher density neighborhoods becomes increasingly problematic when  
25 snow storage is taken into account. Firstly, it is not easy to push snow down the middle  
26 of the street with 21' of total travel lane and vehicles parked on both sides. The driver  
27 must be attentive to snow "wake" or throwing snow from the blade into the sides of  
28 vehicles. Secondly, when snow storage is poorly located, snow removal becomes highly  
inefficient and expensive. On heavy snow days, snow will be pushed into large piles in vacant parking spaces for staging until loaders and trucks haul it off – pushing snow is quick and inexpensive; Lifting and hauling snow is unreasonable when other alternatives for street design are available. Finally, with vehicles parked on both sides of the street, snow crews usually must return multiple times to clear area where vehicles were originally parked. In the end, narrower ROWs usually bring a cost advantage to a developer. However for the Town of New Castle, the minimized widths have proven to be an ongoing challenge.



37 Degree of Conformance: Moderate  
38  
39  
40  
41  
42  
43  
44

45 **4) Are the uses proposed within the PUD permitted outright or by special**  
46 **review?**  
47

48 The proposal spans two distinct zones according to the CVR Updated Master Plan Map. A  
49 residential zone, colored in dijon, comprises the northern third of the development

1 (5.1ac). The southern two-thirds, identified in red, is zoned mixed-use (8.8ac). The  
2 Applicant indicates that the site specific zoning is entirely multi-family MF-1, defined as a  
3 "multifamily townhouse and patio home district allowing for creative approaches to  
4 development with housing alternatives that are sensitive to existing and surrounding land  
5 uses" (17.104.080 A.3). In both residential and mixed-use zones, townhomes are  
6 permitted by right.  
7

8 **Staff Comment:** Though the use intended is one of several permitted by right, the  
9 commitment to only residential development in a zone dedicated to mixed-use is not how  
10 the code defines mixed use in CVR (MC 17.104.080). Mixed use is purposely designated  
11 for a mixture of uses in accordance with the Smart-Growth model discussed earlier:  
12

- 13 • MU-1: "mixed use district providing a mix of residential and nonresidential  
14 land uses within close proximity to each other that are suitably located  
15 within the community core."
- 16 • MU-2: "mixed use district providing a mix of residential and light  
17 industrial, office uses within close proximity to each other where  
18 complementary business uses may be permitted, and where higher  
19 intensity uses will be permitted that may not be suitable within the  
20 community core."  
21

22 Nevertheless, converting the MU zones to all residential has become an all too common  
23 practice for developers in New Castle. Understandably, the alternative –  
24 nonresidential/commercial development – comes with economic risk, for it is arguably  
25 more difficult to fill commercial space. However, as noted in a previous development  
26 application, the Town struggles to correct the current imbalance between residential and  
27 commercial, which has contributed to fiscal disparities.  
28

29 Staff contends that demand from the community plus demand from business interests  
30 makes provisions for commercial services and vendors more viable than in years past.  
31 The current Lakota Canyon Ranch Deli and the former veterinary clinic on 7<sup>th</sup> Street are  
32 testaments to successful business approaches integrated within predominantly residential  
33 areas. Fourmile Mountain Market in Glenwood Springs, Southside Drive in Basalt, and  
34 Eagle Ranch in Eagle are further instances of discrete commercial ventures in the heart of  
35 established residential neighborhoods.  
36

37 Staff maintains, then, that the developer consider strategic locations for smart commercial  
38 options in their development plans. One suggestion might be to negotiate a zoning  
39 change which dedicates specific locations and/or functions that are deemed viable  
40 commercial areas. To move forward without any considerations means the permanent  
41 loss of another nine acres of the Town's limited mixed-use property.  
42

43 Degree of Conformance: Low/Moderate  
44  
45  
46

47 **5) Is the number of dwelling units permitted by the underlying zoning**  
48 **districts exceeded by the PUD plan?**  
49


1 The number of dwelling units in Castle Valley Ranch is restricted in two ways: 1) total  
2 number of units for all of Castle Valley and 2) minimum lot area per dwelling unit provided  
3 in tables found in MC 17.104.080 §H. Currently there are approximately 530 vacant lots  
4 in the Castle Valley PUD. With approximately 186.5 usable acres remaining, the average  
5 density would approach 2.8 units per acre. Furthermore the Applicant has elected the MF-  
6 1 zoning designation which limits the lot size for residential units to no smaller than  
7 2,200sf. At this lot size the allowed density could approach an unrealistic 19.8 units/acre.  
8 The Castle Valley mixed-use zones are also allocated up to 100,000 aggregate square feet  
9 of commercial space which, like Lakota Canyon Ranch, has yet to be developed.

10  
11 **Staff Comment:** The present application represents 91 units on 15ac for a density of 6.1  
12 units per acre which, though more than double the average remaining density in Castle  
13 Valley Ranch, is far less than the 19.8 units/acre which could be allowed. If this proposal  
14 were approved the average remaining density would then fall to 2.6 units/acre. Staff  
15 believes this is manageable in theory.

16  
17 In sum, though the density is significantly higher than many parts of the overall PUD, it  
18 would not affect the build-out of other parcels too adversely. For this application density,  
19 strictly speaking, should not be in conflict with the code requirements.

20  
21 Degree of Conformance: High

22  
23  
24 **6) Does the PUD proposal:**

- 25  
26 i. **Provide off-street parking** – Castle  
27 Valley requires two off-street parking  
28 spaces per unit (17.104.100). The  
29 proposed design shows single-vehicle  
30 garages, with the driveway providing  
31 the second off-street parking space. As  
32 observed on Redstone Drive, the  
33 Riverpark Condos, and the Pyramid  
34 Peak Townhomes, this design is less  
35 than optimal and, as discussed above,  
36 compromises quality of life. In practice, these garages are used for storage,  
37 the driveway used for one vehicle, and the ROW used for all remaining  
38 vehicles. Together with sidewalks without green buffers, garbage bins in the  
39 driveway, and cars along the curb the congestion makes for an unpleasant  
40 pedestrian experience and undermines the appeal of the community. Other  
41 options exist. Staff encourages the Applicant to consider alternatives.
- 
- 42  
43 ii. **Utilize the natural character of the land** – Due to the moderately sloped  
44 topography of the proposed 15 acres, some cut-and-fill will be required for  
45 construction feasibility. On the north two-thirds of the property, the  
46 Application will provide stepped lots. The lot lines will likely require retaining  
47 features such as simple stacked-rock walls or wood tie retention. To date,  
48 these details have not been furnished.



Moving south in the development creates greater design challenges and topography alterations. Buildings 12 & 13 will require up to 36' of structural fill at the base of Ganley Hill. To remain below an 8% road grade the natural land contours will require alteration. At some point significant fill material will likely need to be moved or imported to the future Filing 12 to match the eastern grade with Filing 11. To retain the property's natural character measures such as these should be kept to a minimum.

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**iii. Provide pedestrian and bicycle**

**circulation** – Proposed sidewalks help to provide safe egress from the street-to-home or from home-to-home. The CP (CP Goal T-1) envisions more for pedestrian circulation. Specifically non-vehicular trail systems should contribute to local recreation. Staff feels the current design has a solid start with 8' paths included to the north and to the west of the development. Staff maintains that trail connectivity could be increased internal to the development with small modifications to the development plan. A connecting 8' trail at the south end of Filing 11 and one that bisects the development is advised.



**iv. Provide outdoor recreation** – Other than the existing Avenue C trail and a small centrally located pocket park, there is no realistic component of

outdoor recreation to this proposal. The 2008 application included a central one acre lot that was accessible from two streets. Staff encourages the development to have more useable open space than currently proposed. Elimination of Building 20 at a minimum with some grading changes will be a positive step in creating usable recreation space. An east-west connecting trail, is included in this plan set along the south end of Eagle Ridge Dr. to Bear Canyon Dr. Adding a landscape buffer of at least three feet along this trail will provide better



safety for pedestrian travel.

**v. Is of overall compatible architectural design, achieves adequate screening, and ensures compliance with performance standards** – The

overall architecture will generally follow the design aspects of the approved townhomes located on Redstone Drive and Foxwood Ln. However, many of the buildings will be enlarged to four-plexes. Landscaping and screening are identified on sheets L1.0-3.0. All landscaping shall conform to requirements set forth by the relevant Town codes and verified by the Parks Department. The Applicant will be expected to agree to the performance standards adopted by the Town.

Degree of Conformance: Moderate

1  
2  
3 **V. Subdivision Approval**  
4

5 A subdivision application will be approved by Town Council only if it is found to be  
6 compliant with the criteria set forth in MC 16.16.030. A subdivision plat will be provided  
7 at the preliminary stage of the application and will be reviewed by the Town attorney and  
8 engineer for compliance. Per PZ 2019-5, "One or more amended plats to define the  
9 boundaries of the individual units within each building shall be prepared for each building  
10 envelope based on as-built surveys after construction, which may be approved on staff  
11 level." Sale of individual units may not occur until the amended plat is recorded with  
12 Garfield County. Any revisions and corrections will be made prior to Council meeting.  
13

14  
15 **VI. Staff Recommendations:**  
16

17 Staff recommends the Planning Commission explore the following alternatives to the  
18 proposal prior to deciding on Resolution 2020-06:  
19

- 20 1. Integrate areas of strategic commercial development within the mixed-use zone of  
21 the CVR master plan.
- 22  
23 2. Soften the transition created by the juxtaposition of large single-family homes with  
24 multi-family townhomes.
- 25  
26 3. Improve the parking arrangement and resulting traffic congestion that results from  
27 parked vehicles along both sides of the streets.
- 28  
29 4. Expand road ROWs to include 5' green buffers between road and sidewalk.
- 30  
31 5. Improve pedestrian circulation to provide direct access to open space, parks, and  
32 other areas of Castle Valley Ranch. Create greater trail connectivity. Possibly add  
33 an east-to-west trail corridor throughout development and along the southern  
34 property border
- 35  
36 6. Expand Open Space C to include useable recreation space.
- 37  
38 7. Provide a general plan for the vacant parcel east of the proposed development in  
39 order to guide considerations for how best to use the mixed-use zone, trail routing,  
40 and road configuration.
- 41  
42 8. Eliminate Buildings 12 & 13 in order to minimize fill material at the south end of the  
43 property and retain the natural topography.
- 44  
45 9. Consider more strategic places for snow storage to minimize removal efforts by  
46 Public Works.
- 47  
48 10. Design C Ave as part of a greater wildlife corridor potentially accessible by  
49 emergency vehicles when needed.

1  
2 11. Street names be approved through Garfield County Communications to avoid any  
3 duplication of names in the county dispatch area.  
4  
5  
6

7 Aaron Atkinson, CVR Investors Inc. Applicant.  
8

9 Mr. Atkinson greeted the council and thanked them for putting him on the agenda. He said  
10 that the purpose of their discussion was to review the Planning & Zoning (P&Z) denial of  
11 the Filing 11 PUD and Subdivision application.  
12

13 Mr. Atkinson said that he saw that P&Z had put a lot of time and effort into the Filing 11  
14 application and he said he appreciated that. With all due respect to P&Z, Mr. Atkinson said  
15 that his discussion with the council will be about why P&Z had committed errors in the  
16 decisions that they made.  
17

18 Mr. Atkinson said that he felt the fundamental error P&Z made was in regard to  
19 consistency. He quoted Colorado Revised Statute 29.20.203(B) that said, "No local  
20 government shall impose any discretionary condition upon a land use approval unless the  
21 condition is based upon duly adopted standards that are sufficiently specific to ensure that  
22 the condition is imposed in a rational and consistent manner."  
23

24 Mr. Atkinson said that consistency and rationale were the two things he wanted to address  
25 because the P&Z, in response to his application, was charged with making consistent  
26 decisions, not arbitrary decisions.  
27

28 Mr. Atkinson said that one of the hottest topics during the two hearings was density.  
29 Referencing the May 27 minutes and the plat map, Mr. Atkinson told the council that the  
30 plat showed 91 units on 14.958 acres or about 6.08 units per acre. He said that was  
31 completely acceptable under the code and was not prohibited by anything in the  
32 comprehensive plan. He reiterated that there was no measurable criteria anywhere that  
33 said the number of proposed units per acres was not acceptable. He noted that  
34 Commissioner Bourquin had stated that the proposed density was considered mid to low  
35 density. Mr. Atkinson said that the proposed density was the lowest that P&Z would likely  
36 see. He said that the commission cited the density as an issue, and cast a negative light  
37 on the application. Mr. Atkinson said that there was no standard that was sufficiently  
38 specific that said that 6.09 units per acre was too many. He felt that the commission in  
39 making the decision imposed a discretionary standard that was not founded anywhere.  
40 Mr. Atkinson said that more importantly and more concerning was the consistency  
41 question. He said that the council would likely recall that the last multi-family  
42 development application heard by the town was Eagle's Ridge Ranch from Mr. Jim  
43 Colombo. Mr. Atkinson tried to screen share Resolution PZ 2019-4, recommending  
44 conditional approval of the final PUD development plan for Eagle's Ridge.  
45

46 Attorney Carmer cautioned that council's decision would be based on the record that was  
47 before the Planning & Zoning Commission, and any documents that Mr. Atkinson  
48 presented as part of his argument would not supplement the application. They would  
49 serve as additional points as to why the decision may have been in error as compared to  
aspects of other decisions made by the town in the recent past.

1  
2 Mr. Atkinson said that Resolution PZ 2019-4 approved 36 residential units on 2.607 acres,  
3 or 13.8 units per acre. He said that was more than twice the density than his application  
4 proposed, yet the P&Z's conclusion was that the Eagle's Ridge application fulfilled all the  
5 requirements and met all six criteria of the code. Mr. Atkinson said that his application  
6 was defeated by a vote of 7 to nothing and part of that was based on the density  
7 question. He said his concern was the inconsistency. He felt it was a problem at the  
8 commission level and was in part why he was requesting that the council send his  
9 application back to P&Z for reassessment.

10  
11 Mr. Atkinson said that another concern was the staff report that referenced the mixed-use  
12 component, which was also discussed.

13  
14 Mr. Atkinson said that in the minutes of the May 27, 2020 hearing, the P&Z decided to go  
15 through each of the six criteria from the code to try to determine and make a record as to  
16 what was fulfilled and what was not fulfilled for the benefit of the record.

17  
18 Mr. Atkinson said that on pages 10 and 11 of the meeting minutes, lines 47 and 48 the  
19 question was: That the application was generally compatible with adjacent land uses. The  
20 answer on line 48 was: Meets the requirement.

21 He felt that the characterization that they did not meet the requirement was inaccurate.

22  
23 Mr. Atkinson said that the discussion regarding mixed-use did come up in the fourth  
24 criteria, which was whether the land uses were permitted outright or by special review. He  
25 said that the finding was that the filing 11 development, which has an M/U-2 zoning did  
26 not meet the criteria that were permitted by the underlying zone district. He felt that the  
27 problem was that in looking back at the approval for Eagle's Ridge Ranch, Resolution PZ  
28 2019-4, Colombo's property was also zoned M/U-2. Mr. Atkinson said that there was no  
29 mention made of any obstacle concerning the fact that there was no commercial  
30 component, and the Eagle's Ridge application satisfied, by commission standards, all six  
31 of the criteria. Mr. Atkinson said that in his perspective he wondered why there was  
32 inconsistency. Why he received a different answer even though the same factors existed.

33  
34 Mr. Atkinson said that in regard to the discussion about mixed-use, he felt that the  
35 application of the fourth criteria was mistaken and he believed that it was because M/F-1,  
36 which was the zoning classification he was seeking is approved within an M/U-2 zoning  
37 district. He said it was permitted outright, so they should not have been denied upon that  
38 factor.

39  
40 Mr. Atkinson said that there had been a third criteria as to whether the town had capacity  
41 to serve the proposed uses with water, sewer, fire and police protection. He said that it  
42 was something that Planner Smith had not addressed much, but Mr. Atkinson said that  
43 was important from his perspective in terms of why his application needed to go back to  
44 P&Z for reassessment. Mr. Atkinson said that prior to the first hearing on May 13, Chief  
45 Orrin Moon had submitted his review and analysis of the application materials. Mr.  
46 Atkinson said that he received that information and was able to review it in advance of the

1 hearing. It was fairly benign and had some good points, but in no manner constituted an  
2 obstacle to have the application approved. At the May 13 hearing, the minutes reflected  
3 that Chief Moon was present, although Mr. Atkinson said he was not aware of Chief  
4 Moon's presence as he was not speaking. However, at the May 27 hearing, Chief Moon  
5 was present and was the first person to speak as a witness. Mr. Atkinson said that Chief  
6 Moon's testimony was that there had been some concerns from residents regarding  
7 wildfire mitigation. Mr. Atkinson said he knew that because he had received the letters in  
8 advance of the hearing. On page 2 of the May 27, 2020 P&Z minutes, Chief Moon testified  
9 that he had been contacted by the town and was asked to look into the concerns. Chief  
10 Moon said that he had visited the property with an associate and took a new, fresh look at  
11 it, and concluded that "...there was somewhat of a wildfire threat to the development".  
12 Chief Moon was also concerned about having a secondary access to the development. Mr.  
13 Atkinson said that problem was that he had no idea that the (reevaluation) was taking  
14 place. All he knew was that the Chief had authored a rather benign report that had some  
15 contingencies that could have been addressed as conditions. Mr. Atkinson said that he  
16 was unaware that Chief Moon had been informed of any issue from the town; he did not  
17 know that Chief Moon had done a site inspection; he did not know that Chief Moon had  
18 changed his opinion. Mr. Atkinson said that when Chief Moon began talking about the  
19 need for wildfire mitigation, he felt sandbagged, and had no idea how to respond because  
20 he had not heard about it before. Mr. Atkinson said that thankfully, near the end of Chief  
21 Moon's analysis, he said there could be two sections of wildfire mitigation and he talked  
22 about the theory of clumping which essentially was removing some of the fuels from two  
23 sections that may cause problems, indicating that that was the extent of the mitigation.  
24 Mr. Atkinson said that it was information he should have known, but nonetheless, he said  
25 he was happy to abide by wildfire mitigation mechanisms. It would not have been an  
26 issue, because he felt it was a condition necessary for approval. Yet on page 11 of the  
27 minutes it says 'Does not meet' but does not say why. Mr. Atkinson said that he had  
28 listened to the audio recording of the meeting and realized that the point was made that  
29 the application failed the criteria but not from a wildfire perspective. Mr. Atkinson said  
30 that was not a sustainable decision in his opinion. Mr. Atkinson said he was entitled to due  
31 process which was to have fair notice of something that would be brought up, that would  
32 lead to a non-approval. He said it was something that could have been easily dealt with as  
33 a condition, and still could.

34 Planner Smith asked Mr. Atkinson to repeat the sections of the May 27, 2020 minutes,  
35 which he did, and he further stated that if one listened to the transcript at the end, the  
36 statement was made by one of the commissioners that "no, they do not meet the criteria  
37 for fire protection."

38 Mr. Atkinson he had another concern for the purposes of the record. He said that in the  
39 initial report brought by the staff in September 9, 2019 analysis that he felt was part of  
40 the record because it was part of the required procedural stuff. On the top of page 5 staff  
41 gave a high degree of conformance to criteria 3 that the town had capacity to serve the  
42 proposed uses with water, sewer, fire and police protection. Mr. Atkinson said he was  
43 further confused because the application began with a high degree of conformance, but in  
44 the end, it failed on that criteria. Planner Smith asked if the commission singled out the  
45 issues by saying 'according to Chief Moon ....' Mr. Atkinson said that the specific quote

1 was by Chair Apostolik who read the particular provision and the answer was "Not for fire  
2 protection".

3 Town Attorney David McConaughy said that this was a change for Mr. Atkinson to make  
4 his request but the point was not to argue with or cross-examine one another. He felt that  
5 if the council had questions for Mr. Atkinson or staff they should ask them, but both sides  
6 should refrain from cross-examining.

7 Mayor A Riddile asked how much longer Mr. Atkinson needed, and Mr. Atkinson said  
8 between five and ten minutes.

9

10 Mr. Atkinson said that the items he outlined were really the major elements because they  
11 called on the consistency of the commission's decision-making over the past year from the  
12 Eagle's Ridge Ranch 2019 approval until now, and those were the primary issue but felt  
13 there were a few other items that required discussion. Those involved the commission's  
14 opinion that there was a failure to be consistent with the comprehensive plan, and then  
15 some items of item #6, which were unspecified at the end of the transcript.

16

17 Mr. Atkinson said that when he originally submitted his memo about what he envisioned  
18 for the project he went through a fair amount of the points that are set forth in the  
19 comprehensive plan, which he said he spent a lot of time going through. The notations  
20 regarding the failure from the staff report, and the memo of July 21 that reference things  
21 like the mix of land use types and the like. He said there had been very little  
22 consideration of the items that were shown through the two hearings that were met. One  
23 of the most significant items was policy HO-2B was "That the town will favor  
24 developments with higher building densities and smaller home sizes that serve middle and  
25 lower income home buyers". Mr. Atkinson said that he felt his development application  
26 and point made in front of the commission demonstrate that favoring had not occurred, at  
27 all. He said there were several reasons: 1. Regarding the inconsistencies. 2. Regarding  
28 Chief Orrin Moon's presentation. Mr. Atkinson said that fact was that those items had been  
29 presented in the application and memo and the entire application should not have been  
30 (blown out) because it defeated policy CG-44G which encouraged flexibility.

31

32 Mr. Atkinson said that at the end of the hearing there was a point made that did not  
33 appear in the minutes, but was in the recording. Commissioner Lucio was speaking about  
34 single-family: "I want to keep it that way. Single-family. Who are you to tell me what I  
35 have to live in? There is a dearth of multifamily offerings. What if we don't want multi-  
36 family? You start something here and you're going on down the road, and I don't want  
37 that. Enough said."

38 Mr. Atkinson said that Commissioner Bourquin responded to Commissioner Lucio: "We  
39 have the opportunity to work together with the applicant to develop something." And he  
40 specifically said "not for multi-family". Mr. Atkinson said in listening to the recording, and  
41 seeing what happened with Eagle's Ridge Ranch as compared to what he had been  
42 through in the process, and looking at the procedures and the evidence that was  
43 developed, he felt that a reassessment was in order. He felt it needed to be approached  
44 with the commission from the perspective of specific criteria from the code, not  
45 generalized criteria that are inconsistent or arbitrary, discretionary decisions. Mr. Atkinson

1 said that he felt that through the two hearings they had demonstrated what they really  
2 wanted to do.

3  
4 Mr. Atkinson said that he was aware that the commission had indicated towards the end  
5 that in many cases the applicant was unwilling to make changes. That the applicant had  
6 neglected to make any changes in response to the commission's requests or points of  
7 view or critiques. Mr. Atkinson disagreed with that, stating that if you looked at the plat,  
8 the original sketch plan plat showed 96 units. As things unfolded the number of units was  
9 dropped to 91, and the reason was because in the very first sketch plan hearing, Chair  
10 Apostolik said that building 30 was out of place and should not be there. At that very  
11 moment it was removed. Another change made was parking. Mr. Atkinson noted that on  
12 the south side there was a strip of parking which had not been on the original sketch plan.  
13 He further stated that the original application met the criteria of the public works manual  
14 and the code regarding parking, but at sketch, there was concern about parking so they  
15 added the necessary pavement to accommodate that.

16 Mr. Atkinson said there were extensive concerns about snow storage, snow maintenance  
17 and snow removal. That included the aspect of greenbelts, which were the grassy sections  
18 between the street and sidewalk. Those did not appear on the sketch plan application, and  
19 there had been a rigorous debate about why. Irrespective of that and in working with the  
20 Public Works Director John Wenzel, they added the greenbelt along Eagle's Ridge. They  
21 also added fixture signs that dedicated areas to snow removal and restricted parking in  
22 those areas. He said they agreed to restrictions based on snow removal days to forbid  
23 parking in those areas.

24 Mr. Atkinson said that in the May 27, 2020 minutes, on page three, line 29 to 32:  
25 "Commissioner Riddile asked Director Wenzel if he was satisfied with the solutions  
26 regarding snow storage. Director Wenzel said yes".

27 Councilor G Riddile (who sits on the Planning and Zoning Commission and the council  
28 representative) asked what meeting that took place at, and Mr. Atkinson said the second  
29 meeting. Councilor G Riddile said he was certain that Director Wenzel had stated that he  
30 could not comment because it had been a last-minute submittal, but said he may need to  
31 listen to the recording. Mr. Atkinson agreed that had occurred later on in the hearing, but  
32 he said he was referencing specifically, was page 2, lines 39 through 46 where he  
33 described discussions with Director Wenzel regarding some concessions that could be  
34 made to meet what (he) interested in doing. On page three Director Wenzel was asked if  
35 it met with his expectations, and Director Wenzel said yes.

36 Councilor G Riddile stated that he definitely stated that he was unprepared to comment  
37 because there was a last-minute submittal that had not been reviewed. Mr. Atkinson  
38 agreed, saying that when Director Wenzel was asked if he could comment about the snow  
39 removal from the plat that had been submitted, he said that he had not yet had a change  
40 to review it, but that Director Wenzel's yes answer was in regard to the discussion  
41 between Mr. Atkinson and Director Wenzel regarding those conditions.

42 Councilor G Riddile clarified that they were changes applied to the plat that was initially  
43 submitted. Mr. Atkinson agreed they were changes from the plat that was initially  
44 submitted. Councilor G Riddile clarified again that that was not what they were talking  
45 about. Mr. Atkinson said that he thought they were talking about it because there were  
46 changes made to snow removal. Councilor G Riddile clarified again that it sounded like  
47 Director Wenzel made one comment for one plat and another comment for another plat,  
48 and it seemed that the plat Mr. Atkinson wanted the council to consider was one Director  
49 Wenzel did not have a comment on. Mr. Atkinson agreed that was correct but that he was

1 trying to explain that in the context of the commission's ultimate decision, almost all the  
2 commissioners noted that the applicant did not make any changes. Mr. Atkinson said that  
3 his reference was that changes were made, and they included those items that he and  
4 Director Wenzel discussed and found acceptable. Councilor G Riddile asked if they were  
5 before the new plat was submitted and Mr. Atkinson agreed.

6 Mr. Atkinson said that he felt some of the items could be conditions that could be  
7 applicable to an acceptance of the plat and really should not interfere with approval.

8  
9 Mr. Atkinson said that another change was made was trail connectivity. He said that  
10 Councilor Riddile had said during sketch that he wanted to see some east-west trail  
11 connections so the east-west sidewalk was expanded from five feet to eight feet wide. Mr.  
12 Atkinson said that the changes were made in reference to concerns expressed to the  
13 applicant. Mr. Atkinson said that they had not been intractable, and were no intractable  
14 now. He said that he understood there were concerns that needed to be addressed, and  
15 reassessed. He said he wanted to do that and did not want to give up on the application,  
16 not just because of the time and money invested, but because he thought it could be  
17 something that could serve the terms of the comprehensive plan. He thought it would  
18 serve the benefit of the town and something that could be developed jointly. Mr. Atkinson  
19 said that he thought that the application could be submitted back to the commission with  
20 some instructions that there could be conditions explored as conditions of approval of the  
21 plat, and he would be more than happy to look at them. Mr. Atkinson said that based on  
22 what he saw, the inconsistency should not persist because it was not equitable.  
23 Mr. Atkinson thanked the council.

24  
25 Assistant Town Attorney Haley Carmer said that aside from any questions council may  
26 have for staff or the applicant before they deliberated, the next step was that council  
27 would decide whether P&Z made an error in its decision. She said they would be  
28 considering the same PUD approval criteria, whether what was heard tonight could meet  
29 the criteria, either outright or with conditions as the applicant pointed out. She said if they  
30 felt the P&Z made the correct decision, they could uphold the denial and that decision  
31 would stand. Alternatively, the council could recommend that it go back to P&Z if they felt  
32 P&Z had made an error and they could suggest if there were conditions to consider of if  
33 they did not fully consider an issue enough, the council could provide direction on that,  
34 and the commission could deliberate. Attorney Carmer said that if there were substantial  
35 changes that needed to be made in the application, that would likely require new public  
36 hearing with P&Z. Otherwise, they will consider the application as-is and there would be  
37 deliberation with the commission without more comment or materials from the applicant.

38  
39 Councilor Owens said that the original layout seemed to show around 55 units of single-  
40 family homes, and now that was completely gone and it was all multi-family. He asked  
41 what the rationale was to bring in all the multi-family with no single-family. Mr. Atkinson  
42 said that the decision was made in finishing out the townhome project in filing 89, north f  
43 Castle Valley off Redstone Drive, it because evident that there was a very real need for  
44 that product – smaller homes with a lower price point. He said that Village Homes had  
45 designed the original plan with mostly single family with three townhome structures  
46 interspersed. Mr. Atkinson said they had never seen that before and it was not typical in  
47 residential development. He said that homeowners associations generally provide different  
48 services to single-family units as compared to multi-family units. There are usually more  
49 services for multi-family units. Aesthetically, most single-family homebuyers do not want

1 to buy a home right next to a triplex. He said clusters of particular kinds of products  
2 seems to meet the market better. Mr. Atkinson said that that the project in filing 9 was a  
3 solid product and almost all were sold before a shovel went into the ground. He said that  
4 helped them understand that it was a product that New Castle needed.

5 Councilor Owens asked if there was any data that pointed to the benefits of having single-  
6 family homes that were at a higher cost combined with multi-family at a lower costs which  
7 would combined economic classes. He felt that all multi-family would tend towards  
8 segregation of neighborhoods that worried him when there was a desire to diversify  
9 cultures. He thought perhaps that segregation might be working against what was trying  
10 to be achieved. He said he did not have any data, but would love to see any available data  
11 on the benefits of having more of a multi-zoned site. He thought it would be healthier to  
12 have some more diversity.

13 Mr. Atkinson said he could see where Councilor Owens was coming from and one of the  
14 points made by Planner Smith was that there had been little commitment from the  
15 applicant about what would happen on the remaining 90-plus acres they had left. Mr.  
16 Atkinson noted that anything said by an applicant in the hearings is testimony under oath  
17 and he said they wanted to make sure they were being honest and also not committing to  
18 things they could not commit to. He said that with their remaining density and acreage,  
19 there would not be an option for multi-family development, and while that did not  
20 necessarily respond to the question regarding statistical analysis. Mr. Atkinson noted that  
21 the town's comprehensive plan had some information but that was more about the  
22 disparity in 2008 between the number of smaller, affordable homes versus single family  
23 homes. It was not about mixing multi-family with single-family.

24  
25 Councilor Leland said that he was on the committee that wrote the comprehensive plan  
26 and he recalled the argument about density and affordability. He said that there was  
27 another argument for density in that it allowed for more open space. He said that the P&Z  
28 had noted concern that they did not know what would be on the properties that the  
29 applicant owned around the proposed multi-family development. If there had been some  
30 indication of what open space would be there it might have compensated for the proposed  
31 density. Councilor Leland said that was his sense or memory of what was said in the  
32 comprehensive plan. Mr. Atkinson said that he was not there for the discussions regarding  
33 the comprehensive plan, but could appreciate the balance that is struck by the open space  
34 against density. He said he had some ideas along those lines, and if (the application)  
35 could go back and collaborate at the commission level that would augment some of the  
36 open space concerns. He said he did hear that those were important.

37  
38 Councilor Hazelton said that he felt that the council should stick to determining whether  
39 the application should go back to the P&Z or not rather than worrying about their own  
40 concerns. He said he would withhold any other comment.

41  
42 Councilor G Riddile said that if the question was that they needed to be equitable with  
43 Eagle's Ridge then it should be remembered that Eagle's Ridge had a .25% reduction in  
44 their number of units before it was approved. If that is what is thrown on the table then  
45 yes, if there is discussion about reducing the number of units then there could be a  
46 conversation with P&Z if we're talking about things being equitable.

47  
48 Councilor Copeland said she did not have a comment except for one for the attorney if  
49 that was okay. Mayor A Riddile said that was okay. Councilor Copeland asked Attorney

1 Carmer if the comprehensive plan was a legal reason to deny the application or if that was  
2 only the code. Attorney Carmer said that the comprehensive plan was referenced as a  
3 criteria when considering whether a PUD application should be approved. She said there  
4 were six criteria and one of those was compliance with the comprehensive plan. Attorney  
5 Carmer said that the code incorporates the comprehensive plan by that reference, so it  
6 was legitimate and important for the town to consider what was in the comprehensive  
7 plan and whether the proposed application does satisfy what is in that. She noted that the  
8 comprehensive plan is a large document with a lot of different policies and there was a lot  
9 of discussion about that at P&Z and is a consideration for the council.  
10 Councilor Copeland said that she felt that the P&Z has a lot of very smart people on it and  
11 felt that it would be good if the application went back to them for another look.

12  
13 Councilor Mariscal agreed that the application should go back to P&Z.

14  
15 Councilor G Riddile asked Councilors Copeland and Mariscal what direction should be given  
16 to P&Z if the application went back to them.

17  
18 Councilor Mariscal said she did not know.

19  
20 Councilor Copeland said she was unsure but that she had called in to the P&Z virtual  
21 meeting and there had been a lot of citizen comments. She thought perhaps a few more  
22 concessions could be made regarding snow storage and other items. She felt it could be  
23 worked out.

24  
25 Attorney McConaughy reminded the council that earlier Attorney Carmer had outlined  
26 what their three options were:

- 27 1. To not find any error and uphold the P&Z decision. At that point, the applicant could  
28 decide if they want to reapply or not.  
29 2. To pass a motion saying they thought that P&Z had made an error on any of the issues  
30 discussed, and directing P&Z to reevaluate that.  
31 3. To send it back to P&Z with direction to rewrite the resolution and instead of using  
32 those factors for denial, they became conditions that the applicant may or may not be  
33 able to meet.

34  
35 Councilor Mariscal said that after listening to the concerns and reading all the public  
36 comments, she felt concerned about it. She said that she felt excited to see more houses  
37 in New Castle, but did not feel the project was good right now.

38  
39 Councilor Hazelton said that he felt there was enough reason to go with option #3 and to  
40 provide some conditions. He said that he felt Mr. Atkinson had some valid point that were  
41 on now record. He felt they could be readdressed.

42  
43 Mayor A Riddile asked Attorney McConaughy if the council had to create a list of  
44 conditions or how that would be handled.

45  
46 Attorney McConaughy said that planner Smith had laid out the code section 17.100.070 §  
47 D, "the applicant may take a disputed decision of the planning commission to the town  
48 council for review. If, in the town council's sole discretion, the finding of the planning

1 commission may have been in error, the town council shall refer the application back to  
2 the planning commission for reassessment.”

3 Attorney McConaughy said they could say ‘we think you made an error (any topic) and  
4 reevaluate that’ or we think you made an error in making a motion to approve a  
5 resolution of denial as opposed to a resolution with conditions’ and then leave it to them  
6 and staff on what that wording may or may not be.  
7

8 Councilor Leland ask whet the difference would be between upholding the P&Z denial and  
9 telling Mr. Atkinson to reapply with a more acceptable proposal or sending it back to P&Z  
10 and directing them to change the denials to conditions. Both would require significant  
11 changes in the plan as submitted.  
12

13 Attorney McConaughy said the difference would be timing, notice and procedure. If they  
14 uphold the denial and tell Mr. Atkinson to start over that meant he would have to go back  
15 to sketch. Likely a six month process, whereas the P&Z could say the application was  
16 approved subject to the following conditions.. That could move the application forward to  
17 final and they could see if they met those conditions or not. Attorney McConaughy said  
18 the primary differences were timing, notice and number of meetings.  
19

20 Town Administrator Dave Reynolds said that what was denied was the preliminary,  
21 however it was a combined preliminary/final application. If it went back to P&Z and they  
22 found conditions, would the application then move from preliminary to final within P&Z  
23 before it went to council. Attorney McConaughy said that would be up to the P&Z because  
24 they never approved final because they never got to that point. The commission would  
25 have to decide if they were comfortable approving final and moving the application on to  
26 council or if there were too many conditions that had not been satisfied and they could  
27 approve preliminary and have the applicant come back for final when the conditions were  
28 met. The planning commission would have to decide which would take place.  
29

30 Councilor G Riddile said that if it went back to P&Z he felt is should be specific so they  
31 knew what to do. Because Councilor G Riddile sat on P&&Z as the council representative,  
32 he said he knew there were two fairly entrenched sides and although Mr. Atkinson felt  
33 that he had made significant changes, Councilor G Riddile said he felt the changes were  
34 very minor. He reiterated that he felt the council should be very specific if they were to  
35 send the application back to the P&Z.  
36

37 **MOTION: Councilor Hazelton made a motion to send the application back to the**  
38 **Planning & Zoning Commission to readdress the concerns, and for staff to give**  
39 **very specific direction as to what the concerns were for Mr. Atkinson and the**  
40 **town. Councilor Mariscal seconded the motion.**

41 Discussion: Councilor Leland asked if it was being sent back with the denial points being  
42 turned into conditions. Councilor said yes, with staff direction on what those were because  
43 he thought Councilor G Riddile was correct in that it needed to be very specific in what  
44 they were reevaluating as well as Mr. Atkinson’s points. Attorney McConaughy clarified  
45 that the P&Z may not do that. The council’s motion was just finding an error and then  
46 sending it back to them for to try again. It was not predetermined how any vote will go  
47 with the P&Z. They would not be obligated to approve it with conditions, the council was  
48 just telling them to try again. Councilor Leland said the P&Z could again refuse to deny it

1 again and Attorney McConaughy said yes. Mayor A Riddile clarified that the P&Z would  
2 consider the conditions set forth, and Attorney McConaughy said yes.

3 **The motion passed on a roll-call vote: Councilor Owens: yes; Councilor Hazelton:**  
4 **yes; Mayor A Riddile: yes; Councilor Mariscal: yes; Councilor Copeland: yes;**  
5 **Councilor G Riddile: no; Councilor Leland: no.**

6  
7  
8 **Consider Ordinance TC 2020-3, an Ordinance of the New Castle Town Council**  
9 **Amending Sections 17.36.040 & 17.36.050 of the New Castle Municipal Code for**  
10 **C-1 Zoning Concerning the Requirement of a Conditional Use Permit for Uses on**  
11 **Lots Greater than 10,000 Square Feet (2nd reading)**

12 Administrator Reynolds said that the ordinance had come to council two weeks earlier on  
13 first reading and there had been no changes.

14 **MOTION: Mayor A Riddile made a motion to approve Ordinance TC 2020-3, an**  
15 **Ordinance of the New Castle Town Council Amending Sections 17.36.040 &**  
16 **17.36.050 of the New Castle Municipal Code for C-1 Zoning Concerning the**  
17 **Requirement of a Conditional Use Permit for Uses on Lots Greater than 10,000**  
18 **Square Feet on 2nd reading. Councilor G Riddile seconded the motion.**

19 Discussion: Councilor Leland for the record that he would prefer not to see single-family  
20 housing in the ordinance, but it was there as a conditional use and he agreed to accept it.

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

24  
25  
26 **Consent Agenda**

27 June 16, 2020 minutes

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

30  
31  
32 **Staff Reports**

33 Town Administrator – Administrator Reynolds told the council that Councilor Leland had  
34 asked if there had been any comments or support of the police department because of the  
35 newsletter article. He said that he and Police Chief Tony Pagni had been contact by a man  
36 who wanted to donate \$1,000.00 to the police department in support of them. Some  
37 business people in town want to move forward with a letter of support or proclamation for  
38 the police department. Administrator Reynolds said that the fire department had been  
39 very responsive to lightning strike fires that started in the area the prior week. A thank  
40 you will be going out to a resident who was very helpful as well. Administrator Reynolds  
41 said that he had been speaking to Chief Callahan of Colorado River Fire & Rescue and it  
42 looked like it will be necessary for them to make some cuts immediately, and they will be  
43 looking at their staffing and will likely cut down some hours. It could also include the  
44 closure of one firehouse, although that had yet to be decided. Administrator Reynolds said  
45 that the town had received a late application from the Laze Bear Restaurant for the town's  
46 COVID assistance program. He said he was unsure what had happened, but they now had  
47 the application. He said that he realized the grant process was closed, but he hoped the  
48 council would consider providing funding for the Lazy Bear similar to what had been given  
49 to the other restaurants. Administrator Reynolds said that the money was going to be part

1 of the request for reimbursement from the CARES Act that staff was working on.  
2 Administrator Reynolds said that the Governor's order was helping calm down the  
3 conflict in town between mask-wearers and non-mask-wearers. The COVID cases in  
4 Garfield County were going up tremendously and the state has put the county on the  
5 short list of those who may have their original variance removed and be put back to the  
6 "Safer at Home" order which was very restrictive. He said that staff would keep the  
7 council informed.

8 Town Clerk – Clerk Harrison told the council that at the next council meeting, there will be  
9 two new liquor licenses for them to consider: one for Lakota Grill & Bakery and one for the  
10 Lakota Golf Course. Clerk Harrison said she had met with the owner of El Tapatio who was  
11 opening a location in New Castle where the diner had been. She said she expected they  
12 will submit their liquor license application within the week.

13 Town Planner – Planner Smith said that P&Z was working on a code amendment for  
14 preliminary/final applications for PUD and subdivision. Administrator Reynolds said he  
15 wanted to thank Planner Smith because he had done a great job handling the complicated  
16 review that the council had done earlier in the meeting. He also thanked Treasurer Burk  
17 for having completed the 2019 audit with Cutler and Associates remotely. Last, he  
18 thanked Clerk Harrison for having been able to handle all the changes that had been  
19 taking place throughout the pandemic.

20 Public Works Director – nothing to report.

## 21 **Commission Reports**

22 Planning & Zoning Commission – nothing to report.

23 Historic Preservation Commission – nothing to report.

24 Climate Action Advisory Committee – nothing to report.

25 Senior Program – Councilor Mariscal said she would not be able to attend the next  
26 meeting and asked that Clerk Harrison attend as alternate.

27 RFTA – nothing to report.

28 AGNC – Councilor Hazelton said the meeting was primarily reviewing their audit.

29 GCE – Councilor Leland said they had approved a memo that was supposed to help with a  
30 reduction in costs and improve the profits from the solar gardens. Administrator Reynolds  
31 said that the town had bought into the solar garden subscription program several years  
32 earlier and there had been a significant difference between the solar energy costs and the  
33 typical Excel Energy costs. The saving that the solar garden was supposed to provide had  
34 eroded down to virtually nothing. Recently the energy commission in agreement with Xcel  
35 had offered to add more concessions to it. Because of changing law and lessening  
36 restrictions on power companies, they can now upcharge the transfer fees from solar to  
37 electric to where there is now costs savings. The memo was essentially disagreeing with  
38 the energy commission's decisions.

39 EAB – nothing to report.

## 40 **Council Comments**

41 Councilor Mariscal thanked Administrator Reynolds for taking care of the grant application  
42 for Lazy Bear Restaurant.

43 Councilor Owens said that since the Romero Group was the new owner of the golf course,  
44 he thought it might be valuable to reconsider the golf cart ordinance but for just Lakota  
45 rather than the whole town. He said that he had several residents of Lakota approach him  
46 on the subject. Administrator Reynolds asked if the Lakota HOA Board had discussed the  
47 idea. Councilor Owens said he did not know, and the people who had reached out to him  
48  
49

1 were not on the HOA. Councilor Owens said he knew several board members and he  
2 would speak to them. Administrator Reynolds felt the HOA was a good place to begin the  
3 conversation.

4 Councilor Hazelton said that there were some people who were hauling hay down Castle  
5 Valley Boulevard and had hit the trees hard. Administrator Reynolds said he would speak  
6 with Chief Pagni about it.

7 Councilor G Riddile said that Colorado River Fire & Rescue (CRFR) Chief Callahan would be  
8 resigning at the end of the year as part of the budget cuts and that the organization was  
9 taking a hard hit.

10 Councilor Leland said that there was a Post Independent article about the financial  
11 difficulties of CRFR. He thought it was very concerning particularly given their response  
12 and assistance to the numerous fires in the area most recently. He thought that for them  
13 to be hit with so much work and doing it so well, he said it hurt that they had not gotten  
14 the funding they needed. Councilor Leland said that thought it would be a good idea to  
15 support them if they decided to pursue the funding again.

16 Councilor Leland said that he had received information from several residents that there  
17 were a couple trucks racing on Castle Valley Boulevard and one got out of control and  
18 knocked down a fence. He said there was concern from residents about excessive speed  
19 on the boulevard and they wanted to know what could be done. Councilor Leland said that  
20 what had helped on 7<sup>th</sup> Street was the electronic speed sign and he thought that would be  
21 good thing to consider for Castle Valley Boulevard as well.

22 Mayor A Riddile said that Hogback Pizza had purchased the house next door and had  
23 totally refurbished the outside and it looked really great. He asked the council if they  
24 should thank Dusty and Diane for their contribution to Main Street. Administrator  
25 Reynolds said that he would look into a thank you of some kind.

26 Councilor Leland said that the council had mentioned a number people to thank during the  
27 meeting and suggested that a list be made.

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

31  
32  
33 The meeting adjourned at 9:40 p.m.

34  
35  
36 Respectfully submitted,

37  
38  
39  
40  
41 \_\_\_\_\_  
42 Mayor Art Riddile

43  
44 \_\_\_\_\_  
45 Town Clerk Melody Harrison, CMC

**TOWN OF NEW CASTLE - BILLS ALLOWED SUMMARY - August 2020**

8/2020 INVOICES PAID	\$483,752.14
VIX PARK LOAN PAYMENT	5,129.61
NET PAYROLL (2)	110,231.80
FED & STATE EMPLOYMENT TAXES (3)	67,118.40
RETIREMENT PLAN PAYMENTS (2)	19,313.47
FLEX SPENDING PAYMENTS (thru 8.11.20)	1,748.56
CREDIT CARD FEES	<u>1,283.39</u>
<b>8/2020 TOTAL PAYMENTS</b>	<b><u>\$ 688,577.37</u></b>

LESS CAPITAL EXPENDITURES *	(282,345.40)
LESS CHARGE-BACKS **	(7,264.00)
LOAN PAYMENTS	-
REC CENTER DEPOSIT REFUNDS	<u>(200.00)</u>

8/2020 OPERATING EXPENSES: **\$398,767.97**

**\* CAPITAL:**

SGM-LoVa Trail Planning Grant	7,565.00
SGM-LoVa Trail Constr Grant	1,860.00
Grand River Const-FMLD Sts Grant	262,706.18
Various vendors-Bulk Wtr Station	10,214.22

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

Developer costs	7,264.00
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7,264.00

Total 282,345.40

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 Serices, Inc.	SI116723	chainsaw repair part-pks	07/28/2020	2.87	.00	2.87	51354	08/05/2020
Total 165:					2.87	.00	2.87		
213	AFLAC	017976	8/20 premium	08/01/2020	870.53	.00	870.53	51411	08/20/2020
Total 213:					870.53	.00	870.53		
377	Alpine Bank	104337 7/20	CYSA cont education credit	07/10/2020	60.00	.00	60.00	51355	08/05/2020
		104337 7/20	CYSA-cont education credi	07/10/2020	20.00	.00	20.00	51355	08/05/2020
		108742 7/20	Adobe pro subscription-b&	07/10/2020	14.99	.00	14.99	51355	08/05/2020
		108742 8/20	Adobe-subscrption-b&p	08/10/2020	14.99	.00	14.99	51412	08/20/2020
		109260 7/20	City Market-office supplies-	07/10/2020	4.32	.00	4.32	51355	08/05/2020
		109260 7/20	City Market-water for PD	07/10/2020	4.04	.00	4.04	51355	08/05/2020
		109260 7/20	VistaPrint-business cards-	07/10/2020	138.50	.00	138.50	51355	08/05/2020
		109260 7/20	Lowes-flowers-PD	07/10/2020	51.30	.00	51.30	51355	08/05/2020
		109260 8/20	Amazon-COVID face mask	08/10/2020	43.26	.00	43.26	51412	08/20/2020
		109260 8/20	City Market-disinfectant &	08/10/2020	34.54	.00	34.54	51412	08/20/2020
		109260 8/20	City Market-water-ps	08/10/2020	7.49	.00	7.49	51412	08/20/2020
		110912 8/20	USPS-postage for liquor lic	08/10/2020	4.20	.00	4.20	51412	08/20/2020
		124269 7/20	fraudulent charge on PD ca	07/10/2020	125.00	.00	125.00	51355	08/05/2020
		124269 8/20	refund of fraud charges on	08/10/2020	125.00-	.00	125.00-	51412	08/20/2020
		18511 7/20	Hogack Pizza-food for wat	07/10/2020	85.69	.00	85.69	51355	08/05/2020
		18511 8/20	Hogback Pizza-food for wa	08/10/2020	67.19	.00	67.19	51412	08/20/2020
		26234 7/20	Copy Copy-shipping chrgs-	07/10/2020	17.07	.00	17.07	51355	08/05/2020
		26234 7/20	Big John's-pipe fittings for	07/10/2020	100.54	.00	100.54	51355	08/05/2020
		26234 7/20	PSI-wwtp operator training	07/10/2020	50.00	.00	50.00	51355	08/05/2020
		26234 7/20	PSI-wwtp operator training	07/10/2020	100.00	.00	100.00	51355	08/05/2020
		32181 7/20	City Market-coffee for PW	07/10/2020	41.29	.00	41.29	51355	08/05/2020
		42362 7/10	Fed Ex-shipping-wtr	07/10/2020	23.77	.00	23.77	51355	08/05/2020
		42362 7/10	Walmart-lab supplies-wwtp	07/10/2020	93.04	.00	93.04	51355	08/05/2020
		43188 7/20	faxpipe-2 fax lines-admin	07/10/2020	10.95	.00	10.95	51355	08/05/2020
		43188 7/20	CMCA-online training-MH-	07/10/2020	20.00	.00	20.00	51355	08/05/2020
		43188 7/20	IIMC-clerk training class-ad	07/10/2020	50.00	.00	50.00	51355	08/05/2020
		43188 7/20	Zoom-monthly subscription	07/10/2020	16.21	.00	16.21	51355	08/05/2020
		43188 8/20	amazon-extra charges for	08/10/2020	85.47	.00	85.47	51412	08/20/2020
		43188 8/20	faxpipe-2 fax lines-admin	08/10/2020	14.45	.00	14.45	51412	08/20/2020
		43188 8/20	CML-Councilor Mariscal C	08/10/2020	99.00	.00	99.00	51412	08/20/2020
		43188 8/20	Zoom-monthly fee for Coun	08/10/2020	16.21	.00	16.21	51412	08/20/2020
		43188 8/20	Walmart-TV equip for socia	08/10/2020	344.92	.00	344.92	51412	08/20/2020
		43188 8/20	City Market-town hall clean	08/10/2020	19.26	.00	19.26	51412	08/20/2020
		54490 7/20	Staples-office supplies-ad	07/10/2020	24.46	.00	24.46	51355	08/05/2020
		54490 7/20	adobe-pro subscription-ad	07/10/2020	14.99	.00	14.99	51355	08/05/2020
		54490 8/20	Staples-office supplies-ad	08/10/2020	87.98	.00	87.98	51412	08/20/2020
		54490 8/20	adobe-monthly subscriptio	08/10/2020	14.99	.00	14.99	51412	08/20/2020
		62667 8/20	McDonalds-food for water	08/01/2020	18.14	.00	18.14	51412	08/20/2020
		62667 8/20	CO Cert Wtr Prof-training f	08/01/2020	50.00	.00	50.00	51412	08/20/2020
		62667 8/20	Walmart-lab supplies for w	08/01/2020	61.83	.00	61.83	51412	08/20/2020
		65405 7/20	USPS-certified mail-code e	07/10/2020	83.40	.00	83.40	51355	08/05/2020
		65405 8/20	USPS-cert mail for code en	08/10/2020	6.95	.00	6.95	51412	08/20/2020
		74233 7/20	Boot Barn-safety work boot	07/10/2020	146.60	.00	146.60	51355	08/05/2020
		74233 7/20	City Market-sunscreen, bat	07/10/2020	41.07	.00	41.07	51355	08/05/2020
		74233 7/20	Lowes-2x6 wood, screws-s	07/10/2020	45.26	.00	45.26	51355	08/05/2020
		74233 7/20	Roaring Fork Rentals-roller	07/10/2020	140.00	.00	140.00	51355	08/05/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		74233 8/20	Enviro Safety Products-saf	08/10/2020	215.25	.00	215.25	51412	08/20/2020
		74233 8/20	City Market-batteries-sts	08/10/2020	20.53	.00	20.53	51412	08/20/2020
		74233 8/20	GC Iron-air fileters for dem	08/10/2020	48.61	.00	48.61	51412	08/20/2020
		74233 8/20	Enviro Safety Products-saf	08/10/2020	215.25	.00	215.25	51412	08/20/2020
		74233 8/20	Hydro Tech Systems-cut off	08/10/2020	634.62	.00	634.62	51412	08/20/2020
		76907 7/20	fed Ex-shipping-wtr	07/10/2020	23.77	.00	23.77	51355	08/05/2020
		76907 7/20	OSM delivery-shipping-wtr	07/10/2020	25.00	.00	25.00	51355	08/05/2020
		76907 7/20	OSM delivery-shipping-wtr	07/10/2020	25.00	.00	25.00	51355	08/05/2020
		76907 7/20	McDonald's-food for water	07/10/2020	35.60	.00	35.60	51355	08/05/2020
		76907 7/20	Hogback Pizza-food for wa	07/10/2020	53.50	.00	53.50	51355	08/05/2020
		76907 7/20	amazon-ascorbic acid-wtp	07/10/2020	493.64	.00	493.64	51355	08/05/2020
		76907 7/20	amazon-flood light-wtp	07/10/2020	59.98	.00	59.98	51355	08/05/2020
		76907 7/20	Walmart-lab supplies-wwtp	07/10/2020	96.37	.00	96.37	51355	08/05/2020
		76907 8/20	FedEx-shipping for lab test	08/10/2020	13.32	.00	13.32	51412	08/20/2020
		76907 8/20	FedEx-shipping for lab test	08/10/2020	13.92	.00	13.92	51412	08/20/2020
		76907 8/20	FedEx-shipping for lab test	08/10/2020	13.40	.00	13.40	51412	08/20/2020
		76907 8/20	FedEx-shipping for lab test	08/10/2020	13.67	.00	13.67	51412	08/20/2020
		76907 8/20	OSM-shipping-wtr	08/10/2020	25.00	.00	25.00	51412	08/20/2020
		76907 8/20	Amazon-pump for wtp	08/10/2020	153.09	.00	153.09	51412	08/20/2020
		77855 7/20	Walmart-office supplies-PD	07/10/2020	98.40	.00	98.40	51355	08/05/2020
		77855 7/20	Walmart-printing-PD	07/10/2020	120.45	.00	120.45	51355	08/05/2020
		77855 7/20	Subway-firearms qual lunc	07/10/2020	11.43	.00	11.43	51355	08/05/2020
		77855 7/20	City Market-firearms trainin	07/10/2020	5.58	.00	5.58	51355	08/05/2020
		77855 7/20	Rifle Tequilas-meeting mea	07/10/2020	27.21	.00	27.21	51355	08/05/2020
		77855 7/20	OpticsPlanet-rifle optic-PD	07/10/2020	335.41	.00	335.41	51355	08/05/2020
		77855 7/20	WebstaurantStore-storage	07/10/2020	242.51	.00	242.51	51355	08/05/2020
		77855 7/20	ebay-rifle rebuild-PD	07/10/2020	25.55	.00	25.55	51355	08/05/2020
		77855 7/20	Walmart-evidence supply-P	07/10/2020	49.76	.00	49.76	51355	08/05/2020
		77855 8/20	Walmart-office supplies-ps	08/10/2020	65.90	.00	65.90	51412	08/20/2020
		77855 8/20	City Market-office supplies-	08/10/2020	21.16	.00	21.16	51412	08/20/2020
		77855 8/20	88 Grill-O.T. meal staff-ps	08/10/2020	66.88	.00	66.88	51412	08/20/2020
		77855 8/20	City Market-meeting suppli	08/10/2020	6.06	.00	6.06	51412	08/20/2020
		77855 8/20	Hogback Pizza-supervisor	08/10/2020	65.95	.00	65.95	51412	08/20/2020
		77855 8/20	Hongs Garden-training me	08/10/2020	16.18	.00	16.18	51412	08/20/2020
		77855 8/20	Amazon-face mask-ps	08/10/2020	11.99	.00	11.99	51412	08/20/2020
		77855 8/20	Amazon-target stand-ps	08/10/2020	35.38	.00	35.38	51412	08/20/2020
		77855 8/20	Pro Tuning Lab-headlight #	08/10/2020	208.99	.00	208.99	51412	08/20/2020
		77855 8/20	Rieger Motors-vehicle repa	08/10/2020	98.28	.00	98.28	51412	08/20/2020
		77855 8/20	Defensive Edge-training for	08/10/2020	450.00	.00	450.00	51412	08/20/2020
		77855 8/20	Ammo To Go-ammo-ps	08/10/2020	159.22	.00	159.22	51412	08/20/2020
		81048 7/20	Amazon-arts & enrichment	07/10/2020	30.24	.00	30.24	51355	08/05/2020
		81048 7/20	Amazon-arts & enrichment	07/10/2020	9.12	.00	9.12	51355	08/05/2020
		81048 7/20	Amazon-arts & enrichment	07/10/2020	22.60	.00	22.60	51355	08/05/2020
		81048 7/20	Amazon-arts & enrichment	07/10/2020	7.56	.00	7.56	51355	08/05/2020
		81048 7/20	Amazon-arts & enrichment	07/10/2020	72.65	.00	72.65	51355	08/05/2020
		81048 7/20	Amazon-arts & enrichment	07/10/2020	12.97	.00	12.97	51355	08/05/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	73.09	.00	73.09	51412	08/20/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	17.30	.00	17.30	51412	08/20/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	48.98	.00	48.98	51412	08/20/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	41.10	.00	41.10	51412	08/20/2020
		81048 8/20	Michaels-arts & enrichment	08/10/2020	67.42	.00	67.42	51412	08/20/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	51.46	.00	51.46	51412	08/20/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	45.39	.00	45.39	51412	08/20/2020
		81048 8/20	Amazon-arts & enrichment	08/10/2020	22.70	.00	22.70	51412	08/20/2020
		81386 7/20	Office Max-printer ink-pks	07/10/2020	53.98	.00	53.98	51355	08/05/2020
		81386 7/20	Cragstlist-employment ad-p	07/10/2020	40.00	.00	40.00	51355	08/05/2020
		81386 8/20	CO Dept of Rev-new truck	08/10/2020	11.99	.00	11.99	51412	08/20/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		81386 8/20	Kansas Golf & Turf-Jacobs	08/10/2020	45.42	.00	45.42	51412	08/20/2020
		87672 7/20	Adobe-subscription-admin	07/10/2020	12.99	.00	12.99	51355	08/05/2020
		87672 7/20	CCCMA-D. Reynolds mem	07/10/2020	75.00	.00	75.00	51355	08/05/2020
		87672 7/20	Dollar General-Outdoor Din	07/10/2020	13.10	.00	13.10	51355	08/05/2020
		87672 7/20	Walmart-face masks-COVI	07/10/2020	19.40	.00	19.40	51355	08/05/2020
		87672 7/20	Walmart-face masks-COVI	07/10/2020	19.40	.00	19.40	51355	08/05/2020
		87672 7/20	Target-cleanin supplies &	07/10/2020	38.66	.00	38.66	51355	08/05/2020
		87672 7/20	City Market-supplies for Ou	07/10/2020	10.81	.00	10.81	51355	08/05/2020
		87672 7/20	Dollar General-supplies for	07/10/2020	7.22	.00	7.22	51355	08/05/2020
		87672 7/20	Amazon-first aid refill-Town	07/10/2020	50.71	.00	50.71	51355	08/05/2020
		87672 7/20	City Market-water for Town	07/10/2020	9.95	.00	9.95	51355	08/05/2020
		87672 8/20	City Market-get well card-a	08/10/2020	4.32	.00	4.32	51412	08/20/2020
		87672 8/20	Office Depot-legal hanging	08/10/2020	16.39	.00	16.39	51412	08/20/2020
		87672 8/20	Target-thank you cards-ad	08/10/2020	7.70	.00	7.70	51412	08/20/2020
		87672 8/20	Adobe-subscription-admin	08/10/2020	12.99	.00	12.99	51412	08/20/2020
		87672 8/20	Eat Bistro-mayor meal	08/10/2020	92.07	.00	92.07	51412	08/20/2020
		87672 8/20	88 Grill-thank you for resid	08/10/2020	50.00	.00	50.00	51412	08/20/2020
		87672 8/20	Vaudeville Revue-gift to Ho	08/10/2020	100.00	.00	100.00	51412	08/20/2020
		87672 8/20	Vaudeville Renue-gifts for L	08/10/2020	200.00	.00	200.00	51412	08/20/2020
		87672 8/20	Amazon-table skirts (to be	08/10/2020	55.47	.00	55.47	51412	08/20/2020
		87672 8/20	Walmart-masks, disinfecta	08/10/2020	59.30	.00	59.30	51412	08/20/2020
		87953 7/20	Sirchie-evidence equip-PD	07/10/2020	130.40	.00	130.40	51355	08/05/2020
		87953 8/20	Balco Uniform Co-uniforms	08/10/2020	301.22	.00	301.22	51412	08/20/2020
		87953 8/20	Sirchie-evidence supplies-	08/10/2020	165.52	.00	165.52	51412	08/20/2020
		91534 7/20	Sportsmans Whse-ammuni	07/10/2020	65.08	.00	65.08	51355	08/05/2020
		94488 7/20	Pumps Plus-mechanical se	07/10/2020	67.31	.00	67.31	51355	08/05/2020
		94488 7/20	Amazon-rubber gloves-wwt	07/10/2020	80.52	.00	80.52	51355	08/05/2020
		94488 8/20	CO Water Treatment Oper	08/10/2020	100.00	.00	100.00	51412	08/20/2020
		94488 8/20	Glenwood Medical Assoc-	08/10/2020	130.00	.00	130.00	51412	08/20/2020
		94488 8/20	Walmart-lab supplies-wwtp	08/10/2020	52.97	.00	52.97	51412	08/20/2020
		Total 377:			9,312.64	.00	9,312.64		
497	AlSCO, Inc	LGRA238836	mat,mops cleaned-c.c.	07/16/2020	74.61	.00	74.61	51356	08/05/2020
		LGRA239341	mats,mops cleaned-c.c.	07/30/2020	74.61	.00	74.61	51413	08/20/2020
		LGRA239856	mats,mops cleaned-c.c.	08/13/2020	74.61	.00	74.61	51413	08/20/2020
		Total 497:			223.83	.00	223.83		
885	B.A. Lawrence LLC	BA73020	blower service-wwtp	07/31/2020	2,600.00	.00	2,600.00	51357	08/05/2020
		Total 885:			2,600.00	.00	2,600.00		
1097	Berthod Motors, Inc.	01-70921	ztrak mower parts-pks	07/20/2020	217.56	.00	217.56	51358	08/05/2020
		01-71157	ztrak mower blade & PTO s	07/28/2020	50.19	.00	50.19	51358	08/05/2020
		01-71564	ztrak mower tires- parks	08/12/2020	201.80	.00	201.80	51415	08/20/2020
		01-71564	gas can-parks	08/12/2020	17.90	.00	17.90	51415	08/20/2020
		Total 1097:			487.45	.00	487.45		
1749	Cadfish, LLC	1578	building code consulting fe	08/16/2020	300.00	.00	300.00	51416	08/20/2020
		Total 1749:			300.00	.00	300.00		
1897	Caselle, Inc.	103776	9/20 software support-b&p	08/01/2020	187.55	.00	187.55	51360	08/05/2020
		103776	9/20 software support-admi	08/01/2020	187.55	.00	187.55	51360	08/05/2020
		103776	9/20 software support-court	08/01/2020	87.18	.00	87.18	51360	08/05/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		103776	9/20 software support-rec	08/01/2020	137.37	.00	137.37	51360	08/05/2020
		103776	9/20 software support-pks	08/01/2020	137.37	.00	137.37	51360	08/05/2020
		103776	9/20 software supooort-sts	08/01/2020	185.52	.00	185.52	51360	08/05/2020
		103776	9/20 software support-wate	08/01/2020	458.73	.00	458.73	51360	08/05/2020
		103776	9/20 software support-w/w	08/01/2020	458.73	.00	458.73	51360	08/05/2020
		Total 1897:			1,840.00	.00	1,840.00		
1961	CEBT	INV 0037477	8/20 health ins premium	08/19/2020	45,865.36	.00	45,865.36	51417	08/20/2020
		Total 1961:			45,865.36	.00	45,865.36		
1965	Cedar Networks	306677	8/20 internet-town hall	08/01/2020	180.00	.00	180.00	51361	08/05/2020
		306679	8/20 internet-comm ctr	08/01/2020	180.00	.00	180.00	51361	08/05/2020
		306685	8/20 internet-ps	08/01/2020	90.00	.00	90.00	51361	08/05/2020
		306685	8/20 internet-town hall	08/01/2020	45.00	.00	45.00	51361	08/05/2020
		306685	8/20 internet-w/wtr	08/01/2020	45.00	.00	45.00	51361	08/05/2020
		Total 1965:			540.00	.00	540.00		
1993	CenturyLink	0558 774B 7/	7/20 phone lines-wtp	07/19/2020	144.93	.00	144.93	51362	08/05/2020
		9807 957B 7/	7/2020 fax lines-PD	07/19/2020	76.16	.00	76.16	51362	08/05/2020
		Total 1993:			221.09	.00	221.09		
2033	Challenger Sports Teamwe	1079763-IN	baseball jerseys-rec	07/27/2020	265.55	.00	265.55	51363	08/05/2020
		1079763-IN	beg baseball jerseys-rec	07/27/2020	265.55	.00	265.55	51363	08/05/2020
		Total 2033:			531.10	.00	531.10		
2077	Chelewski Pipe	161660	irrigation pipe-parks	07/08/2020	79.20	.00	79.20	51418	08/20/2020
		161704	backflow preventer-parks	07/10/2020	95.35	.00	95.35	51418	08/20/2020
		Total 2077:			174.55	.00	174.55		
2261	Co Dept of Public Hlth & E	WU21110986	annual wtp permit for back	07/15/2020	580.00	.00	580.00	51364	08/05/2020
		WU21110987	annual wwtp permit	07/15/2020	976.00	.00	976.00	51364	08/05/2020
		Total 2261:			1,556.00	.00	1,556.00		
2337	Coal Ridge High School Bo	2020 GOLF	2020 Tital Golf Classic-spo	08/18/2020	800.00	.00	800.00	51419	08/20/2020
		Total 2337:			800.00	.00	800.00		
2465	Colo. Dept. of Public Healt	WU61110967	annual pretreatment permit	08/03/2020	92.00	.00	92.00	51420	08/20/2020
		Total 2465:			92.00	.00	92.00		
2497	Colorado Analytical Lab	200723033	lab tests-wtp	08/05/2020	430.00	.00	430.00	51421	08/20/2020
		200723040	lab tests-wtp	07/31/2020	25.00	.00	25.00	51365	08/05/2020
		200723042	lab tests-wtp	07/30/2020	85.00	.00	85.00	51365	08/05/2020
		200723076	lab tests-wtp	08/03/2020	315.00	.00	315.00	51365	08/05/2020
		200723093	lab tests-wtp	08/06/2020	710.00	.00	710.00	51421	08/20/2020
		Total 2497:			1,565.00	.00	1,565.00		
2653	Comcast	0203153 08-	3 mos internet-Aug 2020-O	07/26/2020	259.68	.00	259.68	51366	08/05/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2653:					259.68	.00	259.68		
2701	Concrete Equipment & Sup	280793	demo saw blades & saw lin	07/31/2020	178.93	.00	178.93	51367	08/05/2020
		281229	rebar for bulk water station	08/05/2020	223.84	.00	223.84	51422	08/20/2020
		281876	rebar for bulk water station	08/12/2020	381.70	.00	381.70	51422	08/20/2020
Total 2701:					784.47	.00	784.47		
2729	Conoco Fleet	66849226	7/20 fuel-b&p	07/31/2020	36.71	.00	36.71	51368	08/05/2020
		66849226	7/20 fuel-admin	07/31/2020	15.37	.00	15.37	51368	08/05/2020
		66849226	7/20 fuel-admin	07/31/2020	100.04	.00	100.04	51368	08/05/2020
		66849226	7/20 fuel-ps	07/31/2020	8.43	.00	8.43	51368	08/05/2020
		66849226	7/20 fuel-ps	07/31/2020	2,236.60	.00	2,236.60	51368	08/05/2020
		66849226	7/20 fuel-pks	07/31/2020	613.87	.00	613.87	51368	08/05/2020
		66849226	7/20 fuel-sts	07/31/2020	5.45	.00	5.45	51368	08/05/2020
		66849226	7/20 fuel-sts	07/31/2020	778.51	.00	778.51	51368	08/05/2020
		66849226	7/20 fuel-wtr	07/31/2020	274.15	.00	274.15	51368	08/05/2020
		66849226	7/20 fuel-w/wtr	07/31/2020	319.77	.00	319.77	51368	08/05/2020
Total 2729:					4,388.90	.00	4,388.90		
2749	Consolidated Electrical Dist	4983-654542	cable tie for bulk water stati	07/22/2020	111.20	.00	111.20	51423	08/20/2020
		4983-654589	conduit for bulk water statio	07/24/2020	16.96	.00	16.96	51423	08/20/2020
		4983-655233	conduit for Anox mixer-wwt	08/10/2020	368.82	.00	368.82	51423	08/20/2020
Total 2749:					496.98	.00	496.98		
2881	Cox, Kelley	JULY 2020	art supplies-rec	07/31/2020	32.46	.00	32.46	51369	08/05/2020
Total 2881:					32.46	.00	32.46		
2893	CPS Distributors, Inc	03075133-00	irrigation parts-parks	08/13/2020	21.68	.00	21.68	51424	08/20/2020
		03075133-00	gloves-parks	08/13/2020	14.76	.00	14.76	51424	08/20/2020
		03605242-00	irrigation parts-pks	07/08/2020	207.29	.00	207.29	51370	08/05/2020
		03613292-00	irrigation supplies-pks	07/10/2020	181.33	.00	181.33	51370	08/05/2020
		03628751-00	power module-wtr	07/21/2020	227.27	.00	227.27	51370	08/05/2020
		03642673-00	irrigation parts-pks	07/21/2020	90.51	.00	90.51	51370	08/05/2020
		03643098-00	irrigation parts-pks	07/24/2020	246.90	.00	246.90	51370	08/05/2020
		03670556-00	irrigation parts-pks	07/31/2020	58.80	.00	58.80	51370	08/05/2020
		03671129-00	base controller-wtr	07/31/2020	591.44	.00	591.44	51370	08/05/2020
		03838755-00	pump start & relay wagon	07/20/2020	41.19	.00	41.19	51370	08/05/2020
Total 2893:					1,681.17	.00	1,681.17		
3425	Dodson Engineered Produ	262314	backflows & pipe fittings-bu	07/27/2020	6,308.11	.00	6,308.11	51371	08/05/2020
		262400	pipe fittins-bulk wtr station	07/28/2020	112.83	.00	112.83	51371	08/05/2020
		262962	pipe fittings-bulk water stati	08/06/2020	361.44	.00	361.44	51425	08/20/2020
		262965	pipe fittings-bulk water stati	08/06/2020	163.79	.00	163.79	51425	08/20/2020
		263316	pipe fittings-bulk water stati	08/12/2020	417.67	.00	417.67	51425	08/20/2020
		263363	freight for parts-bulk water	08/13/2020	26.07	.00	26.07	51425	08/20/2020
		263374	inventory for wtp	08/13/2020	883.73	.00	883.73	51425	08/20/2020
		263397	pipe adapter-bulk water sta	08/13/2020	153.70	.00	153.70	51425	08/20/2020
		263502	pipe adapter-bulk water sta	08/17/2020	126.91	.00	126.91	51425	08/20/2020
Total 3425:					8,554.25	.00	8,554.25		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
3529	DPC Industries, Inc.	737003018-2	chlorine-wtp	07/28/2020	1,335.78	.00	1,335.78	51426	08/20/2020
		DE73000689	demurrage-wtp	07/31/2020	80.00	.00	80.00	51426	08/20/2020
Total 3529:					1,415.78	.00	1,415.78		
3665	Earth-Wise Horticultural, In	81594	tree care Bear Dance Pk-p	08/05/2020	62.00	.00	62.00	51427	08/20/2020
		81595	tree spray-Castle Valley Blv	08/05/2020	360.00	.00	360.00	51427	08/20/2020
		81753	tree care Bear Dance Pk-p	08/11/2020	93.00	.00	93.00	51427	08/20/2020
		81891	tree spray- Bear Dance Pk-	08/15/2020	45.00	.00	45.00	51427	08/20/2020
		81892	tree care Bear Dance Pk-p	08/15/2020	95.00	.00	95.00	51427	08/20/2020
		81893	tree spray-Castle Valley Blv	08/15/2020	210.00	.00	210.00	51427	08/20/2020
		81894	tree spray-5th street-pks	08/15/2020	175.00	.00	175.00	51427	08/20/2020
		81895	tree spray-Mattivi Plaza-pk	08/15/2020	120.00	.00	120.00	51427	08/20/2020
Total 3665:					1,160.00	.00	1,160.00		
3685	Econo Sign & Barricade, L	10-961569	street sign-sts	07/20/2020	36.24	.00	36.24	51372	08/05/2020
Total 3685:					36.24	.00	36.24		
3817	Ennis-Flint, Inc	248490	thermo plastic crosswalks-	07/30/2020	1,371.06	.00	1,371.06	51428	08/20/2020
Total 3817:					1,371.06	.00	1,371.06		
3825	Environmental Process Co	8529	7/20 contract operator-wtp	07/31/2020	1,450.00	.00	1,450.00	51373	08/05/2020
Total 3825:					1,450.00	.00	1,450.00		
3925	Executech Utah, Inc	147321	5/20 firewall-b&p	06/01/2020	33.55	.00	33.55	51429	08/20/2020
		147321	5/20 firewall-admin	06/01/2020	39.96	.00	39.96	51429	08/20/2020
		147321	5/20 firewall-ps	06/01/2020	36.19	.00	36.19	51429	08/20/2020
		147321	5/20 firewall-rec	06/01/2020	38.08	.00	38.08	51429	08/20/2020
		147321	5/20 firewall-pks	06/01/2020	33.55	.00	33.55	51429	08/20/2020
		147321	5/20 firewall-sts	06/01/2020	40.72	.00	40.72	51429	08/20/2020
		147321	5/20 firewall-wtr	06/01/2020	77.66	.00	77.66	51429	08/20/2020
		147321	5/20 firewall-w/wtr	06/01/2020	77.29	.00	77.29	51429	08/20/2020
		149514	7/20 firewall-b&p	07/31/2020	33.55	.00	33.55	51429	08/20/2020
		149514	7/20 firewall-admin	07/31/2020	39.96	.00	39.96	51429	08/20/2020
		149514	7/20 firewall-ps	07/31/2020	36.19	.00	36.19	51429	08/20/2020
		149514	7/20 firewall-rec	07/31/2020	38.08	.00	38.08	51429	08/20/2020
		149514	7/20 firewall-pks	07/31/2020	33.55	.00	33.55	51429	08/20/2020
		149514	7/20 firewall-sts	07/31/2020	40.72	.00	40.72	51429	08/20/2020
		149514	7/20 firewall-wtr	07/31/2020	77.66	.00	77.66	51429	08/20/2020
		149514	7/20 firewall-w/wtr	07/31/2020	77.29	.00	77.29	51429	08/20/2020
		EXEC-85979	logon credentials for PD-se	07/31/2020	72.50	.00	72.50	51429	08/20/2020
Total 3925:					826.50	.00	826.50		
3953	Family Support Registry	07312020-A	Remittance ID 15120108 R	07/31/2020	142.61	.00	142.61	51374	08/05/2020
		07312020-B	Remittance ID 12733887 M	07/31/2020	213.23	.00	213.23	51374	08/05/2020
		08142020-A	Remittance ID 15120108 R	08/14/2020	142.61	.00	142.61	51430	08/20/2020
		08142020-B	Remittance ID 12733887 M	08/14/2020	213.23	.00	213.23	51430	08/20/2020
Total 3953:					711.68	.00	711.68		
3991	Fastenal Company	CORIF10805	rubber gloves & masks-ww	07/30/2020	113.74	.00	113.74	51375	08/05/2020
		CORIF10828	rubber gloves-wwtp	08/06/2020	66.84	.00	66.84	51431	08/20/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		CORIF10835	bolts-wwtp	08/11/2020	8.08	.00	8.08	51431	08/20/2020
	Total 3991:				188.66	.00	188.66		
4089	Flag Resources Inc.	5736	road base-wtp	07/31/2020	1,110.70	.00	1,110.70	51432	08/20/2020
	Total 4089:				1,110.70	.00	1,110.70		
4253	Freedom Mailing Service, I	38708	7/20 newsletter-admin	07/31/2020	22.70	.00	22.70	51433	08/20/2020
		38708	7/20 newsletter extra insert	07/31/2020	20.18	.00	20.18	51433	08/20/2020
		38708	7/20 utility bills-water	07/31/2020	283.21	.00	283.21	51433	08/20/2020
		38708	7/20 utility bills-trash	07/31/2020	83.00	.00	83.00	51433	08/20/2020
		38708	7/20 utility bills-w/water	07/31/2020	283.21	.00	283.21	51433	08/20/2020
	Total 4253:				692.30	.00	692.30		
4273	Frontier Paving Inc.	37666	asphalt for water line repair	08/05/2020	330.00	.00	330.00	51434	08/20/2020
	Total 4273:				330.00	.00	330.00		
4341	Galls,LLC	016181354	uniforms-ps	07/31/2020	84.42	.00	84.42	51376	08/05/2020
	Total 4341:				84.42	.00	84.42		
4377	Garcia, Samuel & Leticia	AUGUST 202	8/20 parking lot rent-eco de	08/01/2020	500.00	.00	500.00	51377	08/05/2020
	Total 4377:				500.00	.00	500.00		
4405	Garfield & Hecht, P.C.	195206	6/20 legal fees-general mat	06/30/2020	1,301.58	.00	1,301.58	51378	08/05/2020
		195207	6/20 legal fees-police dept	06/30/2020	175.50	.00	175.50	51378	08/05/2020
		195208	6/20 legal fees-building de	06/30/2020	462.50	.00	462.50	51378	08/05/2020
		195209	6/20 legal fees-C-1 code a	06/30/2020	281.50	.00	281.50	51378	08/05/2020
		195212	6/20 legal fees-5G matters	06/30/2020	837.00	.00	837.00	51378	08/05/2020
		195213	6/20 legal fees-Villacci lot li	06/30/2020	63.00	.00	63.00	51378	08/05/2020
		195213	6/20 legal fees-Marquardt c	06/30/2020	49.00	.00	49.00	51378	08/05/2020
		195214	6/20 legal fees-CVR filing r	06/30/2020	1,526.50	.00	1,526.50	51378	08/05/2020
		195215	6/20 legal fees-Lakota War	06/30/2020	457.00	.00	457.00	51378	08/05/2020
		195217	6/20 legal fees-Eagle Ridg	06/30/2020	147.00	.00	147.00	51378	08/05/2020
		195218	6/20 legal fees-COVID mat	06/30/2020	229.00	.00	229.00	51378	08/05/2020
		195219	6/20 legal fees-Romero Gr	06/30/2020	73.50	.00	73.50	51378	08/05/2020
	Total 4405:				5,603.08	.00	5,603.08		
4461	Garfield County Treasurer	2020	2020 mosquito control prog	07/21/2020	6,000.00	.00	6,000.00	51379	08/05/2020
	Total 4461:				6,000.00	.00	6,000.00		
4885	Grand River Construction	19335	asphalt overlay project-FM	08/10/2020	262,706.18	.00	262,706.18	51435	08/20/2020
		19336	asphalt patches for water b	08/11/2020	625.00	.00	625.00	51435	08/20/2020
	Total 4885:				263,331.18	.00	263,331.18		
4889	Grand River Hospital Distri	7	officer testing-ps	07/06/2020	218.00	.00	218.00	51380	08/05/2020
	Total 4889:				218.00	.00	218.00		
5034	Gutierrez, Amy	JULY 2020	cleaning svc 7.9-7.23.20-p	07/31/2020	125.00	.00	125.00	51381	08/05/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 5034:					125.00	.00	125.00		
5229	Redneck Excavating, LLC	16322	haul road base-wtp	07/21/2020	760.00	.00	760.00	51450	08/20/2020
Total 5229:					760.00	.00	760.00		
5292	Hemelt, Kyla	2020 SUMM	summer 2020 kombucha cl	07/31/2020	96.00	.00	96.00	51382	08/05/2020
Total 5292:					96.00	.00	96.00		
5633	Impressions of Aspen Inc.	30724.1	office supplies-admin	06/25/2020	2.25	.00	2.25	51384	08/05/2020
		30984	office supplies-COVID	07/20/2020	52.83	.00	52.83	51384	08/05/2020
		30999	gloves & sanitizing wipes-C	07/23/2020	25.35	.00	25.35	51384	08/05/2020
		31059	office supplies-b&p	08/06/2020	19.02	.00	19.02	51436	08/20/2020
		31059	office supplies-admin	08/06/2020	45.16	.00	45.16	51436	08/20/2020
		31060	office supplies-admin	08/06/2020	50.17	.00	50.17	51436	08/20/2020
		6042CM	returned office supplies-ad	06/25/2020	6.40-	.00	6.40-	51384	08/05/2020
		6043CM	returned office supplies-ad	06/25/2020	6.40-	.00	6.40-	51384	08/05/2020
Total 5633:					181.98	.00	181.98		
5681	Innermountain Dist. Co.	499712	trash bags-pks	08/05/2020	120.70	.00	120.70	51437	08/20/2020
Total 5681:					120.70	.00	120.70		
6037	Karp, Neu, Hanlon, P.C.	25967	water legal services	07/31/2020	54.00	.00	54.00	51438	08/20/2020
Total 6037:					54.00	.00	54.00		
6063	Keller, Rachel	2020 YOGA	2020 summer childrens yo	07/20/2020	84.00	.00	84.00	51385	08/05/2020
Total 6063:					84.00	.00	84.00		
6425	Law Office of Angela Roff,	2491	prosecutor fees - April-July	07/31/2020	3,486.25	.00	3,486.25	51439	08/20/2020
Total 6425:					3,486.25	.00	3,486.25		
6445	Lazy Bear Restaurant Inc	BUS ASST G	business assistance grant-	07/22/2020	1,500.00	.00	1,500.00	51386	08/05/2020
Total 6445:					1,500.00	.00	1,500.00		
6693	Lowes Business Acct/GEC	033027 6 7/2	fitting for vent hood-wwtp	07/17/2020	80.10	.00	80.10	51353	08/05/2020
		033027 6 7/2	fittings for vent hood-wwtp	07/17/2020	86.07	.00	86.07	51353	08/05/2020
		033027 6 7/2	lab exhaust hood-wwtp	07/17/2020	485.32	.00	485.32	51353	08/05/2020
Total 6693:					651.49	.00	651.49		
6949	Master Automotive	31630	vehicle inspection-ps	07/31/2020	61.50	.00	61.50	51387	08/05/2020
Total 6949:					61.50	.00	61.50		
6953	Master Petroleum	1018493-IN	propane-sts	08/18/2020	20.03	.00	20.03	51440	08/20/2020
Total 6953:					20.03	.00	20.03		
7009	Maurer Miller , Amanda	140	8/20 judge fee-court	08/10/2020	1,000.00	.00	1,000.00	51441	08/20/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 7009:					1,000.00	.00	1,000.00		
7109	MCPH Regional Lab	1991-20	bac-t test-water	07/21/2020	22.00	.00	22.00	51388	08/05/2020
		1992-20	bac-t test-water	07/21/2020	20.00	.00	20.00	51388	08/05/2020
		1993-20	bac-t test-water	07/21/2020	20.00	.00	20.00	51388	08/05/2020
		1994-20	bac-t test-water	07/21/2020	20.00	.00	20.00	51388	08/05/2020
		2185-20	bac-t test-water	08/04/2020	20.00	.00	20.00	51442	08/20/2020
		2186-20	bac-t test-water	08/04/2020	20.00	.00	20.00	51442	08/20/2020
		2187-20	bac-t test-water	08/04/2020	20.00	.00	20.00	51442	08/20/2020
Total 7109:					142.00	.00	142.00		
7605	Mountain Pest Control	1131908	pest control - town hall	07/30/2020	125.00	.00	125.00	51443	08/20/2020
Total 7605:					125.00	.00	125.00		
7633	Mountain View Tree Farm	33800	mulch-parks	08/13/2020	410.00	.00	410.00	51444	08/20/2020
		34756	mulch-parks	08/11/2020	410.00	.00	410.00	51444	08/20/2020
Total 7633:					820.00	.00	820.00		
7637	Mountain Waste & Recyclin	0002261593	trash-town hall	08/01/2020	32.55	.00	32.55	51445	08/20/2020
		0002261593	trash-ps	08/01/2020	32.55	.00	32.55	51445	08/20/2020
		0002261593	trash-comm ctr	08/01/2020	135.25	.00	135.25	51445	08/20/2020
		0002261593	porta jons-pks	08/01/2020	837.92	.00	837.92	51445	08/20/2020
		0002261593	trash-pwf	08/01/2020	265.13	.00	265.13	51445	08/20/2020
		0002261593	trash-w/wtr	08/01/2020	110.25	.00	110.25	51445	08/20/2020
		2267496	7/20 trash service	07/31/2020	42,448.28	.00	42,448.28	51391	08/05/2020
Total 7637:					43,861.93	.00	43,861.93		
7717	Municipal Code Corporatio	00346507	ordinance codification-admi	07/31/2020	1,252.56	.00	1,252.56	51392	08/05/2020
Total 7717:					1,252.56	.00	1,252.56		
8041	Nichols, Debbie	AUGUST 202	8/20 cell phone reimb-admi	08/01/2020	30.00	.00	30.00	51393	08/05/2020
Total 8041:					30.00	.00	30.00		
8357	Paper Wise	741478	document shredding-admin	07/01/2020	50.00	.00	50.00	51394	08/05/2020
		741679	doc shredding-admin	08/07/2020	50.00	.00	50.00	51446	08/20/2020
Total 8357:					100.00	.00	100.00		
8609	Pinnacol Assurance	20131213	workers comp ins-bldg/plan	08/10/2020	120.81	.00	120.81	51447	08/20/2020
		20131213	workers comp ins-admin	08/10/2020	402.70	.00	402.70	51447	08/20/2020
		20131213	workers comp-OR cvg Jul-	08/10/2020	221.00	.00	221.00	51447	08/20/2020
		20131213	workers comp ins-ps	08/10/2020	1,047.02	.00	1,047.02	51447	08/20/2020
		20131213	workers comp ins-rec	08/10/2020	765.13	.00	765.13	51447	08/20/2020
		20131213	workers comp ins-pks	08/10/2020	281.89	.00	281.89	51447	08/20/2020
		20131213	workers comp ins-sts	08/10/2020	402.70	.00	402.70	51447	08/20/2020
		20131213	workers comp ins-water	08/10/2020	604.05	.00	604.05	51447	08/20/2020
		20131213	workers comp ins-w/water	08/10/2020	402.70	.00	402.70	51447	08/20/2020
Total 8609:					4,248.00	.00	4,248.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
8641	Pitney Bowes - Purchase P	08092020	postage-b&p	08/09/2020	28.07	.00	28.07	51448	08/20/2020
		08092020	postage-admin	08/09/2020	48.34	.00	48.34	51448	08/20/2020
		08092020	postage-ps	08/09/2020	19.92	.00	19.92	51448	08/20/2020
		08092020	postage-muni ct	08/09/2020	12.56	.00	12.56	51448	08/20/2020
		08092020	postage-rec ctr	08/09/2020	42.40	.00	42.40	51448	08/20/2020
		08092020	postage-sts	08/09/2020	52.45	.00	52.45	51448	08/20/2020
		08092020	postage-wtr	08/09/2020	51.45	.00	51.45	51448	08/20/2020
		08092020	postage-w/wtr	08/09/2020	51.44	.00	51.44	51448	08/20/2020
Total 8641:					306.63	.00	306.63		
8646	SunCentral	E2906613	7/20 solar-admin	07/31/2020	70.10	.00	70.10	51454	08/20/2020
		E2906613	7/20 solar-comm ctr	07/31/2020	229.08	.00	229.08	51454	08/20/2020
		E2906613	7/20 solar-pks	07/31/2020	53.54	.00	53.54	51454	08/20/2020
		E2906613	7/20 solar-sts	07/31/2020	89.98	.00	89.98	51454	08/20/2020
		E2906613	7/20 solar-st lights	07/31/2020	264.87	.00	264.87	51454	08/20/2020
		E2906613	7/20 solar-town hall	07/31/2020	70.10	.00	70.10	51454	08/20/2020
		E2906613	7/20 solar-wtp	07/31/2020	2,880.21	.00	2,880.21	51454	08/20/2020
		E2906613	7/20 solar-raw water	07/31/2020	782.69	.00	782.69	51454	08/20/2020
		E2906613	7/20 solar-town hall	07/31/2020	70.10	.00	70.10	51454	08/20/2020
		E2906613	7/20 solar-wwtp	07/31/2020	6,168.14	.00	6,168.14	51454	08/20/2020
		E2906613	7/20 solar-south util	07/31/2020	67.33	.00	67.33	51454	08/20/2020
Total 8646:					10,746.14	.00	10,746.14		
9249	Ricoh USA, Inc.	5060137295	copies-ps	08/01/2020	25.53	.00	25.53	51451	08/20/2020
Total 9249:					25.53	.00	25.53		
9345	Rifle, City of	JULY 2020	7/20 senior meals	07/31/2020	233.04	.00	233.04	51452	08/20/2020
		JUNE 2020	6/20 senior meals	06/30/2020	356.73	.00	356.73	51395	08/05/2020
Total 9345:					589.77	.00	589.77		
9881	Sandys Office Supply	592912	sanitizer, wipes-COVID-co	07/15/2020	172.40	.00	172.40	51396	08/05/2020
		592912	office supplies-rec	07/15/2020	19.38	.00	19.38	51396	08/05/2020
Total 9881:					191.78	.00	191.78		
9945	Schmueser, Gordon, Meyer	93128A-322	7/20 eng fees-Eagle Ridge	07/31/2020	775.00	.00	775.00	51397	08/05/2020
		93128A-322	7/20 eng fees-code amend	07/31/2020	820.00	.00	820.00	51397	08/05/2020
		93128A-322	7/20 eng fees-LoVa Trail C	07/31/2020	6,955.00	.00	6,955.00	51397	08/05/2020
		93128A-322	7/20 eng fees-LoVa Trail N	07/31/2020	1,710.00	.00	1,710.00	51397	08/05/2020
		93128A-322	7/20 eng fees-Bulk Water S	07/31/2020	1,670.00	.00	1,670.00	51397	08/05/2020
Total 9945:					11,930.00	.00	11,930.00		
10585	Steve's Painting & Decorati	19-125	watertank paint-m&o dist	07/01/2020	2,340.00	.00	2,340.00	51453	08/20/2020
Total 10585:					2,340.00	.00	2,340.00		
10813	TASC	IN1812498	8/20 cafe plan-admin	07/22/2020	84.52	.00	84.52	51398	08/05/2020
Total 10813:					84.52	.00	84.52		
11113	Treatment Technology	182786	polyaluminum chloride-wtp	07/20/2020	2,105.20	.00	2,105.20	51399	08/05/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 11113:					2,105.20	.00	2,105.20		
11285	Upper Case Printing, Ink	16093	billing supplies-water	08/03/2020	176.12	.00	176.12	51455	08/20/2020
		16093	billing supplies-w/water	08/03/2020	176.13	.00	176.13	51455	08/20/2020
		16104	8.20 newsletter-admin	08/03/2020	561.00	.00	561.00	51455	08/20/2020
		16104	8.20 newsletter enhancem	08/03/2020	223.13	.00	223.13	51455	08/20/2020
Total 11285:					1,136.38	.00	1,136.38		
11309	US Postmaster	2020	2020 PO box rent-July-Dec	07/01/2020	104.00	.00	104.00	51352	08/05/2020
Total 11309:					104.00	.00	104.00		
11321	USA Bluebook	289056	TSS fileters-wwtp	07/08/2020	174.09	.00	174.09	51400	08/05/2020
		296237	chart pens-wwtp	07/15/2020	125.57	.00	125.57	51400	08/05/2020
		318623	lab supplies-wtp	08/05/2020	115.77	.00	115.77	51456	08/20/2020
Total 11321:					415.43	.00	415.43		
11345	Utility Notification Center-C	220070845	7/20 locates-w/wtr	07/31/2020	29.00	.00	29.00	51401	08/05/2020
		220070845	7/20 locates-w/wtr	07/31/2020	29.11	.00	29.11	51401	08/05/2020
Total 11345:					58.11	.00	58.11		
11493	Verizon Wireless	8159-0001 8/	8/20 cell phones-b&p	07/31/2020	53.59	.00	53.59	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-admin	07/31/2020	107.18	.00	107.18	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-ps	07/31/2020	535.90	.00	535.90	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-rec	07/31/2020	89.81	.00	89.81	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-pks	07/31/2020	89.81	.00	89.81	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-sts	07/31/2020	160.77	.00	160.77	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-wtr	07/31/2020	261.12	.00	261.12	51457	08/20/2020
		8159-0001 8/	8/20 cell phones-w/wtr	07/31/2020	53.59	.00	53.59	51457	08/20/2020
Total 11493:					1,351.77	.00	1,351.77		
11701	Wash-By U, Inc.	JULY 2020	7/20 car washes-ps	07/31/2020	86.71	.00	86.71	51402	08/05/2020
Total 11701:					86.71	.00	86.71		
11721	Water Technology Group	5486384	rebuilding Anox mixer-wwtp	08/04/2020	3,758.30	.00	3,758.30	51458	08/20/2020
Total 11721:					3,758.30	.00	3,758.30		
11787	Wells Fargo Vendor	103941426	copier lease-ps	07/24/2020	118.32	.00	118.32	51403	08/05/2020
Total 11787:					118.32	.00	118.32		
11994	Wilbur-Ellis Company	13787608	fertilizer-pks	08/11/2020	1,280.00	.00	1,280.00	51459	08/20/2020
Total 11994:					1,280.00	.00	1,280.00		
12185	XCel Energy	694447410	7/20 utilities-admin	07/29/2020	24.05	.00	24.05	51404	08/05/2020
		694447410	7/20 utilities-rec	07/29/2020	305.12	.00	305.12	51404	08/05/2020
		694447410	7/20 utilities-pks	07/29/2020	115.09	.00	115.09	51404	08/05/2020
		694447410	7/20 utilities-sts	07/29/2020	139.04	.00	139.04	51404	08/05/2020
		694447410	7/20 utilities-street lights	07/29/2020	4,138.91	.00	4,138.91	51404	08/05/2020

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		694447410	7/20 utilities-town hall	07/29/2020	24.06	.00	24.06	51404	08/05/2020
		694447410	7/20 utilities-wtp	07/29/2020	4,098.85	.00	4,098.85	51404	08/05/2020
		694447410	7/20 utilities-raw water	07/29/2020	2,007.57	.00	2,007.57	51404	08/05/2020
		694447410	7/20 utilities-town hall	07/29/2020	24.06	.00	24.06	51404	08/05/2020
		694447410	7/20 utilities-w/wtr	07/29/2020	1,122.03	.00	1,122.03	51404	08/05/2020
		694447410	7/20 utilities-w/wtr south uti	07/29/2020	77.13	.00	77.13	51404	08/05/2020
		84872-1 8/20	8/20 EV charging station	08/14/2020	52.81	.00	52.81	51460	08/20/2020
Total 12185:					11,850.64	.00	11,850.64		
12193	Xpress Bill Pay	50252	7/20 cc fees-wtr	07/31/2020	267.90	.00	267.90	8052020	08/05/2020
		50252	7/20 cc fees-w/wtr	07/31/2020	267.90	.00	267.90	8052020	08/05/2020
Total 12193:					535.80	.00	535.80		
12213	Broadvoice	17565	8/20 phone svc-admin	08/01/2020	285.62	.00	285.62	51359	08/05/2020
		17565	8/20 phone svc-ps	08/01/2020	142.30	.00	142.30	51359	08/05/2020
		17565	8/20 phone svc-rec	08/01/2020	87.57	.00	87.57	51359	08/05/2020
		17565	8/20 phone svc-pks	08/01/2020	65.68	.00	65.68	51359	08/05/2020
		17565	8/20 phone svc-sts	08/01/2020	65.68	.00	65.68	51359	08/05/2020
		17565	8/20 phone svc-wtr	08/01/2020	269.00	.00	269.00	51359	08/05/2020
		17565	8/20 phone svc-w/water	08/01/2020	269.00	.00	269.00	51359	08/05/2020
Total 12213:					1,184.85	.00	1,184.85		
12233	Your Parts Haus	583351	return air filter-sts	07/28/2020	19.44	.00	19.44	51462	08/20/2020
		584477	oil-sts	08/05/2020	107.76	.00	107.76	51462	08/20/2020
		584478	air filter-sts	08/05/2020	15.99	.00	15.99	51462	08/20/2020
		584479	spark plug-sts	08/05/2020	2.59	.00	2.59	51462	08/20/2020
		585992	oil-pks	08/17/2020	14.21	.00	14.21	51462	08/20/2020
Total 12233:					121.11	.00	121.11		
12269	Zancanella and Associates,	25286	5/20 eng svcs-water	07/10/2020	434.50	.00	434.50	51406	08/05/2020
Total 12269:					434.50	.00	434.50		
12281	Zehren and Associates, Inc	0022014	Burning Mtn Park design	08/08/2020	623.49	.00	623.49	51463	08/20/2020
Total 12281:					623.49	.00	623.49		
12293	Zep Sales & Service	9005381728	shop supplies-pks	07/23/2020	35.88	.00	35.88	51407	08/05/2020
		9005381728	shop supplies-sts	07/23/2020	35.89	.00	35.89	51407	08/05/2020
Total 12293:					71.77	.00	71.77		
12374	ProVelocity	27544	9/20 IT services-b&p	08/01/2020	267.00	.00	267.00	8162020	08/16/2020
		27544	9/20 IT services-admin	08/01/2020	318.00	.00	318.00	8162020	08/16/2020
		27544	9/20 IT services-ps	08/01/2020	288.00	.00	288.00	8162020	08/16/2020
		27544	9/20 IT services-rec	08/01/2020	303.00	.00	303.00	8162020	08/16/2020
		27544	9/20 IT services-pks	08/01/2020	267.00	.00	267.00	8162020	08/16/2020
		27544	9/20 IT services-sts	08/01/2020	324.00	.00	324.00	8162020	08/16/2020
		27544	9/20 IT services-water	08/01/2020	618.00	.00	618.00	8162020	08/16/2020
		27544	9/20 IT services-w/wtr	08/01/2020	615.00	.00	615.00	8162020	08/16/2020
Total 12374:					3,000.00	.00	3,000.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
12449	Holton, Jennifer	JULY 2020 T	tai chi July 2020 sessions-r	07/31/2020	136.00	.00	136.00	51383	08/05/2020
Total 12449:					136.00	.00	136.00		
12779	Moreno, Kristie	RENTAL RE	refund for 8.8.20 reservatio	07/27/2020	200.00	.00	200.00	51389	08/05/2020
		RENTAL RE	refund for 8.8.20 room rese	07/27/2020	350.00	.00	350.00	51389	08/05/2020
Total 12779:					550.00	.00	550.00		
12789	Moreno, Sismai	REFUND 10.	refund-10.17.20 rental dep	07/27/2020	200.00	.00	200.00	51390	08/05/2020
		REFUND 10.	refund-10.17.20 room renta	07/27/2020	405.00	.00	405.00	51390	08/05/2020
Total 12789:					605.00	.00	605.00		
12794	Xerox Financial Services	2186524	copier lease & setup fees-b	07/10/2020	59.59	.00	59.59	51405	08/05/2020
		2186524	copier lease & setup fees-a	07/10/2020	59.64	.00	59.64	51405	08/05/2020
		2186524	copier lease & setup fees-r	07/10/2020	59.59	.00	59.59	51405	08/05/2020
		2186524	copier lease & setup fees-	07/10/2020	59.59	.00	59.59	51405	08/05/2020
		2186524	copier lease & setup fees-	07/10/2020	59.58	.00	59.58	51405	08/05/2020
		2229012	copier lease & prints-b&p	08/10/2020	96.23	.00	96.23	51461	08/20/2020
		2229012	copier lease & prints-admin	08/10/2020	96.23	.00	96.23	51461	08/20/2020
		2229012	copier lease & prints-rec	08/10/2020	96.23	.00	96.23	51461	08/20/2020
		2229012	copier lease & prints-water	08/10/2020	96.23	.00	96.23	51461	08/20/2020
		2229012	copier lease & prints-w/wat	08/10/2020	96.23	.00	96.23	51461	08/20/2020
Total 12794:					779.14	.00	779.14		
12799	Anchondo, Laura	08012020	Deposit Refund-Comm Ctr	08/17/2020	200.00	.00	200.00	51414	08/20/2020
Total 12799:					200.00	.00	200.00		
12804	Portable Power Systems	240617	batteries for moscad units-	08/11/2020	100.88	.00	100.88	51449	08/20/2020
Total 12804:					100.88	.00	100.88		
Grand Totals:					483,752.14	.00	483,752.14		

## Report Criteria:

Detail report type printed