

**New Castle Town Council Meeting
Tuesday, April 1, 2014, 7:00 p.m.**

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Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Russi
	Councilor Riddile
	Councilor Metzger
	Mayor Breslin
	Councilor Gordon
	Councilor Leland
	Councilor Stuckey
Absent	None

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Human Resources Manager Mike Edgar, Town Attorney David McConaughy 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-2014-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

Clerk Harrison asked to add a proclamation for National Service Recognition Day to the consent agenda. The council agreed.

Citizen Comments on Item not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – nothing to report
Consultant Planner – not present
Consultant Engineer – not present

Items for Consideration

1 **CR 335 Trail IGA**

2 Town Attorney McConaughy explained to the council that the IGA had been presented to
3 the Board of County Commissioners the week before, and the highlighted areas
4 indicated their changes or additions to the document. He said the county had approved
5 the IGA with the provision that town staff will have authority to approve the exhibit.
6 Attorney McConaughy asked that the council also approve the IGA with the provision
7 allowing staff to approve the exhibit. Town Engineer Jeff Simonson was working the
8 exhibit, which was a survey of the trail alignment showing all the various parcels
9 affected by the trail. Those included town properties, county properties and private
10 properties. The IGA also had a deadline of June 1, 2014 for the town to obtain rights-of-
11 way over the private properties.

12 Attorney McConaughy said the agreement included a \$6,000.00 annual maintenance cap
13 for the town, which could be revisited if need be. He also said that he felt the mutual aid
14 agreement between the New Castle Police Department and the Garfield County Sheriff
15 should be updated to include the trail should there be a problem. The town will be
16 responsible to design, bid and build the project under the town's procurement code, and
17 the county will contribute up to \$900,000.00, and any expenses above \$900k will be
18 borne by the town.

19 Councilor Russi asked about paragraph 6.a. where it said the town would pay the first
20 \$150k, if that was something everyone agreed with. Attorney McConaughy said it was
21 standard language in similar agreements. After a brief discussion, the council agreed the
22 sentence should be changed to say 'incurred' rather than 'paid'.

23 **MOTION: Councilor Russi made a motion to approve the Garfield County**
24 **Pedestrian Trail IGA with the exception that the third sentence in paragraph**
25 **6.a. be changed from 'paid' to 'incurred', and providing staff the authority to**
26 **approve the survey exhibit. Councilor Riddile seconded the motion and it**
27 **passed unanimously.**

28
29 **Morgan Hill - Garfield County Health Department Fleet Idling Policy**

30 Administrator Baker introduced Morgan Hill, Environmental Health Specialist with
31 Garfield County Health Department. He explained that the county had implemented a No
32 Idle Program, and that New Castle had adopted the policy as well. Ms. Hill gave a power
33 point presentation that described the program in depth. The program included pledge
34 cards that county staff members signed agreeing to be idle-free in county vehicles as
35 well as in their personal vehicles. She offered to provide pledge cards for the council and
36 staff, as well as signs that could be posted in town parking areas. Councilor Russi said
37 they should try to get public involvement in the program. The council discussed what
38 organizations might be interested in implementing the policy, and how information on
39 gas savings could be calculated. They also discussed when idling was necessary and
40 not, and what types of vehicles actually needed to idle. Councilor Russi said it had been
41 a pleasure working with Ms. Hill on GCE. The council complimented Ms. Hill and thanked
42 her for presentation.

43

44

45

46 **Dana Wood - LiveWell - Get Movin' Challenge**

47 Dana Wood, Garfield County Health Department, LiveWell Coordinator for Garfield
48 County. Ms. Wood greeted the council, and passed out some exercise bands. She said
49 that Garfield County was one of 24 LiveWell communities in Colorado and that she was

1 present to invite the council to become involved in the Get Movin' Challenge for 2014.
2 The challenge will run from May 1 through May 30, challenging everyone to get at least
3 thirty minutes of exercise for thirty days. People can sign up online to track their
4 progress.

5 Ms. Wood said LiveWell now had money to provide mini-grants for healthy eating and
6 active living projects. The Grant application deadlines were May 26, and August 12,
7 2014. The projects should reflect LiveWell's strategic goals which are available online.
8 She said there were various programs available for education and assistance for healthy
9 eating programs, including gleaning and community gardens. Ms. Wood said that
10 LiveWell was also a partner with GCE. She encouraged the council to apply for grant
11 funding.

12 13 **Downtown Group Request**

14 Patti Ringer greeted the council. She told the council she was involved in several
15 upcoming events. The first was an outdoor gallery for kids, sponsored by the Friends of
16 the Library. The event will provide an opportunity for children up to the age of fifteen to
17 have their paintings displayed outdoors. The completed works of art will be hung on the
18 fence east of the Watts building on April 29 for the public to enjoy. She asked that if
19 anyone had old picture frames they wished to donate to the Friends, and said she would
20 be grateful for the donation. Next, Ms. Ringer said that several years ago, she had
21 discussed with council the idea of placing a sculpture in the downtown area. Ms. Ringer
22 said she had a commitment from Angela Meraz at Alpine Bank to fund an inexpensive
23 piece. Ms. Ringer said the town was becoming more whimsical, and the piece she
24 suggested was a two-dimensional, metal, paper-doll type figure sitting on a rock. She
25 was hoping to locate a local artist or blacksmith to create the figure. Mayor Breslin
26 suggested opening as a challenge to local artists.

27 Ms. Ringer told the council that the Downtown Group was encouraging the downtown
28 merchants to spiff up their businesses, using bright paint colors and flowers. In keeping
29 with that idea, the Group had developed several color schemes for new paint on the
30 gazebo in Burning Mountain Park. She also asked if the council would consider providing
31 \$300.00 for the paint. Ms. Ringer said that the \$300.00 will cover all expenses, and that
32 volunteers will do the work. They intended to complete the paint project before the
33 Volunteer Picnic on April 26. The council reviewed the colors suggested. Councilor Leland
34 said he felt the scheme that included turquoise should not be considered because he
35 thought more classic colors behind the miner's memorial would be more appropriate.
36 The council agreed. Councilor Riddile asked where the \$300.00 would come from and
37 Administrator Baker said the money will come out of the economic development fund,
38 \$4000.00 of which is designated for the Downtown Group. They have only used
39 \$1200.00. The council agreed that the Downtown Group could choose their favorite from
40 the remaining color schemes. Administrator Baker felt that the Downtown Group could
41 be allowed to choose the color schemes, excluding the turquoise, saying that the gazebo
42 could always be repainted if it turned out to be not to everyone's liking. The council
43 agreed.

44 **MOTION: Councilor Riddile made a motion to approve \$300.00 to the**
45 **Downtown Group to paint the gazebo in Burning Mountain Park. Councilor**
46 **Metzger seconded the motion.**

47 Discussion: Ms. Ringer asked if council wanted to choose the color scheme, and the
48 council said that the Group could choose, as long as they did not use turquoise.

49 **The motion passed unanimously.**

1
2 **Garfield Federal Mineral Lease District Invitation to Present Capital Plans**

3 Administrator Baker said that the town had received a letter from Garfield Federal
4 Mineral Lease District (GFMLD) to come and present the town's long-term capital
5 planning. He felt that the purpose was to help GFMLD to determine whether the grants
6 they awarded were funding projects consistent with the long-term strategic plans of the
7 various communities. Administrator Baker said it was an opportunity for the staff to
8 describe to the GFMLD board New Castle's strategic planning process and to show them
9 what the plan says and the implementation of the plan, so they can see the consistency
10 of the town's grant requests. Councilor Russi said the GFMLD would be pleased to see
11 that the town had actually accomplished several items on the strategic plan.

12 Administrator Baker agreed, and added that the current grants were for parking in the
13 downtown and streets, both items that are part of the town's strategic plan. He asked
14 that the council authorize the mayor to sign the letter accepting the invitation, and staff
15 would then begin preparing a presentation.

16 **Motion: Councilor Gordon to authorize the mayor to sign the letter accepting**
17 **the GFMLD invitation. Councilor Stuckey seconded the motion and it passed**
18 **unanimously.**

19
20 Mayor Breslin complimented Administrator Baker for being so involved with the town, in
21 extracurricular activities such as the Downtown Group.

22
23 Councilor Gordon said they needed to be certain to follow up on the grant opportunity
24 with LiveWell. The council discussed possible locations, accessibility, available raw water,
25 fencing and planter boxes. Administrator Baker said he would follow up with Public
26 Works to determine an appropriate location and the accessibility of raw water for a
27 community garden.

28
29 **Consent Agenda**

30 Minutes of the March 18, 2014 council meeting

31 March bills of \$ 350,828.62

32 Hongs Garden Liquor License Renewal

33 Proclamation proclaiming April 1, 2014 as National Service Volunteer Day

34 **MOTION: Councilor Russi made a motion to approve the consent agenda.**

35 **Councilor Riddile seconded the motion and it passed unanimously.**

36
37 **Staff Reports**

38 Town Administrator - nothing to report

39 Town Clerk – Clerk Harrison asked the council how they wanted to handle the vacant
40 council seat that will be created once Councilor Gordon is sworn in as Mayor on April 15.
41 They decided to advertise the seat on the town website as well as the posting boards in
42 town. Clerk Harrison said she had received one letter of interest from Graham Riddile,
43 and had heard there were other interested parties. Regarding volunteer programs, Clerk
44 Harrison told the council that on the National Community Service Corporation website
45 there were grant opportunities for volunteer organizations. Although the submittal
46 deadline for 2014 had passed, she said she would send information to the council for
47 consideration next year. Last, she reminded the council that Councilor Leland had
48 previously suggested that the money saved by canceling the election be used to have
49 Deputy Town Clerk Andis and Clerk Harrison certified for the state SCORE system for

1 registering voters. Clerk Harrison told the council that she recently found out that the
2 secretary of state only allowed county clerks to obtain SCORE certification, not municipal
3 clerks. Until the SOS changed the policy, certification would not be an option.

4 Town Planner – not present

5 Public Works Director – not present

6 7 **Council Comments**

8 Councilor Metzger asked that Clerk Harrison RSVP for the CML lunch for her. Clerk
9 Harrison said she would.

10 Councilor Metzger asked if Committee Reports could be added back onto the agenda.

11 Clerk Harrison said she would do that.

12 Councilor Metzger said the decision had been made to place NWCCHT Sign in the pocket
13 park between the library and town hall buildings

14 Councilor Leland told the council that the time capsule would be buried in Ritter Plaza, in
15 the ground, with plexi-glass cover over it so that the branding logo was visible.

16 Councilor Metzger asked about the health and wellness plan for employees.

17 Administrator Baker said Human Resources Manager Mike Edgar still had the
18 information, but that staff felt that council was not necessarily supportive of the idea, so
19 it had been set aside. He agreed to bring information back to the council for their
20 review.

21 Councilor Metzger said she felt that with two new restaurants opening soon, there
22 should be a promotional event for all the restaurants in town. Administrator Baker said
23 that the Friends of the Library were hosting a "Taste of New Castle" event in June.

24 Councilor Riddile thanked Administrator Baker and the town staff for all their compassion
25 and care and effort to support the Sadler family after Chris's passing.

26 Councilor Leland updated the council on the progress of the new town website, saying
27 that Ann was still working on adding content to the pages and once that was complete it
28 will be ready to send to her partner who will do the technical portions of developing the
29 website. The goal is to have the site operational at the end of April.

30 Councilor Gordon said he felt that the town should allow outdoor dining for the local
31 restaurants without charging for additional tap fees. This would encourage patronage of
32 the restaurants and help economic development. He thought a parking space near Elk
33 Creek Mining Company could be used for outside seating, and that Hongs Garden could
34 be encourage to provide some tables outdoors. The council agreed with Councilor
35 Gordon. Councilor Russi said he had recently been in Stewart, Florida where they had
36 allowed outdoor seating in parking spaces and it seemed to be very successful.

37 Councilor Russi told the council that although he would no longer be on council, he
38 would like to volunteer his time to the town, perhaps assisting staff with grant and some
39 economic or community development ideas. The council like the idea very much. Council
40 Russi said one of the things he wanted to work on was local organic farming.

41 Councilor Russi also said that his neighbor, Graham Riddile, was in the audience, and
42 said Mr. Riddile was interested in the council seat that will become vacant on April 15.

43 He said he felt that Mr. Riddile would be a fine addition to the council if he was chosen.

44 Councilor Stuckey told the council that he was working on the redesign of the
45 community center and thought that the building may lend itself to a solar array. He
46 thought it may be worth investigating.

47 Councilor Russi reminded the council that they should make sure funds are being saved
48 for the buy-out on the solar array on the public works building.

1 Mayor Breslin said that since he has lived in New Castle, there has always been a great
 2 sense of community and volunteerism. The RSVP Program is associated with Colorado
 3 Mountain College, and they maintain a database that could be utilized by New Castle
 4 volunteers.
 5 Mayor Breslin gave Councilor Leland a pamphlet from the University of Colorado
 6 regarding their searchable database on research done on community culture, innovation,
 7 health and wellness. He thought it may be a good resource for staff and citizens alike.
 8 Mayor Breslin said he was very proud of the town council, they was they all have worked
 9 together and have accomplished over the years.

10
 11 **MOTION: Councilor Metzger made a motion to adjourn. Councilor Riddile**
 12 **seconded the motion and it passed unanimously.**

13
 14 The meeting adjourned at 9:24 p.m.

15
 16
 17 Respectfully Submitted,

18
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 21 _____
 22 Mayor Frank Breslin

23
 24 _____
 25 Town Clerk Melody Harrison
 26

**TOWN OF NEW CASTLE, COLORADO
RESOLUTION NO. TC 2014-13**

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL AUTHORIZING
AMENDMENTS TO THE NEW CASTLE POLICE DEPARTMENT
OPERATIONS MANUAL.

WHEREAS, the New Castle Police Department has in place an Operations Manual describing various rules, policies, and procedures for employees in the Police Department, the most current version of which is dated May 15, 1990; and

WHEREAS, in July 2009 the Town adopted an Employee Handbook providing rules, policies and procedures for all Town employees, including those in the Police Department, which handbook may be and has been amended by resolution of the Town Council from time to time; and

WHEREAS, members of the Police Department and other Town staff are in the process of conducting a comprehensive review and update of the Police Operations Manual; and

WHEREAS, the Town Council desires to approve certain interim amendments to the Police Operations Manual as set forth below.

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

1. Incorporation of Recitals. The foregoing Recitals are incorporated herein as findings and determinations of the Town Council.
2. Amendments. The Town Council hereby approves and adopts certain amendments to the Introduction section of the Police Operations Manual and amendments to the sections entitled GO 02-01, 90-08, and 97-01 as set forth in Exhibit A hereto. Upon adoption, these pages shall be replaced in all official copies of the Police Operations Manual.
3. Effect of Employee Handbook. In the event of any conflict between any provision of the Police Operations Manual, as now existing or as hereafter amended, and the Town Employee Handbook, the most current provisions of the Employee Handbook shall control and shall be deemed to supersede any such conflicting provisions in the Police Operations Manual.
4. At Will Employees. Notwithstanding any provision of the Police Operations Manual or the Town Employee Handbook, and except only as expressly provided otherwise in the Town Charter, all employees of the Town of New Castle are “at will” employees whose employment with the Town may be terminated at any time, with or without cause.
5. Terminology. Any references in the Police Operations Manual to the “Town Manager” shall mean the “Town Administrator” or, if such position is vacant, it shall mean the Mayor. All references in the Police Operations Manual to the Town “personnel manual” shall mean the most current version of the Employee Handbook.

THIS RESOLUTION was adopted by the New Castle Town Council by a vote of _____ to _____ on the 15th day of April, 2014.

NEW CASTLE TOWN COUNCIL

Bob Gordon, Mayor

ATTEST:

Melody Harrison, Town Clerk

TOWN of NEW CASTLE

Introduction to the New Castle Police Department Procedures Manual

1. The Town of New Castle *Employee Handbook*, adopted by the Town Council on July 7, 2009, supersedes all previous editions/versions of the *Employee Handbook* and shall supersede and take precedence over those specific sections of the *New Castle Police Department Policy and Procedure Manual* which may have similar provisions.
2. In case of conflict between the *Employee Handbook, New Castle Police Department Policy and Procedure Manual* and the Town's Home Rule Charter, ordinances, or laws, the latter will prevail.
3. Employment with the Town is "at-will." The employee serves at the will of the Town and any employee may be terminated with or without cause, with or without a statement of reasons, and with or without a hearing, just as any employee may resign at any time, and for any reason. Nothing in the *Employee Handbook* or the *New Castle Police Department Procedures Manual* creates or intends to create a promise or representation of continued employment. No manager, supervisor or representative of the Town has authority to enter into any agreement, express or implied, for employment for any specific period of time, or to make any agreement for employment other than at-will; only the Town Council has the authority to make any such agreement and then only in writing signed by the Mayor.

April 2, 2014

Thomas Baker
Town Administrator

Anthony Pagni
Chief of Police (Interim)

GO 97-01 Employee Discipline

See Sections 1, 9, and 10 of *Employee Handbook*

The Town of New Castle *Employee Handbook* supersedes and takes precedence over this section of the *New Castle Police Department Policy and Procedure Manual*.

GO 90-08 Sexual Harassment

See Section 9 of *Employee Handbook*

The Town of New Castle *Employee Handbook* supersedes and takes precedence over this section of the *New Castle Police Department Policy and Procedure Manual*.

GO 02-01 Use of Computer System

**See Section 4 of *Employee Handbook* and Town Council-adopted
Social Media Policy and Electronic Laptop, Tablet, and Cell
Phone/Smartphone Use Policy**

The Town of New Castle *Employee Handbook* supersedes and takes precedence over this section of the *New Castle Police Department Policy and Procedure Manual*.

**TOWN OF NEW CASTLE, COLORADO
RESOLUTION NO. TC 99-19**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NEW
CASTLE, COLORADO, ENACTING A POLICY FOR THE
CONSIDERATION AND GRANTING OF ENCROACHMENTS IN THE
TOWN'S RIGHT OF WAY.**

WHEREAS, the Town receives requests from time to time from residents and businesses for the placement of various structures in the Town's rights-of-way; and

WHEREAS, the Town desires to adopt policies and procedures to guide the Town Council in its determination of the best interests of the Town in evaluating the such requests as set forth below.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF NEW CASTLE, COLORADO, RESOLVES THAT:

The Town Council shall determine whether the following criteria are met in evaluating requests for encroachments in the Town's right-of-way to determine whether, in its sole discretion, an encroachment request is in the best interests of all of the citizens of the Town of New Castle:

1. The encroachment applicant must provide substantial evidence that the requested encroachment cannot be reasonably accommodated on the applicant's own property and outside the Town's right-of-way.
2. The applicant affirmatively demonstrates, with evidence, that a hardship exists necessitating the encroachment or that the encroachment serves a legitimate public purpose.
3. The proposed encroachment does not compromise public safety.
4. The proposed encroachment does not interfere with the public's use and enjoyment of the right-of-way and does not compromise access to other public or private land.
5. The applicant executes an agreement approved by the Town Attorney indemnifying the Town and holding the Town harmless against any and all damages to property or persons resulting from the encroachment.
6. The applicant obtains and provides the Town with a copy of a policy of liability insurance covering the encroachment area, with an endorsement naming the Town as a co-insured party, in limits of not less than 150% of the maximum liability permitted under the

Colorado Governmental Immunity Act. Such policy must be renewed for the life of the encroachment, and a copy of each new policy must be furnished to the Town upon the anniversary date of the license to encroach. The policy must provide that any notice of cancellation or non-renewal shall be sent directly to the Town by the insurance company or its agent. Failure to provide the policy or to keep it in effect at any time shall automatically nullify the license to encroach and shall require immediate removal of the encroachment at the applicant's sole expense. Should the applicant fail to remove the encroachment within a reasonable time, the Town may declare the encroachment a public nuisance, undertake removal, and attach a lien to the applicant's property (or to the property from which the encroachment projects) for the costs thereof.

7. The applicant provides a legal description of the proposed encroachment and of the property from which it would project.

8. The applicant pays to the Town all necessary costs for the administrative review and investigation of the encroachment application, including recording costs.

9. The encroachment has the written endorsement of all adjacent property owners.

10. The proposed encroachment furthers the Town's land use and utility goals and objectives.

11. Upon construction of an approved encroachment, the applicant shall provide the Town with as-built drawings of all encroachment structures.

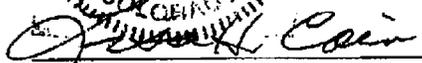
12. The applicant shall keep all structures within the encroachment in good repair and, if the applicant fails to do, the encroachment shall be removed immediately at the applicant's sole expense. If the applicant fails to remove the encroachment, the Town may declare it a public nuisance and remove it, and the costs of removal may be assessed as a lien against the applicant's property (or to the property from which the encroachment projects).

13. Any authorization for a right-way-encroachment shall be freely revokable at any time at the sole discretion of the Town Council, with or without cause.

14. Encroachments shall be authorized by resolution of the Town Council, and the resolution shall be recorded in the records of the Garfield County Clerk and Recorder.

15. As a condition of the issuance of a license to encroach, the applicant shall agree to be bound by all of the provisions of this Resolution and the resolution approving the license and that such agreement shall be binding upon the applicant's heirs, successors, and assigns.

THIS RESOLUTION was introduced, read, passed and adopted by the Town Council of the Town of New Castle by a vote of 7 to 0 on the 28th day of September, 1999.


ATTEST:

Town Clerk

TOWN OF NEW CASTLE, COLORADO

By:


Mayor

LICENSE AGREEMENT FOR USE OF TOWN-OWNED RIGHT OF WAY

THIS AGREEMENT, is made by and among the TOWN OF NEW CASTLE, COLORADO (hereinafter "Town"), and Jeffrey Ellis ("Ellis") and Molly Mogavero ("Mogavero") this ____ day of April, 2014.

WHEREAS, the Town is the owner of certain right-of-way known as West Main Street (the "Town Property"); and

WHEREAS, Ellis and Mogavero are the owners of 316 W. Main Street, New Castle and are planning to operate the Maud's On Main restaurant at that location (the "Maud's Property"); and

WHEREAS, the Maud's Property is immediately adjacent to the Town Property; and

WHEREAS, Ellis and Mogavero has requested permission to utilize a portion of the Town Property to permit certain encroachments consisting of an ADA compliant ramp ("Improvements") as further shown on the attached Exhibit A, which is incorporated herein; and

WHEREAS, Resolution No. TC 99-19, and Town Code Section 12.20.100 permits the Town to approve such encroachments onto Town property under certain conditions; and

WHEREAS, the Parties desire to enter into this Agreement to outline the various responsibilities of the parties concerning access and use of the Town Property.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the Parties agree as follows:

The Town hereby grants a revocable license to Ellis and Mogavero to occupy the Town Property for the purpose of permitting the Improvements on the following terms and conditions:

1. Either party may terminate this Agreement for any reason whatsoever by giving the other party sixty (60) days' written notice.
2. Ellis and Mogavero will be responsible for any damage that occurs as a result of their use of the Town Property.
3. Upon the termination of this Agreement, Ellis and Mogavero shall remove the Improvements and all other personal property from the Town Property

4. If, upon termination, Ellis and Mogavero do not remove the Improvements and/or other personal property, the Town reserves the right to remove any obstacle or obstruction and to charge Ellis and Mogavero for the costs associated with such action.
5. Ellis and Mogavero agree to indemnify and hold harmless the Town, and its officers and its employees, from and against any liability, demands, and expenses, including reasonable court costs and attorney fees, on account of any injury, loss, or damage, which arise out of or are in any manner connected with the Improvements, the use of the Town Property, or otherwise under this Agreement. This indemnification shall include actual attorneys' fees incurred by the Town in the event that any party brings an action against the Town.
6. Ellis and Mogavero has or will provide the Town with a certificate naming the Town as an additional insured under their liability insurance policy. Ellis and Mogavero shall maintain that insurance pursuant to the requirements of Resolution No. TC 99-19, and shall otherwise comply with that Resolution and the Municipal Code in all manner and respects.
7. All parties have participated in the negotiation and preparation of this Agreement and it shall therefore not be construed against or in favor of any party.
8. Any notices per this Agreement shall be sent as follows:

Town: Town of New Castle
 P.O. Box 90
 New Castle CO 81647

with a copy to: David McConaughy
 Garfield & Hecht, P.C.
 420 Seventh Street
 Suite 100
 Glenwood Springs CO 81601

Ellis and Mogavero: 316 West Main Street
 PO Box 453
 New Castle, CO 81647

9. Upon execution by the parties, this Agreement shall become binding and inure to the benefit and detriment of the parties, their successor and assigns. Ellis and Mogavero shall disclose the existence of this Agreement to any prospective purchase of the Maud's Property, and any successor in title shall consent in writing to be bound by the terms and conditions of this Agreement

and Resolution TC 99-19 and the Municipal Code or this Agreement shall terminate at the direction of the Town.

10. The Parties hereto understand and agree that the Town is relying on and does not waive or intend to waive by this Agreement or any provision hereof, the monetary limitations and any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.* as amended from time to time or otherwise available to the Town.
11. This Agreement shall be governed and construed in accordance with the laws of the State of Colorado. In the event of any dispute arising out of this Agreement, the prevailing party shall be entitled to recover her reasonable costs and attorney fees in addition to all other remedies.
12. The Parties agree that this Agreement constitutes the final and entire agreement among the Parties and thereby supersedes and voids any and all prior agreements, letters, or understandings, whether written or oral, which may have existed regarding the subject matter of this Agreement.
13. No provision or term of this Agreement may be amended, modified, revoked, supplemented, waived, or otherwise changed except by written instrument duly executed by the Parties hereto.
14. This Agreement may be executed in counterparts, each of which shall be an original, and all of which together shall constitute the Agreement.
15. If any provision in this Agreement shall be held invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions of this Agreement shall not be impaired.
16. In case at any time after the date hereof, any further action is necessary or desirable to give full effect to the intent and purpose of this Agreement, each of the Parties will take such further action (including the execution and delivery of such further instruments and documents) as any other party hereto reasonably may request.
17. This Agreement does not constitute an express or implied land use approval of any type concerning the Maud's Property, nor does it otherwise impact or affect the zoning and entitlements of the Maud's Property.
18. No provision of this Contract shall be construed or interpreted: i) to directly or indirectly obligate Town to make any payment in any year in excess of amounts appropriated for such year; ii) as creating a debt or multiple fiscal year direct or indirect debt or other financial obligation whatsoever within the meaning of Article X, Section 6 or Article X, Section 20 of the Colorado Constitution or any other constitutional or statutory limitation or provision; or

iii) as a donation or grant by Town to or in aid of any person, company or corporation within the meaning Colorado law.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

TOWN OF NEW CASTLE

By:

Bob Gordon, Mayor

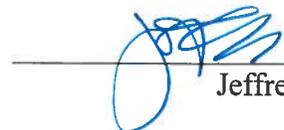
Attest:

Melody Harrison, Town Clerk

LICENSEE:



Molly A. Mogavero



Jeffrey A. Ellis



CERTIFICATE OF LIABILITY INSURANCE

OP ID: S5

DATE (MM/DD/YYYY)
03/17/14

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Neil-Garing Agency, Inc. PO Box 1576 Glenwood Springs, CO 81602 Gian Baldrica		970-945-9111 970-945-2350	CONTACT NAME: Iryna Trauger PHONE (A/C, No, Ext): 970-945-9111 E-MAIL ADDRESS: itrauger@neil-garing.com PRODUCER CUSTOMER ID #: ELLJE-1	FAX (A/C, No): 970-945-2350
INSURED Jeffrey Ellis & Molly Mogavero PO Box 453 New Castle, CO 81647		INSURER(S) AFFORDING COVERAGE INSURER A : Central Insurance Companies INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :		NAIC # 20230

COVERAGES

CERTIFICATE NUMBER: 1

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

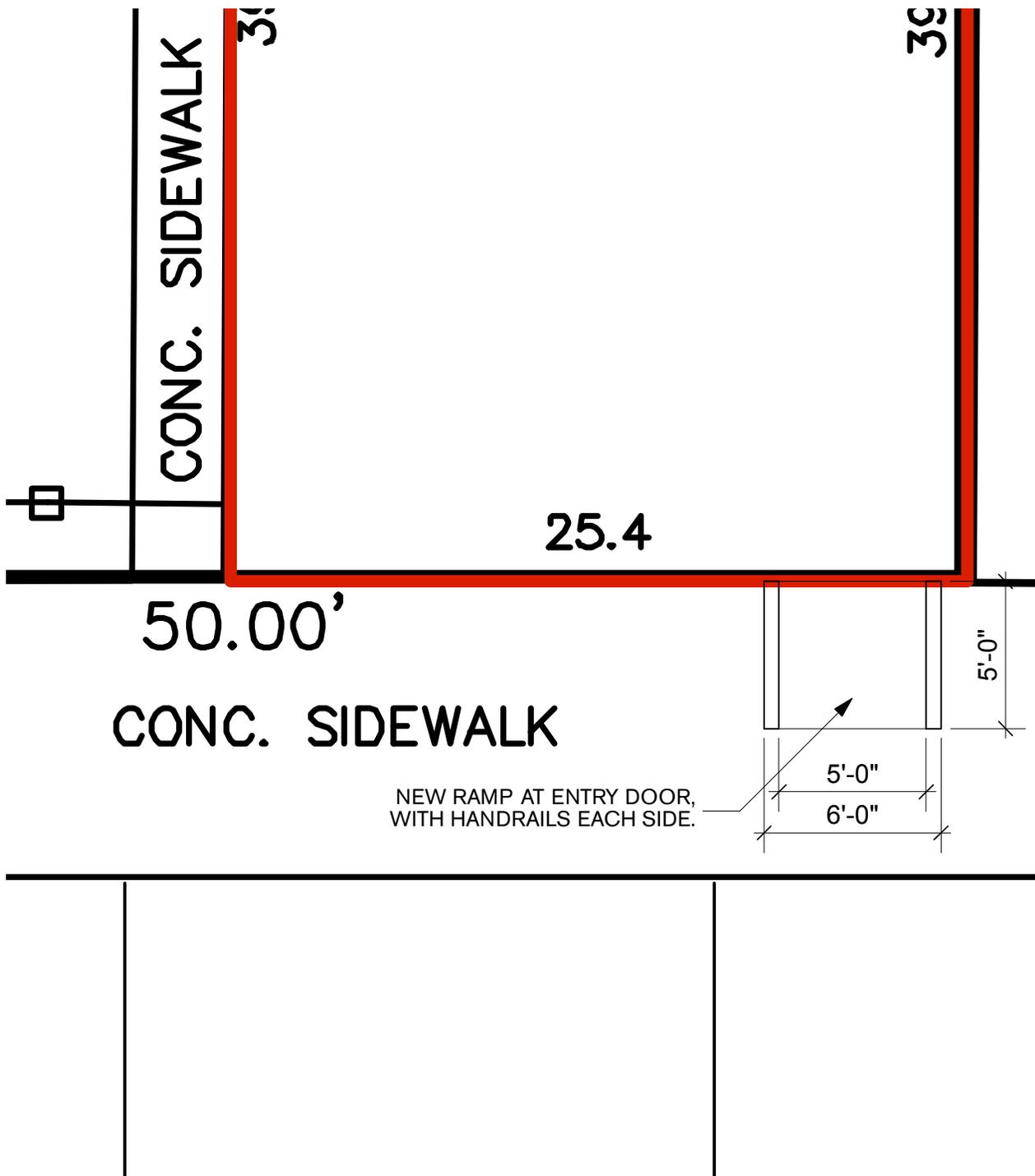
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			CLP8893249	03/15/14	03/15/15	EACH OCCURRENCE	\$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence)				\$ 100,000	
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMPI/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Property at 316 W Main St New Castle, CO 81647

CERTIFICATE HOLDER**CANCELLATION**

TOWNEW1 Town of New Castle P.O. Box 90 New Castle, CO 81647-0090	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Iryna Trauger</i>
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SITE PLAN FOR RAMP

3/16" = 1'-0"

**INTERGOVERNMENTAL AGREEMENT
REGARDING NEW CASTLE PEDESTRIAN TRAIL**

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) is made and entered into this 1st day of April, 2014, by and between Garfield County, Colorado, acting by and through its Board of County Commissioners (the “County”) and the Town of New Castle, a Colorado home rule municipality, acting by and through its Town Council, (the “Town”), (the County and the Town may each be referred to herein as a “Party” or collectively as the “Parties”);

WHEREAS, the Constitution and laws of the State of Colorado permit and encourage state and local governmental entities to cooperate with one another to make the most efficient and effective use of their powers and responsibilities; and

WHEREAS, pursuant to Article XIV, Section 18(2) of the Colorado Constitution, Sections 30-11-101 and 31-15-101 of the Colorado Revised States and the provisions of the Town’s Home Rule Charter, the parties may cooperate and contract with each other to provide any function, service or facility lawfully authorized to each, including the sharing of costs, upon authorization by each of the Parties and approval by the legislative body of each; and

WHEREAS, County Road 335 is a two-lane roadway, portions of which are located within the municipal boundaries of the Town and subject to the Town’s ownership and maintenance, and other portions of which are outside the boundaries of the Town and are owned and maintained by the County, but which does not have attached sidewalks or other improvements specifically for the benefit of pedestrian traffic; and

WHEREAS, County Road 335 presently serves as the only public right-of-way connecting the residential development known as Apple Tree Park in unincorporated Garfield County to the bridge over Interstate 70 and the Colorado River which provides access to downtown New Castle from those areas on the south side of the Colorado River, including residential and commercial properties, some of which are within the municipal limits of the Town and some of which are outside the municipal limits in unincorporated Garfield County; and

WHEREAS, the Town is working towards the eventual construction of a pedestrian bridge running across the Colorado River parallel to the existing automobile bridge connecting County Road 335 to downtown New Castle; and

WHEREAS, the Parties have determined that it would be in the best interests of the health, safety and welfare of their respective citizens, including specifically their respective citizens residing and doing business on the south side of the Colorado River, to establish a dedicated, improved pedestrian route from Apple Tree Park to the site of the proposed pedestrian bridge and the I-70 intersection; and

WHEREAS, the Parties desire to enter into this Agreement regarding their respective obligations towards the construction, ownership, and maintenance of a pedestrian trail (the “Trail”).

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Recitals. The foregoing recitals are incorporated by reference as findings, determinations, and acknowledgments of the Parties.

2. Right of Way. The proposed alignment of the Trail and the current ownership status of the real estate parcels along said alignment are shown on **Exhibit A** hereto and are classified into three categories: (A) County Property; (B) Town Property; and (C) Private Property. The Town shall be responsible to negotiate with the owners of the Private Property to obtain a dedicated right-of-way or an easement, as determined by the Town in its discretion, for the construction, use, maintenance, repair and replacement of the Trail, which shall be not less than eighteen feet in width; provided that additional width or other requirements may be requested in connection with any temporary construction easement as determined by the Town Engineer. The Town shall also be responsible to negotiate and enter into an agreement with the owners of any ditches or water rights where any ditches or pipelines for such water may cross the alignment of the Trail, or where other private utility line crossings may be implicated. The Town shall complete all such right-of-way acquisition and contracts regarding ditch crossings or other private utility crossings no later than June 1, 2014; provided, however, nothing herein shall obligate either Party to initiate any condemnation proceeding unless such Party determines to do so in its sole and absolute discretion separately from the approval of this Agreement. In the event that either Party does make such determination, then it shall have until August 1, 2014, to obtain an order of immediate possession from the Garfield County District Court. If easements or dedications for the entire length of the trail right-of-way have not been completed by August 1, 2014, then either Party shall have the right to terminate this Agreement by written notice to the other Party thereafter.

3. Post-Construction Ownership and Maintenance. Until and unless otherwise agreed by the Parties, the County shall own and be responsible for future capital repair costs for that portion of the Trail within the County Property, and the Town shall own and be responsible for future capital repair costs for those portions of the Trail within the Town Property and within the areas to be acquired within Private Property. The Town shall be responsible for routine maintenance for the entire length of the Trail. For purposes of this Paragraph 3, "routine maintenance" shall include snowplowing and sanding, weed control, median mowing, drainage improvements, trash pickup, sign repair/replacement, and striping, not to exceed the sum of \$6,000 per year. If routine maintenance costs are anticipated to exceed such limitation, then the Town may apply to the County on an annual basis for contributions to such maintenance costs. In the absence of the County's agreement for any such contributions to routine maintenance, all necessary work on the Trail other than "routine maintenance" shall be deemed to be a "capital repair cost" which shall be completed in the time and manner determined necessary by the responsible Party in its discretion based upon availability of funds and other budgetary considerations.

4. Policing. Without limiting the general duties and jurisdiction of the Garfield County Sheriff in any way, the Parties agree that the Town shall have primary responsibility for police enforcement for the entire length of the Trail. To the extent that portions of the Trail may be outside the municipal boundary of the Town, the Town and County agree that they have a

mutual aid agreement in place, the intent of which is to authorize the New Castle Police Department to assist the Sheriff with policing such areas. The Parties may enter into a separate mutual aid agreement with additional provisions; provided, however, in the absence of such separate agreement it is the intention of the Parties for this Paragraph 4 to authorize the New Castle Police to engage in policing activities to assist the Sheriff with respect to the Trail.

5. Construction. The Town, acting through the Town Engineer, shall have responsibility to design the Trail, to solicit, obtain and award bids for construction work subject to any applicable requirements of the Town of New Castle Procurement Code, and to supervise and manage the construction project. The deadline for completion shall be December 31, 2014, subject only to punchlist items for minor corrective work and a warranty period of at least two years following substantial completion as determined by the Town.

6. Monetary Contributions. The County agrees to contribute funds from its Conservation Trust Fund towards the design and construction of the Trail not to exceed the total sum of \$900,000 (the "County Contribution").

- a. The County Contribution shall be disbursed on the basis of costs actually incurred by the Town and supported by written documentation, such as paid invoices and the like. No advanced payments will be made. Upon presentment of sufficient written documentation that the Town has paid the first \$150,000.00 toward the Trail, the Town shall then be eligible for reimbursement, and County Contribution funds will be released.
- b. The BOCC or its designated County Representative shall authorize disbursement of County Contribution funds up to the amount of the written documentation and as nearly as practicable in increments of \$150,000 or more.
- c. Disbursement of County Contribution funds based on presentment of sufficient written documentation shall continue in this manner until the Trail is completed or the County Contribution award is tendered or expired, whichever occurs first. In no case shall the BOCC reimburse more than the \$900,000.00 County Contribution amount.
- d. If the total cost of the Trail is less than \$900,000.00, the BOCC shall not be obligated to provide the County Contribution beyond the total cost.
- e. No portion of the County Contribution shall be used for the benefit of any specific business or corporation.
- f. Requests for disbursement with all supporting documentation shall be sent to:

County Manager
Garfield County, Colorado
108 8th Street, Suite 213
Glenwood Springs, CO 81601

7. Grants. The Parties agree to cooperate and work together in good faith to apply for any grant monies that may be available in connection with the construction of the Trail or this Agreement. In the event that the total project costs, including design, survey, construction and supervision, exceeds County Contribution, then any grant monies so obtained shall first be used to offset or reduce the Town's costs and shall then be applied, if applicable, to reduce the County Contribution.

8. Permits. The Town shall be responsible to obtain any permits that may be necessary from any state, federal, or local jurisdiction, and the County agrees to cooperate with and join in any permit applications to the extent necessary as determined by the Town Engineer. Except for approval of this Agreement by their respective governing bodies, neither the Town nor the County shall be required to apply to one another for any Town or County permit in connection with the Trail or the subject matter of this Agreement.

9. Entire Agreement. Except only as provide above in Paragraph 4, this is the entire Agreement of the Parties with request to the subject matter hereof and supersedes any prior agreements or understandings.

10. Amendments. This Agreement may be modified only in writing signed by authorized representatives of the Parties hereto.

11. Severability. In the event that any provision of this Agreement is found to be void or unenforceable, all remaining provisions shall remain intact and enforceable and shall be interpreted to effectuate, as nearly as possible, the original intentions of the Parties based upon the entire Agreement, including the invalidated provision.

12. TABOR. All monetary obligations of the Parties extending beyond the current fiscal year in which this Agreement is entered into shall be subject to annual budgeting and appropriation. The Parties represent and acknowledge that they have each budgeted and appropriated sufficient funds to meet their respective obligations under this Agreement in fiscal year 2014.

13. Notices. Any notices pursuant to this Agreement shall be in writing and shall be deemed effective three (3) business days after mailing via U.S. Mail, postage prepaid, addressed as follows:

To the County:

County Manager
Garfield County, Colorado
108 8th Street, Suite 213
Glenwood Springs, CO 81601

To the Town:

Town Administrator
New Castle Town Hall
P.O. Box 90
New Castle, CO 81647

With a copy to:

David H. McConaughy, Esq.
Garfield & Hecht, P.C.
420 Seventh Street #100
Glenwood Springs, CO 81601

SO AGREED this 1st day of April, 2014.

BOARD OF COUNTY COMMISSIONERS, GARFIELD COUNTY

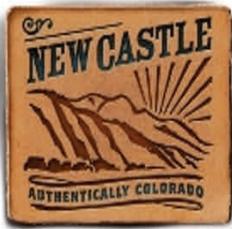
By: _____
Chair

Attest: _____
County Clerk

TOWN OF NEW CASTLE

By: _____
Mayor

Attest: _____
Town Clerk



Town of New Castle, State of Colorado

Proclamation

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautifying our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the Town of New Castle is a Tree City and celebrates Arbor Day each year; and

WHEREAS, New Castle wishes to permanently record the commemoration of Arbor Day and affirm the importance of trees to our town,

NOW, THEREFORE, I, BOB GORDON, MAYOR OF NEW CASTLE,
do hereby proclaim

THE LAST FRIDAY OF APRIL AS ARBOR DAY IN THE TOWN OF NEW CASTLE,

And order that it be so designated and celebrated in perpetuity

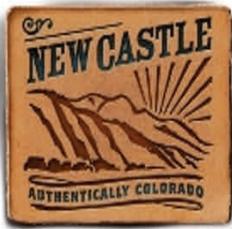
Furthermore all citizens are urged to celebrate Arbor Day, to support efforts to protect our trees and woodlands, and to plant trees to gladden the heart and promote the well-being of this and future generations.

Let this proclamation be entered into the official records of the Town

DATED THIS 15TH DAY OF APRIL, 2014

MAYOR: _____
BOB GORDON

ATTEST: _____
MELODY HARRISON, TOWN CLERK



Town of New Castle, State of Colorado

Proclamation

WHEREAS, for sixteen years Kelley Cox has recorded the images of Garfield County in the Glenwood Springs Post Independent; and

WHEREAS, the exceptional quality of Kelley's photographs made them the most outstanding feature of the newspaper, anticipated and appreciated daily; and

WHEREAS, Kelley has captured not only our significant news events but also our magnificent scenery, our abundant wildlife and our remarkable people. She has recorded the ordinary experiences, the joys, the triumphs, and the challenges small town life; and

WHEREAS, Kelley has generously featured New Castle events, businesses and people in her photojournalistic coverage; and

WHEREAS, Kelley is an integral part of our New Castle community; and

WHEREAS, Kelley will no longer be informing, entertaining and amazing us with daily front page photographs in the Post Independent; and

WHEREAS, the government and citizens of New Castle deeply regret this loss;

NOW, THEREFORE, the Town Council of the Town of New Castle recognizes Kelley Cox for her journalistic and artistic achievements, and thanks her for her service;

AND, FURTHERMORE, the Town honors Kelley Cox as an outstanding citizen of New Castle who has brought pride to her community.

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

DATED THIS 15TH DAY OF APRIL, 2014

MAYOR: _____

BOB GORDON

ATTEST: _____

MELODY HARRISON, TOWN CLERK



Town of New Castle Administration Department
450 W. Main Street **Phone:** (970) 984-2311
PO Box 90 **Fax:** (970) 984-2716
New Castle, CO 81647 www.newcastlecolorado.org

April 15, 2014

The Honorable Anthony Foxx
Secretary of Transportation
United States Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

Dear Secretary Foxx:

I am writing to express my support for the Roaring Fork Transportation Authority's (RFTA) TIGER grant application, which will enable significant renovation and expansion of RFTA's bus maintenance facility in Glenwood Springs, Colorado.

RFTA is the regional public transit agency serving communities in the Colorado State Highway 82 corridor from Glenwood Springs to Aspen, and the I-70 corridor from Glenwood Springs to Rifle, an area encompassing roughly 70 linear miles. RFTA is the second largest transit agency in Colorado and the largest rural transit agency in the United States.

Between 1976, when transit service first began in the region, and RFTA's peak ridership year of 2008, bus ridership grew from approximately 312,000 trips per year to nearly 5 million, a 1400% increase. In September 2013, RFTA implemented VelociRFTA, the nation's first rural BRT service. VelociRFTA has been so successful that monthly regional commuter ridership to date in 2014 is up approximately 30% over 2013 and breaking all-time records.

RFTA proposes to use TIGER grant funding to renovate and expand its primary bus storage and maintenance facility in Glenwood Springs. The project will significantly increase storage capacity and will deploy state-of-the-art energy efficiency measures and building sub-systems.

With the renovation and expansion of its Glenwood Maintenance Facility, RFTA will be positioned to maintain and expand vital transit services along the I-70 and SH82 corridors in a highly sustainable manner to meet community needs for the next 20 years or more.

Robust local and regional transit services are critical to the region's mobility, economy, and quality of life. I encourage the Department of Transportation to support this worthwhile and much needed project by approving RFTA's TIGER grant application.

Sincerely,

Bob Gordon, Mayor

**TOWN OF NEW CASTLE, COLORADO
RESOLUTION NO. TC-2014 - 14**

**A RESOLUTION OF THE TOWN OF NEW CASTLE TOWN COUNCIL
SUPPORTING THE APPLICATION FOR A GRANT FROM LIVEWELL GARFIELD
COUNTY FOR A COMMUNITY GARDEN IN THE TOWN OF NEW CASTLE**

WHEREAS, good health requires adequate nutrition, plenty of exercise, and a balanced diet; and

WHEREAS, a balanced diet should include a significant amount of fresh foods; and

WHEREAS, families of all economic means and schoolchildren of all ages require and deserve good nutrition which includes fresh foods, and plenty of opportunities for enough exercise, and

WHEREAS, education about nutrition and exercise is important to promote good health in the community on a sustainable basis; and

WHEREAS, the River Center is an integral part of the Town of New Castle which offers services to families and individuals of all backgrounds, and which is centrally located,

NOW THEREFORE, in furtherance of these goals and the goals of LiveWell Garfield County, the New Castle Town Council strongly supports the grant application of the Town of New Castle which together with the River Center and the New Castle Garden Club will offer a community garden which is available as a food resource, an education resource, and a place for healthy physical exercise in order to promote balanced diets for all individuals, families, and households in the New Castle region.

Introduced, Read and Adopted at a Regular Meeting of the Town Council of the Town of New Castle, Colorado, on April 15, 2014.

TOWN OF NEW CASTLE

Bob Gordon, Mayor

ATTEST:

Melody L Harrison, Town Clerk