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

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

Agenda

New Castle Town Council Regular Meeting Tuesday, December 07, 2021, 7:00 PM

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

Virtual Meetings are subject to internet and technical capabilities.

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

If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

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

Call to Order

Pledge of Allegiance

Roll Call

Meeting Notice

Conflicts of Interest

Agenda Changes

Citizen Comments on Items not on the Agenda

-Comments are limited to three minutes-

Consultant Reports

Consultant Attorney

Consultant Engineer

Items for Consideration

A. River Center Annual Presentation (7:05 p.m.)

B. Discussion: Water Discharge and Cross Connections Code Amendment (7:20 p.m.)

C. Discussion Regarding a Possible Lodging Tax Increase Issue to be Placed on The April 5, 2022 Ballot (7:35 p.m.)

D. Consider Resolution TC 2021-16, A Resolution of the Town Council of the Town of New Castle Adopting a Budget for the Town of New Castle, Colorado, for the Fiscal Year Beginning on January 1, 2022 and Ending on December 31, 2022, Appropriating the Amounts Specified in the Budget as Expenditures from the Funds Indicated, Levying the Property Tax Proposed in the Budget, and Reserving and Designating Certain Amounts in Each Fund. (7:50 p.m.)

E. Consider Ordinance TC 2021-12, An Ordinance of the New Castle Town Council amending Chapter 9.28 Regarding Private Party Alcohol Permits (1st reading) (8:05 p.m.)

F. Consider Ordinance TC 2021-10 - An Ordinance of the New Castle Town Council Amending the Municipal Code Regarding the Membership of the Historic Preservation Commission (2nd reading) (8:20 p.m.)

G. Consider a Motion to Begin the December 21, 2021 Town Council Meeting at 5:30 p.m. (8:35 p.m.)

Consent Agenda (8:40 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.

[November 2, 2021 minutes](#)

[November 16, 2021 minutes](#)

[November Bills of \\$399,862.91](#)

[New Castle Liquors Retail Liquor Store and Tastings Permit License Renewals](#)

[Grove's Black Dog Saloon Hotel & Restaurant Liquor License Renewal](#)

[Stop N Save Fermented Malt Beverage Liquor License Renewal](#)

Staff Reports (8:45 p.m.)

Town Administrator

Town Clerk

Town Treasurer

Town Planner

Public Works Director

Commission Reports (8:55 p.m.)

Planning & Zoning Commission

Historic Preservation Commission

Climate and Environment Commission

Senior Program

RFTA

AGNC

GCE

EAB

Council Comments (9:05 p.m.)

Adjourn (9:05 p.m.)



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Memorandum

To: Mayor & Council
From: David Reynolds
Re: Agenda Item – River Center Update
Date: 12/7/21

Purpose:

The purpose of this agenda item is to allow Heather Paulson from the New Castle River Center an opportunity to update Council on the status of River Center and their activities during 2021.

Heather last visited Town Council on October 20, 2020; at that time, she was working through a very unusual year due to the pandemic. As things are returning to more normal operations, Heather wishes to update Council on the work that is being accomplished in New Castle and future plans for the River Center as we move into 2022.



2021 Follow-up Report from the River Center of New Castle, Inc.

Dear New Castle Town Council,

Thank you for your support of the River Center and the outreaches we provide to the community. Your support has helped in several ways. Below is an overview of the River Center's activities over the last calendar year. We continue to live out our core value of "Neighbors Helping Neighbors" each day. Our goal is to always treat people with compassion and dignity when they come to the River Center for assistance.

Life Assistance

Our primary goal was to bring back our focus to the New Castle and Silt communities, but with COVID funding, we have continued to serve families from Aspen to Parachute with COVID related needs during 2021.

Knowing a staff member would be leaving at the end of the summer we planned ahead to allow for a smooth transition. We wanted to continue with our outreaches, that were put on pause last year.

Our Life Assistance outreach continues to be our largest outreach to the community. So far in 2021 we have assisted 270 households. 120 of these households were assisted with funding from Rocky Mountain Health Foundation, in partnership with organizations in the tri-county area (Garfield, Eagle, Pitkin). These organizations that have referred households to us or we have partnered with include: Mountain Family Health, Center for Independence, Reach Out Colorado, River Bridge, Family Resource Center for the Roaring Fork Valley, Catholic Charities, Centro Colorado, Vail Valley Charitable Fund, Rocky Mountain Health Foundation, MIRA Bus, Response, Casa of the 9th, Family Visitors Program, City of Rifle, and Garfield County WIC office.

Community Enrichment Classes

We were able to hold a parenting class, in partnership with Liberty Classical Academy as well as a Spanish cooking class this fall. One thing we saw over the last year was families wanting support in financial education. We have started implementing a one year membership for the Dave Ramsey Financial Peace course for households this would benefit. Participants need to follow up with us on a minimum of five of the nine steps and we are able to provide incentives for them to follow through. So far this has been very successful. We are hopeful to start bringing Spanish speaking finance classes to the River Center soon.

Community Garden

Our community garden, with the second garden in Apple Tree Park, had a successful year with over 520 pounds of food being harvested and distributed out to the community. We also had eight individuals able to have their own garden space. Liberty Classical Academy was also able to use the garden in Apple Tree Park for learning purposes.

Seniors Team/Network Luncheon

Our senior luncheons were put on pause most of last year. They were ready to come back and we saw the need as so many were wanting that social interaction. Our weekly senior luncheon resumed in April and our monthly activities, such as going to the Iron Mountain Hot Springs, Glenwood Caverns, concerts, and more are back.

Angel Tree

Angel Tree is happening right now! The River Center is continuing to support the families in Silt, New Castle, and Glenwood Springs. We currently have 295 kids registered this year.

Back to School Drive

We continue to see a need with school supplies, but it has been working well to offer gift cards to each school in order to purchase items teachers and staff need. One change this year was with Elk Creek Elementary. They have a wonderful program where families pay a set amount and the school orders the supplies. We were able to provide ten scholarships to help families that were unable to cover that expense.

Totes of Hope

1,819 Totes of Hope bags have been delivered so far this year to four area schools. We also have been providing food for the Coal Ridge food pantry.

Meal Monkey

Last year we had several months where we needed to have pre-packaged meals/food for our Meal Monkey lunches. This was not as nutritional as we hoped and the kids did not enjoy it as much. We have been able to bring back the freshly made meals and are currently providing 118 lunches each week within four locations in New Castle & Silt. Our Totes of Hope program, providing non-perishable items for the weekend is back with schools being in session. To date this year 4,152 lunches have been given.

Winter Coat Drive

Due to other coat distributions in the valley we thought it best we focus on individual needs rather than duplicating services. We are continuing to purchase needed winter gear for individuals in **need**.

Volunteer New Castle

The volunteer New Castle team was able to celebrate our volunteers again at Burning Mountain Days.

Volunteer of the Year - Ines Baquero

Volunteer Business of the Year - Hogback Pizza

Volunteer Organization of the Year - The New Castle Lions Club



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Memorandum

To: Town Council
From: Paul Smith
Re: Agenda Item – Amending code sections 13.32 & 13.36 regarding wastewater discharge and cross connections;
Date: 12-7-21

Purpose:

The purpose of this agenda item is to allow time for staff to present suggested changes to the Municipal Code related to *Wastewater Discharge and Cross Connections*.

Chapter 13.32 of the municipal code specifies the requirements for user discharge into the public wastewater system. As written, staff finds this chapter to be insufficient for discharge monitoring. The proposed revisions will help to update the current discharge standards, clarify user expectations, and strengthens enforcement mechanisms. Similarly, proposed updates to **Chapter 13.36** will improve the code governing the protection of the potable water supply, specifically with respect to cross connections and the potential contamination caused by backflow.

Jointly these revisions will better control against contamination and induce compliance through better means of enforcement.

Per Municipal Code Chapter 13.04, The town water and sewer enterprise shall manage, operate, use, maintain, and conduct all water, wastewater, and storm water activities, services, and facilities of the town. The town council shall serve as the governing body of the enterprise

In anticipation of this discussion, staff has prepared a sample ordinance that demonstrates the proposed code section changes and can be adjusted to meet any recommendation that Council may have.

Thank you,
Paul

TOWN OF NEW CASTLE, COLORADO
ORDINANCE NO. ~~TCE~~ 2021-xx

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

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

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

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

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

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

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

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

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

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

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

- Recitals.** The foregoing recitals are incorporated by reference herein as findings and determinations of the ~~Council~~Enterprise Board.

1 2. **Chapter 13.32 Amendment.** Chapter 13.32 of the Code is repealed in its entirety and replaced
2 by the following text:
3

4 **Chapter 13.32 – Sewage discharge regulations.**
5

6 The size, slope, alignment and materials for construction of all public wastewater systems,
7 including building sewers, and the methods to be used in excavating, placing the pipe, jointing,
8 testing, backfilling the trench and connecting the building sewer into the public wastewater system,
9 shall conform to the requirements of this Code and all applicable ordinances, regulations and
10 specifications which may be adopted by the Town.
11

12 **13.32.010 – Definitions.**
13

14 “Domestic or Sanitary Wastes” means liquid, solid, and semi-solid wastes from the
15 noncommercial preparation, cooking, and handling of food and/or containing only human
16 excrement and similar matter from the sanitary conveyances of dwellings, commercial buildings,
17 industrial facilities, and institutions. Domestic users requiring interceptors or separators per the
18 plumbing code shall comply with section 13.32.030 below.
19

20 “Industrial Wastes” means the liquid, solid, and semi-solid wastes from industrial
21 manufacturing processes, trade, or businesses that do not include domestic or sanitary wastes
22 unless specifically regulated by applicable standards.
23

24 “Normal Domestic Strength Wastewater” means wastewater that when analyzed by
25 methods approved under 40 CFR Part 136 and contains no more than 250 mg/L of Total Suspended
26 Solids (TSS) and 250 mg/L of Biochemical Oxygen Demand (BOD₅).
27

28 "User" means any entity connected to the Town’s public wastewater facilities.
29

30 **13.32.020 – Nonacceptable discharge.**

- 31 A. The provisions contained in this chapter are set forth to prevent the discharge of any
32 waters which may interfere with the operation of the wastewater reclamation facilities or
33 cause damage to or pollution of the Town public wastewater system.
- 34 B. No person shall discharge or cause to be discharged any storm water runoff, ground
35 water, roof runoff, subsurface drainage, cooling water or unpolluted industrial process
36 water into the public wastewater system. Storm water shall be discharged to such sewers
37 as are specifically designated as storm sewers or to a natural outlet approved by the
38 public works director.
39
- 40 C. No person shall discharge or cause to be discharged any of the following described water
41 or wastes into the Town’s public wastewater facilities:
42
- 43 1. Any solid, liquid or gas having a temperature higher than one hundred fifty (150)
44 degrees Fahrenheit.
45

- 1 2. Any gasoline, benzene, naphtha, fuel oil, petroleum products or derivatives, mineral
2 oil or other flammable or explosive liquid, solid or gas.
- 3
- 4 3. Any waters containing toxic or poisonous solids, liquids or gases in sufficient
5 quantity, either singly or by interaction with other wastes, to injure or interfere with
6 any wastewater reclamation process, equipment or employees, constitute a hazard
7 to humans or animals, create a public nuisance or create any hazard in the receiving
8 of waters to the public wastewater facilities.
- 9
- 10 4. Any waters or wastes containing fats, wax, *grease* or oils, whether emulsified or
11 not, in excess of twenty-five (25) milligrams per liter or containing substances that
12 will solidify or become discernibly viscous at temperatures between thirty-two (32)
13 and one hundred fifty (150) degrees Fahrenheit.
- 14
- 15 5. Greywater and blackwater from recreational vehicles.
- 16
- 17 6. Any food waste that is not properly shredded.
- 18
- 19 7. Any waters or wastes having a pH lower than six (6.5) or greater than nine (9.0) or
20 having any other corrosive property capable of causing damage or hazard to the
21 public wastewater system, equipment or personnel, or that create any hazard in the
22 receiving stream, including but not limited to cyanides in excess of twenty-five-
23 hundredths (0.025) milligrams per liter as cyanides or in excess of one (1)
24 milligram per liter of hydrogen sulfide in the wastewater discharged to the public
25 wastewater system; provided, however, that these standards may be amended to
26 conform to more restrictive state or federal regulations as may be adopted.
- 27
- 28 8. Solid or viscous substances in quantities or of size capable of causing obstruction to
29 the flow in the public wastewater system or other interference with the proper
30 operation of the wastewater reclamation facilities, such as but not limited to: ashes,
31 bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics,
32 wood, whole blood, cattle manure, hair, fleshings and entrails, beer or distillery
33 slops, chemical residues, paint or ink residues, cannery wastes, tannery wastes, bulk
34 solids or, either whole or ground by garbage grinders, paper dishes, cups or milk
35 containers.
- 36
- 37 9. Any toxic substance, as the same is defined in the Rules and Regulations of the
38 Environmental Protection Agency embodied in 40 C.F.R. § 403.
- 39
- 40 10. Any substance which would cause the Town's public wastewater facilities to violate
41 any permit issued by the State, the federal government or any other applicable
42 agency.
- 43
- 44 11. Any waters or wastes containing strong acid pickling wastes or concentrated plating
45 solutions.
- 46

- 1 12. Any waters or wastes containing iron, chromium, copper, zinc and similar
2 objectionable or toxic substances to such degree that any such material received in
3 the composite wastewater exceeds the limits established by the public works
4 director in compliance with applicable state or federal regulations.
5
- 6 13. Any radioactive wastes or isotopes of such half-life or concentrations as may
7 exceed limits established by the public works director in compliance with
8 applicable state or federal regulations.
9
- 10 14. Any waters or wastes containing phenols or other waste- or odor-producing
11 substances in such concentrations exceeding limits established by the public works
12 director in compliance with regulations of state or federal agencies having
13 jurisdiction over discharge to the receiving streams.
14
- 15 15. Any waters, wastes, materials or substances which, either singularly or by
16 interaction with other waters or wastes in the public wastewater system, release
17 obnoxious or malodorous gases, form suspended solids in unusual concentration or
18 create any other condition deleterious to structures and reclamation processes or
19 which are capable of creating a public nuisance or hazard to public health.
20
- 21 16. Materials which exert or cause:
22
- 23 a. Unusual concentrations of inert suspended solids (such as but not limited to
24 Fuller's earth, lime slurries and lime residues) or of dissolved solids (such as but
25 not limited to sodium chloride and sodium sulfate).
26
- 27 b. Excessive discoloration, such as but not limited to dye wastes and vegetable
28 tanning solutions.
29
- 30 c. Biochemical Oxygen Demand (BOD₅) greater than domestic wastewater or
31 having Suspended Solids (SS) greater than domestic wastewater, except that
32 industrial wastes, as defined in Section 13-3-10 of this Article, may be
33 discharged into the public wastewater system, provided that the person so
34 discharging notifies the Superintendent in advance thereof and thereupon fully
35 qualifies and complies with all the terms and provisions of this Chapter relating
36 to industrial wastes; however, the person first must have received approval by
37 action of the public works director to dump such wastes. Approval is revocable
38 at any time by the director.
39
- 40 d. Volume of flow or concentration of wastes constituting a slug.
41
- 42 17. Waters or wastes containing substances which are not amenable to treatment or
43 reduction by the wastewater reclamation processes employed or are amenable to
44 reclamation only to such degree that the wastewater treatment facility's effluent
45 cannot meet the requirements of other agencies having jurisdiction over discharge
46 to the receiving stream.

1 If any waters or wastes are discharged or are proposed to be discharged to the
2 public wastewater facilities, which waters contain the substances or possess the
3 characteristics enumerated in Subsections (A), (B) and (C) above, the town
4 administrator shall have available those remedies as are set forth in Section
5 13.32.040.

6 **13.32.030 – Interceptors and separators.**

7
8 Interceptors and separators shall be provided as necessary to prevent the discharge of oil,
9 grease, ~~and~~, and other substances, including but not limited to those listed in Section 13.32.020,
10 that may be harmful or hazardous to the public sewer, the private sewage system or the sewage
11 treatment plant or processes. Interceptors and separators shall conform to the requirements and
12 specifications of the Town’s currently adopted plumbing code.

13
14 Interceptors and separators shall be utilized and maintained in continuously efficient
15 operation at all times by the user at the user's expense. Users shall maintain and clean interceptors
16 and separators at least four (4) times annually in order to prevent harmful materials from entering
17 the public wastewater system. The public works director may reduce the maintenance frequency
18 for good cause upon request from the user. All maintenance records shall be provided to the town
19 with a third party affidavit from a commercial hauler indicating the delivery of such material to an
20 appropriate handling facility by the time of the user’s business license expiration date. The third
21 party affidavit shall be a prerequisite for business license issuance.

22
23 **13.32.040 – Remedial action.**

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

- 29 A. Following a notice of violation and demand for abatement from the Town,
30 ~~Dis~~connecting potable water service and refusing to accept the wastes into the public
31 wastewater system until all unacceptable discharges have ceased, any system repairs
32 or maintenance related thereto have been completed, and any costs associated
33 therewith to be paid by the user have been paid to the Town; [A1]
34
35 B. Requiring pretreatment by the user at their own expense to an acceptable condition
36 for discharge to the public wastewater system;
37
38 C. Requiring control by the Town over the quantities and rates of discharge; ~~or~~
39
40 D. Requiring payment by the User to the Town to cover the Town’s actual added cost of
41 handling and treating the wastes as set forth in Section 13.32.110; ~~or~~
42

1 D.E. Commencing an action in municipal, county, or district court, as appropriate to
2 pursue appropriate legal and/or equitable relief arising out of or related to the
3 violation [A2]
4

5 **13.32.050 – Control manhole.**
6

7 Any ~~entity-user~~ who discharges any industrial waste, any wastewater identified as having
8 a strength in excess of normal domestic strength wastewater, or any nonacceptable waste as
9 defined in Section 13.32.020 into the public wastewater system shall install a suitable control
10 manhole in the building wastewater line to facilitate observation and sampling of the waste by
11 the Town. Such manholes shall be accessible and safely located and shall be constructed in
12 accordance with plans approved by the Town. They shall be installed and maintained by the
13 ~~owner-user~~ at ~~his or her~~ the user's expense
14

15 **13.32.060 – Pretreatment of unacceptable wastes.**

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

21 **13.32.070 – Industrial discharge permit.**

22 All users who propose to connect to the Town's public wastewater facilities in order to
23 discharge industrial waste as defined in 13.32.010 shall require an industrial discharge permit. A
24 permit application shall be filed with the public works director and shall contain the following
25 information:

- 26 A. The name, address and location of the discharger.
27
28 B. The standard industrial classification (S.I.C.) number of the business according to the
29 standard industrial classification manual.
30
31 C. Disclosure of wastewater constituents and characteristics, including but not limited to
32 those mentioned in this Article, including the regulations of the United States
33 Environmental Protection Agency as incorporated herein, as determined by appropriate
34 chemical or biological analysis. Sampling and analysis shall be performed in accordance
35 with the procedures established by the United States Environmental Protection Agency
36 and contained in 40 C.F.R. Part 136, as amended.
37
38 D. Disclosure of the time and duration of discharge.
39
40 E. Disclosure of average daily and instantaneous peak wastewater flow rates and gallons per
41 day, including daily, monthly and seasonal variations, if any. All flows shall be

1 measured, unless other verifiable techniques are approved by the public works director
2 due to cost or other reasons.

3
4 F. Disclosure of site plans, floor plans, mechanical and pumping plans and details to show
5 all sewers, sewer connections, inspection manholes, sampling chambers and
6 appurtenances by size, location and elevations.

7
8 G. A description of activities, facilities and plant processes on the premises, including all
9 materials which are or may be discharged to the sewers and disclosure of the nature and
10 concentration of any pollutants or materials in the discharge prohibited by this Chapter
11 together with a statement regarding whether or not compliance is being achieved with
12 this Chapter on a consistent basis and, if not, whether additional operation and
13 maintenance activities or additional pretreatment would be required in order for the
14 discharger to comply with this Chapter.

15
16 H. Where additional pretreatment and/or operation or maintenance activities will be required
17 to comply with this Chapter, a declaration of the shortest schedule by which the
18 discharger will provide such additional pretreatment and/or implementation of additional
19 operation and maintenance activities.

20
21 I. Disclosure of each product produced by type, amount, process and rate of production;
22 and disclosure of the type and amount of raw materials utilized (average in maximum per
23 day).

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

27 **13.32.080 – Structures required for discharge permit.**

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

33 **13.32.090 – Industrial discharge permit conditions and reporting.**

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

- 38
39 1. NDR application information;
40
41 2. The NDR issued by the CDPHE;

- 1
2 3. All reports required by the NDR; and
3
4 4. Any other report or documentation reported to the CDPHE as required by the NDR or
5 Regulation 63.
6

7 B. All industrial users that are Categorical Industrial Users shall notify the Town that they
8 are located within the Town and meet the definition of an industrial user. The industrial
9 user shall copy the Town on all reports, documents and notifications that are reported to
10 EPA pursuant to 40 CFR Part 403 and the applicable Categorical Standard. A
11 Categorical Industrial User (CIU) means an Industrial User subject to a Categorical
12 Pretreatment Standard that appears in 40 CFR chapter I, subchapter N, Parts 405-471.
13

14 C. Once every six months, all users operating under an industrial discharge permit shall file
15 a written report with the public works director. This report shall contain at least the
16 following information:
17

- 18 1. The nature and concentration of prohibited or regulated substances in the effluent.
19
20 2. A record of all measured or estimated average and minimum daily flows during the
21 reporting period.
22
23 3. Whether or not the applicable pretreatment standards or requirements are being met
24 on a consistent basis; and whether additional pretreatment may be necessary in order
25 to bring the discharger into compliance with the applicable standards.
26
27 4. The results of all sampling and analysis of the discharge, including the flow and
28 nature of the concentration or production en masse where required by the public
29 works director. All analyses shall be performed in accordance with 40 C.F.R. Part
30 136.
31

32 D. All such periodic reports shall be signed by a responsible official of the discharger, under
33 oath, and subject to the penalties of perjury; and, if required by the public works director,
34 shall be signed by an engineer licensed to practice in the State.
35

36 **13.32.100 – Enforcement of discharge permits.**
37

38 A. The public works director may revoke the permit of any discharger who:

- 39 1) Fails to factually report the wastewater constituents and characteristics of its
40 discharge.
41
42 2) Fails to report significant changes in wastewater constituents and characteristics.
43
44 3) Refuses reasonable access to the discharger's premises by representatives of the
45 authority for the purpose of inspection or monitoring.

1 4) Violates the conditions of its permit, this Chapter or any final judicial order entered
2 with respect thereto.

3 B. In the event a user violates the conditions of the discharge permit or fails to report
4 discharge in the manner specified in Section 13.32.090, the town administrator is
5 authorized to suspend potable water service when the actual or threatened discharge
6 presents an imminent or substantial danger to the health or welfare of persons, the
7 environment, operation of the public wastewater facilities, violates any pretreatment
8 limits imposed by this Chapter or any discharge permit issued pursuant to this Chapter.

9 C. Any discharger notified of the suspension of wastewater treatment service or of the
10 discharge permit shall, within a reasonable period of time as determined by the public
11 works director, cease all discharges. In the event of failure of the user or discharger to
12 comply voluntarily with the suspension order within the specified time, the town
13 administrator and Town Attorney, with authorization from Town Council, has the
14 discretion to exercise may initiate judicial proceedings to induce compliance with such
15 order and obtain any other legal and/or equitable relief.

16 D. Following [A3]the entry of an order by the town administrator regarding the
17 conduct of a discharger or user that violates or is contrary to the provisions of this
18 Chapter, the Town Attorney may, following the authorization of such action by the Town
19 Council, commence an action in the District Court of the County for appropriate legal
20 and/or equitable relief.

21 E.D. Any [A4]person who violates any of the provisions of this Chapter, the rules or
22 regulations adopted pursuant hereto or a term and condition of any permit issued pursuant
23 to this Article commits a misdemeanor, punishable in accordance with the provisions of
24 Section 1-4-20 of this Code per occurrence. [A5]

25 13.32.110 – Recovery of costs

26 Any user who violates any of the provisions of this Chapter, discharges or causes a
27 discharge producing a deposit or obstruction, or causes damage to or impairs the Town's public
28 wastewater facilities, shall be liable to the Town for any expense, loss or damage caused by such
29 violation or discharge. The Town shall bill the user for the costs incurred by the town in any
30 cleaning or repair replacement work caused by the violation or discharge. Refusal to pay the
31 assessed cost shall constitute a violation of this Chapter, enforceable as provided in ~~Section~~
32 ~~13.32.110~~this Chapter and shall constitute a lien on the User's property which may be enforced
33 pursuant to Section 13.12.140 of the Code.

34 35 13.32.120 – Right of entry.

36 A. The town administrator, or designated representative, shall be permitted to enter the
37 property of all users for the purposes of inspection, observation, measurement, sampling
38 and testing pertinent to sewage discharge to the Town's public wastewater facilities in
39 accordance with the provisions of this Chapter. While performing work pursuant to this

1 Chapter, all employees of the town shall observe all safety rules applicable to the premises
2 established by the owner or contractor for his or her own employees.
3

- 4 B. The town administrator, or designated representative, shall be permitted to enter all private
5 properties through which the Town holds a duly negotiated easement for the purposes of,
6 but not limited to, inspection, observation, measurement, sampling, repair, maintenance or
7 replacement of any portion of the public wastewater system lying within said easement.
8 All entry and subsequent work, if any, on said easement, shall be done in full accordance
9 with the terms of the easement.

10 **13.32.130. – Sewer service surcharge**

- 11 A. Major contributing user surcharge: The surcharge applied in addition to sewer service
12 charges to mitigate the additional impact on the town’s public wastewater system is
13 applicable to users that have or may have in the future pretreatment or industrial
14 wastewater reclamation agreements with the town. The surcharge is as set forth in town’s
15 [Directory of Fees](#)^[A6].
16
- 17 B. Sampling charge: Those industrial and commercial contributors who contribute
18 wastewater which is monitored by the Town shall pay a sampling charge as set forth in
19 the Town’s Directory of Fees. For tests completed by outside certified laboratories,
20 contributors will be charged the cost of the required testing.
21
- 22 C. [Increased](#) ^[A7]costs: Any user which discharges or has discharged any toxic pollutants
23 which cause an increase in the cost of managing the effluent or the biosolids from the
24 Town's public wastewater facilities or any user which discharges or has discharged any
25 substance which, singly or by interaction with other substances, causes identifiable
26 increases in the cost of the operation, maintenance or replacement of the wastewater
27 reclamation facilities shall pay for such increased costs. The charge to each such user
28 shall be as determined by the public works director.

- 29
30 3. **Section 13.36 Amendment.** Section 13.36 of the Town Municipal Code is repealed in its
31 entirety and replaced by the following text:
32

33 **Chapter 13.36 – Cross Connections**

34 **13.36.010 – Responsibility of enforcement.**
35

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

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

10 **13.36.020 - Authority.**

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

- 13 A. Sections 25-1-114 and 25-1-114.1, C.R.S.;
- 14 B. Regulation NO.11 – Colorado Primary Drinking Water Regulations, Section 11.39;
- 15 C. CDPHE Policy 7: Backflow Prevention and Cross-Connection Control Rule Policy
- 16 D. Occupational Safety and Health Administration Federal Register No. 202 Part 2, Page
17 22234, Subpart J;
- 18 E. Uniform Plumbing Code of the International Plumbing and Mechanical Officials,
19 Chapter 10, Sections 1001, 1002 and 1003.2.0;
- 20 ~~F. Uniform [A8] Pool and Spa Code;~~
21 ~~Uniform Solar Code.~~

22 **13.36.030 – Definitions.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

33 "Service line" means the water line extending from the water main into the premises.

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

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

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

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

6 “Water service connection” means the terminal end of the town’s service; i.e., where the
7 town loses jurisdiction and sanitary control over the water at its point of delivery to the customer.
8 There shall be no unprotected take-offs from the service line ahead of any meter or backflow
9 prevention assembly located at the point of delivery to the customer's water system. Service
10 connection shall also include water service connection from a fire hydrant and all other
11 temporary or emergency water service connections from the public potable water system. For
12 customers outside the town limits, water service connection means the terminal end of the town's
13 service connection from the public potable water system to the customer's curb stop or meter pit
14 if no curb stop is present.

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

18 **13.36.040 – Water system.**

19 The municipal water system shall consist of the source and distribution facilities of the water
20 system to the point of the owner's system. The source shall include all components of the
21 facilities utilized in the production, treatment, storage and delivery of water to the distribution
22 system. The distribution system shall include the network of conduits used for the delivery of
23 water from the source to the owner's system. The owner's water supply system shall begin at the
24 water service connection^[A9].

25 **13.36.050 – Types of backflow prevention assemblies.**

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

- 29 A. Commercial and or Industrial connections to the Towns potable water supply, shall be
30 protected by Air Gap or Reduced Pressure Principal Backflow Device.
31
- 32 B. Multi-family connections where one potable water line serves more than one residential
33 dwelling unit shall be protected by either Air Gap or Reduced Pressure Principal Backflow
34 Device.
35
- 36 C. In the case of any premises where there is an auxiliary water supply and it is not subject to
37 any of the following rules, the municipal water system shall be protected by an approved
38 air-gap separation or an approved reduced pressure principal backflow prevention
39 assembly.

- 1
2 D. In the case of any premises where there is water or any substance that would be
3 objectionable but not hazardous to health if introduced into the municipal water system,
4 the municipal water system shall be protected by an approved double check valve
5 assembly.
6
7 E. In the case of any premises where there is any material dangerous to health which is
8 handled in such a fashion as to create an actual or potential hazard to the municipal water
9 system or there has been a backflow incident, either suspected or documented, the
10 municipal water system shall be protected by an approved air-gap separation or an
11 approved reduced pressure principal backflow prevention assembly.
12
13 F. In the case of any premises where there are uncontrolled cross-connections, either actual
14 or potential, the municipal water system shall be protected by an approved reduced
15 pressure principal backflow prevention assembly at the service connection.
16
17 G. In the case of any premises where, because of security requirements or other prohibitions
18 or restrictions, it is impossible or impractical to make a complete in-plant cross-
19 connection survey, the municipal water system shall be protected against backflow or
20 backsiphonage from the premises by the installation of a backflow prevention assembly
21 in the service line. In this case, maximum protection shall be required; that is, an air gap
22 shall be installed in each service connection to the premises.

23 **13.36.060 – Installation, testing, & inspections for backflow assemblies**
24

- 25 A. Building plans must show water service size and location, backflow prevention device size,
26 type and location, fire sprinkling system service line size and type of backflow prevention
27 device, as must any irrigation system on the premises.
28
29 B. Backflow prevention devices are to be installed by a licensed plumber in an accessible
30 location to facilitate testing, maintenance and repair. They shall be installed downstream
31 of water meters. There shall be no connections or tees between the meter and service line
32 backflow prevention device.
33
34 C. In order to insure that backflow prevention devices continue to operate satisfactorily, it will
35 be necessary that they be tested at the time of installation and on an annual schedule
36 thereafter. Such test will be conducted in accordance with F.C.C. and H.R. performance
37 standards as directed by the Colorado Department of Health and the town by a certified
38 cross connection control technician.
39
40 D. All costs for design, installation, maintenance, repair and testing are to be borne by the
41 customer.
42
43 E. No grandfather clause exists. All laws and regulations apply regardless of the age of the
44 facility.
45

1 F. Backflow prevention device installations shall be inspected and approved for use by the
2 town.

3
4 **13.36.070 – Right of entry for the inspection of cross-connections.**

5
6 A. The Town retains the right to test or otherwise check the installation and operation of any
7 containment device.

8
9 B. The water utility representative assigned to inspect premises relative to possible hazards
10 shall carry proper credentials of his or her office, upon exhibit of which he or she shall
11 have the right of entry during usual business hours to inspect any and all buildings and
12 premises for cross connection in the performance of his or her duties. The right of entry
13 shall be a condition of water service.

14
15 **13.36.080 – Surveys, inspections, testing and repair of cross-connections.**

16
17 It is the responsibility of the owner to grant access to the town for the purpose of conducting
18 cross-connection site surveys. It shall be the responsibility of the owner to correct any identified
19 uncontrolled cross-connections within one hundred twenty (120) days by installing the appropriate
20 backflow prevention assembly for the degree of hazard identified and have certified inspections
21 and operational tests made on the backflow prevention assembly upon installation and at least once
22 per year thereafter. The town administrator may require certified inspections at more frequent
23 intervals. These inspections shall be made at the expense of the owner and shall be performed by
24 a certified cross-connection control technician. A backflow prevention assembly shall be repaired
25 or replaced at the expense of the owner whenever an assembly is found to be defective. Site surveys
26 are conducted at no expense to the owner, however correction of identified cross-connections
27 including the purchase, installation, testing, and repairs of backflow prevention assemblies, shall
28 be at the owner's expense.

29
30 **13.36.090 – Reporting and recordkeeping of cross-connections.**

31
32 The certified cross-connection control technician shall report, on the form prescribed by the
33 Town, the results of inspections, tests and maintenance to the town administrator and the water
34 owner. This report shall be submitted to the town administrator within ten (10) days following the
35 completion of the inspection, test or maintenance of the device. The certified inspector shall also,
36 on the form prescribed by the Town, attach a card to the backflow prevention assembly following
37 such inspection, test or maintenance activity to document and date the activities performed.
38 Records of all inspections, tests or maintenance activities, including materials and parts changed,
39 shall be kept by the certified cross-connection control technician and the owner. Backflow
40 prevention assemblies that fail testing shall be reported to the town of New Castle immediately by
41 email or phone call.

42
43 **13.36.100 – Approved backflow prevention assemblies.**

44
45 Any backflow prevention assembly required herein shall be of a model and size approved
46 by the town administrator or designated representative. The term approved backflow prevention

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

15
16 **13.36.110 – Test and certification of backflow prevention assemblies.**

- 17
18 A. The following testing laboratory has been qualified to test and certify backflow prevention
19 assemblies:

20
21 Foundation of Cross-Connection Control and Hydraulic Research
22 University of Southern California
23 University Park
24 Los Angeles, CA 90089-0231
25

- 26 B. Testing laboratories other than the laboratory listed above will be added to an approved list
27 as they are qualified by the ~~City Manager~~ town administrator or designated representative.
28

- 29 C. Backflow prevention assemblies which may be subjected to backpressure or back
30 siphonage that have been fully tested and have been granted a certificate of approval by
31 said qualified laboratory and are listed on the laboratory's current list of "approved
32 devices," and newly installed assemblies which have been inspected and installed to the
33 satisfaction of the ~~City Manager~~ town administrator or designated representative, shall be
34 deemed in compliance with this Article.
35

36 **13.36.120 – Enforcement of cross-connection assemblies.**

- 37
38 A. It is unlawful for any user or customer to cause or allow the existence of a hazardous cross
39 connection which is not contained by an approved backflow prevention device in the
40 customer service line to prevent contamination or pollution in the Town's distribution
41 mains. Failure of the customer to cooperate in the installation, maintenance, testing, or
42 inspection of such devices shall be grounds for discontinuance of water services to the
43 premises or the requirement for an air gap separation from the public potable water system.
44
45 B. Service of water to any premises may be discontinued by the Town after written
46 notification, if unprotected cross connections exist on the premises or if any defect is found

1 in an installed backflow prevention device or if a backflow prevention device has been
2 removed or bypassed. Service shall not be restored until such conditions or defects are
3 corrected.
4

5 C. Discontinuance of service may be summary, immediate, and without written notice
6 whenever, in the judgment of the town administrator, such action is necessary to protect
7 the purity of the public potable water supply to the safety of the water system.
8
9

10 4. **Effective Date.** This Ordinance shall be effective fourteen days after final publication pursuant
11 to section 4.3 of the Town Charter.
12

13 INTRODUCED on ****, 2020~~1~~, at which time copies were available to the ~~Council~~
14 ~~Enterprise Board~~ and to those persons in attendance at the meeting, read by title, passed on first
15 reading, and ordered published in full and posted in at least two public places within the Town as
16 required by the Charter.
17

18 INTRODUCED a second time at a ~~regular~~ meeting of the ~~Council of the Town of New~~
19 ~~Castle, Colorado Enterprise Board~~ on ****, 2020~~1~~, read by title and number, passed without
20 amendment, approved, and ordered published as required by the Charter.
21
22

23 TOWN OF NEW CASTLE, COLORADO
24

25 By: _____
26 Art Riddle, Mayor
27

28
29 ATTEST:
30 _____
31
32



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

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

Memorandum

To: Mayor Riddile and Town Council
From: Melody Harrison, Town Clerk
Subject: Discussion Regarding a Lodging Tax Increase on the April 5, 2022 Ballot
Date: 11.16.21

Purpose:

The purpose of this discussion item is to provide the Town Council with the opportunity to explore the idea of potentially increasing the town's lodging tax by placing a ballot issue on the April 5, 2022 ballot for the voter's consideration.

Currently, the lodging tax is collected at the rate of 2.5% on the purchase price of a room. Staff feels that increasing the rate is not unreasonable and would increase the town's revenues. The increase, while good for the town, will not increase any tax for our residents unless they stay in a short-term rental within town limits.

If the council is interested in pursuing a ballot issue, there are several options with timelines that can or will come into play.

If the council chooses to place a TABOR issue on a November coordinated election ballot, that will have to wait until November 2023 as municipalities are only allowed to place tax issues on odd-numbered year November coordinated ballots or on a regular municipal election ballot.

If council decides to place a TABOR issue on the April 5, 2022 ballot, that will mean that regardless the number of candidates that there are for the seats available, cancelling the election will no longer be an option and the cost for the election process will remain about \$4.5k (estimate), plus some additional expenditures for publishing the TABOR notice and sending TABOR notices to registered voters.

Two timelines for a TABOR issue on the April 5, 2022 ballot are available:

- January 4, 2022 - Town Council Meeting - 1st reading of Ordinance Authorizing the Tax Increase, Setting Title and Content of the Ballot Issue
- January 18, 2022 - Town Council Meeting - 2nd reading of Ordinance Authorizing the Tax Increase, Setting Title and Content of the Ballot Issue
- January 18, 2022 - Town Council Meeting - Resolution Authorizing a Mail Ballot Election

- February 2, 2021 - Effective date of ordinance authorizing the tax increase, setting title and content of ballot issue

February 18, 2022 - Due date for TABOR comments to be filed with Clerk's office
March 7, 2022 - Last day for Election Official to send TABOR notices
April 5, 2022 - Election Day
July 1, 2022 - Increased Lodging Tax effective date

-OR-

January 18, 2022 - Town Council Meeting - Resolution Authorizing a Mail Ballot Election
February 1, 2022 - Town Council Meeting - Resolution Submitting to the Electorate a Question Seeking to Increase Taxes on Lodging Accommodations and Setting Ballot Language
February 18, 2022 - Due date for TABOR comments to be filed with the Clerk's office
March 7, 2022 - Last day for Election Official to send TABOR notices
April 5, 2022 - Election Day
April 13, 2022 - Last day the UOCAVA ballots may be counted
April 15, 2022 - Last day to complete a recount
May 3, 2022 - Town Council Meeting - 1st reading of Ordinance Implementing the voter-approved lodging tax increase
May 17, 2022 - Town Council Meeting - 2nd reading of Ordinance Implementing the Voter-approved lodging tax increase
June 1, 2022 - Effective date of Ordinance Implementing Lodging tax increase
July 1, 2022 - Increased Lodging Tax effective date

Both timelines assume that the lodging tax increase will be effective July 1, 2022, and collection of the higher tax will begin, increasing revenues for 2022 by an estimated \$15k. This figure is based on an assumed increase of 2.5%, or a total of a 5% lodging tax, collected for half of 2022.

Careful thought should be given to the potential revenue generated in 2022 because that figure will be required in the ballot language, and collection will be limited to that specific amount in the same way the tobacco tax was limited in its first collection year.

<u>Municipality</u>	<u>Municipality Lodging Tax Rate%</u>	<u>Municipality Sales Tax Rate %</u>	<u>City/State/County Tax & Other Tax</u>	<u>Tax Total</u>
New Castle	2.5	3.5	4.7	10.7
Silt	2.5	3	3.9	9.4
Rifle	2.5	4.25	3.9	10.65
Parachute	5.5	3.75	3.9	13.15
Glenwood Springs	2.5	3.7	4.9	11.1
Carbondale	2	3.5	4.9	10.4
Basalt	4	3	5.2	12.2
Eagle	6	4.5	4.4	14.9
Gypsum		3	4.4	7.4

Aspen	2	2.4	7.3	11.7
Avon	8	4	4.4	16.4
Blue River	3.4	2.5	6.375	12.275
Breckenridge	3.4	2.5	6.375	12.275
Crested Butte	7.5	4.5	4.9	16.9
Dacono	3	2.9	2.9	8.8
Dillon	2	2.5	6.375	10.875
Elizabeth	Flat Rate \$6.50	4	3.9	
Fruita	6	3	5.27	14.27
Glendale	6.5	3.75	4.25	14.5
Golden	6	3	4.5	13.5
Jonstown	4	3.5	2.9	10.4
Kersey	4	3.6	2.9	10.5
Northglenn	5	4	4.75	13.75
Oak Creek	0	3	3.9	6.9
Ouray	18.5	2.55	2.9	23.95
Silverton	2	1	9.4	12.4
Snowmass Village	2.4	3.5	6.9	12.8
Wheat Ridge	10	0	4.5	14.5

**TOWN OF NEW CASTLE
RESOLUTION NO. TC-2021-16**

A Resolution of the Town Council of the Town of New Castle Adopting a Budget for the Town of New Castle, Colorado, for the Fiscal Year Beginning on January 1, 2022 and Ending on December 31, 2022, Appropriating the Amounts Specified in the Budget as Expenditures from the Funds Indicated, Levying the Property Tax Proposed in the Budget, and Reserving and Designating Certain Amounts in Each Fund.

WHEREAS, pursuant to the Home Rule Charter of the Town of New Castle, on October 5, 2021, the Town Administrator and the Town Treasurer submitted to the Town Council a proposed budget for the fiscal year beginning on January 1, 2022 and ending on December 31, 2022; and

WHEREAS, on December 7, 2021, the Council held a public hearing on the proposed budget, after publication in accordance with the Charter of notice of such public hearing and notice that the proposed budget was on file for public inspection in the office of the Town Clerk; and

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

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

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

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

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

1. The Town Council adopts the above recitals as findings of fact and determinations of the Town Council.
2. The Council estimates the following amounts as revenues and expenditures for each Town fund for the fiscal year beginning January 1, 2021 and ending December 31, 2021:

GENERAL FUND

Revenues	
From the general property tax levy	\$528,656
From other sources	<u>\$5,425,641</u>

Total General Fund Revenues	\$5,954,297
Total General Fund Expenditures	\$5,951,390

UTILITY FUND

<u>Revenues</u>	
From reserved and designated amounts	\$ -0-
From other sources	<u>\$3,686,066</u>
Total Utility Fund Revenues	\$3,686,066
Total Utility Fund Expenditures	\$3,562,188

CONSERVATION TRUST FUND

<u>Revenues</u>	
From reserved and designated amounts	\$ -0-
From other sources	<u>\$52,072</u>
Total Conservation Trust Fund Revenues	\$52,072
Total Conservation Trust Fund Expenditures	\$46,500

CEMETERY FUND

<u>Revenues</u>	
From Reserved/Designated	\$ -0-
From other sources	<u>\$15,008</u>
Total Cemetery Fund Revenues	\$15,008
Total Cemetery Fund Expenditures	\$2,500

3. The Council approves and adopts the budget as submitted, amended, and summarized in this resolution by fund, as the budget for the Town of New Castle for the year stated above.
4. The Council appropriates the amounts specified above as expenditures from the funds indicated.
5. For the purpose of meeting all general operating expenses of the Town of New Castle during the 2022 fiscal year, the Council hereby levies a tax of 8.551 mills upon

each dollar of the total valuation for assessment of all taxable property within the Town for the year 2021.

6. The Town Clerk is authorized and directed to certify immediately to the County Commissioners of Garfield County, Colorado, the mill levy for the Town of New Castle as determined and set in this resolution.

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

GENERAL FUND

Burning Mountain I Reserve	\$5,494, committed pursuant to Amendment to Subdivision Improvements Agreement for Burning Mountain PUD, Phase I
Emergency Reserve	Three percent of "fiscal year spending", as defined in Colorado Constitution, Article X, Section 20(2)(e) ("Taxpayer's Bill of Rights")
Municipal Parks & Trees Reserve	\$8,250, committed pursuant to Town Ordinance No. 315
Police Training Reserve	Balance of court citation surcharges committed for police training pursuant to Town Ordinance No. 383 not expended as of December 31, 2021
Recreation, Parks, Trails, and Open Space Reserve	Balance of 1/2% sales tax reserved for recreation, parks, trails, and open space purposes pursuant to Town Ordinance No. 2000-19 not expended as of December 31, 2021
Recreational Facilities Development	Balance of fees reserved for recreational facilities development pursuant to Town Ordinance No. 98-11 not expended as of December 31, 2021

Solar PV Equipment Purchase Reserve \$52,000 shall be assigned to purchase the solar photovoltaic equipment installed at the public works facility

Street Reserves
Balance of 1% sales tax reserved for streets pursuant to Town Ordinance No. 314 not expended as of December 31, 2021

Balance of County Road and Bridge funds reserved for streets pursuant to C.R.S. §43-2-202(4) not expended as of December 31, 2021

Balance of 3/4% county sales tax reserved for streets pursuant to Garfield County Resolution No. 96-54 not expended as of December 31, 2021

Balance of Highway Users tax reserved for streets pursuant to C.R.S. §43-4-208(1) not expended as of December 31, 2021

Balance of Motor Vehicle Special Assessment funds reserved for streets pursuant to C.R.S. §42-3-139(5) not expended as of December 31, 2021

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

Miscellaneous Reserves
Balance of the Lodging Tax proceeds pursuant to Town Ordinance No. 03-17 not expended as of December 31, 2021

\$280,000 assigned to streets and sidewalk maintenance.

\$30,000 assigned to trail development.

\$173,033 assigned to future capital projects to be assigned.

\$200,000 assigned to a long term capital reserve fund for future needs.

UTILITY FUND

Capital Improvements

Balance of water and sewer tap fees not expended on capital improvements as of December 31, 2021

CEMETERY FUND

Perpetual Care Reserve

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

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

CONSERVATION TRUST FUND

Capital Improvements

Amount of surplus in the Conservation Trust Fund on December 31, 2021

CEMETERY FUND

Capital Improvements

Amount of surplus in the Cemetery Fund on December 31, 2021

Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town of New Castle, Colorado, on December 7, 2021.

TOWN OF NEW CASTLE

Mayor Arthur B. Riddile

ATTEST:

Town Clerk Melody Harrison, CMC

Town of New Castle
2022 Approved Budget



December 7, 2021

2022 APPROVED BUDGET

DECEMBER 7, 2021

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TOWN OF NEW CASTLE, COLORADO





Town Administrator's Budget Message for 2022

December 7, 2021

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

With 2021 coming to an end and 2022 soon to begin, Town Council and Town Staff have been working together for the past few months to review our current financial position, and develop well founded projections in order to steer our financial direction for 2022 and beyond.

Historical Perspective

As a Chartered Home Rule Town, which was originally incorporated in 1888, New Castle is governed by a Mayor and six member Town Council members. The Town Council is empowered to annually adopt and administer a budget in order to finance the government services listed below. The budget is organized on the basis of three types of funds. All Town funds are accounted for using the *Modified Accrual Method Basis* of accounting.

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

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

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

Message

While the past two years have provided large scale national challenges as well as more specific regional challenges, the Town of New Castle has continued to improve our financial position, our level of services, and our commitment to New Castle residents and business owners. Despite challenges to recruitment, procurement, and the overall rising costs of operations, the Town has done well in 2021 by meeting or

exceeding our budget goals. We anticipate continued growth in both revenues and expenses as we move into 2022, and remain dedicated to continuing a tradition of quality services for our residents.

In the General Fund, Town Council has approved raising our unassigned cash reserves from 1.2 million to 1.7 million. This new reserve amount targets approximately five months of expenses and meets the reserve balance recommended by the Colorado Department of Local Affairs (DOLA).

2021 marks the first full year of the collection of Tobacco and Nicotine Tax in New Castle. In 2019 voters approved the taxation of Tobacco and Nicotine Products and directed that the resulting revenues be used toward Community Health, Wellness and Youth Programs. As a result of this ballot directive, the Town anticipates directing approximately \$340,000 to our Recreation Department who will oversee Community Health, Wellness, Youth Programs, and Arts & Enrichment programs in 2022.

While sales tax revenues continued to increase above forecasted rates in 2021, the Town anticipates a slowing of the sales tax growth in 2022. Projected sales tax growth in the 2022 Budget will be held to a conservative figure in anticipation of a leveling of growth related to on-line sales and the slow return to normal shopping patterns following pandemic related changes.

As sales tax revenues are expected to remain healthy, the Town is experiencing declining revenues in the areas of Mineral Lease Distribution, Severance Tax, Police Training Grants and County Road and Bridge Funds.

The 2021 budget allowed for significant spending in street maintenance projects and the resurfacing of several Town streets. The 2022 budget continues this approach and adds additional funding for street repairs, sidewalk repairs, and trail work. The 2022 budget also provides significant funds to be used for targeted capital projects as determined by the Capital Projects Committee.

In the Utility Fund, the Town remains committed to properly funding quality services, while also being mindful to grow our reserve funds in anticipation of future capital projects. Despite recent operational cost increases, the approved 2022 budget covers its expenditure estimates and reaches its reserve fund goals while adding only minimal rate increases to residents.

In an extra effort to help supplement income to the Utility Fund, the Town has constructed a Bulk Water Sales Terminal. Operation of this new facility adds the ability to sell bulk water to purchasers from outside of our service area. In its first year of service, this system is targeted to generate \$ 30,000 in revenue for the Utility Fund. A major portion of the funding for this project came from a grant from the Federal Mineral Leasing District (FMLD). Additionally, in an effort to control future cost increases, the Town was successful in acquiring an FMLD grant which will help fund the construction of a Bio-Solids Drying Station. The purpose of this project is to help protect the Town from rising costs associated with the disposal of solid wastes which are generated by our Waste Water Treatment Plant. Town staff anticipates the completion of this project in the fall of 2022. As always, staff trainings and certifications will continue in 2022 as staff continuously works to improve their education level and find the most effective ways to produce a quality product and service to the community. Midterm and longer-term capital planning efforts include upgrades to both the Water Treatment Plant and the Waste Water Treatment Plant as well as improvements to a major downtown sewer line.

Due to the rising cost of fuel, trash and recycling rates are anticipated to increase in the coming year. Through the implementation of a recently renegotiated contract, the Town and our contractor have done well to minimize cost increases to Town residents.

Looking Forward

Current indications are that New Castle will experience significant growth in residential housing over the next several years. Development along Castle Valley Boulevard in Lakota and Castle Valley Ranch are likely to become a reality in the near future as land owners now have active development applications before the Town. Small pockets of commercial development along Castle Valley Boulevard are also anticipated as land parcels that are zoned *Mixed Use* now pique the interest of area developers. The Town will continue its oversight of future development to assure that it meets or exceeds the standards and guidelines that have been developed for these parcels.

2022 promises to be a busy year for Town projects as staff targets the completion of a Bio-Solids Drying Facility, remodel of the Community Center Commercial Kitchen, large paving and sidewalk repair projects, aggressive trail construction projects, upgrades to our Water and Waste Water Treatment Plants, and more.

From an event standpoint, the Town now hosts, supports, and sponsors well over a dozen events of all shapes and sizes which are designed to provide our residents with a wide array of community activities throughout the year. This dedication by Town Council, Town Staff, a wide volunteer base, business owners, and the New Castle Chamber of Commerce, all help to support the livability, charm, and character of New Castle.

Conclusion

New Castle continues to remain fiscally responsible, and committed to providing the services and activities that help our community thrive. While growth and change may be an inevitable part of New Castle's future, our leadership remains strongly committed to respecting the history, values, and characteristics that make New Castle a unique and charming place to call home.

Sincerely,

David Reynolds

Town Administrator New Castle Colorado



TOWN OF NEW CASTLE, COLORADO

GENERAL FUND

**Combined Statement of Revenues, Expenses
and Changes in Fund Balances - Budget and Actual
Budget Year Ending December 31, 2022**

	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
BEGINNING FUND BALANCE	2,151,851	2,338,417	2,628,805	3,006,341
Restricted - Tabor	185,000	185,000	185,000	185,000
Committed - Burning Mtn Ave.	5,494	5,494	5,494	5,494
Committed - PS Training/Mahan Fund	1,976	1,976	1,976	1,976
Committed - Traffic Impact	326,733	335,995	345,396	368,688
Committed - Ambulance/Trees	8,250	8,250	8,250	8,250
Assigned - Long Term Capital Reserve	0	0	0	200,000
Assigned - Solar Purchase	52,000	52,000	52,000	52,000
Assigned - Vehicle Replacement	10,000	10,000	10,000	0
Assigned - Streets Maintenance	0	0	0	200,000
Assigned - Sidewalk Maintenance	0	0	0	80,000
Assigned - New Castle Trails	0	0	0	30,000
Assigned - Future Capital Projects TBD	0	539,702	0	174,933
Unassigned	1,562,398	1,200,000	2,020,689	1,700,000
 REVENUES				
Other Revenues (Administration)	1,961,584	3,754,206	2,496,654	3,750,941
Building/Planning Department	107,528	113,852	126,116	142,449
Municipal Court	11,423	13,050	9,900	10,500
Parks /Trails Capital	290,971	274,717	303,288	317,459
Parks/Trails Maintenance	138,359	132,358	154,979	156,479
Public Safety Department	18,388	40,300	41,284	14,150
Recreation Department	104,686	127,800	125,563	505,700
Street Maintenance	1,074,838	844,448	1,075,016	1,056,619
Total Revenues	3,707,777	5,300,731	4,332,800	5,954,297
 Expenditures				
Administration Department	448,402	2,237,560	489,207	2,403,550
Building/Planning Department	174,527	223,421	168,510	214,835
Health and Welfare	25,589	39,500	38,500	39,000
Municipal Court	24,054	28,100	26,513	48,152
Parks/Trails Capital	97,754	98,856	101,556	91,556
Parks/Trails Maintenance	367,500	374,715	381,680	388,349
Public Safety Department	938,483	1,122,380	1,286,187	1,365,952
Recreation Department	316,544	411,033	358,397	488,382
Street Maintenance	809,551	664,310	1,066,987	857,701
Town Maintenance	28,419	35,848	37,727	53,913
TOTAL EXPENDITURES	3,230,823	5,235,723	3,955,264	5,951,390
 ENDING FUND BALANCE	2,628,805	2,403,425	3,006,341	3,009,248
	476,954	65,008	377,536	2,907

TOWN OF NEW CASTLE, COLORADO

Continued:

	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
ENDING FUND BALANCE	2,628,805	2,403,425	3,006,341	3,009,248
Assigned Amounts:				
Restricted - TABOR	185,000	185,000	185,000	185,000
Committed Burning Mountain Ave	5,494	5,494	5,494	5,494
Committed - PS Training/Mahan Fund	2,072	2,072	2,072	2,072
Committed - Traffic Impact	335,995	335,995	368,688	390,112
Committed - Ambulance	8,250	8,250	8,250	8,250
Assigned - Long Term Capital Reserve	0	0	0	200,000
Assigned - Solar Purchase	52,000	52,000	52,000	52,000
Assigned - Veh-Equip Replacement	10,000	10,000	0	0
Assigned - Streets Maintenance	0	0	0	200,000
Assigned - Sidewalk Maintenance	0	0	0	80,000
Assigned - New Castle Trails	0	0	0	30,000
Assigned-Future Capital Projects TBD	0	0	0	98,027
Unassigned	2,029,994	1,804,614	2,384,837	1,758,293

TOWN OF NEW CASTLE, COLORADO

GENERAL FUND

Revenues and Expenses - Budget and Actual
Budget Year Ending December 31, 2022

	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
Admin				
Revenues	1,961,584	3,754,206	2,494,754	3,750,941
Expenses	448,402	2,237,560	489,207	2,403,550
Net	1,513,182	1,516,646	2,005,547	1,347,391
Building & Planning				
Revenues	107,528	113,852	126,116	142,449
Expenses	174,527	223,421	168,510	214,835
Net	(66,999)	(109,569)	(42,394)	(72,386)
Municipal Court				
Revenues	11,423	13,050	9,900	10,500
Expenses	24,054	28,100	26,513	48,152
Net	(12,631)	(15,050)	(16,613)	(37,652)
Parks/Trails Capital				
Revenues	290,971	274,717	303,288	317,459
Expenses	97,754	98,856	101,556	91,556
Net	193,217	175,861	201,732	225,903
Parks/Trails Maintenance				
Revenues	138,359	132,358	154,979	156,479
Expenses	367,500	374,715	381,680	388,349
Net	(229,141)	(242,357)	(226,701)	(231,870)
Public Safety				
Revenues	18,388	40,300	41,284	14,150
Expenses	938,483	1,122,380	1,286,187	1,365,952
Net	(920,095)	(1,082,080)	(1,244,903)	(1,351,802)
Recreation				
Revenues	104,686	127,800	125,563	505,700
Expenses	316,544	411,033	358,397	488,382
Net	(211,858)	(283,233)	(232,834)	17,318
Street Maintenance				
Revenues	1,074,838	844,448	1,075,016	1,056,619
Expenses	809,551	664,310	1,066,987	857,701
Net	265,287	180,138	8,029	198,918
Health & Welfare				
Expenses	25,589	39,500	38,500	39,000
Net	(25,589)	(39,500)	(38,500)	(39,000)
Town Maintenance				
Expenses	28,419	35,848	37,727	53,913
Net	(28,419)	(35,848)	(37,727)	(53,913)
Total General Fund				
Revenues	3,707,777	5,300,731	4,330,900	5,954,297
Expenses	3,230,823	5,235,723	3,955,264	5,951,390
Net	476,954	65,008	375,636	2,907

**Admin Department
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4010-001	General Property Tax	435,848	491,850	491,850	528,656
10-4010-002	Property tax-Contr Obligations	44,352	0	0	0
10-4010-020	Specific Ownership	31,627	27,000	36,344	38,433
10-4010-030	Interest / Penalties	848	400	330	140
10-4010-040	Sales 1 3/4 %	965,739	942,559	1,062,955	1,078,424
10-4010-080	Use Tax	36,307	51,766	68,000	73,461
10-4010-095	Lodging Tax	12,041	12,000	22,073	23,176
10-4010-100	Tobacco Tax	54,441	150,000	400,000	0
10-4010-120	Franchise Tax	128,478	122,000	138,437	142,385
10-4010-140	Occupation Tax	2,234	2,000	2,000	2,000
10-4010-191	Finance Charges	0	0	0	0
10-4010-220	Animal Permits	1,054	1,700	1,350	1,700
10-4010-260	Liquor Licenses	5,855	2,500	1,300	2,500
10-4010-280	Business Licenses	5,000	7,000	6,800	7,000
10-4010-289	Trail Grant Revenue	0	1,185,000	0	1,185,000
10-4010-390	Mineral Lease Distribution	45,919	40,000	147,960	40,000
10-4010-391	Severance Tax	50,898	45,000	2,164	45,000
10-4020-001	AD Charges for Services	0	0	50	0
10-4020-020	Ad Rent Income	0	0	0	0
10-4020-021	SNAP Revenue	0	0	0	0
10-4020-022	Kamm Bldg Rent Income	7,610	8,150	7,500	8,750
10-4020-040	AD Sale of Assets	0	0	0	0
10-4020-051	Burn. Mtn. Festival Rev.	113	0	0	0
10-4020-060	AD Miscellaneous	5,425	0	26,900	0
10-4020-066	Retirement Forfeiture	13,165	0	0	0
10-4020-085	Trail Grant Revenue	29,834	6,917	687	0
10-4020-104	Trails Developement Grant	46,894	625,000	52,934	572,066
10-4020-110	Downtown Revitalization Grant	23,879	0	0	0
10-4020-300	FMLD Grant	0	25,000	25,000	0
10-4020-505	Tap Fee Interest	0	0	0	0
10-4020-540	AD CT Interest	4,047	2,160	670	500
10-4020-570	First Bank Interest	0	0	0	0
10-4020-580	AD C-SAFE Interest	9,976	6,204	1,350	1,750
10-4020-590	2010 Bond Revenue	0	0	0	0
Total Revenues		1,961,584	3,754,206	2,496,654	3,750,941
10-5040-010	Council Salaries	15,183	16,140	16,140	19,820
10-5040-020	Salaries	140,859	170,600	160,733	277,049
10-5040-023	Overtime Pay	26	150	0	150
10-5040-025	Salary - Temps	0	0	0	0
10-5040-030	Payroll Tax Exp - Social Sec	9,314	11,587	10,494	18,415
10-5040-031	Payroll Tax Exp - Medicare	2,179	2,710	3,454	4,307
10-5040-032	Payroll Tax Exp - St Unemplmnt	704	600	(335)	1,485

**Admin Department
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5040-041	CRA Retirement Exp	5,620	6,850	6,429	11,088
10-5040-042	Health Insurance Exp	32,833	51,100	41,070	64,228
10-5040-043	Cafeteria Plan Expense	2,885	300	0	0
10-5040-049	Recruitment Expense	0	0	250	5,000
10-5040-050	Employee Support	1,748	5,000	5,000	5,000
10-5040-051	Employee Wellness Program	338	1,200	700	1,529
10-5040-100	Office Supplies	4,327	4,000	6,500	5,000
10-5040-101	Office Op. Supply & Furniture	1,797	1,000	3,000	1,000
10-5040-102	Postage Expense	717	1,500	1,200	1,500
10-5040-103	Computer Hardware/Software	1,308	3,500	4,500	3,500
10-5040-104	Printing & Copies	1,095	1,200	1,100	1,200
10-5040-106	Credit Card Fees	17	50	0	0
10-5040-107	Computer Services	5,513	5,000	4,874	8,256
10-5040-110	Ordinance Codification	1,253	3,000	3,900	4,000
10-5040-120	Utilities	1,170	2,000	1,439	1,625
10-5040-140	Telephone Expense	4,842	5,000	5,400	5,500
10-5040-145	Internet Svc/Web Page	5,200	5,500	5,500	5,500
10-5040-146	Newsletter Expenses	7,337	8,000	8,500	8,000
10-5040-150	Mileage Expense	31	800	0	0
10-5040-160	Dues, Subscriptions	2,817	3,000	3,500	3,300
10-5040-170	Training & Meetings	2,271	7,500	4,500	12,500
10-5040-175	Meals, Lodging	699	3,000	3,200	8,000
10-5040-180	Publication of Notices	2,989	2,000	1,500	2,000
10-5040-200	Legal Services	15,166	33,000	20,000	25,000
10-5040-210	Technical Support	2,501	2,400	2,400	2,400
10-5040-220	Other Prof Services	1,105	1,200	800	4,200
10-5040-240	Audit Expense	1,700	1,700	1,530	1,700
10-5040-250	Economic Dev./Enhancement	7,874	20,000	8,500	15,000
10-5040-252	Outdoor Rec. Marketing	0	2,000	0	0
10-5040-254	Chamber of Commerce	7,000	7,000	7,593	7,000
10-5040-255	DownTown Group Exp	0	6,000	0	3,000
10-5040-256	AGNC Expense	0	500	500	500
10-5040-257	Branding-Marketing Exp.	0	5,000	5,020	4,000
10-5040-260	Insurance Expense	8,307	9,200	7,500	8,918
10-5040-279	Council Expenses	1,539	5,000	3,000	5,000
10-5040-280	Miscellaneous Expense	1,417	2,500	600	2,500
10-5040-281	Good Neighbor Policy	0	0	0	5,000
10-5040-283	Community Garden Exp.	0	0	0	0
10-5040-284	LoVa Meet in Middle Grant	0	1,185,000	0	1,185,000
10-5040-285	Community Market	610	0	0	0
10-5040-286	Downtown Revitalization	26,267	0	0	0
10-5040-287	Trail Development	26,647	0	4,600	3,000
10-5040-288	LoVa Trail West (constr grant)	38,238	572,704	50,000	598,981

**Admin Department
2022 Approved Budget
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Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5040-289	LOVA Operations	0	0	0	2,500
10-5040-290	Special Events	545	0	1,200	0
10-5040-291	Burning Mtn Festival Exp.	62	0	0	0
10-5040-292	FMLD-Town Hall Improvements	0	41,069	34,542	0
10-5040-293	Town Hall Roof Repairs	0	0	17,500	0
10-5040-294	Rides & Reggae	0	0	0	20,000
10-5040-320	Veh Exp-08 Toyota	152	500	100	500
10-5040-321	Veh Exp - Traverse	162	400	200	500
10-5040-340	Gas & Oil	1,122	1,400	1,400	1,400
10-5040-360	County Treasurer Fees	9,666	10,000	10,000	11,000
10-5040-361	Treasurer Fees - Capital Exp	0	100	0	0
10-5040-362	Bank Charges	40	100	0	0
10-5040-400	COVID-19 Expenses	-2,310	0	674	0
10-5040-460	Planning & Zoning	0	0	1,000	0
10-5040-476	SNAP Expense	0	0	0	0
10-5040-480	Engineering & Survey	543	500	2,000	500
10-5040-520	Election Expense	816	4,000	0	10,000
10-5040-600	Loan Interest	1,161	0	0	0
10-5040-610	HPC Expenses	0	2,000	4,000	5,000
10-5040-620	Climate & Environ Commission	0	2,000	2,000	2,000
10-5040-630	2010 Bond Costs	0	0	0	0
10-5040-650	Loan Principal	43,000	0	0	0
Total Expenses		448,402	2,237,560	489,207	2,403,550

Building & Planning
2022 Approved Budget
12/7/2021

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4010-170	Land Use Application Fees	1,980	1,500	700	1,000
10-4010-180	Building Permits	65,354	72,352	110,603	101,349
10-4010-190	Developers Reimbursement	39,544	40,000	14,000	40,000
10-4010-240	Contractor Licenses	50	0	0	0
10-4010-245	Misc. Building Dept Revenue	600	0	0	0
10-4010-300	Sign Permits	0	0	813	100
Total Revenues		107,528	113,852	126,116	142,449
10-5030-020	Salaries	67,042	115,615	89,860	103,831
10-5030-023	Overtime Pay	15	150	80	0
10-5030-025	Salary-Summer Temps	4,029	0	0	0
10-5030-030	Payroll Tax Exp - Social Sec	4,281	7,200	5,374	6,438
10-5030-031	Payroll Tax Exp - Medicare	1,001	1,700	1,257	1,506
10-5030-032	Payroll Tax Exp - St Unemplmnt	231	350	240	519
10-5030-041	CRA Retirement Exp	2,677	4,650	3,594	4,153
10-5030-042	Health Insurance Exp	12,249	13,511	21,358	23,067
10-5030-050	Employee Support	14	50	50	0
10-5030-051	Employee Wellness Program	146	200	160	311
10-5030-100	Office Supplies	967	1,000	2,800	1,000
10-5030-101	Office Op. Supply & Furniture	327	200	600	500
10-5030-102	Postage Expense	412	500	350	500
10-5030-103	Computer Hardware/Software	22	200	3,200	200
10-5030-104	Printing & Copies	961	500	950	500
10-5030-107	Computer Services	3,686	3,800	3,984	6,820
10-5030-140	Telephone Expense	626	650	650	650
10-5030-150	Mileage Expense	0	0	0	0
10-5030-160	Dues, Subscriptions	665	1,000	700	500
10-5030-161	Bldg Code Library	0	250	0	250
10-5030-170	Training & Prof Dues	84	1,500	469	1,250
10-5030-175	Meals, Lodging	0	1,500	0	750
10-5030-180	Publication of Notices	0	500	0	0
10-5030-190	Developers Costs	39,545	40,000	14,000	40,000
10-5030-200	Legal Services	9,790	7,700	1,738	5,000
10-5030-210	Technical Support	2,251	2,300	2,600	2,300
10-5030-220	Building Plan Review/Insp/Cons	14,143	10,000	3,000	5,000
10-5030-230	Engineering Consultation	1,750	1,000	3,000	2,000
10-5030-235	Planning Consultation	2,360	1,000	4,000	2,000
10-5030-240	Audit Expense	595	595	255	595
10-5030-260	Insurance Expense	3,988	4,300	3,842	4,694
10-5030-280	Miscellaneous Expense	400	0	0	0
10-5030-320	Vehicle Expense	270	500	400	500
10-5030-480	Engineering & Survey	0	1,000	0	0
Total Expenses		174,527	223,421	168,510	214,835

**Health & Welfare
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5080-500	Outgoing Grants	23,050	20,000	20,000	20,000
10-5080-502	H & W-CMC Seniors Program	2,539	4,500	3,500	4,000
10-5080-504	H & W-River Center	0	15,000	15,000	15,000
Total Expenses		25,589	39,500	38,500	39,000

**Municipal Court
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4010-400	Misc. Court Revenue	878	6,500	1,600	5,000
10-4010-420	Traffic Fines	4,782	200	4,000	1,000
10-4010-421	Parking Tickets	300	3,000	500	500
10-4010-440	Other Fines	3,255	1,500	2,500	2,500
10-4010-460	Court Costs	1,441	1,000	700	1,000
10-4010-480	PS Citation Serv Charges	767	850	600	500
Total Revenues		11,423	13,050	9,900	10,500
10-5055-020	Salaries	9,900	13,000	12,000	28,421
10-5055-030	Payroll Tax Exp - Social Sec	0	0	0	1,018
10-5055-031	Payroll Tax Exp - Medicare	0	0	0	238
10-5055-032	Payroll Tax Exp - St Unemplmnt	0	0	0	82
10-5055-041	CRA Retirement Exp	0	0	0	657
10-5055-042	Health Insurance Exp	0	0	0	2,902
10-5055-051	Employee Wellness Program	0	0	0	54
10-5055-100	Office Supplies	177	200	200	200
10-5055-102	Postage Exp.	179	150	200	150
10-5055-105	Office - Misc.	1,046	1,000	1,200	1,200
10-5055-106	Credit Card Fees	0	200	0	0
10-5055-160	Judge Exp (Dues, Taxes)	0	300	0	0
10-5055-175	Meals, Lodging	0	200	0	0
10-5055-220	Attorney Fees - Court	11,915	12,000	12,000	12,000
10-5055-260	Insurance Expense	817	850	813	1,030
10-5055-340	Municipal Court Expense	20	200	100	200
10-5055-420	Training	0	0	0	0
Total Expenses		24,054	28,100	26,513	48,152

**Parks Capital
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4040-030	Sales Tax 1/2% (new 2001)	268,369	263,917	291,748	301,959
10-4040-090	Recreational Dev Fee	4,500	9,500	11,500	12,500
10-4040-100	Donations	0	0	40	0
10-4040-111	FMLD Grant	0	0	0	0
10-4040-394	Sale of Parks Assets	18,102	1,300	0	3,000
Total Revenues		290,971	274,717	303,288	317,459
10-5075-421	Veh/Equip - Lease/Purchase	36,199	0	0	0
10-5075-600	Parks Interest Expense	17,965	13,654	16,354	14,308
10-5075-650	VIX Loan Principal	43,590	45,202	45,202	47,248
10-5075-704	Capital - NC Trails	0	40,000	40,000	30,000
Total Expenses		97,754	98,856	101,556	91,556

**Parks Maintenance
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4040-020	Sales Tax 1/4 %	134,184	131,958	145,874	150,979
10-4040-040	Park Use Revenue	225	400	9,105	5,500
10-4040-050	Dirty Hog Dash Rev.	(50)	0	0	0
10-4040-080	Donations	4,000	0	0	0
10-4040-120	Miscellaneous	0	0	0	0
	Total Revenues	138,359	132,358	154,979	156,479
10-5075-020	Salaries	167,011	170,000	153,000	178,030
10-5075-022	Call Out Pay	335	0	600	600
10-5075-023	Overtime Pay	587	1,300	1,600	1,300
10-5075-025	Salary-Summer Temps	12,212	27,500	30,000	35,000
10-5075-030	Payroll Tax Exp - Social Sec	10,936	12,500	11,500	13,326
10-5075-031	Payroll Tax Exp - Medicare	2,558	2,900	2,800	3,116
10-5075-032	Payroll Tax Exp - St Unemplmnt	553	600	600	1,075
10-5075-041	CRA Retirement Exp	6,713	6,850	6,300	7,197
10-5075-042	Health Insurance Exp	37,562	46,350	36,000	50,240
10-5075-050	Employee Support	1,347	1,500	1,500	1,500
10-5075-051	Employee Wellness Program	515	600	450	562
10-5075-100	Office Supplies	222	500	400	500
10-5075-101	Office Op. Supply & Furniture	0	300	3,300	0
10-5075-103	Computer Hardware/Software	175	1,000	400	1,000
10-5075-107	Computer Services	3,656	3,800	3,700	6,820
10-5075-120	Utilities	3,091	4,000	4,500	4,500
10-5075-125	Porta-Jon Svc.	0	0	0	0
10-5075-140	Telephone Expense	1,851	2,000	2,300	2,000
10-5075-160	Dues, Subscriptions	0	300	50	300
10-5075-170	Training	0	1,100	500	1,100
10-5075-175	Meals, Lodging	0	400	800	500
10-5075-180	Publication of Notices	703	200	1,100	200
10-5075-200	Legal Services	0	165	150	150
10-5075-210	Technical Support	1,648	1,800	1,800	1,800
10-5075-220	Other Prof Services/Inspection	0	200	100	200
10-5075-230	Other Prof. Svcs. - CIP	0	155	155	155
10-5075-240	Audit Expense	595	595	425	595
10-5075-260	Insurance Expense	7,705	8,300	8,000	9,433
10-5075-280	Miscellaneous Expense	223	0	600	500
10-5075-300	Tools	4,136	4,100	5,500	1,500
10-5075-320	Vehicle Expense	12	100	100	100
10-5075-326	Veh Exp-08 Chevy Colo(P9)	0	0	0	0
10-5075-328	Veh Exp-09 Chevy 3500(P5)	1,911	1,000	600	600
10-5075-329	Veh Exp-00 GMC(P12)	0	0	0	0
10-5075-340	Gas & Oil	7,774	10,000	12,000	10,000
10-5075-380	Equipment Maintenance	3,068	4,500	5,000	4,500

**Parks Maintenance
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Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5075-383	Eq. Maint. Jacobsen Mower	728	1,200	1,200	1,200
10-5075-388	Irrigation Winterization	23	0	0	0
10-5075-389	Irrigation M & O	7,148	9,000	14,000	9,000
10-5075-390	M & O	9,105	11,400	18,500	11,400
10-5075-391	Equipment Rental	561	750	800	1,250
10-5075-392	Fertilizer	2,560	3,000	1,000	4,800
10-5075-393	Weed management	1,236	1,800	1,000	1,800
10-5075-394	Mosquito Control	6,000	6,150	6,150	6,200
10-5075-397	Gardens Expense	1,936	2,500	3,000	2,500
10-5075-399	Trail Signs	0	2,000	2,000	2,000
10-5075-400	Rides & Reggae	50,500	10,000	10,200	0
10-5075-401	Dirty Hog Dash Exp.	0	0	0	0
10-5075-403	Holiday Lights Expense	0	2,000	2,000	2,000
10-5075-480	Engineering & Survey	0	0	500	0
10-5075-481	Safety	1,567	300	1,000	800
10-5075-499	PWF Maintenance	2,729	2,000	4,000	2,000
10-5075-500	Tree Maintenance - Parks	6,308	8,000	20,500	5,000
Total Expenses		367,500	374,715	381,680	388,349

Public Safety
2022 Approved Budget
12/7/2021

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4010-500	PS Charges for Services	975	850	2,350	2,000
10-4010-510	PS-VIN Inspect.	1,070	800	1,900	2,400
10-4010-520	PS Dog Impound Fees	530	600	720	1,000
10-4010-560	PS Donation to Bike Rodeo	0	250	100	250
10-4010-565	PS Training Reimbursement	9,006	6,000	6,814	5,500
10-4010-580	PS Vehicle Sale	287	4,000	1,240	1,000
10-4010-585	Veh. Impound Fees	2,020	2,000	3,118	2,000
10-4010-636	Mahan Scholarship Fund	70	0	42	0
10-4010-638	FMLD Grant	0	25,000	25,000	0
10-4010-640	PS Bail Bonds	0	0	0	0
10-4010-645	Jail Restitution	0	0	0	0
10-4010-661	PS - Donations	1,000	0	0	0
10-4010-670	PS Miscellaneous Revenue	3,430	800	0	0
Total Revenues		18,388	40,300	41,284	14,150
10-5050-020	Salaries	566,525	643,000	643,000	788,728
10-5050-022	Call Out Pay	744	1,500	1,100	500
10-5050-023	Overtime Pay	1,277	4,500	7,600	4,000
10-5050-030	Payroll Tax Exp - Social Sec	34,059	40,300	38,800	49,180
10-5050-031	Payroll Tax Exp - Medicare	7,965	9,400	9,100	11,502
10-5050-032	Payroll Tax Exp - St Unemplmnt	1,657	1,950	1,900	3,966
10-5050-041	CRA Retirement Exp	22,739	26,000	26,000	31,729
10-5050-042	Health Insurance Exp	147,692	191,600	185,833	197,282
10-5050-049	Recruitment Expense	0	500	0	5,000
10-5050-050	Employee Assistance Program	1,042	5,200	500	5,200
10-5050-051	Employee Wellness Program	2,248	2,400	1,600	2,560
10-5050-100	Office Supplies	1,573	2,000	2,000	2,000
10-5050-101	Office Op. Supply & Furniture	446	1,500	1,200	2,500
10-5050-102	Postage Expense	351	800	700	800
10-5050-103	Computer Hardware/Software	2,159	3,000	3,000	12,000
10-5050-104	Printing & Copies	2,210	3,500	1,800	3,500
10-5050-106	Credit Card Fees	0	0	0	0
10-5050-140	Telephone Expense	8,468	10,000	10,000	10,000
10-5050-145	Internet Svc/Web Page	1,080	1,080	1,080	1,080
10-5050-150	Mileage Expense	0	0	100	0
10-5050-160	Dues & Subscriptions	7,735	17,000	13,000	19,200
10-5050-175	Meals, Lodging	2,835	8,000	8,000	8,000
10-5050-180	Publication of Notices	0	250	50	250
10-5050-190	Refund	0	150	0	150
10-5050-200	Legal & Professional Svcs.	9,724	6,000	4,000	6,000
10-5050-240	Audit Expense	850	850	850	850
10-5050-260	Insurance Expense	25,261	27,100	26,250	30,119
10-5050-280	Miscellaneous Expense	3,168	2,000	3,000	2,000

Public Safety
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Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5050-290	Special Events Exp.	50	1,600	1,200	1,600
10-5050-300	Uniform Allowance	4,753	5,000	2,500	5,000
10-5050-301	Officer's Equipment	11,638	12,000	14,000	13,800
10-5050-316	Veh Exp-534-2016 Tahoe	4,254	1,500	2,000	1,500
10-5050-317	Veh Exp-533-2016 Tahoe	1,455	1,500	3,000	1,500
10-5050-320	Veh Exp-255-2010 Charger	312	2,000	1,000	0
10-5050-321	Veh Exp-2009 Chevy Tahoe	2,007	2,500	2,500	0
10-5050-324	Veh Exp-407-2010 Explorer	0	2,000	2,000	2,000
10-5050-325	Veh Exp-671-2018 Tahoe	849	1,500	1,000	1,500
10-5050-327	Veh Exp-2009 Tahoe	3,027	2,500	500	0
10-5050-328	Veh Exp-807-2021 Tahoe	577	0	200	1,500
10-5050-329	Veh Exp-808-2021 Tahoe	916	0	1,200	1,500
10-5050-330	Veh Exp-672-2018 Tahoe	576	2,500	2,100	1,500
10-5050-335	Veh Exp-809-2021 Tahoe	0	1,500	800	1,500
10-5050-338	Veh Exp-820-2017 Tahoe	936	1,500	1,300	1,500
10-5050-339	Veh Exp-821-2017 Tahoe	3,448	1,500	1,500	1,500
10-5050-340	Gas & Oil	17,508	20,000	24,000	20,000
10-5050-360	Abandon Vehicle	3,014	4,000	3,000	4,000
10-5050-380	Equipment Maintenance	2,408	2,800	2,000	2,800
10-5050-384	Tires - New	1,141	2,500	2,500	2,500
10-5050-420	Training & Certification	3,358	5,000	1,800	5,000
10-5050-421	Vehicle Lease/Purchase	0	0	182,000	62,000
10-5050-460	Jail	0	250	0	0
10-5050-500	Bike Rodeo	0	1,000	1,304	1,200
10-5050-540	Community Policing	0	600	650	650
10-5050-560	Capital - Evidence Storage	16,657	20,000	25,000	0
10-5050-580	Capital Equipment	0	0	5,000	11,000
10-5050-600	Animal Control	0	500	1,000	500
10-5050-601	Kennel Expenses	430	1,100	0	500
10-5050-603	Office Cleaning/Supplies	0	0	500	2,500
10-5050-620	Emergency Preparedness	0	750	600	750
10-5050-642	Computer Services	4,031	4,000	4,000	7,356
10-5050-643	Training Library	987	600	300	600
10-5050-644	Hiring Expense	219	1,500	1,020	1,500
10-5050-645	Ammunition Expense	817	4,000	3,000	4,000
10-5050-646	Laboratory Fees	0	2,000	0	2,000
10-5050-647	Printing Expense	0	1,000	750	1,000
10-5050-650	Trident Expense	25	0	0	0
10-5050-651	Evidence Equip. & Supplies	782	600	500	600
10-5050-652	Evid. Collection/Analysis	500	1,500	0	1,500
Total Expenses		938,483	1,122,380	1,286,187	1,365,952

**Recreation Department
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4010-101	Tobacco Tax	0	0	0	340,000
10-4010-680	Wrestling	0	0	0	0
10-4010-700	Baseball	694	1,500	5,668	7,000
10-4010-720	Youth Basketball	4,670	2,300	10,800	8,000
10-4010-725	REC Beginning Basketball	645	0	0	0
10-4010-730	Competitive Basketbal	11,625	11,000	5,475	11,000
10-4010-740	Softball	0	3,200	2,040	2,500
10-4010-760	REC Beginning Baseball	240	0	0	0
10-4010-770	Junior Golf	0	1,500	775	1,500
10-4010-771	Adult Golf	0	2,000	150	1,500
10-4010-780	Flag Football	4,240	1,000	1,625	2,000
10-4010-790	Adult Fitness	7,657	4,000	11,000	8,500
10-4010-795	Pickleball	115	500	0	0
10-4010-820	Adult Basketball	3,035	0	0	4,000
10-4010-840	DNU-REC Soccer	0	0	0	0
10-4010-841	Micro Soccer	3,377	8,700	7,910	8,000
10-4010-843	Adult Soccer	0	2,000	3,245	2,000
10-4010-845	Competitive Soccer	36,985	34,000	0	0
10-4010-850	Adult Volleyball	0	500	0	1,000
10-4010-851	Youth Volleyball	3,698	3,500	4,000	5,000
10-4010-859	Arts & Enrichment	11,500	12,000	13,500	15,000
10-4010-860	REC Miscellaneous Program	0	0	0	0
10-4010-870	After-School Programs	4,437	2,000	0	3,500
10-4010-880	Sponsorships	0	0	0	0
10-4010-885	Special Events Donations	0	0	0	1,500
10-4010-887	Scholarships	33	500	0	500
10-4010-900	Grants	2,925	0	0	0
10-4010-901	FMLD Grants	0	0	0	25,000
10-4010-910	Community Center Rentals	8,510	8,000	23,500	20,000
10-4010-940	REC Miscellaneous	0	0	0	0
10-4010-970	Special Events	0	4,300	20	2,000
10-4010-972	Dirty Hog Dash	0	9,500	14,636	15,000
10-4010-974	Burning Mountain Festival	0	13,000	9,924	13,000
10-4010-976	Community Market	0	100	5,225	4,000
10-4010-990	REC Team Sponsorships	0	0	0	0
10-4010-993	5k Races/Walk	50	500	2,270	2,000
10-4010-994	Youth Fitness	250	1,700	3,800	1,200
10-4010-995	Adult Pickleball Tournaments	0	0	0	0
10-4010-996	Adult Volleyball Tournaments	-40	0	0	1,000
10-4010-997	Seniors Programs	40	0	0	0
10-4010-998	E-Sports	0	500	0	0
Total Revenues		104,686	127,800	125,563	505,700

**Recreation Department
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5070-020	Salaries	126,739	150,433	134,172	190,511
10-5070-023	Overtime Pay	0	1,000	0	0
10-5070-025	Salary - Temps	36,609	43,000	35,000	20,000
10-5070-030	Payroll Tax Exp - Social Sec	9,307	12,100	10,832	13,052
10-5070-031	Payroll Tax Exp - Medicare	2,177	2,900	2,533	3,052
10-5070-032	Payroll Tax Exp - St Unemplmnt	462	600	514	1,053
10-5070-041	CRA Retirement Exp	5,054	6,100	5,393	7,620
10-5070-042	Health Insurance Exp	42,283	47,350	49,083	68,906
10-5070-050	Employee Support	545	500	300	500
10-5070-051	Employee Wellness Program	630	830	430	724
10-5070-100	Office Supplies	662	1,000	3,000	3,000
10-5070-101	Office Op. Supply & Furniture	381	500	100	500
10-5070-102	Postage Expense	389	500	500	500
10-5070-103	Computer Hardware/Software	430	2,000	0	2,000
10-5070-104	Printing & Copies	970	1,000	1,000	1,000
10-5070-105	Office - Misc.	0	0	0	0
10-5070-106	Credit Card Fees	2,175	3,200	3,000	4,000
10-5070-107	Computer Services	5,925	6,000	6,000	11,369
10-5070-120	Promotion & Advertising	0	500	50	0
10-5070-140	Telephone Expense	2,049	2,500	2,000	2,500
10-5070-145	Internet Svc/Web Page	2,160	2,200	2,200	2,200
10-5070-160	Dues, Subscriptions	370	500	500	500
10-5070-170	Training, Meetings	259	700	195	700
10-5070-175	Meals, Lodging	0	500	0	500
10-5070-180	Publication of Notices	0	100	0	100
10-5070-210	Technical Support	1,648	2,000	2,000	2,000
10-5070-240	Audit Expense	595	595	595	595
10-5070-260	Insurance Expense	9,374	8,500	7,400	7,636
10-5070-280	Miscellaneous Expense	162	0	0	150
10-5070-290	Veh Exp-09 GMC(R8)	0	250	150	250
10-5070-295	Gas & Oil	96	350	550	700
10-5070-300	Wrestling	18	0	0	0
10-5070-320	Youth Basketball	2,585	0	5,000	3,000
10-5070-340	Adult Basketball	276	0	0	1,000
10-5070-360	Beginning Basketball	71	0	0	0
10-5070-375	Competitive Basketball	486	750	400	1,000
10-5070-380	Baseball	266	1,800	3,000	3,500
10-5070-385	Beginning Baseball	266	0	0	0
10-5070-400	Softball	20	1,000	500	2,000
10-5070-421	Flag Football	933	1,000	600	1,000
10-5070-450	Adult Fitness	5,407	3,000	8,500	6,000
10-5070-460	Soccer	0	0	0	0
10-5070-462	Micro Soccer	249	3,000	3,400	3,000

**Recreation Department
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5070-464	Adult Soccer	0	400	400	1,000
10-5070-465	Competitive Soccer	29,228	28,325	0	0
10-5070-470	Adult Volleyball	0	250	0	500
10-5070-471	Youth Volleyball	804	1,500	3,500	3,500
10-5070-475	Arts & Enrichment	6,813	6,000	9,000	7,000
10-5070-494	Junior Golf	0	1,125	1,000	1,000
10-5070-495	Adult Golf	0	1,125	200	1,000
10-5070-500	Misc Programs	372	200	100	0
10-5070-505	After School Program	2,489	750	350	1,000
10-5070-520	C.C. - Insurance	0	2,200	0	2,200
10-5070-530	C.C. - Repairs/Maint.	1,703	1,200	700	1,200
10-5070-531	C.C. - Janitorial	1,827	2,200	2,400	8,500
10-5070-535	C.C. - Supplies	1,154	1,000	600	3,500
10-5070-540	C.C. - Utilities	6,096	7,000	9,200	9,314
10-5070-550	C.C - Rental Refund	345	0	0	0
10-5070-610	Special Events	163	6,000	3,000	7,600
10-5070-640	Field Maintenance	36	0	150	650
10-5070-642	Facilities Maintenance	532	0	0	0
10-5070-700	Capital Expenditures	0	0	0	41,000
10-5070-972	Dirty Hog Dash	0	9,500	8,300	8,500
10-5070-974	Burning Mountain Festival	0	22,000	17,000	18,000
10-5070-976	Community Market	0	6,500	4,500	4,500
10-5070-992	5K Races/Walk	20	1,000	2,000	1,000
10-5070-993	Seniors Programs	272	0	0	0
10-5070-994	GOCO Generation Wild Exp	1,472	3,000	4,300	800
10-5070-995	Youth Fitness	590	250	2,800	0
10-5070-996	Pickleball	0	250	0	500
10-5070-997	Adult Volleyball Tournaments	0	0	0	0
10-5070-998	E-Sports Exp.	600	1,000	0	0
Total Expenses		316,544	411,033	358,397	488,382

**Streets Maintenance
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-4010-060	Sales Street 1%	555,906	546,684	598,737	625,486
10-4010-070	County Sales Tax 3/4%	164,290	145,000	206,773	222,461
10-4010-320	M/V Special Assessment	19,301	16,000	20,800	21,206
10-4010-340	County Road & Bridge	0	0	0	0
10-4010-360	Highway Use Tax	125,508	126,297	150,000	140,975
10-4010-370	Traffic Impact Fee	1,795	7,467	13,000	23,291
10-4010-371	Permits-St Maint.	0	0	270	0
10-4010-394	Sale of Assets	4,200	3,000	0	19,000
10-4010-395	Misc. Street Revenue	3,838	0	2,470	4,200
10-4010-396	Misc. Public Works Grants	0	0	57,994	0
10-4010-397	FMLD Grant	200,000	0	24,972	0
Total Revenues		1,074,838	844,448	1,075,016	1,056,619
10-5090-020	Salaries	201,493	223,000	228,099	216,181
10-5090-022	Call Out Pay	2,365	2,500	2,000	2,000
10-5090-023	Overtime Pay	486	1,000	1,393	1,000
10-5090-025	Salary - Temps	12,212	28,400	30,315	35,000
10-5090-030	Payroll Tax Exp - Social Sec	13,028	15,800	15,605	15,759
10-5090-031	Payroll Tax Exp - Medicare	3,047	3,700	3,626	3,686
10-5090-032	Payroll Tax Exp - St Unemplmnt	655	765	730	1,271
10-5090-041	CRA Retirement Exp	8,164	9,100	9,142	8,767
10-5090-042	Health Insurance Exp	43,800	52,300	47,698	54,570
10-5090-050	Employee Support	834	1,000	3,000	1,500
10-5090-051	Employee Wellness Program	538	600	400	585
10-5090-100	Office Supplies	147	300	300	300
10-5090-101	Office Op. Supply & Furniture	0	150	3,150	0
10-5090-102	Postage Expense	364	300	500	300
10-5090-103	Computer Hardware/Software	375	1,000	400	1,000
10-5090-107	Computer Services	4,437	4,200	4,834	8,276
10-5090-120	Utilities	9,041	4,500	5,500	5,715
10-5090-140	Telephone Expense	2,564	2,900	2,700	2,900
10-5090-160	Dues, Subscriptions	710	500	200	500
10-5090-170	Training	0	1,200	400	1,200
10-5090-175	Meals, Lodging	0	900	300	900
10-5090-180	Publication of Notices	5	200	1,200	200
10-5090-200	Legal Services	0	550	550	550
10-5090-210	Technical Support	2,226	2,500	2,300	2,500
10-5090-220	Other Prof Services	0	500	200	500
10-5090-240	Audit Expense	595	595	595	595
10-5090-260	Insurance Expense	9,415	11,000	10,200	11,572
10-5090-280	Miscellaneous Expense	0	0	250	0
10-5090-300	Machinery, Equipment, Tools	5,911	4,000	6,000	1,500
10-5090-320	Vehicle Expense	449	400	400	400

**Streets Maintenance
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5090-321	Veh Exp-#102 Dodge	39	0	0	0
10-5090-322	Veh Exp-2009 Hook Truck	1,833	1,500	1,000	1,500
10-5090-329	Veh Exp-09 chevy 2500(M6)	74	0	0	0
10-5090-331	Veh Exp-17 Chevy (M-7)	659	250	250	250
10-5090-332	Veh Exp-2017 Chevy (A-2)	11	250	850	250
10-5090-340	Gas & Oil	8,914	8,500	10,000	8,500
10-5090-360	Co. Treas. Fees-Prop. Tax	3,030	2,500	4,300	3,200
10-5090-376	Eq. Maint-Cat MiniEx	203	500	500	500
10-5090-377	Eq. Maint - Snow Plows	3,934	3,500	1,000	3,500
10-5090-378	Eq. Maint. - JD MiniEx	0	0	0	0
10-5090-379	Eq. Maint. Bobcat Skidsteer	590	1,200	1,200	1,700
10-5090-380	Equipment Maintenance	592	1,500	1,500	1,500
10-5090-381	Eq. Maint. Cat Backhoe	181	600	500	0
10-5090-382	Eq. Maint. Street Sweeper	1,551	3,000	500	500
10-5090-383	Eq. Maint. J.D. Tractor	107	300	250	300
10-5090-384	Tires - New	410	1,200	1,200	1,200
10-5090-390	Maintenance/Operations	6,317	9,500	7,200	9,500
10-5090-391	Equipment Rental	469	2,000	1,000	2,000
10-5090-392	Road Base/Cinders/Patching Mtl	14,626	10,500	10,500	10,500
10-5090-394	Crack Seal Exp.	22,746	50,000	50,000	80,000
10-5090-395	Sidewalk Maintenance	0	2,000	2,000	40,000
10-5090-396	St. Signs	536	2,000	3,000	2,000
10-5090-397	Painting - St./Crosswalks	7,969	7,000	12,000	9,000
10-5090-398	Street Chip & Seal	0	50,000	50,000	80,000
10-5090-400	Street Lights	50,349	57,000	65,000	76,924
10-5090-401	Pedestrian Safety	20,208	0	0	0
10-5090-403	EV Charge Station operations	608	650	900	650
10-5090-421	Equip Lease/Purchase	66,701	14,000	156,850	52,000
10-5090-480	Engineering & Survey	233	0	0	0
10-5090-481	Safety	1,470	1,000	1,000	1,000
10-5090-499	PWF Maintenance	3,858	2,000	2,500	2,000
10-5090-500	Tree Maintenance	3,906	8,000	13,000	10,000
10-5090-550	Street Asphalt Overlay	262,706	50,000	160,000	80,000
10-5090-560	Capital Improvements	1,860	0	127,000	0
Total Expenses		809,551	664,310	1,066,987	857,701

**Town Maintenance
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
10-5060-020	Salaries	10,203	10,450	10,968	18,625
10-5060-030	Payroll Tax Exp - Social Sec	616	650	664	1,155
10-5060-031	Payroll Tax Exp - Medicare	144	175	156	270
10-5060-032	Payroll Tax Exp - St Unemplmnt	30	35	32	9
10-5060-041	CRA Retirement Exp	408	425	439	745
10-5060-042	Health Insurance Exp	1,845	1,943	1,943	4,148
10-5060-050	Employee Support	0	0	0	0
10-5060-051	Employee Wellness Program	20	20	20	43
10-5060-100	Office Supplies	297	350	2,500	2,000
10-5060-107	Computer Services	34	0	0	0
10-5060-145	Internet svc	2,700	2,700	2,900	2,700
10-5060-260	Insurance Expense	3,938	4,100	4,724	5,818
10-5060-280	Miscellaneous Expense	0	0	50	0
10-5060-600	Town M & O	2,908	4,000	2,000	2,000
10-5060-601	T/H Cleaning & Supplies	521	3,500	5,000	5,400
10-5060-602	M & O - Shop Use	0	0	0	0
10-5060-603	MOC Cleaning & Supplies	260	1,500	200	0
10-5060-604	Rent Expense	0	6,000	6,000	6,000
10-5060-610	Town Apt. Expenses	0	0	0	0
10-5060-611	Museum Expense	0	0	0	5,000
10-5060-720	Capital Improvements/Shop	4,495	0	131	0
Total Expenses		28,419	35,848	37,727	53,913

TOWN OF NEW CASTLE, COLORADO

UTILITY FUND

Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual *Budget Year Ending December 31, 2022*

	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
Beginning - Retained Earnings	\$1,150,104	\$1,263,307	\$1,411,159	\$1,807,950
Water				
Operating Revenues	1,110,652	1,101,169	1,138,021	1,171,497
Operating Expenses	<u>890,316</u>	<u>1,059,425</u>	<u>1,051,729</u>	<u>986,116</u>
Operating Revenues ***	220,336	41,744	86,292	185,381
Capital Revenues	158,650	103,490	154,800	169,000
Capital Expenses	<u>314,911</u>	<u>86,905</u>	<u>94,007</u>	<u>160,404</u>
Capital Revenues ***	(156,261)	16,585	60,793	8,596
Wastewater				
Operating Revenues	1,441,408	1,472,304	1,484,911	1,529,464
Operating Expenses	<u>733,563</u>	<u>867,880</u>	<u>839,529</u>	<u>984,101</u>
Operating Revenues ***	707,845	604,424	645,382	545,363
Capital Revenues	72,844	203,490	172,635	239,165
Capital Expenses	<u>580,643</u>	<u>787,193</u>	<u>579,057</u>	<u>858,527</u>
Capital Revenues ***	(507,799)	(583,703)	(406,422)	(619,362)
Trash Service				
Operating Revenues	516,303	531,904	532,238	576,940
Operating Expenses	<u>519,369</u>	<u>532,993</u>	<u>521,492</u>	<u>573,040</u>
Operating Revenues ***	(3,066)	(1,089)	10,746	3,900
Ending Retained Earnings	<u>\$1,411,159</u>	<u>\$1,341,268</u>	<u>\$1,807,950</u>	<u>\$1,931,828</u>
***over (under) Expenses				
Net Surplus (Deficit)	261,055	77,961	396,791	123,878

**Water Operating
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-4030-020	Water Revenues	724,725	745,994	749,354	771,835
20-4030-025	Water Svc Chg-Over 12,000 Gal.	219,220	175,000	182,704	188,185
20-4030-050	Water Service Charge	129,645	133,455	133,898	137,915
20-4030-080	Delinquent User Charge	16,170	10,000	16,561	17,058
20-4030-100	Administration Fees	2,118	1,500	2,496	2,571
20-4030-110	Raw Water revenue	10,393	8,000	14,280	14,708
20-4030-120	Bulk Water Revenues	3,587	20,000	31,771	32,725
20-4030-200	Water Meters/Accessory	2,514	4,940	5,995	6,500
20-4030-245	Rent Income	2,280	2,280	962	0
	Total Expenses	1,110,652	1,101,169	1,138,021	1,171,497
20-6040-010	Council Salaries	7,592	8,070	8,070	9,910
20-6040-020	Salaries	400,095	427,000	417,398	351,504
20-6040-022	Call Out Pay	8,322	12,000	9,533	11,000
20-6040-023	Overtime Pay	1,541	3,700	2,326	3,700
20-6040-030	Payroll Tax Exp - Social Sec	25,100	28,000	26,825	23,319
20-6040-031	Payroll Tax Exp - Medicare	5,870	6,600	6,360	5,454
20-6040-032	Payroll Tax Exp - St Unemplmnt	1,391	1,355	1,337	1,881
20-6040-041	CRA Retirement Exp	16,384	17,800	17,597	14,648
20-6040-042	Health Insurance Exp	89,092	99,000	100,701	82,067
20-6040-043	Cafeteria Plan Expense	700	0	0	0
20-6040-049	Recruitment Expense	0	0	0	2,500
20-6040-050	Employee Support	1,415	1,350	1,000	1,350
20-6040-051	Employee Wellness Program	1,123	1,800	1,441	1,441
20-6040-100	Office Supplies	1,123	2,500	1,200	2,500
20-6040-101	Office Op. Supply & Furniture	0	600	300	600
20-6040-102	Postage Expense	1,485	1,600	1,300	1,600
20-6040-103	Computer Hardware/Software	2,363	5,000	600	5,000
20-6040-104	Printing & Copies	1,021	1,000	2,000	1,000
20-6040-105	Office - Misc.	0	0	0	0
20-6040-106	Credit Card Fees	8,390	8,400	10,200	9,000
20-6040-107	Computer Services	8,476	11,000	9,220	15,786
20-6040-110	Utility Billing Expense	3,811	5,000	4,000	5,000
20-6040-120	Town Hall Utilities	1,170	1,500	1,450	1,637
20-6040-140	Telephone Expense	7,781	7,400	7,500	8,200
20-6040-145	Internet Svc/Web Page	0	4,000	0	4,000
20-6040-146	Newsletter Expense	0	1,750	0	1,750
20-6040-160	Dues, Meetings, Subscriptions	2,178	2,400	3,200	2,500
20-6040-170	Training	0	1,000	800	1,000
20-6040-175	Meals, Lodging	494	1,000	500	1,000
20-6040-180	Publication of Notices	504	1,000	200	1,000
20-6040-190	Refund	508	1,500	800	1,600
20-6040-200	Legal Services	7,364	11,000	7,000	11,000

**Water Operating
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-6040-210	Technical Support	5,505	8,500	10,000	8,500
20-6040-220	Other Prof Services	10,532	8,000	8,000	8,000
20-6040-240	Audit Expense	2,125	2,125	2,635	2,125
20-6040-260	Insurance Expense	39,336	42,000	40,000	48,936
20-6040-280	Miscellaneous Expense	0	1,000	500	1,000
20-6040-281	Good Neighbor Policy Exp.	0	1,000	6,000	1,000
20-6040-480	Engineering & Survey	7,227	8,000	14,000	10,000
20-6050-120	Utilities	61,992	68,500	68,500	84,876
20-6050-122	Utilities-Raw Water	22,437	25,000	22,865	25,813
20-6050-200	Chemicals	44,078	45,000	45,000	45,000
20-6050-220	M & O - Plant	24,350	35,000	34,000	28,000
20-6050-230	M & O - Pretrear & Trans	0	0	0	0
20-6050-240	M & O - Distribution	33,430	65,000	67,000	65,000
20-6050-241	M & O Raw Water System	3,108	5,500	2,500	6,300
20-6050-245	M & O-Red Rocks Ditch	4,277	9,000	6,000	8,000
20-6050-250	Source Water Protection	0	500	500	500
20-6050-260	Lab Tests	6,930	7,500	7,800	7,800
20-6050-300	Machinery & Equipment	3,143	2,500	2,500	2,500
20-6050-323	Veh Exp-04 Ford Ranger(W10)	0	250	250	250
20-6050-325	Veh Exp-09 Chevy Colo(w11)	537	250	250	250
20-6050-326	Veh Exp-13 Chevy P.U.(W14)	33	0	1,000	0
20-6050-327	Veh Exp-17 Chevy (W-15)	169	250	250	250
20-6050-328	Veh Exp-17 Chevy (W-16)	0	800	800	250
20-6050-329	Veh Exp-15 Chevy (P-3)	0	250	250	250
20-6050-340	Gas & Oil	3,983	5,500	5,500	5,500
20-6050-380	Equipment Maintenance	386	1,000	500	1,000
20-6050-391	Equipment Rental	0	750	750	750
20-6050-420	Training	300	500	600	500
20-6050-481	Safety	0	500	1,000	500
20-6050-500	Water Meter/Accessories	2,689	6,800	7,500	7,500
20-6050-580	Equipment & Tool-Distribute	1,113	1,000	21,500	2,000
20-6050-581	Lab Equip. & Supplies	3,132	6,000	5,000	4,000
20-6050-590	Equipment & Tool-Plant	0	1,500	600	1,000
20-6050-700	Permits	1,445	1,500	1,500	1,500
20-6050-710	W/H Ditch Fees	170	25	220	220
20-6050-721	Water Lease	500	500	0	500
20-6050-740	Ruedi Water Contract	2,096	23,600	23,600	23,600
Total Expenses		890,316	1,059,425	1,051,729	986,116

Water Capital
2022 Approved Budget
12/7/2021

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-4030-270	FMLD Grant	81,000	0	0	0
20-4030-300	Cap Water Tap Fees	52,800	103,490	148,800	150,000
20-4030-340	Water Rights Dedication	4,800	0	6,000	0
20-4030-394	Sale of Assets	20,050	0	0	19,000
	Total Revenues	158,650	103,490	154,800	169,000
20-6050-521	Note Principal - CWCB	21,462	22,428	22,428	23,437
20-6050-541	Note Interest - CWCB	21,942	20,977	20,977	19,967
20-6059-110	Capital Replace/Water Plant	0	35,000	42,000	0
20-6059-176	Raw Water System-Capital	187	8,500	8,500	0
20-6059-421	Veh/Equip-Lease/Purchase	80,222	0	0	42,000
20-6059-580	Other Capital-Bulk Water Plant	191,098	0	102	75,000
	Total Expenses	314,911	86,905	94,007	160,404

**Wastewater Operating
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-4040-040	Monthly Wastewater Svc. Chg	1,239,309	1,269,360	1,283,321	1,321,820
20-4040-045	Sewer Chg-Over 6,000 Gal.	86,413	84,039	82,228	84,695
20-4040-050	Sewer Svc. Chg.	101,853	104,653	105,175	108,330
20-4040-055	South Svc Chg	13,764	14,177	14,184	14,609
20-4040-540	ColoTrust Int(DOLA)-Wastewater	69	75	3	10
Total Revenues		1,441,408	1,472,304	1,484,911	1,529,464
20-6080-010	Council Salaries	7,592	8,070	8,070	9,910
20-6080-020	Salaries	312,233	331,000	334,738	358,235
20-6080-022	Call Out Pay	11,312	12,000	10,993	12,000
20-6080-023	Overtime Pay	2,180	2,150	1,902	2,150
20-6080-030	Payroll Tax Exp - Social Sec	19,988	22,000	21,321	23,702
20-6080-031	Payroll Tax Exp - Medicare	4,674	5,200	4,985	5,543
20-6080-032	Payroll Tax Exp - St Unemplmnt	1,142	1,100	981	1,911
20-6080-041	CRA Retirement Exp	13,019	13,800	13,904	14,895
20-6080-042	Health Insurance Exp	78,277	84,600	85,181	87,177
20-6080-043	Cafeteria Plan Expense	700	0	0	0
20-6080-049	Recruitment Expense	0	0	0	2,500
20-6080-050	Employee Support	1,385	1,850	1,850	1,850
20-6080-051	Employee Wellness Program	928	1,500	1,000	1,441
20-6080-100	Office Supplies	791	1,200	1,200	1,200
20-6080-101	Office Op. Supply & Furniture	0	600	300	600
20-6080-102	Postage Expense	671	1,000	1,000	1,000
20-6080-103	Computer Hardware/Software	2,680	2,500	1,000	2,500
20-6080-104	Printing & Copies	961	900	900	900
20-6080-105	Office - Misc.	0	0	0	0
20-6080-106	Credit Card Fees	8,358	8,800	10,200	8,800
20-6080-107	Computer Services	8,422	8,500	9,175	15,709
20-6080-110	Utility Billing Expense	3,811	5,000	4,000	5,000
20-6080-120	Town Hall Utilities	1,170	1,500	1,439	1,625
20-6080-125	Porta Jon Svc	6,706	12,000	12,000	12,000
20-6080-140	Telephone Expense	4,255	4,500	4,500	4,500
20-6080-145	Internet Svc/Web Page	540	540	540	540
20-6080-146	Newsletter Expense	0	1,750	0	1,750
20-6080-160	Dues, Meetings, Subscriptions	1,820	1,400	2,000	1,400
20-6080-170	Training	250	3,000	500	3,000
20-6080-175	Meals, Lodging	0	1,000	500	1,000
20-6080-180	Publication of Notices	504	1,300	800	1,300
20-6080-190	Refund	508	1,500	1,500	1,500
20-6080-200	Legal Services	0	2,200	2,200	2,200
20-6080-210	Technical Support	5,505	5,500	8,500	5,500
20-6080-220	Other Prof Services/Inspection	19,961	32,000	12,000	20,000
20-6080-240	Audit Expense	1,445	1,445	1,700	1,445

**Wastewater Operating
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-6080-260	Insurance Expense	28,083	32,000	29,326	35,918
20-6080-280	Miscellaneous Expense	0	1,000	1,000	1,000
20-6080-281	Good Neighbor Policy Exp	350	5,000	3,500	5,000
20-6080-480	Engineering & Survey	3,451	6,000	6,000	81,000
20-6090-120	Utilities	82,431	96,000	96,000	107,777
20-6090-125	South Utilities	1,550	2,000	2,000	2,200
20-6090-200	Chemicals	11,551	16,000	14,000	16,000
20-6090-220	M & O Plant - WWTP	48,905	68,000	68,000	68,000
20-6090-221	Sludge Hauling	5,302	10,000	10,000	10,000
20-6090-225	M&O - Centrifuge	4,645	6,000	4,500	6,000
20-6090-240	M & O - Collections	1,563	5,000	3,500	5,000
20-6090-245	M & O South Collections	7	2,500	2,500	2,500
20-6090-260	Lab Tests	2,227	3,000	3,000	3,000
20-6090-328	Veh Exp-13 Chevy PU(W12)	680	800	800	250
20-6090-329	Veh Exp-17 Chevy (W-15)	0	200	800	200
20-6090-340	Gas & Oil	3,652	6,000	6,000	5,000
20-6090-391	Equipment Rental	0	1,000	1,000	1,000
20-6090-420	Training	1,005	750	1,500	750
20-6090-481	Safety	1,072	1,000	2,500	1,000
20-6090-580	Equip. & Tools - Plant	3,301	4,000	2,500	3,000
20-6090-581	Lab Equip. & Supplies	8,015	15,500	15,500	10,000
20-6090-590	Equipment & Tool - Collection	299	1,500	1,500	1,500
20-6090-700	Permits	1,209	1,500	1,500	1,500
20-6090-740	Sludge Site Application Fee	0	225	225	225
20-6090-760	Sludge Site	2,477	1,500	1,500	1,500
Total Expenses		733,563	867,880	839,529	984,101

**Wastewater Capital
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-4040-320	Cap Sewer Tap Fees	52,800	103,490	142,800	150,000
20-4040-394	Sale of Assets	20,050	0	0	19,000
20-4040-621	Misc. Grant Revenue	-6	100,000	29,835	70,165
Total Revenues		72,844	203,490	172,635	239,165
20-6080-560	Note Princ-CWR&PDA	0	0	0	0
20-6080-561	Note Princ. - 08 WWTP Loan	369,683	345,000	375,119	385,992
20-6080-580	Note Int.-CWR&PDA	0	0	0	0
20-6080-581	Note Int. - 08 WWTP Loan	164,749	157,293	118,938	110,635
20-6095-101	Capital - Collections Other	310	284,900	85,000	199,900
20-6095-110	Capital Replacement-WW Plant	21	0	0	0
20-6095-421	Veh/Equip-Lease/Purchase	33,908	0	0	42,000
20-6095-800	Capital-Equipment	11,972	0	0	120,000
Total Expenses		580,643	787,193	579,057	858,527

**Trash Service
2022 Approved Budget
12/7/2021**

Account Number	Account Title	2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
20-4030-060	Trash Revenues	516,303	531,904	532,238	576,940
	Total Revenues	516,303	531,904	532,238	576,940
20-6070-110	Utility Billing Expense	1,079	1,200	1,200	1,200
20-6070-180	Publication of Notices	0	0	500	0
20-6070-200	Legal Services	410	550	200	550
20-6070-500	Trash Service	510,417	522,043	510,592	562,290
20-6070-600	Chgs-Cleanup Weeks	7,463	9,200	9,000	9,000
	Total Expenses	519,369	532,993	521,492	573,040

TOWN OF NEW CASTLE, COLORADO

Conservation Trust Fund

**Combined Statement of Revenues, Expenditures
and Changes in Fund Balances - Budget and Actual
*Budget Year Ending December 31, 2022***

		2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
BEGINNING FUND BALANCE	Acct. #	\$83,098	\$114,344	\$120,795	\$121,073
<u>REVENUES</u>					
State Lottery	30-4040-040	51,935	45,000	61,238	52,022
Alpine Checking Interest	30-4040-520	60	50	50	50
Total Revenues:		51,995	45,050	61,288	52,072
<u>EXPENDITURES</u>					
Equipment	30-8040-390	0	61,000	61,010	37,000
Capital Improvements	30-8040-400	9,239	10,000	0	9,500
Parks, Trails Dev	30-8040-617	5,059	0	0	0
Total Expenditures:		14,298	71,000	61,010	46,500
ENDING FUND BALANCE		\$120,795	\$88,394	\$121,073	\$126,645

TOWN OF NEW CASTLE, COLORADO

Cemetery Fund

**Combined Statement of Revenues, Expenditures
and Changes in Fund Balances - Budget and Actual
Budget Year Ending December 31, 2022**

		2020 Actual	2021 Budget	2021 Year End Estimate	2022 Budget
BEGINNING RETAINED EARNINGS		\$53,326	\$42,270	\$58,713	\$66,719
Reserved - Perpetual Care		(10,000)	(10,000)	(10,000)	(10,000)
Unreserved/Undesignated		43,326	32,270	48,713	56,719
REVENUES	Acct. #				
Sale of Plots	40-4060-020	5,500	3,000	10,500	15,000
ColoTrust Interest	40-4060-540	102	100	6	8
Total Revenues:		5,602	3,100	10,506	15,008
EXPENDITURES					
Maintenance & Operations	40-9040-380	215	2,500	2,500	2,500
Total Expenditures:		215	2,500	2,500	2,500
ENDING RETAINED EARNINGS		58,713	42,870	66,719	79,227
Reserved - Perpetual Care		(10,000)	(10,000)	(10,000)	(10,000)
Unreserved/Undesignated		\$48,713	\$32,870	\$56,719	\$69,227

TOWN OF NEW CASTLE, COLORADO
ORDINANCE NO. TC 2021-12

AN ORDINANCE OF THE TOWN OF NEW CASTLE TOWN COUNCIL AMENDING
CHAPTER 9.28 REGARDING PRIVATE PARTY ALCOHOL PERMITS

WHEREAS, Chapter 9.28 of the Town of New Castle Municipal Code (“Code”) outlines offenses against public decency, including the prohibition on the possession of open alcoholic or fermented malt beverages containers; and

WHEREAS, the Town Council desires to amend Chapter 9.28 of the Code as set forth below.

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

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

2. Amendment. Chapter 9.28 of the Code is hereby amended as follows. Text in ALL CAPS indicates text that has been added, and text in ~~strikethrough~~ indicates text that has been deleted.

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

- B. The prohibition set forth in Section 9.28.010(A) with respect to public streets, highways, alleys, sidewalks, parks, elementary or secondary school buildings or grounds, or other publicly-owned property located within the town limits, or parking areas open to the public, shall not apply in the event THAT THE ~~of one (1) or more of the following:~~
- ~~1. The town administrator has issued a permit allowing the consumption, possession or sale of alcoholic or fermented malt beverages, provided that:
 - ~~a. Such permit shall be issued only for a designated area;~~
 - ~~b. Such permit shall be in effect for a period not to exceed twelve (12) hours; and~~
 - ~~e. The town administrator shall have determined that the permit shall be necessary for conducting a public or private event or celebration and that adequate provision has been made for police or other supervision and area maintenance. A fee shall be charged by the town as a condition for issuance of the permit in an amount set by the town’s fee schedule to defray the costs incurred by the town in issuing and supervising the permit.~~~~
 - ~~2. Town council has authorized by resolution the consumption, possession, or sale of alcoholic or fermented malt beverages. The scope and extent of the authorized consumption, possession, or sale shall be as set forth in any such resolution adopted from time to time.~~

INTRODUCED on _____, 2021, 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 _____, 2021, read by title and number, passed without amendment as set forth herein, approved, and ordered published as required by the Charter.

TOWN COUNCIL OF THE TOWN OF
NEW CASTLE, COLORADO

By: _____
Art Riddile, Mayor

ATTEST:

Melody Harrison, Town Clerk

**TOWN OF NEW CASTLE, COLORADO
ORDINANCE NO. TC 2021-10**

AN ORDINANCE OF THE TOWN OF NEW CASTLE TOWN COUNCIL AMENDING THE
MUNICIPAL CODE REGARDING MEMBERSHIP OF THE HISTORIC PRESERVATION
COMMISSION

WHEREAS, the Town Council has established a Historic Preservation Commission pursuant to its authority under C.R.S. §§ 24-65.1-301 and 29-20-104(c); and

WHEREAS, Chapter 15.44 of the New Castle Municipal Code (“Code”) provides for the creation, membership, qualifications, term of office, and powers of the Historic Preservation Commission; and

WHEREAS, in order to provide for the efficient functioning of the Historic Preservation Commission and to ensure a quorum for the conduct of business when members of the commission may be unavailable, the Town Council finds that appointment of alternate members would be beneficial to the Town; and

WHEREAS, the Town Council desires to amend Chapter 15.44 of the Code as set forth below.

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

1. Recitals. The foregoing recitals are incorporated herein as findings and determinations of the Town Council.
2. Amendment. The following sections of Town Code are hereby amended as follows, with added language in **bold** and underlined and removed language ~~stricken~~:

15.44.070 – Membership

The commission shall consist of five members, providing a balance of interests and skills. One member shall be an ex officio member of the town council; one member shall be an ex officio member of the town planning commission; one member shall be an ex officio member of the New Castle historical society; provided, however, that such standing members are available and willing to serve on the commission; otherwise, alternate members shall be appointed by the town council. Three members shall be residents of the town. Two members may reside outside of the town limits. Two members shall be professionals with extensive expertise in a preservation-related discipline including, but not limited to, history, architecture, planning or archaeology; providing, however, that such professionals or persons with expertise are available to the town and are willing to serve on the commission. **The town council shall have authority to appoint up to two alternate members who may serve when one or more of the regular members are unavailable due to**

absence or due to recusal or disqualification from a particular matter; provided that no more than five members shall participate at any one time. All members of the Historic Preservation Commission shall be voting members, including the alternate member(s) when participating. If two alternate members have been appointed and are available but only one is needed, the participating alternate member shall be selected by coin flip.

INTRODUCED on November 16, 2021, at which time copies were available to the Council and to those persons in attendance at the meeting, read by title, passed on first reading, and ordered published in full and posted in at least two public places within the Town as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the Town of New Castle, Colorado, on December 7, 2021, read by title and number, passed without amendment as set forth herein, approved, and ordered published as required by the Charter.

TOWN COUNCIL OF THE TOWN OF
NEW CASTLE, COLORADO

By: _____
Art Riddile, Mayor

ATTEST:

Melody Harrison, Town Clerk

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**New Castle Town Council Regular Meeting
Tuesday, November 02, 2021, 7:00 PM**

Virtual Meetings are subject to internet and technical capabilities.

To join by computer, smart phone or tablet:

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

If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

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

Call to Order

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

Pledge of Allegiance

Roll Call

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

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Town Treasurer Loni Burk, Town Attorney David McConaughy, Assistant Town Attorney Haley Carmer, Assistant Town Attorney Christine Gazda and members of the public.

Meeting Notice

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

Conflicts of Interest

Town Attorney David McConaughy disclosed to the council that Mountain Waste and Recycling was a client of his in unrelated matters not involving the Town of New Castle, and he further stated that he would be leaving the council meeting before the trash rate discussion took place.

Agenda Changes

There were no agenda changes.

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

4 There were no citizen comments.
5
6

7 **Consultant Reports**

8 Consultant Attorney – Attorney McConaughy told the council that he had done some
9 research on school busses, and the town’s ability to deal with them stopping on Castle
10 Valley Boulevard and other places that were not preferred. He said that the decision for
11 school bus stops was up to the school board, but the school board is supposed to consult
12 with the local traffic regulatory authority, which is the town. They also were supposed to
13 prohibit the discharging or loading of passengers from the school bus on to the side of a
14 major thoroughfare whenever access is possible by the use of a road or street which is
15 adjacent to the major thoroughfare. Attorney McConaughy said the town did not have the
16 power to dictate where the school bus stops were, but they were supposed to consult with
17 the town. He said that if the town had evidence that what they were doing now posed a
18 risk to public safety, then the school district could be liable for that. Attorney McConaughy
19 said that the town may have some powers of persuasion if necessary.

20 Consultant Engineer – not present.
21

22 **Items for Consideration**

23
24 **Consider a Letter of Interest from Richard Parks for Appointment to a Seat on**
25 **Planning & Zoning Commission as an Alternate**

26 Town Administrator Dave Reynolds told the council that several months earlier the council
27 had approved two alternate seats for the Planning & Zoning Commission and the council
28 had already appointed Ms. Bronwyn Rittner to one seat. He said that a second seat was
29 still open, and Mr. Richard Parks had submitted a letter of interest for that seat.

30 Mr. Parks greeted the council. He told them that he worked for an engineering company
31 and had lived in New Castle for four- and one-half years. He said that there had been a lot
32 of changes in town in 2021, the town was starting to grow, there were more businesses in
33 the downtown and there was development happening, and he said he wanted to be a part
34 of the growth and development of his town.

35 The council and Mr. Parks had a brief discussion regarding development in town.

36 Administrator Reynolds explained the level of responsibility of an alternate.

37 **MOTION: Mayor A Riddile made a motion to appoint Richard Parks to a seat on**
38 **the planning & Zoning Commission as an alternate. Councilor Mariscal seconded**
39 **the motion and it passed unanimously.**
40
41
42

43 **Discussion: Alternates for Historic Preservation Commission**

44 Administrator Reynolds told the council that HPC had been having discussions regarding
45 the idea of an alternate seat like what P&Z had done. He said that the HPC Chair, Mari
46 Riddile, was present to discuss it with the council. In addition, he said that she had two

1 other items to speak to the council about and those were some funding for the museum
2 and a possible stipend for continued expenses for the museum.
3 Commission Chair Mari Riddile explained to the council that there had been several
4 instances where they had not had a quorum and the meeting had been cancelled. Chair
5 Mari Riddile said that she could not imagine in what instance an HPC member might need
6 to recuse themselves, but it was a possibility. Both circumstances could be alleviated by
7 having alternates.
8 The council agreed that alternates for HPC was a good idea and directed staff to bring an
9 ordinance to that effect.
10 Chair Mari Riddile said that the HPC had done a field trip to the museum and spoken to
11 Joe and Lorraine McNeal, the museum volunteers. The McNeals said that first, they
12 needed a computer tower and monitor, a printer/scanner, a label maker, and a laminator.
13 Chair Mari Riddile said they considered an oil-filled space heater but decided against it.
14 The bathroom has a leak that needs repair. Second, they need shelves and clear storage
15 containers. In the long term, they need heat in the building.
16 Councilor Hazelton said he had spoken to Jim Wirt of Tradesmen Electrical Services who
17 will contact Xcel Energy to understand what type of service was in the museum and then
18 he will want to get in the building and evaluate it. The gas meter no longer existed, so it
19 will have to be electric heat. Councilor Hazelton said that Mr. Wirt was a New Castle
20 resident and was excited about the job because it was New Castle.
21 Chair Mari Riddile said that the Museum was in poor shape, and that it was run archaically
22 by some older residents who were doing a fantastic job. She felt that anything the town
23 could do to bring it up to some more modern capabilities would be very helpful.
24 Chair Mari Riddile asked that the council provide funding for the museum needs.
25 Chair Mari Riddile also said that one of the reasons that the museum had not pursued
26 repairing the heat in the building was because of the cost. She said that the museum
27 belonged to the town, and she felt it was appropriate that the town support the museum
28 and provide a stipend them to cover the cost of heat and internet service. She also
29 requested that perhaps someone could help train them because they were not versed on
30 modern-day computing systems.
31 Councilor Leland offered that it might be a good idea to for HPC to rewrite the museum's
32 mission statement and bring that to the council for approval. Chair Mari Riddile agreed
33 that was a good idea. She also thanked Councilor Copeland for her time on the
34 commission and said she had done a good job. Chair Mari Riddile said that Administrative
35 Assistant Remi Bordelon was the clerk to HPC and had prepared a book for the
36 commission members that was full of information and resources. Chair Mari Riddile said
37 that Admin. Asst Bordelon was wonderful to work with and that she wanted to offer her
38 praise.
39 The council discussed the issue briefly and agreed that the equipment should be
40 purchased for the museum, and that repairs should be completed to make the building
41 habitable, and that future museum expenses were billed directly to the town.
42 Chair Mari Riddile thanked the council.
43
44

45 **Discussion: Mike Hinkley, District Manager, Mountain Waste & Recycling**
46 **Regarding Trash Rates**

1 Mountain Waste and Recycling District Manager Mike Hinkley greeted the council. He
2 introduced Doug Goldsmith, Sales Manager.
3 Administrator Reynolds told the council that he and Town Treasurer Loni Burk had built in
4 some estimated numbers into the 2022 budget for trash and recycling services. He said
5 that because the budget work had begun months ago, they did not have actual numbers
6 from Mountain Waste & Recycling (MWR) until recently, and their budget estimate was
7 correct, but they had not anticipated the cost of diesel fuel. Administrator Reynolds said
8 that because of the cost of diesel, MWR was forced to do something they had not done
9 throughout the term of the contract. Administrator Reynolds said that there were two
10 provisions in the contract. The first was that MWR had the ability to raise the rates by no
11 less than 2.5% and no more than 4%. He said that the town was able to add a small
12 administrative fee, but typically kept it reasonable. The second contract provision was the
13 ability for MWR to charge a fuel surcharge once diesel reached \$3.00 per gallon.
14 Administrator Reynolds said there were specific charts attached to the contract that
15 indicated what the surcharge would be when they reached \$3.00 or \$3.50 or \$4.00 per
16 gallon. Administrator Reynolds said that MWR had never had to charge the surcharge
17 before. Administrator Reynolds described the chart to the council indicating where MWR
18 had created a partnership rate where the town and MWR would split the cost of the fuel
19 surcharge.
20 Manager Hinkley explained to the council that the cost of doing business on the Western
21 Slope was increasing. He further explained how he had calculated the numbers and found
22 that the increase, according to the approved contract, was more than MWR was
23 comfortable with. He said he and Mr. Goldsmith worked on reducing the amount of the
24 increase. They calculated the surcharge using the wholesale rate for diesel rather than the
25 retail rate, as well as the 4% CPI increase, and then cut the increase by 50%, with MWR
26 absorbing half the increase in partnership with the town.
27 Administrator Reynolds said that the new rate will be \$33.21.
28 Councilor Hazelton asked how often the fuel surcharge would be adjusted. Mr. Hinkley
29 said once per quarter.
30 Mr. Hinkley, Mr. Goldsmith and the council briefly discussed how fuel rates had fluctuated
31 in the past five years.
32 Councilor Leland said that there had been a bear problem in town, mostly in the
33 downtown area where people did not have garages, and he asked if MWR had a solution.
34 Mr. Hinkley said that there really was no such thing as a bear-proof container, they were
35 truly only bear-resistive for a period of time. He said that if a bear wanted in, eventually
36 they will get in. Mr. Hinkley said that MWR did have bear-resistive containers, and
37 recently got some in from a new supplier that they tested to see if they work, and if they
38 are compatible with the automation on the trucks. He said the customer-owned 'bear-
39 proof' containers often do not work with the truck automation or are labor intensive
40 because the drivers have to get out of the truck and manually open the container, service,
41 it, close the lid and get back in the truck. The more bear-proof containers there are, the
42 longer it takes to service the town. Mr. Goldsmith said that in other communities,
43 residents pay an additional fee for service on bear-proof containers.
44 Councilor Leland said that there was a company in the area that offered to pick up yard
45 waste for a small fee, compost it and then allow people to have the compost. He asked of
46 Mountain Waste & Recycling had a compost program.

1 Mr. Hinkley said that they did have a compost program for commercial and some
2 residential up valley, because they were part of Pitkin County's SCRAPS food composting
3 program, but nothing really for New Castle. He said that they were fine if people used
4 EverGreen ZeroWaste. He said they often referred people to them for composting
5 services.

6 Mayor A Riddile thanked Mr. Hinkley and Mr. Goldsmith for their time.
7
8

9 **Consider a Motion to Approve Grants to Outside Agencies**

10 Administrative Assistant Rochelle Firth greeted the council. She told them that there was a
11 little more than \$9k left after the first round of grants earlier in the year.

12 Admin. Asst. Firth reviewed each of the eight applications, who the organizations were,
13 what the funds would be used for and the funding amounts suggested by staff.

14 **MOTION: Councilor A Riddile made a motion to approve grants to outside**
15 **agencies with the staff recommendations for amounts. Councilor Mariscal**
16 **seconded the motion and it passed unanimously.**
17
18

19 **Consider Resolution TC 2021-15, A Resolution of the New Castle Town Council**
20 **Adopting a Directory of Fees and Charges for the Town**

21 Clerk Harrison told the council that every year the town was required to readopt the
22 Directory of Fees and Charges, and that staff had been bringing it to the council prior to
23 the beginning of each year rather than once the new year began so that the budget would
24 reflect more appropriate amounts.

25 Clerk Harrison reviewed each of the proposed changes for the benefit of the council.

26 **MOTION: Councilor G Riddile made a motion to approve Resolution TC 2021-15, a**
27 **Resolution of the New Castle Town Council Adopting a Directory of Fees and**
28 **Charges for the Town. Councilor Copeland seconded the motion.**

29 Discussion: Clerk Harrison told the council that the Directory of Fees and Charges was
30 intended to be effective January 1, 2022, but that previously the council had discussed
31 increasing the fees for cemetery plots right away. She asked if the council wanted to
32 amend the motion to reflect that. Mayor A Riddile said that January 1 was fine for the
33 increase.

34 **The motion passed unanimously.**
35
36

37 Administrator Reynolds said that in the fee schedule on page 12, there was a recreational
38 development fee of \$500.00 that staff was reviewing. He noted that it may come back to
39 the council in 2022 for discussion regarding an increase because it had not been changed
40 in twenty years.
41
42

43 **Consent Agenda**

44 October 5, 2021 minutes

45 October 19, 2021 minutes

46 October Bills of \$432,574.20

47 2 Coronas Hotel & Restaurant Liquor License Renewal

1 Kum & Go Fermented Malt Beverage - Off Premises - Liquor License Renewal

2 Tapatios LLC Hotel & Restaurant Liquor License Renewal

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

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

5
6
7 **Staff Reports**

8 Town Administrator – Administrator Reynolds said that there was progress being made on
9 the traffic circle and that CDOT had reached out because the town owned a small piece of
10 property near the park and ride. CDOT will likely have to purchase property in the area to
11 accommodate the traffic circle. Administrator Reynolds said that Trick or Treat had gone
12 very well the previous Friday and he felt that it would be come an annual event.

13 Administrator Reynolds said that he was scheduled to meet with the FMLD board the
14 following week along with Town Engineer Jeff Simonson, LoVa Executive Director Jeanne
15 Golay and representatives from Glenwood Springs. He said that the FMLD board was
16 concerned as to whether the project would be moving forward in a timely manner. He said
17 that he has written a candid report to the FMLD that progress had been very slow. He said
18 there was a new CDOT representative who was very solution-oriented and he felt they
19 may make headway. Unfortunately, the list of issues in meeting CDOT policy was
20 extensive. Administrator Reynolds said that the solutions will take time, but the grant was
21 aging, and deadlines had been extended as much as was allowed. Another concern was
22 that the cost of construction was changing, and the town’s portion of the project could be
23 off as much as \$300k. He noted that he had briefed Greg Russi, who was critical in
24 developing the project, and Jeanne Golay about the issues and they were looking for
25 additional funding. Administrator Reynolds said that Planner Smith, Public Works Director
26 Wenzel, Engineer Simonson and himself will meet with the Steve Craven and his property
27 buyers on November 19. They buyers were asking for a pre-application meeting. It will be
28 the first glimpse of what the development may look like. Administrator Reynolds said that
29 students from Elk Creek Elementary came by the town hall to thank the town for the
30 streets and water. He said it was adorable and he gave the council the drawings the
31 students had done. Administrator Reynolds said he had met with other area managers
32 and Mind Springs Health and they discussed the opioid funds that would be coming in
33 from the settlement. Mind Springs Health will be building a detox center in Garfield
34 County that will help those who need it, but it will also relieve area hospitals and law
35 enforcement from having to manage those people with addiction problems. Administrator
36 Reynolds said that the little bit of money that towns will receive from the settlement
37 needed to be used, and the consensus was that the detox center was the natural fit for
38 the funds.

39 Town Clerk – Clerk Harrison said she had been busy working on the fee schedule and
40 several liquor licensing items. Hogback Pizza had applied to change their license type from
41 beer and wine to a hotel & restaurant license. She said she had spoken to the new owner
42 of the Black Dog and transfer of that license will begin very soon. Clerk Harrison said that
43 Ambleside School was doing a fund raiser event at the Lakota Recreation Center and had
44 applied for a special events license. Clerk Harrison said that the fermented malt beverage
45 industry was ever expanding with hard seltzer type drinks, and apparently Southern
46 Comfort and Fire Ball had come out with fermented malt beverage drinks that were being
47 sold in grocery and convenience stores. Clerk Harrison said that her office had completed

1 the election calendar for the April 2022 election. Candidate packets will be available
2 January 4, 2022 for those who were interested in running for office. She said that there
3 were election webinar classes being offered that she and her staff will attend. Clerk
4 Harrison said that there had been a major issue with the equipment that was used to read
5 water meters and create the appropriate information database for utility billing. It took
6 her office and the public works utility staff a week to get the information downloaded. She
7 said that there was new equipment on order to upgrade the meter read system. She
8 complimented Mindy Andis, Remi Bordelon, Daniel Becker, Justin Robb and Jack Refior for
9 their excellent work working through the difficulties. Clerk Harrison said that Admin. Asst
10 Remi Bordelon was on her second month doing utility billing by herself and was doing very
11 well. Admin. Asst. Bordelon was also working with some consultants regarding a potential
12 historic building survey and was also looking for grants funding to get that survey
13 completed.
14 Town Treasurer – Treasurer Burk said that there was \$5k in the budget under town
15 maintenance for the museum as well as \$5k for equipment. Treasurer Burk said that she
16 was continuing to work on the budget adjusting the numbers. She felt that the final
17 budget numbers will be ready for the November 16 council meeting, and adoption if the
18 budget on December 7, 2021.
19 Town Planner – not present.
20 Public Works Director – not present.

21 22 23 **Commission Reports**

24 Planning & Zoning Commission – nothing to report.
25 Historic Preservation Commission – nothing to report
26 Climate and Environment Commission – Councilor Leland said that they had discussed the
27 idea of asking for alternate seat like P&Z and HPC had done, but they had decided that
28 they would keep just the seven commissioners and would form working groups with
29 others who were interested in volunteering for CEC. Clerk Harrison told Councilor Leland
30 that she had gotten the e-mail set up for CEC as well as the business cards they had
31 asked for.
32 Senior Program – Councilor Mariscal said that Senior Programs asked that the towns
33 appoint their member for 2022. Councilor Mariscal asked if anyone was interested.
34 RFTA – nothing to report.
35 AGNC – nothing to report.
36 GCE – nothing to report.
37 EAB – nothing to report.

38 39 40 **Council Comments**

41 Councilor G Riddile said that he agreed that the Trick or Treat event was fantastic.
42 Councilor Leland said that if the Trick or Treat event will happen yearly, it should be added
43 to the town’s events list. Administrator Reynolds said that it had been added.
44 Councilor Leland said that he felt that the direction the town seemed to be going with
45 annexations and the 80% compliance requirement was in conflict with the comprehensive
46 plan. He felt that needed to be reviewed.

1 Councilor Leland said that he felt the town should send a congratulations to Colorado
2 River Fire Rescue for their ballot win.
3 Councilor Hazelton commented that the leash law door hanger seemed to be working, and
4 he said that he felt most people were in favor of the direction of the town. He said he hear
5 some people wanted to petition for a dog park which was exactly where the town was
6 headed anyhow.
7 Councilor Owens said he had toured the water treatment plant and it was great. He
8 encouraged everyone to tour it if they could. Councilor Owens said Daniel Becker was very
9 impressive.
10 Mayor A Riddile said that the Main Street Halloween event was amazing, and he thanked
11 the town staff for it. He said there were a lot of positive comments about the event.
12
13

14 **MOTION: Mayor A Riddile made a motion to adjourn. Councilor seconded the**
15 **motion and it passed unanimously.**
16

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18 The meeting adjourned at 8:31 p.m.
19

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21 Respectfully submitted,
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25 _____
26 Mayor A Riddile
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29 _____
30 Town Clerk Melody Harrison, CMC
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**New Castle Town Council Regular Meeting
Tuesday, November 16, 2021, 7:00 PM**

Virtual Meetings are subject to internet and technical capabilities.

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

If you prefer to telephone in:
Please call: 1-346-248-7799
Meeting ID: 709 658 8400

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

Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Mariscal (attended virtually)
	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland (attended virtually)
	Councilor G Riddile
Absent	Councilor Owens

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison,

MOTION: Councilor G Riddile made a motion to approve Councilor Owens' absence. Councilor Copeland seconded the motion and the motion failed with Councilor G Riddile voting yes, and all others voting no.

Meeting Notice

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

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

1 There were no agenda changes.

2
3 **Citizen Comments on Items not on the Agenda**

4 There were no citizen comments.

5
6
7 **Consultant Reports**

8 Consultant Attorney -

9 Consultant Engineer -

10
11 **Items for Consideration**

12
13 Town Administrator Dave Reynolds suggested that since Ms. Tinker DuClo had not yet
14 arrived, that the council delay her presentation until she arrived. The council agreed.

15
16
17 Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority

18 **MOTION: Mayor A Riddile made a motion to recess the town council meeting and**
19 **to convene as the local liquor licensing authority. Councilor G Riddile seconded**
20 **the motion and it passed unanimously.**

21
22
23 **Consider a Special Event Liquor License Application from Ambleside School for**
24 **Their Fundraising Event on November 19, 2021**

25 Clerk Harrison told the council that Ambleside School and their representative, Tanya
26 Moser, had applied for a special event liquor license for their fundraising dinner event on
27 November 19, 2021. Clerk Harrison said that the school was a 501c3 organization and the
28 fundraising event will be held at the Lakota Canyon Ranch HOA Recreation Center. Clerk
29 Harrison said that the application had been submitted several months earlier, fees had
30 been paid and that the applicant, Tanya Moser, was TiPS certified. She offered that Ms.
31 Moser was present virtually if the authority had any questions for her.

32 **MOTION: Mayor A Riddile made a motion to approve the special event liquor**
33 **license application from Ambleside School for their fundraising event on**
34 **November 19, 2021. Councilor Mariscal seconded the motion and it passed**
35 **unanimously.**

36 Ms. Moser thanked the council for their approval, and she invited the council to attend the
37 dinner. She also thanked the council for all they do.

38
39
40 **Consider a Special Event Liquor License Application from the Town of New Castle**
41 **for the Chili Cook-Off on December 3, 2021**

42 Clerk Harrison said that the application was from the recreation department who intended
43 to serve only beer at the chili cook off on December 3, 2021. Clerk Harrison said that the
44 town was able to hold special events liquor licenses as a government entity, and it would
45 be the fourth one for the year.

1 **MOTION: Mayor A Riddile made a motion to approve the special event liquor**
2 **license application from the Town of New Castle for the Chili Cook-Off on**
3 **December 3, 2021. Councilor Hazelton seconded the motion and it passed**
4 **unanimously.**
5

6 Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting
7 **MOTION: Mayor A Riddile made a motion to adjourn the local liquor licensing**
8 **authority and to reconvene the town council meeting. Councilor G Riddile**
9 **seconded the motion and it passed unanimously.**
10

11
12 **Presentation: Tinker Duclo, Vice President and Campus Dean, Colorado Mountain**
13 **College**

14 Administrator Reynolds introduced Vice President and Campus Dean, Colorado Mountain
15 College (CMC), Tinker Duclo. He said she was present to tell the council what was
16 happening at the school and to present a possible way the town could partner with the
17 school.

18 Ms. Duclo greeted the council. She began by sharing with the council that not only were
19 there college courses available at CMC, but there is a preschool on campus that tied in
20 with the preschool education program. She said they had an elementary education
21 program as well that helped supply teachers to the local schools. Ms. Duclo said the
22 campus had a concurrent enrollment program where high school students are able to take
23 courses for which they get both high school and college credit for simultaneously. Ms.
24 Duclo said that the campus had certificate programs and well as associate and some
25 bachelor degree programs.

26 Ms. Duclo said that the campus was also committed to serving subcultures within the
27 community which included students who are also parents and the Latinx community.

28 Ms. Duclo said that the campus was, in part, property tax supported and she thanked the
29 New Castle community for that.

30 Ms. Duclo said she was present to speak to the council was regarding the possibility of
31 getting some CMC imagery in the local towns by way of some banners. The Town of Silt
32 was quite enthusiastic and said they would like to see images of Silt residents on the
33 banners, and Ms. Duclo said that they would do the same for New Castle and reach out to
34 graduates from New Castle, of which, Officer Rubio was one.

35 Clerk Harrison screen-shared examples of the light-pole banners.

36 The council and Ms. Duclo discussed the need for teachers in the local school system and
37 what the education requirements were for preschool and kindergarten and up.

38 The council liked the banner idea. Ms. Duclo said that if the council approved the idea,
39 CMC will send their marketing director out to the town to assess what exactly was needed.
40 CMC will purchase the banners, and she felt the town would likely install them.

41 Administrator Reynolds said that he agreed it would be okay for the town to install them
42 since they were changed out seasonally.

43 The council agreed to allow the banners. Ms. Duclo thanked the council for their support.
44

45 **Final 2022 Budget**

1 Administrator Reynolds said that Town Treasurer Loni Burk was unable to attend the
2 meeting, so he would review the budget on her behalf. He asked Clerk Harrison so screen-
3 share the budget document for the council.

4 Administrator Reynolds said that since the last meeting, he and Treasurer Burk had
5 adjusted some of the assumptions that had been made in the final budget document. He
6 reviewed those items for the council, noting that the budget had balanced with \$2,900.00
7 to the positive. The council and Administrator Reynolds discussed it briefly. The council
8 thanked Treasurer Burk, Administrator Reynolds and the staff for a job well done.
9

10
11
12 **Consider Ordinance TC 2021-10, an Ordinance of the New Castle Town Council**
13 **Amending the Code Regarding Membership of the Historic Preservation**
14 **Commission (1st reading)**

15 Administrator Reynolds recalled that Historic Preservation Chair Mari Riddile had attended
16 the previous council meeting and explained the commission's need for alternates. He said
17 that the ordinance was to make the code change to allow for those alternate seats.

18 **MOTION: Councilor G Riddile Made a motion to approve Ordinance TC 2021-10,**
19 **an Ordinance of the New Castle Town Council Amending the Code Regarding**
20 **Membership of the Historic Preservation Commission on 1st reading. Councilor**
21 **Copeland seconded the motion and it passed in a roll-call vote: Councilor Leland:**
22 **yes; Councilor Hazelton: yes; Councilor G Riddile: yes; Councilor Mariscal: yes;**
23 **Mayor A Riddile: yes; Councilor Copeland: yes.**
24
25

26 **Discussion: Emergency Ordinance TC 2020-5 Regarding Temporary Public**
27 **Consumption of Alcohol and Private Party Alcohol Permitting**

28 Clerk Harrison told the council that in 2020, in response to the COVID-19 pandemic and
29 the closure of restaurants, the council had chosen to pass ordinance TC 2020-5 that
30 allowed for public consumption of alcohol in several downtown parks. Those include the
31 two pocket parks on either side of the town hall, Burning Mountain Park, Ritter Plaza and
32 the lower section of 5th Street when it was closed to vehicular traffic. She said that
33 residents were allowed to take their carry-out meal and alcoholic drinks to a downtown
34 park and consume them there. The ordinance was specific in that only carry-out alcohol
35 from a downtown restaurant could be consumed in the parks, nothing purchased in a
36 liquor store or brought from home was allowed. She said that the ordinance allowed the
37 provisions authorizing public consumption to be modified or revoked by resolution.

38 Clerk Harrison told the council that HB 21-1027 had been passed in June 2021, and it
39 allowed carry-out alcohol from restaurants and bars to continue until July 1, 2025. Clerk
40 Harrison said that staff wanted to hear from the council whether they felt allowing public
41 consumption of carry-out alcohol was something they wished to continue, modify or
42 revoke. Clerk Harrison said that there were a number of opportunities to modify such as
43 allowing public consumption in other town parks such as VIX Ranch Park or Frank Breslin
44 Memorial park; It could be amended to allow consumption of alcoholic beverages brought
45 from home or purchased in a retail store; the ordinance could be revoked.

1 Administrator Reynolds said that the original ordinance was approved as a temporary
2 measure and staff felt that it should be brought back to council for reconsideration.
3 The staff and council discussed it briefly and felt that public consumption of carry-out
4 alcoholic beverages from town restaurants should continue, and that it should be reviewed
5 again in 2022.
6 Clerk Harrison told the council that there was a code section 9.28.010 that allowed the
7 Town Administrator to issue permits in or on town-owned facilities for possession and
8 consumption of alcoholic beverages at a private party or event. She said that the
9 provision had existed in the code, and Ordinance TC 2020-5 provided a minor update to
10 that section. Clerk Harrison said that because the code section had not been implemented
11 for many years and the nature of the emergency ordinance, staff was concerned that
12 perhaps the provision had been overshadowed by the need to help local restaurants. Clerk
13 Harrison said that staff felt it was appropriate to revisit the issue. Clerk Harrison explained
14 that it allowed a person to apply for a permit to serve alcohol at a private gathering such
15 as a family reunion in Burning Mountain Park or the Community Center. It allowed the
16 Town Administrator to review and issue that permit. Clerk Harrison said that staff wanted
17 to hear from the council how they felt about private party permits.
18 Clerk Harrison said that earlier in 2021 she developed an application/permitting process
19 that she had brought to the council for their review. She said that there had been just
20 three citizens apply for and receive a private party permit to date. She said that prior to
21 2021 no alcohol had been allowed in a town-owned facility for private parties. Clerk
22 Harrison and Administrator Reynolds had spoken to Recreation Director Hannah Bihl and
23 Police Chief Tony Pagni, and their opinion was that allowing private party alcohol permits
24 had not been a problem, although there had been only three. She also said that it was
25 staff's experience and opinion that not allowing alcohol on town-owned facilities had also
26 not been a problem. To clarify, Clerk Harrison said staff had not seen a negative impact
27 by either allowing or not allowing private party alcohol.
28 The council and staff discussed potential liabilities of allowing private party alcohol permits
29 as well as the permitting process, insurance, security and state laws. Ultimately, the
30 council decided that private party alcohol permits were not necessary and directed staff to
31 move forward with revoking the code section.
32 Clerk Harrison said that the remaining portion of her council memo was irrelevant and
33 thanked the council for the direction.
34

35 **Staff Reports**

36 Town Administrator – Administrator Reynolds said that that he had spoken to the FMLD
37 board regarding the 'Meet Me In The Middle' section of the trail, and it had gone well.
38 Good progress had been made the new CDOT representative who had been able to help
39 navigate through a lot of the complicated CDOT standards that were inhibiting the project.
40 He said that subsequently Town Engineer Jeff Simonson will prepare the CDOT special use
41 permit application and put the bridge portion of the project out to bid. Administrator
42 Reynolds said that the next hurdle will be funding. Jeanne Golay with LoVa Trails is
43 working on that and will meet with RFTA.
44 Administrator Reynolds met with Glenwood Springs representatives, RFTA and Engineer
45 Simonson regarding a new GoCo grant opportunity for planning and construction for up to
46 ten million dollars. Glenwood Springs will put together a conceptual paper and send it to

1 GoCo to see if they had any interested whatsoever in possible funding the LoVa Trail.
2 Administrator Reynolds said there had been a lot of forward movement on the LoVa
3 project, but that there was still a lot to overcome.
4 Administrator Reynolds said that council had asked him to investigate the land west of the
5 public works facility. He said that he had spoken to the realtor who told him that the
6 property was listed for \$375k. The property immediately went under contract, and the
7 buyer contacted the town inquiring about the process to get a conditional use permit to
8 build a Pods-type storage facility. Staff met with the potential buyer and let him know the
9 town's position regarding a storage facility on what the comprehensive plan called a
10 'gateway' property, but nonetheless, the buyer intended to pursue it. Administrator
11 Reynolds spoke to Town Attorney David McConaughy about possibly making a backup
12 offer on the property but decided that was not a good idea since the buyer will have to
13 come to the town for the conditional use permit. It was a conflict of interest. Councilor
14 Leland said that the council probably should not discuss it at all. Administrator Reynolds
15 clarified that the town had not received the conditional use permit application which was
16 the only reason he was able to update the council, and once that application was
17 submitted, they would no longer be able to talk about the issue.
18 Administrator Reynolds said that he and Town Planner Paul Smith had met with Garfield
19 County planning regarding the earthwork taking place south of River Park Condominiums,
20 on property owned by Dow Rippy. He said the county appreciated the town's concerns and
21 will be looking into it. He also said he had been contacted by Mr. Rippy who wanted to
22 meet with the town regarding the project. Administrator Reynolds said that the subject
23 property was now on the market as eighteen separate 35-acre parcels and potential
24 buyers were asking the county if construction yard and storage facilities would be allowed
25 there. He said the town was working on the county with that because it did not work with
26 the town's zoning.
27 Administrator Reynolds told the council that there were staff concerns regarding the
28 newer senior housing, and some about the older senior housing. He said there was no
29 management for either facility and it was beginning to show. He said he will be reaching
30 out to the CEO of Community Resource Housing Development Corporation because staff
31 was fielding all the calls.
32 Administrator Reynolds told the council that Beth Elswick, Support Staff for Finance and
33 Building Department, had resigned. He said that she was offered a position with a private
34 practice medical facility, and she could not pass on the opportunity. He said she would be
35 missed.
36 Administrator Reynolds told the council that there had been an issue at one of the schools
37 where the police department had to investigate a threat to one of the schools. A student
38 called in a tip to which was subsequently investigated and found to be unfounded.
39 Nonetheless, there are parents who are upset and Police Chief Tony Pagni will be speaking
40 at a Zoom school board meeting where he will address questions from the public as much
41 as he can without divulging too much information on the investigation.
42 Administrator Reynolds said that there had been a pedestrian hit by a vehicle on Main
43 Street. The person went to the hospital, and charges were pressed against the driver. The
44 victim will recover fine. Administrator Reynolds said that he and Administrative Assistant
45 Rochelle Firth had completed an application to CDOT to lower the speed limit on Main
46 Street to 25mph, likely from the bridge to past Ambleside School.

1 Administrator Reynolds said that regarding the cross walk lights, there had been a
2 warranty issue where the batteries were no recharging through the solar panels. New
3 Batteries were on their way, but it was taking time.
4 Councilor G Riddile asked if staff had considered a press release regarding the school
5 issue. He thought it may help reduce fear. Administrator Reynolds said he would look into
6 it.

7 Town Clerk – Clerk Harrison said the Colorado Municipal League puts out an election book
8 for clerks. She said she had received the book and completed the election calendar for the
9 April 2022 election. Clerk Harrison said she had also begun assembling candidate packets
10 which needed to be available on January 4, 2022 for those interested in running for office.
11 Clerk Harrison said her office will take some one-hour election classes beginning Thursday
12 which was good refreshers as laws were constantly changing. Clerk Harrison said she will
13 meet with the potential owner of the Black Dog Saloon the following day to discuss
14 transfer of the liquor license. Clerk Harrison said the Admin. Asst. Remi Bordelon and
15 Admin. Asst. Rochelle Firth were making beautiful progress on the new town website.
16 Clerk Harrison said that there was a snafu with the water meter reading equipment, and
17 the Utilities Department, Deputy Town Clerk Mindy Andis and Admin. Asst. Bordelon
18 worked for about a week and managed to recover the data. She said that new equipment
19 had been ordered and they all would be going through training on the new software and
20 equipment. Clerk Harrison said at HPC the evening before, Admin. Asst Bordelon hosted
21 Lindsey Flewelling from History Colorado who had provided a lot of great information for
22 the commission. Clerk Harrison said that her office was getting ready for year-end.

23 Town Treasurer – not present.

24 Town Planner – not present.

25 Public Works Director – not present.

26 27 **Commission Reports**

28 Planning & Zoning Commission – nothing to report.

29 Historic Preservation Commission – Councilor Hazelton said that Ms. Flewelling was the
30 speaker as well as Dr. Roper who talked about tax credits. The commission was looking at
31 a grant to survey the downtown area for historic buildings.

32 Climate and Environment Commission – nothing to report.

33 Senior Program – nothing to report.

34 RFTA – Mayor A Riddile said the RFTA wanted to expand the We-Cycle program to
35 Glenwood Springs and possible New Castle.

36 AGNC – nothing to report.

37 GCE – Councilor Leland said that they had taken care of a lot of end-of-year formalities.

38 EAB – nothing to report.

39 40 **Council Comments**

41 Councilor Mariscal said she was attending the meeting virtually because she had been
42 exposed to COVID.

43 Councilor Leland said that he was virtual because he had not been feeling well, but that it
44 was not COVID.

45 Councilor Leland said that dogs were coming up again, it was complaints about barking
46 dogs. He said he was not sure what the solution was. He thought that when the council

1 got to the point to talk about dogs things, he felt they should consider what to do about
2 barking dogs as well.
3 Councilor Leland said that the Solar study is on the GCE website and at CEC on Thursday
4 he was going to suggest that it be put on the town website as well.
5 Councilor Leland asked if anyone heard about what caused the blackout. No one knew.
6 Councilor Hazelton told the council that Steve Rippy had resigned from HPC so there was
7 a vacancy.

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

13
14 The meeting adjourned at 8:25 p.m.

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17 Respectfully submitted,

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23 _____
24 Mayor A Riddile

25
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27 _____
28 Town Clerk Melody Harrison, CMC
29

TOWN OF NEW CASTLE - BILLS ALLOWED SUMMARY - November 2021

11/2021 INVOICES PAID	\$218,341.07
VIX PARK LOAN PAYMENT	5,129.61
NET PAYROLL (2)	112,439.38
FED & STATE EMPLOYMENT TAXES (2)	42,757.07
RETIREMENT PLAN PAYMENTS (2)	19,749.94
CREDIT CARD FEES	<u>1,445.84</u>
11/2021 TOTAL PAYMENTS	<u>\$ 399,862.91</u>

LESS CAPITAL EXPENDITURES *	(22,863.96)
LESS CHARGE-BACKS **	-
LOAN PAYMENTS	-
REC CENTER DEPOSIT REFUNDS	<u>(200.00)</u>

11/2021 OPERATING EXPENSES: **\$376,798.95**

*** CAPITAL:**

LoVa Trail NC-CC engineering fees	310.00
Evidence Bay gas line	1,511.01
South Alley Fence materials	17,942.95
Biosolid Drying Station-engineering fees	<u>3,100.00</u>
Total	<u><u>22,863.96</u></u>

****CHARGE-BACKS:**

Developer costs	<u>0.00</u>
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Report Criteria:
 Detail report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
133	Access AfterSchool	2021 GRANT	2021 grant	11/04/2021	500.00	.00	500.00	53166	11/12/2021
Total 133:					500.00	.00	500.00		
213	AFLAC	053721	11/2021 premium	11/11/2021	366.42	.00	366.42	53237	11/24/2021
Total 213:					366.42	.00	366.42		
299	All Around Property Mainte	4049	Good Neighbor-landscapin	10/29/2021	5,370.00	.00	5,370.00	53167	11/12/2021
Total 299:					5,370.00	.00	5,370.00		
377	Alpine Bank	104337 11/21	Amazon-office supplies-rec	11/10/2021	11.94	.00	11.94	53238	11/24/2021
		104337 11/21	EpicSports-basketball unifo	11/10/2021	29.56-	.00	29.56-	53238	11/24/2021
		104337 11/21	EpicSports-basketballs-rec	11/10/2021	120.48	.00	120.48	53238	11/24/2021
		104337 11/21	EpicSports-youth basketbal	11/10/2021	432.65	.00	432.65	53238	11/24/2021
		104337 11/21	Amazon-SLAM basketball	11/10/2021	47.96	.00	47.96	53238	11/24/2021
		104337 11/21	EpicSports-micro soccer sa	11/10/2021	17.91-	.00	17.91-	53238	11/24/2021
		104337 11/21	EpciSports-mricro soccer s	11/10/2021	6.38-	.00	6.38-	53238	11/24/2021
		104337 11/21	Amazon-micro soccer coac	11/10/2021	284.85	.00	284.85	53238	11/24/2021
		104337 11/21	Amazon-ball pump-rec	11/10/2021	77.36	.00	77.36	53238	11/24/2021
		104337 11/21	Amazon-cleaning supplies-	11/10/2021	56.94	.00	56.94	53238	11/24/2021
		104337 11/21	Amazon-cleaning supplies-	11/10/2021	21.00	.00	21.00	53238	11/24/2021
		108742 11/21	Adobe-subscription-b&p	11/10/2021	14.99	.00	14.99	53238	11/24/2021
		109260 11/21	City Market-office supplies-	11/10/2021	4.04	.00	4.04	53238	11/24/2021
		109260 11/21	Amazon-officer uniform-ps	11/10/2021	150.00	.00	150.00	53238	11/24/2021
		109260 11/21	OpticsPlanet-firearms-ps	11/10/2021	843.60	.00	843.60	53238	11/24/2021
		109260 11/21	OpticsPlanet-credit for sale	11/10/2021	63.93-	.00	63.93-	53238	11/24/2021
		109260 11/21	Amazon-officer equipment-	11/10/2021	25.97	.00	25.97	53238	11/24/2021
		124269 11/21	City Market-candy for Hallo	11/10/2021	51.04	.00	51.04	53238	11/24/2021
		124269 11/21	CPPA-liability insurance-ps	11/10/2021	176.00	.00	176.00	53238	11/24/2021
		14239 11/21	Rieger-vehicle service-ps	11/10/2021	77.45	.00	77.45	53238	11/24/2021
		26324 11/21	McDonalds-employee meal	11/10/2021	59.67	.00	59.67	53238	11/24/2021
		28957 11/21	City Market-anniversary sn	11/10/2021	8.99	.00	8.99	53238	11/24/2021
		28957 11/21	Walmart-office supplies-ad	11/10/2021	31.04	.00	31.04	53238	11/24/2021
		28957 11/21	Target-storage tote for Hall	11/10/2021	19.99	.00	19.99	53238	11/24/2021
		28957 11/21	Walmart-cleaning & office s	11/10/2021	41.78	.00	41.78	53238	11/24/2021
		28957 11/21	Amazon-color printe-admin	11/10/2021	873.97	.00	873.97	53238	11/24/2021
		28957 11/21	OTC-candy for Halloween-	11/10/2021	192.82	.00	192.82	53238	11/24/2021
		28957 11/21	Walmart-Halloween decor-	11/10/2021	103.29	.00	103.29	53238	11/24/2021
		28957 11/21	USDA Natl Symbols Cache	11/10/2021	48.00	.00	48.00	53238	11/24/2021
		28957 11/21	USDA Natl Symbols Cache	11/10/2021	135.00	.00	135.00	53238	11/24/2021
		28957 11/21	USDA Natls Symbols Cach	11/10/2021	150.00	.00	150.00	53238	11/24/2021
		29094 11/21	City Market-donuts for 1st	11/10/2021	25.08	.00	25.08	53238	11/24/2021
		29995 11/21	Big John's-ladder & tiedow	11/10/2021	220.44	.00	220.44	53238	11/24/2021
		29995 11/21	City Market-trash bags-par	11/10/2021	11.89	.00	11.89	53238	11/24/2021
		29995 11/21	Hogback Pizza-lunch for st	11/10/2021	154.82	.00	154.82	53238	11/24/2021
		29995 11/21	Green Zone Recycling-disp	11/10/2021	90.00	.00	90.00	53238	11/24/2021
		29995 11/21	Green Zone Recycling-disp	11/10/2021	300.00	.00	300.00	53238	11/24/2021
		31068 11/21	O'Reilly-hood truck maint-s	11/10/2021	71.88	.00	71.88	53238	11/24/2021
		31068 11/21	Lowes-PWF maint-sts	11/10/2021	23.12	.00	23.12	53238	11/24/2021
		32181 11/21	Rocky Mtn Forest Products	11/10/2021	1,500.00	.00	1,500.00	53238	11/24/2021
		35978 11/21	TSC-tank heater for Ice Rin	11/10/2021	59.72	.00	59.72	53238	11/24/2021
		35978 11/21	City Market-propane for he	11/10/2021	19.47	.00	19.47	53238	11/24/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		35978 11/21	Walmart-antifreeze for spr	11/10/2021	7.74	.00	7.74	53238	11/24/2021
		35978 11/21	Walmart-fuel stabilizer & tr	11/10/2021	29.35	.00	29.35	53238	11/24/2021
		35978 11/21	Walmart-clips for holiday lig	11/10/2021	8.49	.00	8.49	53238	11/24/2021
		35978 11/21	City Market-cleaning suppli	11/10/2021	22.36	.00	22.36	53238	11/24/2021
		35978 11/21	City Market-lunch for staff a	11/10/2021	36.05	.00	36.05	53238	11/24/2021
		42362 11/21	Amazon-battery for Motorola	11/10/2021	32.99	.00	32.99	53238	11/24/2021
		42362 11/21	Supply House-dual check v	11/10/2021	555.86	.00	555.86	53238	11/24/2021
		42362 11/21	McDonalds-food for Dump	11/10/2021	66.93	.00	66.93	53238	11/24/2021
		42362 11/21	Cabela's-boots-wwtp	11/10/2021	200.00	.00	200.00	53238	11/24/2021
		42362 11/21	Walmart-lab supplies-wwtp	11/10/2021	36.23	.00	36.23	53238	11/24/2021
		42669 11/21	Office Depot-copy paper-b	11/10/2021	47.32	.00	47.32	53238	11/24/2021
		42669 11/21	Office Depot-copy paper-a	11/10/2021	47.32	.00	47.32	53238	11/24/2021
		42669 11/21	Stop n Save-meal for Clerk	11/10/2021	9.14	.00	9.14	53238	11/24/2021
		42669 11/21	Meeker's-meal for Clerk co	11/10/2021	20.00	.00	20.00	53238	11/24/2021
		42669 11/21	Meeker's-meal for Clerk co	11/10/2021	20.00	.00	20.00	53238	11/24/2021
		42669 11/21	Double Tree-hotel for Clerk	11/10/2021	309.94	.00	309.94	53238	11/24/2021
		42669 11/21	Stop n Save-windshield flui	11/10/2021	4.77	.00	4.77	53238	11/24/2021
		42669 11/21	Office Depot-copy paper-w	11/10/2021	47.33	.00	47.33	53238	11/24/2021
		42669 11/21	Office Depot-copy paper-w/	11/10/2021	47.33	.00	47.33	53238	11/24/2021
		43188 11/21	Glenwood Adventure Outd	11/10/2021	127.31	.00	127.31	53238	11/24/2021
		43188 11/21	Walmart-laptop case & mo	11/10/2021	33.88	.00	33.88	53238	11/24/2021
		43188 11/21	faxpipe-2 fax lines-admin	11/10/2021	10.95	.00	10.95	53238	11/24/2021
		43188 11/21	GoDaddy-annual domain r	11/10/2021	21.17	.00	21.17	53238	11/24/2021
		43188 11/21	Zoom-monthly subscription	11/10/2021	14.99	.00	14.99	53238	11/24/2021
		43188 11/21	CMCA-conference refund f	11/10/2021	500.00-	.00	500.00-	53238	11/24/2021
		43188 11/21	Walmart-Halloween supplie	11/10/2021	46.81	.00	46.81	53238	11/24/2021
		48104 11/21	Amazon-laptop speakers-p	11/10/2021	39.98	.00	39.98	53238	11/24/2021
		48104 11/21	OTC-supplies for school ev	11/10/2021	95.56	.00	95.56	53238	11/24/2021
		48104 11/21	Professional ID Cards-offic	11/10/2021	100.50	.00	100.50	53238	11/24/2021
		54490 11/21	Adobe-subscription-admin	11/10/2021	14.99	.00	14.99	53238	11/24/2021
		64801 11/21	City Market-supplies for BB	11/10/2021	27.13	.00	27.13	53238	11/24/2021
		64801 11/21	Rieger-winter tires-ps	11/10/2021	86.77	.00	86.77	53238	11/24/2021
		64801 11/21	Rieger-winter tires-ps	11/10/2021	103.30	.00	103.30	53238	11/24/2021
		65405 11/21	InfoPak-office supplies-b&p	11/10/2021	280.00	.00	280.00	53238	11/24/2021
		65405 11/21	Office Depot-copy paper-ps	11/10/2021	47.33	.00	47.33	53238	11/24/2021
		65405 11/21	Office Depot-copy paper-m	11/10/2021	47.33	.00	47.33	53238	11/24/2021
		65405 11/21	Office Depot-copy paper-To	11/10/2021	47.32	.00	47.32	53238	11/24/2021
		65405 11/21	Office Depot-copy paper-re	11/10/2021	47.32	.00	47.32	53238	11/24/2021
		76907 11/21	OSM- delivery-water	11/10/2021	45.00	.00	45.00	53238	11/24/2021
		76907 11/21	FedEx-postage for lab test	11/10/2021	28.19	.00	28.19	53238	11/24/2021
		76907 11/21	Hogback Pizza-food for dig	11/10/2021	54.34	.00	54.34	53238	11/24/2021
		76907 11/21	Adobe-subscription-water	11/10/2021	14.99	.00	14.99	53238	11/24/2021
		76907 11/21	Rifle Chiropractic-CDL phy	11/10/2021	120.00	.00	120.00	53238	11/24/2021
		76907 11/21	Amazon-2 NTU pump filter	11/10/2021	279.88	.00	279.88	53238	11/24/2021
		77442 11/21	Pizza-team builder-admin	11/10/2021	39.68	.00	39.68	53238	11/24/2021
		77855 11/21	Walmart-office supplies-ps	11/10/2021	159.63	.00	159.63	53238	11/24/2021
		77855 11/21	Walmart-uniform exp-ps	11/10/2021	29.76	.00	29.76	53238	11/24/2021
		77855 11/21	Zips Truck Equip-unlock kit	11/10/2021	80.98	.00	80.98	53238	11/24/2021
		77855 11/21	ExpertVoice.com-firearms-	11/10/2021	355.24	.00	355.24	53238	11/24/2021
		77855 11/21	Walmart-officer's equip-ps	11/10/2021	34.56	.00	34.56	53238	11/24/2021
		77855 11/21	Tom Wade-vehicle repair-p	11/10/2021	180.00	.00	180.00	53238	11/24/2021
		77855 11/21	CO Motor Veh Svc-ps	11/10/2021	36.23	.00	36.23	53238	11/24/2021
		81048 11/21	Dollar Tree-arts & enrichm	11/10/2021	76.79	.00	76.79	53238	11/24/2021
		81048 11/21	Miichaels-arts & enrichmen	11/10/2021	53.94	.00	53.94	53238	11/24/2021
		81048 11/21	Amazon-Halloween supplie	11/10/2021	9.99	.00	9.99	53238	11/24/2021
		87953 11/21	CarlD.com-ps	11/10/2021	80.96	.00	80.96	53238	11/24/2021
		87953 11/21	La Posadita-training meal-	11/10/2021	20.00	.00	20.00	53238	11/24/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		87953 11/21	Jenny's Mexican Rest-traini	11/10/2021	18.46	.00	18.46	53238	11/24/2021
		87953 11/21	Ahimsa Coffee-training me	11/10/2021	10.69	.00	10.69	53238	11/24/2021
		87953 11/21	Herminio Sontay-training m	11/10/2021	17.85	.00	17.85	53238	11/24/2021
		87953 11/21	La Posadita-training meal-	11/10/2021	27.67	.00	27.67	53238	11/24/2021
		87953 11/21	La Posadita-training meal-	11/10/2021	16.75	.00	16.75	53238	11/24/2021
		87953 11/21	Ahimsa Coffee-training me	11/10/2021	8.28	.00	8.28	53238	11/24/2021
		87953 11/21	La Quiinta-training lodging-	11/10/2021	315.78	.00	315.78	53238	11/24/2021
		87953 11/21	TuCasa Rest-training meal-	11/10/2021	21.72	.00	21.72	53238	11/24/2021
		90205 11/21	Lakota Links-Spirit Walk de	11/10/2021	26.64	.00	26.64	53238	11/24/2021
		93142 11/21	O'Reilly-head lights-ps	11/10/2021	101.63	.00	101.63	53238	11/24/2021
		94488 11/21	UPS Store-shipping-wwtp	11/10/2021	70.76	.00	70.76	53238	11/24/2021
		94488 11/21	Walmart-lab supplies-wwtp	11/10/2021	66.80	.00	66.80	53238	11/24/2021
		Total 377:			11,064.44	.00	11,064.44		
475	American Fidelity Assuranc	D384310	11/2021 supplemental polic	11/01/2021	1,693.18	.00	1,693.18	53240	11/24/2021
		Total 475:			1,693.18	.00	1,693.18		
476	American Fidelity Assuranc	6017242	11.2021 flex payment - pay	11/15/2021	658.32	.00	658.32	53241	11/24/2021
		Total 476:			658.32	.00	658.32		
497	AlSCO, Inc	LGRA256203	mats, mops cleaned-comm	11/04/2021	80.89	.00	80.89	53168	11/12/2021
		LGRA256682	mat,mops cleaned-comm c	11/18/2021	80.89	.00	80.89	53239	11/24/2021
		Total 497:			161.78	.00	161.78		
1024	With An Open Heart	NOV 2021	Fun Fall Activity Days-rec	11/21/2021	60.00	.00	60.00	53265	11/24/2021
		Total 1024:			60.00	.00	60.00		
1543	Brucker, Terry & Eric	109 BLACKH	utility refund due to closing-	10/25/2021	185.96	.00	185.96	53170	11/12/2021
		Total 1543:			185.96	.00	185.96		
1897	Caselle, Inc.	112971	software support-b&p	11/01/2021	187.55	.00	187.55	53171	11/12/2021
		112971	software support-admin	11/01/2021	187.55	.00	187.55	53171	11/12/2021
		112971	software support-muni cour	11/01/2021	87.18	.00	87.18	53171	11/12/2021
		112971	software support-rec	11/01/2021	137.37	.00	137.37	53171	11/12/2021
		112971	software support-pks	11/01/2021	137.37	.00	137.37	53171	11/12/2021
		112971	software support-sts	11/01/2021	185.52	.00	185.52	53171	11/12/2021
		112971	software support-water	11/01/2021	458.73	.00	458.73	53171	11/12/2021
		112971	software support-w/water	11/01/2021	458.73	.00	458.73	53171	11/12/2021
		Total 1897:			1,840.00	.00	1,840.00		
1961	CEBT	INV 0045623	12/21 health ins premium	11/23/2021	55,274.60	.00	55,274.60	53242	11/24/2021
		Total 1961:			55,274.60	.00	55,274.60		
1965	Cedar Networks	325640	11/2021 internet-town hall	11/01/2021	180.00	.00	180.00	53172	11/12/2021
		325641	11/2021 internet-comm ctr	11/01/2021	180.00	.00	180.00	53172	11/12/2021
		325646	11/2021 internet-ps	11/01/2021	90.00	.00	90.00	53172	11/12/2021
		325646	11/2021 internet-town hall	11/01/2021	45.00	.00	45.00	53172	11/12/2021
		325646	11/2021 internet-w/wtr	11/01/2021	45.00	.00	45.00	53172	11/12/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1965:					540.00	.00	540.00		
1993	CenturyLink	0558 774B 1	10/2021 fax lines-wtp	10/19/2021	147.49	.00	147.49	53173	11/12/2021
		9807 957B 1	10/2021 fax lines-ps	10/19/2021	79.12	.00	79.12	53173	11/12/2021
Total 1993:					226.61	.00	226.61		
2497	Colorado Analytical Lab	211019027	cake lab test-wwtp	10/19/2021	435.00	.00	435.00	53174	11/12/2021
		211019036	soil testing-wwtp	10/19/2021	309.00	.00	309.00	53174	11/12/2021
		211026124	total metals back wash pon	10/26/2021	25.00	.00	25.00	53174	11/12/2021
Total 2497:					769.00	.00	769.00		
2653	Comcast	0203153 10/	3 mos internet-11/2021- 01/	10/26/2021	260.70	.00	260.70	53175	11/12/2021
Total 2653:					260.70	.00	260.70		
2729	Conoco Fleet	75543431	10/2021 fuel-b&p	10/31/2021	66.07	.00	66.07	53176	11/12/2021
		75543431	10/2021 fuel-admin	10/31/2021	158.21	.00	158.21	53176	11/12/2021
		75543431	10/2021 fuel-ps	10/31/2021	1,840.63	.00	1,840.63	53176	11/12/2021
		75543431	10/2021 fuel-pks	10/31/2021	717.77	.00	717.77	53176	11/12/2021
		75543431	10/2021 fuel-sts	10/31/2021	859.48	.00	859.48	53176	11/12/2021
		75543431	10/2021 fuel-wtr	10/31/2021	612.10	.00	612.10	53176	11/12/2021
		75543431	10/2021 fuel-w/wtr	10/31/2021	448.82	.00	448.82	53176	11/12/2021
Total 2729:					4,703.08	.00	4,703.08		
2749	Consolidated Electrical Dist	4983-101385	light bulbs-parks	10/27/2021	290.00	.00	290.00	53177	11/12/2021
		4983-101506	street light repair-sts	11/17/2021	106.08	.00	106.08	53243	11/24/2021
Total 2749:					396.08	.00	396.08		
2881	Cox, Kelley	WALMART 1	reimb for arts & entertainm	11/05/2021	65.35	.00	65.35	53178	11/12/2021
		WALMART 1	reimb for foam cups for Chi	11/03/2021	41.94	.00	41.94	53178	11/12/2021
Total 2881:					107.29	.00	107.29		
2947	Critical Tool	006570520	safety-work gloves-parks	10/29/2021	162.36	.00	162.36	53179	11/12/2021
		006570520	safety-work gloves-sts	10/29/2021	162.36	.00	162.36	53179	11/12/2021
Total 2947:					324.72	.00	324.72		
3425	Dodson Engineered Produ	282496	mega lug flange kit for PRV	10/27/2021	262.62	.00	262.62	53180	11/12/2021
		282841	mega lug flange kit for PRV	11/04/2021	460.00	.00	460.00	53180	11/12/2021
		282973	mega lug adapters-wtp	11/08/2021	483.08	.00	483.08	53180	11/12/2021
Total 3425:					1,205.70	.00	1,205.70		
3665	Earth-Wise Horticultural, In	88408	tree removal-CVB & Alder	11/16/2021	1,310.00	.00	1,310.00	53244	11/24/2021
		88408	tree removal-CVB & Alder	11/16/2021	1,310.00	.00	1,310.00	53244	11/24/2021
		88409	tree removal-CVB & Midlan	11/16/2021	380.00	.00	380.00	53244	11/24/2021
		88409	tree removal-CVB & Midlan	11/16/2021	380.00	.00	380.00	53244	11/24/2021
		88425	tree removal-Alder Ave-pks	11/17/2021	222.50	.00	222.50	53244	11/24/2021
		88425	tree removal-Alder Ave-sts	11/17/2021	222.50	.00	222.50	53244	11/24/2021
		88426	tree removal-alley between	11/17/2021	1,595.00	.00	1,595.00	53244	11/24/2021
		88426	tree remoal-alley between	11/17/2021	1,595.00	.00	1,595.00	53244	11/24/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		88427	tree removal-willow trees at	11/17/2021	1,415.00	.00	1,415.00	53244	11/24/2021
		88427	tree removal-wilow trees at	11/17/2021	1,415.00	.00	1,415.00	53244	11/24/2021
		88432	tree removal-Cottonwood &	11/18/2021	1,332.50	.00	1,332.50	53244	11/24/2021
		88432	tree removal-Cottonwood &	11/18/2021	1,332.50	.00	1,332.50	53244	11/24/2021
		Total 3665:			12,510.00	.00	12,510.00		
3953	Family Support Registry	11052021-AR	Remittance ID 15120108 R	11/05/2021	142.61	.00	142.61	53181	11/12/2021
		111192021-A	Remittance ID 15120108 R	11/19/2021	142.61	.00	142.61	53245	11/24/2021
		Total 3953:			285.22	.00	285.22		
3991	Fastenal Company	CORIF11972	bolts for RPV replacement-	10/27/2021	72.95	.00	72.95	53182	11/12/2021
		Total 3991:			72.95	.00	72.95		
4081	Fite, Michelle	OCT-NOV 20	fitness classes-10.12-11.04	11/08/2021	75.00	.00	75.00	53183	11/12/2021
		Total 4081:			75.00	.00	75.00		
4089	Flag Resources Inc.	6675	parks m&o-trail maintenanc	10/31/2021	1,567.23	.00	1,567.23	53184	11/12/2021
		Total 4089:			1,567.23	.00	1,567.23		
4253	Freedom Mailing Service, I	41659	10/21 newsletter-admin	11/02/2021	24.94	.00	24.94	53246	11/24/2021
		41659	10/21 util bills-water	11/02/2021	303.97	.00	303.97	53246	11/24/2021
		41659	10/21 util bills-trash	11/02/2021	83.00	.00	83.00	53246	11/24/2021
		41659	10/21 util bills-w/water	11/02/2021	303.94	.00	303.94	53246	11/24/2021
		Total 4253:			715.85	.00	715.85		
4341	Galls,LLC	019434548	new vehcile equip-ps	10/04/2021	76.30	.00	76.30	53247	11/24/2021
		019615460	new vehicle equip-ps	10/26/2021	93.57	.00	93.57	53247	11/24/2021
		019615461	new vehicle equip-ps	10/26/2021	83.40	.00	83.40	53247	11/24/2021
		Total 4341:			253.27	.00	253.27		
4377	Garcia, Samuel & Leticia	DEC 2021	12/2021 parking lot rent	11/26/2021	500.00	.00	500.00	53248	11/24/2021
		Total 4377:			500.00	.00	500.00		
4465	Garfield County Treasurer	2021-000004	landfill fees for clean-up da	10/31/2021	1,422.00	.00	1,422.00	53185	11/12/2021
		Total 4465:			1,422.00	.00	1,422.00		
5034	Gutierrez, Amy	OCT-NOV 20	cleaning svc 09.305-10.28.	11/03/2021	225.00	.00	225.00	53186	11/12/2021
		OCT-NOV 20	cleaning svc 09.26-11.03.2	11/03/2021	490.00	.00	490.00	53186	11/12/2021
		Total 5034:			715.00	.00	715.00		
5035	Guzman, Christine	NOV 2021 HI	Adult Hip Hop instructor-No	11/21/2021	364.00	.00	364.00	53249	11/24/2021
		Total 5035:			364.00	.00	364.00		
5057	Hach Company	12504840	titrator cartridge-wtp	10/01/2021	24.25	.00	24.25	53187	11/12/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 5057:					24.25	.00	24.25		
5229	Redneck Excavating, LLC	16375	snow removal sand materi	11/01/2021	237.50	.00	237.50	53201	11/12/2021
Total 5229:					237.50	.00	237.50		
5633	Impressions of Aspen Inc.	33328.1	office supplies-water	11/04/2021	5.16	.00	5.16	53250	11/24/2021
		33894	office supplies-b&p	11/15/2021	16.74	.00	16.74	53250	11/24/2021
		33894	office supplies-admin	11/15/2021	95.95	.00	95.95	53250	11/24/2021
		33894	office supplies-ps	11/15/2021	144.50	.00	144.50	53250	11/24/2021
		33894.1	office supplies-b&p	11/18/2021	34.40	.00	34.40	53250	11/24/2021
		33913	office supplies-admin	11/18/2021	25.79	.00	25.79	53250	11/24/2021
		33915	office supplies-water	11/18/2021	81.36	.00	81.36	53250	11/24/2021
		33915	office supplies-w/water	11/18/2021	81.36	.00	81.36	53250	11/24/2021
Total 5633:					485.26	.00	485.26		
5681	Innermountain Dist. Co.	6001602	trash bags-parks	11/23/2021	74.81	.00	74.81	53252	11/24/2021
Total 5681:					74.81	.00	74.81		
6037	Karp, Neu, Hanlon, P.C.	32730	legal services-water	11/03/2021	54.00	.00	54.00	53253	11/24/2021
Total 6037:					54.00	.00	54.00		
6063	Keller, Rachel	NOV 2021	Fun Fall Activity Days-rec	11/21/2021	30.00	.00	30.00	53254	11/24/2021
Total 6063:					30.00	.00	30.00		
6277	Kum & Go	LIQ LIC REF	reimb for duplicate pymt-liq	10/27/2021	103.75	.00	103.75	53161	11/01/2021
Total 6277:					103.75	.00	103.75		
6557	Lift Up	2021 GRANT	2021 grant	11/04/2021	2,000.00	.00	2,000.00	53189	11/12/2021
Total 6557:					2,000.00	.00	2,000.00		
6577	Literacy Outreach	2021 GRANT	2021 grant-round 1	11/04/2021	500.00	.00	500.00	53190	11/12/2021
Total 6577:					500.00	.00	500.00		
6693	Lowes Business Acct/GEC	033027 6 11/	weed barrier fencing-admin	11/17/2021	108.18	.00	108.18	53255	11/24/2021
		033027 6 11/	spray foam to winterize Lak	11/17/2021	69.12	.00	69.12	53255	11/24/2021
		033027 6 11/	spray foam to winterize pu	11/17/2021	52.04	.00	52.04	53255	11/24/2021
		033027 6 11/	tree topper & spray paint-p	11/17/2021	37.97	.00	37.97	53255	11/24/2021
		033027 6 11/	signs for skate park-parks	11/17/2021	36.37	.00	36.37	53255	11/24/2021
		033027 6 11/	spray paint for graffiti at sk	11/17/2021	26.52	.00	26.52	53255	11/24/2021
		033027 6 11/	cable - streets m&o	11/17/2021	178.98	.00	178.98	53255	11/24/2021
		033027 6 11/	cable - streets m&o	11/17/2021	97.82	.00	97.82	53255	11/24/2021
		033027 6 11/	pWF maint-auto gate	11/17/2021	75.43	.00	75.43	53255	11/24/2021
		033027 6 11/	pWF maint supplies	11/17/2021	34.80	.00	34.80	53255	11/24/2021
		033027 6 11/	supplies for South Alley Fe	11/17/2021	432.16	.00	432.16	53255	11/24/2021
		033027 6 11/	m&o distro inventory-wtp	11/17/2021	285.53	.00	285.53	53255	11/24/2021
Total 6693:					1,434.92	.00	1,434.92		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
6841	Maldonado, Daniel	NOV 2021	restitution payment-muni ct	11/05/2021	267.50	.00	267.50	53191	11/12/2021
Total 6841:					267.50	.00	267.50		
7009	Maurer Miller , Amanda	154	11/21 judge fee-court	11/08/2021	1,000.00	.00	1,000.00	53192	11/12/2021
Total 7009:					1,000.00	.00	1,000.00		
7109	MCPH Regional Lab	3143-21	bac-t test-water	11/02/2021	22.00	.00	22.00	53193	11/12/2021
		3144-21	bac-t test-water	11/02/2021	20.00	.00	20.00	53193	11/12/2021
		3145-21	bac-t test-water	11/04/2021	20.00	.00	20.00	53193	11/12/2021
		3146-21	bac-t test-water	11/04/2021	20.00	.00	20.00	53193	11/12/2021
Total 7109:					82.00	.00	82.00		
7345	Micro Plastics	138332	medals for Chili Cook-off	11/03/2021	11.19	.00	11.19	53194	11/12/2021
		138408	P&Z name plates	11/11/2021	39.30	.00	39.30	53256	11/24/2021
Total 7345:					50.49	.00	50.49		
7633	Mountain View Tree Farm	31957	mulch for gardens & trees-	08/16/2021	205.00	.00	.00	52933	Multiple
		31957	mulch for gardens & trees-	08/16/2021	205.00-				
Total 7633:					.00	.00	.00		
7637	Mountain Waste & Recyclin	4852892	10.2021 residential trash s	10/31/2021	42,549.36	.00	42,549.36	53195	11/12/2021
		4854562	10.2021 trash service -Tow	11/01/2021	32.55	.00	32.55	53195	11/12/2021
		4854562	10.2021 trash service-com	11/01/2021	135.25	.00	135.25	53195	11/12/2021
		4854562	10.2021 trash service-pwf	11/01/2021	297.68	.00	297.68	53195	11/12/2021
		4854562	2021 clean-up day trash se	11/01/2021	4,179.85	.00	4,179.85	53195	11/12/2021
		4854562	10.2021 porta jons-wwtr	11/01/2021	1,041.65	.00	1,041.65	53195	11/12/2021
		4854562	10.2021 trash-w/water	11/01/2021	110.25	.00	110.25	53195	11/12/2021
		4857441	porta jon svc on CVB-w/wa	11/01/2021	90.54	.00	90.54	53195	11/12/2021
Total 7637:					48,437.13	.00	48,437.13		
8050	Nichols, Kathryn A	POTTERY S	Paint Your Own Pottery cla	11/08/2021	215.60	.00	215.60	53257	11/24/2021
Total 8050:					215.60	.00	215.60		
8357	Paper Wise	000151-R-00	doc shredding-adm	11/01/2021	50.00	.00	50.00	53196	11/12/2021
Total 8357:					50.00	.00	50.00		
8470	Peek, Linda	JEWELRY C	Jewelry Class with Maddie-	11/21/2021	30.00	.00	30.00	53258	11/24/2021
Total 8470:					30.00	.00	30.00		
8609	Pinnacol Assurance	20672774	additional amt due for A. G	11/09/2021	158.07	.00	158.07	53197	11/12/2021
Total 8609:					158.07	.00	158.07		
8641	Pitney Bowes - Purchase P	11082021	postage-b&p	11/08/2021	2.12	.00	2.12	53198	11/12/2021
		11082021	postage-admin	11/08/2021	29.36	.00	29.36	53198	11/12/2021
		11082021	postage-ps	11/08/2021	19.35	.00	19.35	53198	11/12/2021
		11082021	postage-muni ct	11/08/2021	7.42	.00	7.42	53198	11/12/2021
		11082021	postage-rec ctr	11/08/2021	22.89	.00	22.89	53198	11/12/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		11082021	postage-sts	11/08/2021	22.88	.00	22.88	53198	11/12/2021
		11082021	postage-water	11/08/2021	22.99	.00	22.99	53198	11/12/2021
		11082021	postage-w/water	11/08/2021	22.99	.00	22.99	53198	11/12/2021
	Total 8641:				150.00	.00	150.00		
8733	Potestio Brothers Equipme	2177W	air filter for mower-parks	11/01/2021	4.29	.00	4.29	53199	11/12/2021
		2276W	mower parts-parks	11/10/2021	100.06	.00	100.06	53199	11/12/2021
	Total 8733:				104.35	.00	104.35		
9267	R.I.D.E. Riding Institute for	2021 GRANT	2021 grant	11/04/2021	500.00	.00	500.00	53200	11/12/2021
	Total 9267:				500.00	.00	500.00		
9293	Rifle Animal Shelter	2021 GRANT	2021 grant-round 2	11/04/2021	2,350.00	.00	2,350.00	53202	11/12/2021
	Total 9293:				2,350.00	.00	2,350.00		
9477	Roaring Fork Rentals, Inc.	281303	lift rental for holiday lights	11/03/2021	230.00	.00	230.00	53203	11/12/2021
	Total 9477:				230.00	.00	230.00		
9539	Rocky Mountain Forest Pro	381549-0041	materials for South Alley F	11/12/2021	15,890.80	.00	15,890.80	53224	11/16/2021
	Total 9539:				15,890.80	.00	15,890.80		
9881	Sandys Office Supply	349324	office supplies-rec	11/03/2021	63.90	.00	63.90	53205	11/12/2021
	Total 9881:				63.90	.00	63.90		
9945	Schmueser, Gordon, Meyer	93128A-337	10/21 eng fees-project con	10/28/2021	155.00	.00	155.00	53206	11/12/2021
		93128A-337	10/21 eng fees-NC-CC-LoV	10/28/2021	310.00	.00	310.00	53206	11/12/2021
		93128A-337	10/21 eng fees-report on C	10/28/2021	465.00	.00	465.00	53206	11/12/2021
		93128A-337	10/21 eng fees-water dept	10/28/2021	465.00	.00	465.00	53206	11/12/2021
		93128A-337	10/21 eng fees-bio solid dr	10/28/2021	3,100.00	.00	3,100.00	53206	11/12/2021
	Total 9945:				4,495.00	.00	4,495.00		
10423	Speedy, Julia K.	NOV TINY D	Tiny Dancer-Nov 2021-rec	11/22/2021	147.00	.00	147.00	53260	11/24/2021
	Total 10423:				147.00	.00	147.00		
10619	Sto-Cote products, Inc.	123940	ice rink-GOCO Gen Wild G	10/25/2021	4,228.18	.00	4,228.18	53208	11/12/2021
	Total 10619:				4,228.18	.00	4,228.18		
10879	Texas Life Insurance Comp	SM0F2R202	Policy #002873508 12 - De	11/15/2021	11.95	.00	11.95	53261	11/24/2021
	Total 10879:				11.95	.00	11.95		
11285	Upper Case Printing, Ink	17640	envelopes-water	10/25/2021	15.00	.00	15.00	53209	11/12/2021
		17640	envelopes-w/water	10/25/2021	15.00	.00	15.00	53209	11/12/2021
		17647	11.21 newsletter-admin	10/28/2021	587.50	.00	587.50	53209	11/12/2021
		17667	office supplies-b&p	11/04/2021	39.25	.00	39.25	53262	11/24/2021
		17667	office supplies-admin	11/04/2021	39.25	.00	39.25	53262	11/24/2021
		17667	office supplies-water	11/04/2021	39.25	.00	39.25	53262	11/24/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		17667	office supplies-w/water	11/04/2021	39.25	.00	39.25	53262	11/24/2021
		17700	utility inserts-water	11/10/2021	201.30	.00	201.30	53262	11/24/2021
		17700	utility inserts-w/water	11/10/2021	201.30	.00	201.30	53262	11/24/2021
	Total 11285:				1,177.10	.00	1,177.10		
11321	USA Bluebook	741602	lab tests-wwtp	10/01/2021	82.05	.00	82.05	53210	11/12/2021
		769023	cal gas-wwtp	10/22/2021	249.28	.00	249.28	53210	11/12/2021
	Total 11321:				331.33	.00	331.33		
11345	Utility Notification Center-C	221101016	10/2021 locates-wtr	10/31/2021	48.84	.00	48.84	53211	11/12/2021
		221101016	10/2021 locates-w/wtr	10/31/2021	48.84	.00	48.84	53211	11/12/2021
	Total 11345:				97.68	.00	97.68		
11385	Valley Lumber Company	2111-096438	materials for South Alley F	11/18/2021	119.99	.00	119.99	53263	11/24/2021
	Total 11385:				119.99	.00	119.99		
11431	Vandevender, Jeffrey & Am	400 ALDER	refund for overpayment on	10/22/2021	10.00	.00	10.00	53212	11/12/2021
	Total 11431:				10.00	.00	10.00		
11493	Verizon Wireless	9892031707	11/2021 cell phones-b&p	11/03/2021	50.63	.00	50.63	53264	11/24/2021
		9892031707	11/2021 cell phones-admin	11/03/2021	151.89	.00	151.89	53264	11/24/2021
		9892031707	11/2021 cell phones-ps	11/03/2021	536.93	.00	536.93	53264	11/24/2021
		9892031707	11/2021 cell phones-rec	11/03/2021	90.64	.00	90.64	53264	11/24/2021
		9892031707	11/2021 cell phones-parks	11/03/2021	131.89	.00	131.89	53264	11/24/2021
		9892031707	11/2021 cell phones-sts	11/03/2021	101.26	.00	101.26	53264	11/24/2021
		9892031707	11/2021 cell phones-water	11/03/2021	261.27	.00	261.27	53264	11/24/2021
		9892031707	11/2021 cell phones-w/wtr	11/03/2021	50.63	.00	50.63	53264	11/24/2021
	Total 11493:				1,375.14	.00	1,375.14		
11701	Wash-By U, Inc.	OCT 2021	10/2021 car washes-ps	10/31/2021	27.24	.00	27.24	53213	11/12/2021
	Total 11701:				27.24	.00	27.24		
11817	West Canyon Nurseries, In	000031	Climate & Environment Pro	10/27/2021	253.21	.00	253.21	53214	11/12/2021
	Total 11817:				253.21	.00	253.21		
11837	West Elk Trails, Inc	2021 GRANT	2021 grant-round 2	11/04/2021	500.00	.00	500.00	53215	11/12/2021
	Total 11837:				500.00	.00	500.00		
11917	Western Slope Materials, L	56739	sanding materials-snow re	10/23/2021	1,854.40	.00	1,854.40	53216	11/12/2021
	Total 11917:				1,854.40	.00	1,854.40		
11921	Western Slope Snowplows	1098	snow plow parts-pks	11/08/2021	6.90	.00	6.90	53217	11/12/2021
	Total 11921:				6.90	.00	6.90		
11934	Western Slope Veterans C	2021 GRANT	2021 grant-round 2	11/04/2021	500.00	.00	500.00	53218	11/12/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 11934:					500.00	.00	500.00		
12185	XCel Energy	753940407	10/2021 utilities-admin	10/28/2021	38.38	.00	38.38	53219	11/12/2021
		753940407	10/2021 utilities-comm cent	10/28/2021	266.16	.00	266.16	53219	11/12/2021
		753940407	10/2021 utilities-parks	10/28/2021	157.36	.00	157.36	53219	11/12/2021
		753940407	10/2021 utilities-sts	10/28/2021	141.72	.00	141.72	53219	11/12/2021
		753940407	10/2021 utilities-street light	10/28/2021	3,420.72	.00	3,420.72	53219	11/12/2021
		753940407	10/2021 utilities-town hall	10/28/2021	38.38	.00	38.38	53219	11/12/2021
		753940407	10/2021 utilities-wtp	10/28/2021	2,762.71	.00	2,762.71	53219	11/12/2021
		753940407	10/2021 utilities-raw water	10/28/2021	1,831.95	.00	1,831.95	53219	11/12/2021
		753940407	10/2021 utilities-town hall	10/28/2021	38.39	.00	38.39	53219	11/12/2021
		753940407	10/2021 utilities-wtp	10/28/2021	2,135.18	.00	2,135.18	53219	11/12/2021
		753940407	10/2021 utilities-w/wtr south	10/28/2021	118.91	.00	118.91	53219	11/12/2021
		754678596	run gas line to Evidence St	11/02/2021	1,511.01	.00	1,511.01	53219	11/12/2021
		756445203	EV charging station	11/15/2021	75.33	.00	75.33	53266	11/24/2021
Total 12185:					12,536.20	.00	12,536.20		
12193	Xpress Bill Pay	60418	10/2021 cc fees-water	10/31/2021	316.57	.00	316.57	11052021	11/05/2021
		60418	10/2021 cc fees-w/water	10/31/2021	316.57	.00	316.57	11052021	11/05/2021
Total 12193:					633.14	.00	633.14		
12213	Broadvoice	170044	11/21 phone svc-admin	11/01/2021	180.72	.00	180.72	53169	11/12/2021
		170044	11/21 phone svc-ps	11/01/2021	142.30	.00	142.30	53169	11/12/2021
		170044	11/21 phone svc-rec	11/01/2021	87.57	.00	87.57	53169	11/12/2021
		170044	11/21 phone svc-pks	11/01/2021	65.68	.00	65.68	53169	11/12/2021
		170044	11/21 phone svc-sts	11/01/2021	65.68	.00	65.68	53169	11/12/2021
		170044	11/21 phone svc-water	11/01/2021	269.00	.00	269.00	53169	11/12/2021
		170044	11/21 phone svc-w/water	11/01/2021	269.00	.00	269.00	53169	11/12/2021
Total 12213:					1,079.95	.00	1,079.95		
12233	Your Parts Haus	639911	oil/air filters-parks	11/12/2021	117.91	.00	117.91	53268	11/24/2021
		639914	parts for oil change servic	11/12/2021	59.98	.00	59.98	53268	11/24/2021
Total 12233:					177.89	.00	177.89		
12245	YouthZone	2021 GRANT	2021 grant-round 2	11/04/2021	2,500.00	.00	2,500.00	53221	11/12/2021
Total 12245:					2,500.00	.00	2,500.00		
12305	Zero Waste USA	444763	dog waste bgs-parks	10/26/2021	2,247.60	.00	2,247.60	53222	11/12/2021
Total 12305:					2,247.60	.00	2,247.60		
12334	Inky Hands Studio	NOV 2021	Fun Fall Activity Days-Nov	11/21/2021	60.00	.00	60.00	53251	11/24/2021
Total 12334:					60.00	.00	60.00		
12374	ProVelocity	32415	IT support svcs-b&p	11/01/2021	308.79	.00	308.79	11152021	11/12/2021
		32415	IT support svcs-admin	11/01/2021	367.77	.00	367.77	11152021	11/12/2021
		32415	IT support svcs-ps	11/01/2021	333.07	.00	333.07	11152021	11/12/2021
		32415	IT support svcs-rec	11/01/2021	350.42	.00	350.42	11152021	11/12/2021
		32415	IT support svcs-pks	11/01/2021	308.79	.00	308.79	11152021	11/12/2021
		32415	IT support svcs-sts	11/01/2021	374.71	.00	374.71	11152021	11/12/2021

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		32415	IT support svcs-wtr	11/01/2021	714.72	.00	714.72	11152021	11/12/2021
		32415	IT support svcs-w/wtr	11/01/2021	711.23	.00	711.23	11152021	11/12/2021
		Total 12374:			3,469.50	.00	3,469.50		
12409	Salviderez, Nida	10.23.2021 R	Deposit refund comm ctr re	11/01/2021	200.00	.00	200.00	53204	11/12/2021
		Total 12409:			200.00	.00	200.00		
12449	Holton, Jennifer	SET-NOV 20	tai chi 09.14-11.04.2021-re	11/08/2021	236.25	.00	236.25	53188	11/12/2021
		Total 12449:			236.25	.00	236.25		
12794	Xerox Financial Services	2919012	copier lease & prints-b&p	11/10/2021	83.90	.00	83.90	53220	11/12/2021
		2919012	copier lease & prints-admin	11/10/2021	83.90	.00	83.90	53220	11/12/2021
		2919012	copier lease & prints-rec	11/10/2021	83.90	.00	83.90	53220	11/12/2021
		2919012	copier lease & prints-water	11/10/2021	83.90	.00	83.90	53220	11/12/2021
		2919012	copier lease & prints-w/wat	11/10/2021	83.90	.00	83.90	53220	11/12/2021
		2919013	copier lease & prints-admin	11/10/2021	260.79	.00	260.79	53267	11/24/2021
		Total 12794:			680.29	.00	680.29		
12854	Shaw, Candice	NOV 2021	Mondays STEAM class-No	11/08/2021	336.00	.00	336.00	53207	11/12/2021
		NOV 2021 C	Thursdays STEAM class-N	11/21/2021	168.00	.00	168.00	53259	11/24/2021
		NOV 2021 C	Nov Reading with Rabbits-r	11/21/2021	78.40	.00	78.40	53259	11/24/2021
		NOV 2021 C	Nov Fall Fun Activity Days-	11/21/2021	90.00	.00	90.00	53259	11/24/2021
		Total 12854:			672.40	.00	672.40		
		Grand Totals:			218,341.07	.00	218,341.07		

Report Criteria:

Detail report type printed

Submit to Local Licensing Authority

*New Castle Liquors, Inc
 820 Castle Valley Blvd., #104
 New Castle, CO 81647*

Fees Due		
Renewal Fee		227.50
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$227.50

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name <i>New Castle Liquors, Inc.</i>		Doing Business As Name (DBA) <i>New Castle Liquors</i>		
Liquor License # <i>03-05761</i>	License Type <i>Liquor Store (city)</i>	Sales Tax License Number <i>30132697</i>	Expiration Date <i>1-10-22</i>	Due Date <i>11-26-21</i>
Business Address <i>820 Castle Valley Blvd., #104, New Castle CO 81647</i>				Phone Number <i>970-984-3707</i>
Mailing Address <i>820 Castle Valley Blvd., #104, New Castle, CO 81647</i>			Email <i>scott@newcastleliquors.com</i>	
Operating Manager <i>Scott Gauldin</i>	Date of Birth <i>10/23/64</i>	Home Address <i>3714 County Road 214, Silt, CO 81652</i>		Phone Number <i>970-379-4063</i>
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <i>11-30-26</i>				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery				
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

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

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

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business <i>J. Scott Gauldin</i>	Title <i>President</i>
Signature <i>J. Scott Gauldin</i>	Date <i>11-15-21</i>

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For	Date
Signature	Title
	Attest

Retail Liquor or Fermented Malt Beverage License Renewal Application

Instructions

1. Complete entire application and attach details, if necessary.
2. Submit application 45 days prior to expiration to your local city or county licensing. **Do not submit to the State.**
3. Submit the appropriate renewal license fee by license type:

License Type	Fee	License Type	Fee
Fermented Malt Beverage Off Premise (city)	\$ 96.25	Hotel & Restaurant / Optional Premise (city)	\$ 600.00*
Fermented Malt Beverage Off Premises (county)	\$ 117.50	Hotel & Restaurant / Optional Premise (county)	\$ 600.00*
Fermented Malt Beverage On Premise (city)	\$ 96.25	Liquor Licensed Drug Store (city)	\$ 227.50
Fermented Malt Beverage On Premises (county)	\$ 117.50	Liquor Licensed Drug Store (county)	\$ 312.50
Fermented Malt Beverage On/Off Premises (city)	\$ 96.25	Liquor Store (city)	\$ 227.50 *
Fermented Malt Beverage On/Off Premises (county)	\$ 117.50	Liquor Store (county)	\$ 312.50
Arts License (city)	\$ 308.75	Optional Premises (city)	\$ 500.00
Arts License (county)	\$ 308.75	Optional Premises (county)	\$ 500.00
Beer & Wine (city)	\$ 351.25	Racetrack License (city)	\$ 500.00
Beer & Wine (county)	\$ 436.25	Racetrack License (county)	\$ 500.00
Brew Pub (city)	\$ 750.00	Resort Complex (city)	\$ 500.00
Brew Pub (county)	\$ 750.00	Resort Complex (county)	\$ 500.00
Campus Liquor Complex (city)	\$ 500.00	Related Facility - Campus Liquor Complex (city)	\$ 160.00
Campus Liquor Complex (county)	\$ 500.00	Related Facility - Campus Liquor Complex (county)	\$ 160.00
Campus Liquor Complex (state)	\$ 500.00	Related Facility - Campus Liquor Complex (state)	\$ 160.00
Club License (city)	\$ 308.75	Retail Gaming Tavern (city)	\$ 500.00
Club License (county)	\$ 308.75	Retail Gaming Tavern (county)	\$ 500.00
Distillery Pub (city)	\$ 750.00	Tavern (city)	\$ 500.00
Distillery Pub (county)	\$ 750.00	Tavern (county)	\$ 500.00
Hotel & Restaurant (city)	\$ 500.00	Vintner's Restaurant (city)	\$ 750.00
Hotel & Restaurant (county)	\$ 500.00	Vintner's Restaurant (county)	\$ 750.00

* Plus \$100.00 for each additional optional premise(s)

Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <u>New Castle Liquors, Inc.</u>		Social Security Number/Tax Identification Number <u>47-4710125</u>	
Address <u>820 Castle Valley Blvd. #104</u>			
City <u>New Castle</u>		State <u>CO</u>	Zip <u>81647</u>
Home Phone Number <u>970-379-4063</u>		Business/Work Phone Number <u>970-984-3707</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>J. Scott Gaudin</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>J. Scott Gaudin</u>			Date signed <u>11-15-21</u>

Privacy Act Statement

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



Town of New Castle
PO Box 90
450 West Main Street
New Castle, CO 81647
970-984-2311
Fax: 970-984-2716

www.newcastlecolorado.org

ALCOHOL BEVERAGE TASTING PERMIT APPLICATION

Applicant Name: <i>New Castle Liquors, Inc</i>	
Address of Licensed Premises (must be Retail Liquor Store or Liquor-Licensed Drugstore): <i>820 Castle Valley Blvd, #104 New Castle, CO 81647</i>	
Mailing Address: <i>same</i>	
Phone Number: <i>970-984-3707</i>	Fax Number:
E-Mail Address: <i>Scott@newcastleliquors.com</i>	Web Site Address: <i>www.newcastleliquors.com</i>

Attach the following items:

- Employees' certificates of completion of a server training program that meets the standards established by the Colorado Department of Revenue Liquor Enforcement Division.
- A written Control Plan to establish how the Licensee will conduct tastings without violating the provisions of the Colorado Revised Statutes and applicable provisions of the New Castle Municipal Code.
- A list of tasting event dates. If unsure of future dates, submit list to Town Clerk's Office at least one week prior to the event.
- ~~\$100~~ *\$2500* permit fee. This fee is nonrefundable. If Council grants this permit, this fee would pay for a permit for one year running and expiring concurrently with the license of the retail liquor store or liquor-licensed drugstore. First-year tastings permits shall be prorated as to the permit fee based on an average of two (2) tastings events per week.

*\$2500
Renewal*

I acknowledge that if the Town grants this permit, the alcohol beverage tastings conducted under this permit shall be subject to the following limitations:

- Tastings shall be conducted only by a person who has completed a server training program that meets the standards established by the Colorado Department of Revenue Liquor Enforcement Division, and who is either a retail liquor store licensee or a liquor-licensed drugstore licensee, or an employee of a licensee, and only on a licensee's licensed premises.
- The alcohol used in tastings shall be purchased through a licensed wholesaler, licensed brew pub, or winery licensed pursuant to Colorado Revised Statute 12-47-403 at a cost that is not less than the laid-in cost of such alcohol.
- The size of an individual alcohol sample shall not exceed one ounce of malt or vinous liquor or one-half of one ounce of spirituous liquor.
- Tastings shall not exceed a total of five hours in duration per day, which need not be consecutive.

- Tastings shall be conducted only during the operating hours in which the licensee on whose premises the tastings occur is permitted to sell alcohol beverages, and in no case earlier than 11 a.m. or later than 7 p.m.
- The licensee shall prohibit patrons from leaving the licensed premises with an unconsumed sample.
- The licensee shall promptly remove all open and unconsumed alcohol beverage samples from the licensed premises or shall destroy the samples immediately following the completion of the tasting.
- The licensee shall not serve a person who is under twenty-one years of age or who is visibly intoxicated.
- The licensee shall not serve more than four individual samples to a patron during a tasting.
- Alcohol samples shall be in open containers and shall be provided to a patron free of charge.
- Tastings may occur on no more than four of the six days from a Monday to the following Saturday, not to exceed one hundred four days per year.
- No manufacturer of spirituous or vinous liquors shall induce a licensee through free goods or financial or in-kind assistance to favor the manufacturer's products being sampled at a tasting. The licensee shall bear the financial and all other responsibility for a tasting.
- The licensee shall notify the Town Clerk and the New Castle Police Department at least seven days prior to any alcohol beverage tasting event.


 Applicant Signature _____ Date 11-15-21

Local Licensing Authority for:
Signature:
Signature (attest)

Date:
Title:
Title:

Tom Regan Responsible Vendor Training
Responsible Service of Alcohol Certificate

This certificate is awarded to:

Amanda Gauldin

For completing the course and passing the test for:

COLORADO RESPONSIBLE SERVICE OF ALCOHOL



April 18, 2019

Tom Regan / Certified Instructor

Expires 3 years from above date

Score 40/40 100%

This certificate is valid in the State of Colorado Only



Tom Regan Responsible Vendor Training
Responsible Service of Alcohol Certificate

This certificate is awarded to:

Scott Gauldin

For completing the course and passing the test for:

COLORADO RESPONSIBLE SERVICE OF ALCOHOL



April 18, 2019

Tom Regan / Certified Instructor

Expires 3 years from above date

Score 40/40 100%

This certificate is valid in the State of Colorado Only



Tom Regan Responsible Vendor Training

This certificate is presented to

Keri Leach

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 33 / 35 94.3%

This certificate is valid for three years from this date: Fri 12th Mar 2021

**Tom Regan
Certified RSOA Instructor**

CERTIFICATION NUMBER: 4171800771

Tom Regan Responsible Vendor Training
Responsible Service of Alcohol Certificate

This certificate is awarded to:

Ken Jones

For completing the course and passing the test for:

COLORADO RESPONSIBLE SERVICE OF ALCOHOL



March 14th, 2019

Tom Regan / Certified Instructor

Expires 3 years from above date

Score 40/40 100 %

This certificate is valid in the State of Colorado Only



Tom Regan Responsible Vendor Training

This certificate is presented to

Nicole Mcfarland

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 33 / 35 94.3%

This certificate is valid for three years from this date: Fri 12th Mar 2021

**Tom Regan
Certified RSOA Instructor**

TLVTTGLHD-HSQPQSSXH-RPDJFLLTTHS

Tom Regan Responsible Vendor Training

This certificate is presented to

Shauna Ross

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 31 / 35 88.6%

This certificate is valid for three years from this date: Fri 12th Mar 2021

**Tom Regan
Certified RSOA Instructor**

TLLVTTGKHS-HSQPQTXQ-RPDJFLLSSL

Tom Regan Responsible Vendor Training

This certificate is presented to

Tony Ruskus

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 32 / 35 91.4%

This certificate is valid for three years from this date: Sat 22nd May 2021

**Tom Regan
Certified RSOA Instructor**

CLRYYQFRRRPY-KJTVLLOL-XHCPWPHRPH



Tasting Policy for New Castle Liquors

April 2019

Tastings will be held inside the store at 820 Castle Valley Blvd., Suite 104, New Castle, Colorado, under these conditions:

- An owner or employee who has completed the Colorado Alcohol Safety Training course within the past three years will conduct the tasting. They will be responsible for ensuring participants are at least 21 years of age and are not demonstrating any signs of intoxication.
- Two to four products, purchased from a distributor, brewery, winery or distillery at full wholesale price, will be offered for sampling.
- Sample size shall meet the state and town limits of no more than one ounce of malt or vinous liquor or one-half of one ounce of spirituous liquor. A clearly marked measuring cup will be used to identify the correct serving size.
- Samples will be offered in plastic cups at no cost to patron, with a limit of four per person, and must be consumed or discarded inside the store.
- Any open or unconsumed alcoholic beverages will be removed from the premises immediately following the event.
- Details about scheduled tastings will be provided to the Town Clerk and New Castle Police Department at least seven days prior to the event, and will be held no more than four out of six days from a Monday to the following Sunday, not to exceed 104 days per year.

GROVE'S BLACK DOG SALOON
PO BOX 185
New Castle CO 81647

Fees Due		
Renewal Fee		Waived due to 20B-001
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	Waived due to 20B-001
Related Facility - Campus Liquor Complex	\$160.00 per facility	Waived due to 20B-001
Amount Due/Paid		\$ 0.00

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name GROVE'S BLACK DOG SALOON INC		Doing Business As Name (DBA) GROVE'S BLACK DOG SALOON		
Liquor License # 03-02204	License Type Hotel & Restaurant (city)	Sales Tax License # 30119583	Expiration Date 12/29/2021	Due Date 11/14/2021
Business Address 219 W MAIN ST New Castle CO 81647		County Garfield	Phone Number 9709840999	
Mailing Address PO BOX 185 New Castle CO 81647		Email SUSAN@THEBLACKDOGNEWCASTLE.COM		
Operating Manager SUSAN FITTANTO	Date of Birth 7/21/74	Home Address 70 WHITetail DR NEW CASTLE, CO 81647	Phone Number 970-618-8967	
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business <i>SUSAN FITZPATRICK</i>	Title <i>OWNER/TREAS</i>
Signature <i>[Signature]</i>	Date <i>11/13/21</i>

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For		Date
Signature	Title	Attest

Tom Regan Responsible Vendor Training

This certificate is presented to

Shannon Funnell

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 37 / 39 94.9%

This certificate is valid for three years from this date: Sat 21st Aug 2021

**Tom Regan
Certified RSOA Instructor**

FLTCCLWCIB-HJRKGSHF-WNTDHNTHHT

Tom Regan Responsible Vendor Training

This certificate is presented to

Joanna Hemphill

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 37 / 39 94.9%

This certificate is valid for three years from this date: Sat 21st Aug 2021

**Tom Regan
Certified RSOA Instructor**

JLPSSRTSHS-NZWTKHTQ-YDRGBDRQBB

Tom Regan Responsible Vendor Training

This certificate is presented to

Susan Fittanto

For passing Responsible Service of Alcohol training

Test name: Responsible Service of Alcohol

Score: 36 / 39 92.3%

This certificate is valid for three years from this date: Sat 21st Aug 2021

**Tom Regan
Certified RSOA Instructor**

JLPSSRTSSJ-NZWTKVBN-YDRGBDRDSS

Submit to Local Licensing Authority

**STOP N SAVE #12
 2492 INDUSTRIAL BLVD
 Grand Junction CO 81505**

Fees Due	
Renewal Fee	96.25
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$


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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name FEATHER PETROLEUM CO			Doing Business As Name (DBA) STOP N SAVE #12	
Liquor License # 04-41335-0018	License Type Fermented Malt	Sales Tax License # 004413350018	Expiration Date 01/21/2022	Due Date 12/07/2021
Business Address 791 BURNING MT AVE New Castle CO 81647				Phone Number 9702425205
Mailing Address 2492 INDUSTRIAL BLVD Grand Junction CO 81505			Email	
Operating Manager <i>Danette Renee Ball</i>	Date of Birth <i>5/4/64</i>	Home Address <i>1602 Ballard Ave, Silt Co 81652</i>	Phone Number <i>970-984-2947</i>	
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <u>10/31/2025</u>				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>See Attached</i>				

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Ryan Johnson	Director of Finance	
Signature	Date	
	11/23/2021	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest


Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <p style="text-align: center;">Feather Petroleum Company</p>		Social Security Number/Tax Identification Number <p style="text-align: center;">84-0746271</p>	
Address <p style="text-align: center;">2492 Industrial Blvd</p>			
City <p style="text-align: center;">Grand Junction</p>		State <p style="text-align: center;">CO</p>	Zip <p style="text-align: center;">81505</p>
Home Phone Number		Business/Work Phone Number <p style="text-align: center;">970-242-5205</p>	
Printed name of person signing on behalf of the Applicant/Licensee <p style="text-align: center;">Kent Frieling, President</p>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed <p style="text-align: center;">11-23-21</p>

Privacy Act Statement

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

Feather Petroleum Company, dba Stop 'n Save
2492 Industrial Blvd.
Grand Junction, CO 81505
Phone 970-242-5205

STORE LOCATION	Beer Lic #	STORE LOCATION	Beer Lic #
<input type="checkbox"/> Store #3 723 Horizon Dr Grand Junction, CO 81506	04413350003	<input type="checkbox"/> Store #21 PO Box 3287 78415 Highway 40 Winter Park, CO 80482	04413350021
<input type="checkbox"/> Store #12 791 Burning Mountain New Castle, CO 81647	04413350018	<input type="checkbox"/> Store #23 10 Meadow Park Drive Divide, CO 80814	4600604
<input type="checkbox"/> Store # 18 47 Edwards Village Blvd. Edwards, CO 81632	04413350016	<input type="checkbox"/> Store #26 548 U. S. Highway 24 South Buena Vista CO 81211	4600783