

Memorandum

To: Mayor and Council
From: Tom Baker, John Wenzel, Melody Harrison, Larry McDonald
Date: July 1, 2014
Re: CVR HOA Requests

Purpose: The purpose of this item is to bring CVR HOA concerns to Town Council for consideration and Council direction to staff.

Background: In late May the new management company (REMAX) for the CVR HOA contacted the Town Clerk via telephone to appear on the next Council Agenda to discuss issues raised at recent HOA meetings. The Town Clerk spoke to me about this request and I directed the Town Clerk to request a written explanation of the HOA issues so that both staff and Council could prepare for the discussion. On June 18th Megan Pelky submitted a letter (attachment 1) listing the items the HOA would like to address with Council at the July 1st meeting. After reviewing Ms. Pelky's letter I responded with a letter requesting additional information to clarify the specifics of the issues they wished to raise with Council, see attachment 2. On June 23rd Ms. Pelky sent a follow-up letter from author unknown (attachment 3).

Discussion: Staff responses will focus mostly on the more detailed memorandum of June 23rd except where we refer to the June 18th memo.

- June 18th: Item 1 – Working in partnership with the HOA will be the best way to address abandoned and inoperable vehicles. The Police have authority to remove these vehicles given certain state and local laws. Staff suggests that the HOA provide the Police Department with a list of problem vehicles on a weekly or monthly basis and the Police will proceed with their process.
- Item 2 – The Police Department has “red tagged” the vehicle (referred to in the June 23rd letter) in the past and when that happens the owner moves the vehicle into their driveway. After a period of time the owners move it back to the street. In regards to keeping driveways free of snow berms...Town staff is always striving to provide better customer service and there are likely ways to improve snow plowing services; however, CVR has many streets without adequate snow storage (tree banks) and therefore snow is piled in the parking area of the street. We are sensitive to parked cars and driveways as much as the situation allows...snow plow staff attempt to minimize snow berm impact on driveways, but snow plows are blunt instruments, not precise tools. Trucking snow is not a feasible solution and outside of downtown areas no communities truck snow. One approach that these letters identified is to have certain streets designated as snow routes and to require odd/even parking for 72 hours after a snowfall of a certain amount. This will give the plow drivers better conditions to clear the streets. Finally, the HOA can assist by notifying residents of this change in parking and also ask residents to refrain from shoveling snow into the street, which exacerbates snow removal problems.
- Item 3 – The Town has a comprehensive program for weed control. The Alder Park thistles have been noted and will be addressed as our work load shifts away from street projects. Many of these weeds will grow 12 to 24 inches in a week and appear to be something we missed, but

many times they are noted and will be addressed. We always welcome HOA identification of problem sites.

- Item 4 – At this time the town staff has attempted to locate dog bag dispensers and trash cans in a way that addresses traffic patterns and also allow for efficient trash/waste pick-up. Currently, town staff devotes three hours a day, twice a week to trash removal and resupply of dog bag dispensers. Staff would like to compare suggested HOA locations to existing locations for dog bag and trash/waste stations to determine if we should relocate existing stations or add additional stations. Of course adding more stations will add staff time to this task.
- Item 5 – No longer a concern according to HOA letter.
- Item 6 – Prior to HOA letters, staff noted this dumping of yard waste in VIX park. We have this on our work list and will clean this area once our work load shifts when our streets projects are complete.
- Item 7 – Staff and POSTR have a history of working with CVR HOA on beautification of the public ways. In the past we have offered raw water irrigation and also offered suggestions on the type of landscaping to plant so that it is reasonable for the town to maintain. We expect this relationship will continue.
- Tennis courts and basketball courts are always a plus in any community. In the past, neighbors around the Alder Park area have clearly stated that they did not want a basketball court, which was in the original plan. Perhaps attitudes have changed over time and we invite the HOA to survey the neighborhood regarding these measures. If the Council and HOA decide to move forward with basketball and tennis courts in Alder Park, then staff requests that none of the smaller playing fields be compromised. These playing fields are vital to youth soccer and youth tee ball and serve many families in town. As an alternative thought, the Town is attempting to develop a community sports park at the corner of Castle Valley Boulevard and Clubhouse Drive. This park will have 2-tennis courts, 2-pickleball courts, 2-sand volleyball courts and a tot lot. If the Town resubmits our GOCO grant with CVR HOA as a funding partner we have a much better chance of being successful. While this seems like a good idea from a larger community point-of-view, staff understands that the HOA may want to concentrate their investment in the Alder Park neighborhood.
- Item 9 – The HOA is requesting a waiver of fees for HOA work on the monument sign at 7th and CVB. Staff agrees.

Request: Staff believes in Council's approach to governance that promotes civic engagement and development of social capital. We want to be Council's team to implement partnerships. We feel we are effective and efficient when given a task and resources.

#1

Castle Valley Ranch PUD
PO BOX 1010
New Castle, CO 81647
970.984.9600

June 18, 2014

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

RE: July 1st, Town Council Meeting Agenda

Dear Melody:

Per your request, here is the letter listing the items that the HOA would like to address at the council meeting scheduled for July 1st, 2014. The items are as follows:

1. Inoperable/abandoned vehicles parked on the public streets throughout Castle Valley Ranch. The HOA would like to see these vehicles ticketed and/or towed. There are also boats, campers, trailers and rv's that are parked on the public streets for extended periods of time. The HOA would like to know what the municipal code states regarding these types of vehicles and The HOA would like to see enforcement by the Police Department.
2. Snow plowing and snow removal. With the number of vehicles parked on the streets, it is difficult to remove the snow and it jeopardizes the safety of our residents. Perhaps a snow route can be designated. Signage can be purchased that indicates if it snows, vehicles must not park on a particular side of the street, until it is cleared. The penalty would be ticketing or towing, and The HOA would like to see enforcement by the Police Department.
3. Maintenance of the Town property, mowing, weed control and sprinklers. The HOA would like to see better weed control in some of the more "natural" areas. The tall grasses also create habitat for rodents and the like and should be mowed. The sprinklers should not be spraying on fences and into the street. A review of the landscape plan with appropriate parties would also help with this request.

4. More dog stations are needed. If The HOA purchases them and installs them, would the Town maintain them and remove the waste? If not, would the Town agree to provide the trash service for disposal?
5. Driplines and sprinklers to irrigate greenery within the PUD. There are areas that the HOA would like to see improved. Would the Town agree to installation and maintenance of additional sprinklers?
6. Removal of items that have been dumped on Town property. There are areas accumulating trash and debris within Town limits. These need to be cleared of debris.
7. Installation of trees/bushes and wild flowers throughout the Castle Valley Ranch PUD and Parks. The HOA would like to improve the landscaping within the development and, in some areas maintained by the Town (parks). Would the Town agree to maintain trees and the like if the HOA were to purchase and install them?
8. Installation of Basket Ball Court and Tennis Court at one of the Parks. Members of the HOA have requested that these facilities be provided. There may be funding available for this improvement already in place. It was also suggested that maybe the Basket Ball Court is placed at one Park and Tennis Court at another one of the Parks if need be.
9. Signage structure by 7th Street entrance. The HOA would like to remove and replace the sign. There will be Town fees associated with this as well as additional expense for maintenance of the plantings near the sign. The HOA would like the Town to consider a waiver of the fees for a new sign. To the extent the sign is on Town property, the HOA would like the Town to maintain the grounds.

Kindly let me know if you need further information or additional details on the topics and I will happily provide them.

Kindest regards,
Megan Pelky

#2



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450 W. Main Street
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New Castle, CO 81647

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June 19, 2014

Castle Valley Ranch PUD
PO Box 1010
New Castle, CO 81647
c/o Megan Pelky @ ReMax

Re: July, 1, 2014 Town Council Meeting

Dear Megan,

Thank you for your letter regarding items of concern for the Castle Valley Ranch Homeowners Association.

Town Staff has reviewed the list and we need some additional information in order to allow the town to determine resource needs. If you could, please help us with the following:

2. (regarding snow plowing/removal)
Staff requests that the HOA identify what streets in Castle Valley Ranch would benefit from a snow route designation.
3. (regarding mowing, weed control and sprinklers)
Staff has maintained a highly effective weed control plan for some years, and is active in the Garfield County weed management program. Staff requests that the HOA provide specific locations of the areas that cause concern.
4. (regarding additional dog stations)
Staff requests that the HOA please provide a proposal for locations of additional dog stations.
5. (regarding addition of drip and sprinkler irrigation)
Staff requests that the HOA provide a list of specific locations where improvement or changes are desired, as well as a landscape plan for those areas.
6. (regarding accumulation of trash/debris on town property)
Staff requests that the HOA provide a list of locations where debris is accumulating.
7. (regarding installation of additional landscaping)
Staff requests that the HOA provide a list of locations where additional landscaping is desired, as well as a landscape plan for those areas, as well as a list defining where

the HOA would like help with maintenance.

8. (regarding installation of basketball and tennis courts)

Staff requests that the HOA provide their proposal for locations of new basketball and tennis courts.

Thank you very much for providing us with the needed details. This will greatly assist us in preparing for our conversation at the Town Council meeting on July 1, 2014.

Please do not hesitate to contact us.

Regards

A handwritten signature in black ink that reads "Tom Baker". The signature is written in a cursive style with a large, stylized "T" and "B".

Tom Baker
Town Administrator

#3

June 23, 2014

RE: July 1, 2014 town council meeting

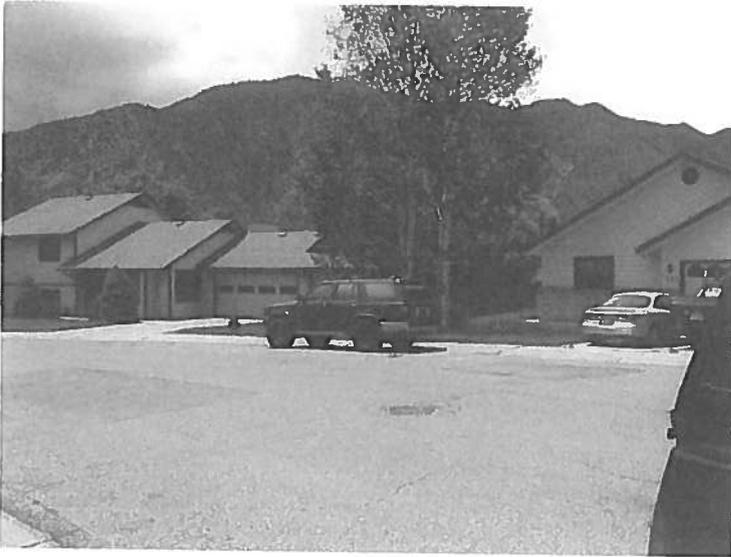
Megan,

Additional information for the town addressing our concerns. This may not be a complete list. Dave may have more or other views.

2. The main issue with snowplowing is caused by unregistered vehicles and vehicles that don't move. There is a green toyota Land Cruiser (photo attached) that has not moved for nine months and was plowed around all winter, making the street too narrow for two vehicles. Streets concerned for bus routes would be all the streets the buses use, specifically problem streets are Buckthorn and Dragon Root. On heavy snow years, such as last year, the snow needs to be trucked away. Plowing in the parking and sidewalks only creates problems. Peoples driveways need to be kept free of the snow berm. Don't just drive by plow.... use the blade angle and the trucks transmission (back up once in awhile) to control snow berm placement. One solid berm at the end of driveways is not acceptable.
3. There are several areas of Russian Thistle in Alder Park. The town employee never get off the ATV as the spray rig is connected to the ATV. No weeds further off the trail than they can spray are controlled. I'll walk them around if they would like.
4. Dog stations with trash bin locations desired are the east end of Mt. Maderis trail, the intersection of trails in Hot Shot Park and the trail in the gully along South Wildhorse, with a second station at the west end, midpoint of the Alder Park Trails on both sides of the pond/soccer field area, at the northeast end of the Alder park trail. Stations without trash bins with a sign saying "pack it in, pack it out" at the informal trailhead up to the water tank accessing Colorow, at the Colorow trailhead, and at a midpoint on the Mt. Madris trail from each access point and two on the northeast side of the VIX park lot where Aarons property is accessed. We will provide the town a map noting placement.
5. With our switch from annuals in pots to perennials/annuals in the ground this is no longer a concern.
6. Trees limbs and trunks that are in the VIX park parking lot right near the rock barrier. They were recently dumped and we are planning a free cleanup for residents to address this issue from our end.
7. The Beautification Projects committee are in the process of creating this plan. I can say it will be a several year plan starting with Castle Valley Blvd. There are spaces where trees have been removed we will replant, and continuing planting to the roundabout. We will provide this plan to the town as soon as we complete it. The sign area at the Midland/Buford road entrance will be redone by removing the old structure (can the town help us here?), placing a new sign that matches the other signage and new plantings. We hope to move the sign towards Castle Valley Blvd. keeping a flower bed in front of it with trees around the sign. We may also start a tree placement plan for shade trees in parks at the same time. The earliest we will

plant is spring 2015. Maintenance and planting of the flower beds should be HOA responsibility. Additional trees may create maintenance for the town in the form of broken limbs, trimming, etc. Any areas where we reseed grass (new sign area) we request town assistance.

8. Basketball courts are desired in Alder park. Tennis courts are desired in Alder Park and Vix Park. Construction costs will be the HOA's responsibility. Trash removal and any landscaping maintenance created (trimming grass at fences etc.) as well as facility maintenance, should be town responsibility.



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