

**New Castle Town Council Meeting
Tuesday, June 7, 2016, 6:00 p.m.**

Call to Order

Mayor A Riddile called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Roll Call

Present	Councilor Metzger Councilor Hazelton Mayor A Riddile Councilor Leland Councilor G Riddile Councilor Owens (at 7:55 p.m. after being sworn in)
Absent	Councilor Breslin

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Town Planner Tim Cain 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-2016-1.

Conflicts of Interest

Councilor G Riddile stated that he would be presenting the First Baptist Church item therefore had a conflict. The council agreed.

Agenda Changes

Administrator Baker asked to have the finance committee removed from the agenda because the finance documents were in the consent agenda. The council agreed.

Clerk Harrison asked for the May 17 meeting minutes to be removed from the consent agenda because they were not complete. The council agreed.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – not present
Consultant Engineer – not present

Items for Consideration

~~Finance Committee~~ Removed by Administrator Baker

Consider Letter of Interest from Susan Ruggles for Appointment to Seat on Planning & Zoning Commission

Ms. Ruggles told the council that she felt inspired to serve her community, and that she loved New Castle. She had forty years of experience with the administration of different projects. Ms. Ruggles had lived in New Castle for two years, was the vice president of the Lion's Club, and was involved with the Liberty Park Project and the Downtown Group. She said she moved to Colorado from Manhattan, New York, to be near her daughter and granddaughter.

Councilor Leland asked if she had attended any planning & zoning meetings. Ms. Ruggles said that she had attended one, and found it interesting and an important position as well as an opportunity to help the town. She said she felt she could provide good input. Councilor Leland agreed that it was an important position, and that the council depended on P&Z. Mayor A Riddile said that P&Z had gone several years without much on the agendas because of the economic downturn, but said it seemed to be picking back up. He was glad Ms. Ruggles was interested.

MOTION: Councilor Metzger made a motion to appoint Susan Ruggles to the Planning & Zoning Commission. Councilor Hazelton seconded the motion and it passed unanimously.

Mayor A Riddile thanked each of the applicants for their interest in serving on the town council, and said that he was impressed with the experience they each brought. He said being on the town council was very important. He noted that it was a significant time commitment to be on the council. More than just two meetings per month, there were also committees and commissions. He said the council encouraged participation in the community at events so they could get to know the citizens they would be representing.

Mayor A Riddile said that each applicant would have five minutes to tell the council about himself. The council would then have an opportunity to ask questions of the applicant. After each applicant has had a chance to speak, the council would take a vote in which each councilor would vote for two separate candidates. The two candidates with the most votes will go to a second vote where the council will vote once. The candidate with the majority of votes will win. He clarified that a majority meant three votes.

Consider Letter of Interest from Jerry Touslee for Appointment to Seat on Town Council

Mr. Touslee thanked the council for the opportunity to interview. He said he had submitted his letter of interest for two reasons: the first was because he wanted to be a help to New Castle. He said over the previous two years that he had tried to immerse himself in the community and volunteer where he could while learning about the community. He said it was important to understand the community. The second reason he applied was that he felt he had a lot to offer New Castle, with his many years of marketing experience. He felt he approached everything from a marketing perspective, and he saw that New Castle had huge potential and a story

to tell. He felt there was work to be done to get New Castle where they wanted to go and he felt he could lend his marketing expertise to that effort.

Councilor G Riddile asked what Mr. Touslee felt the 'work to be done' was, and what he saw as the low-hanging fruit; the very attainable stuff that he would like to see the town pursue. Mr. Touslee said that a visual identity was the first thing. The flow and overall appearance of the town as well as the historical perspective. He said there were people that knew there was a four-way stop in New Castle, and some of the retail, so there was an awareness of a location, but not of the town itself. He felt there was work to be done creating a consistency in the flow of the town but not necessarily a lot of work because there was already many good assets in town. Councilor Hazelton asked how long Mr. Touslee had lived in town. Mr. Touslee said he and his wife had moved from Ft. Collins in December 2013.

Mayor A Riddile asked if Mr. Touslee had any problems with the time commitment, and Mr. Touslee said it was a matter of planning. He said that although he had a full-time job, he worked from home. He said he traveled some, but he could construct his schedule around the council meetings. He said he did not anticipate any problems.

Mayor A Riddile asked what the mission of the Downtown Group was. Mr. Touslee said it had started before his time, but he understood it was for the beautification of the downtown. He believed it had started cleaning up the downtown, and bringing some colors and flowers to the downtown area, but it had grown to include how more people could be drawn into the downtown area. The Group had become involved in events and were working on the Museum on the Streets project.

Mayor A Riddile asked how the Downtown Group's relationship was with the Chamber of Commerce. Mr. Touslee said he did not feel the relationship was terribly strong, but that it was growing.

Consider Letter of Interest from Randy Fricke for Appointment to Seat on Town Council

Mr. Fricke greeted the council and thanked them for the opportunity to speak with them. He said he had lived in New Castle for approximately eight years and found it to be a great community with great people. He said he saw potential for New Castle to many great things. Mr. Fricke said had a variety of experience on a variety of boards and commissions, marketing, industrial development, renewable energy and a few others. He said his focus for New Castle was jobs. He thought companies such as banks or insurance companies could be brought in to explore the potentials. He felt he had a strength to go after those companies and was willing to step up and lead the effort. Mr. Fricke said his concern was to get the people of New Castle back to work and to build a commercial and light industrial base for New Castle. Councilor Leland asked if he had experience in building an industrial base. He also asked how Mr. Fricke proposed to attract industry to New Castle. Mr. Fricke said that his experience was in renewable energy, and that New Castle had potential for that. He thought the town could move towards a greener, renewable economy. He felt renewable energy was the future and it warranted consideration. Mr. Fricke thought that the people of New Castle would be a good selling point to potential partners. He said there were hundreds of people who left town to go to work, and he thought keeping people in town for work was important.

Councilor G Riddile asked what Mr. Fricke saw as the first barrier to bringing business or companies into New Castle. Mr. Fricke felt a planned approach was important as well as marketing.

Councilor Metzger asked where Mr. Fricke thought the light industrial might be located, and Mr. Fricke felt that the Kuersten property was a good location as well as other commercial that should be explored.

Councilor Metzger asked if he had specific companies in mind. Mr. Fricke said he could not name any because it could create too much excitement, but the ones he knew were in the renewable energy field.

Councilor Metzger asked what Mr. Fricke would be willing to do to assist the town if he was not selected for the council seat. Mr. Fricke said he could certainly develop a plan and a list of companies to approach.

Mayor A Riddile asked if Mr. Fricke had any concerns regarding the time commitment to council and committee meetings, or engaging with the citizens.

Mr. Fricke said his goal was to give one hundred percent to the council position. He said he had no time constraints.

Consider Letter of Interest from Brad Gates for Appointment to Seat on Town Council

Mr. Gates greeted the council. He said he felt that there were many things facing New Castle. One was attainable housing for young people and families as well as seniors. He also felt it was important to have commercial buildings, because if there was nowhere for business to go, attracting them did not matter.

Mr. Gates thought the council should take unconventional approaches to what the town could do.

Mr. Gates said that recreation was number one in the marketing study. The trails piece was something that took him a while to understand, but it was a valuable asset. The people that come for trails will buy meals and possibly rooms. Pickle ball was something that had been discussed at the CVR HOA, and although it was hard to gauge the demand, it appeared that New Castle was on a precipice and the town either was going to get involved or was going to be passed by.

Mr. Gates reiterated that New Castle needed attainable housing.

One of the things Mr. Gates felt that he had learned by being on the HOA was that it took time. Someone had to put in the time, because the payoff was amazing. Mr. Gates said that he was excited at the opportunity to join the council, and that he was excited about the two new council members. He said he saw shift in the council and he felt he would fit in with that change.

Mayor A Riddile asked if there would be any issues with being on both the Castle Valley HOA and the town council, and if Mr. Gates would be able to handle both jobs. Mr. Gates said it would not be a problem, but he thought there was a perceived conflict if he took the council seat and maintained the position on the HOA. He felt it would probably be best to resign the HOA position. Mayor A Riddile said that the potential conflict could be discussed with the town attorney.

Councilor Hazelton said he agreed that the issue would have to be addressed. Mr. Gates said he felt like he had reached the majority of his goals in regard to the HOA, and had only one more item to resolve with them which was pickle ball. He felt he could approach it from either side, but he would not leave the HOA in a bad position.

Councilor Leland asked what he had accomplished with the HOA. Mr. Gates said a lot of the accomplishment was finances. Once they understood where the accounts stood, they were able to identify projects within the subdivision such as landscaping. They were also able to begin enforcing the covenants, which had been designed to have the HOA maintain control of the streets. The covenants and town code did not always work together, and Mr. Gates felt he had built good relationships with the town staff and CVR residents to manage the issues. He said he had learned a lot being on the HOA and from Administrator Baker on how to work with people.

Councilor G Riddile said that should something come up, and the CVR residents turned to the HOA, Mr. Gates sitting on both board could present a real issue. Mr. Gates said he would not allow a conflict such as that to happen.

Consider Letter of Interest from Scott M. Owens for Appointment to Seat on Town Council

Mr. Owens thanks the council for considering his letter of interest, and Mr. Gates for his great ideas.

Mr. Owens said he felt inclined to apply for the council seat because he really loved New Castle. He said he grew up in Michigan, and moved to New Castle in 2007 right before the recession hit. He said at that time he experienced a job loss and almost lost his home. The community and people came together and that was a wonderful thing, and he was glad to be in New Castle. Mr. Owens said he really wanted to get involved with the town. He had two young daughters he will raise in New Castle and he wants to be a part of that future.

Mr. Owens told the council that he highly valued safety and education and family values. As New Castle grew and evolved, he wanted to maintain the historical characteristics and cultural identity of the town. There was a lot of talk about what the town's vision and direction was, and felt that the first step was to evaluate the town's current assets. He believed that the Lakota Clubhouse was a huge asset that will bring more tourism. He believed the trails progress, and the promotion of health and wellness and recreation as the New Castle culture was an asset and would bring people to town. New Castle being founded in 1888, the historical value of that and the beautiful historical buildings in town were a tremendous asset to be proud of and promote. Mr. Owens felt New Castle was a true blue Colorado town, the very feel people wanted when they visited.

Mr. Owens said he did not have a set agenda. He said he read in the newspaper in January that Garfield County was the fastest growing county in Colorado and was expected to reach 108,000 residents by 2040. That would be an 85 percent increase in population. He asked how New Castle was preparing for that, what were the thoughts and vision of the council and people. He felt those were challenges to consider. He wanted the town to evolve responsibly, without losing the culture or identity of New Castle, while remaining sustainable.

Councilor G Riddile asked Mr. Owens what he felt was the low-hanging fruit regarding the sustainability issue was, what the town should pursue first.

Mr. Owens felt it lay with recreation. Getting the clubhouse built, expanding the trails system. He also felt that the number one marketing tool was word of mouth. People experienced what New Castle had to offer, and told others, and wanted to

return. He also said that education was key, and felt that the schools in New Castle were tremendous and worth promoting.

Councilor Hazelton noted the Mr. Owens had lived in both Castle Valley and Lakota, and he asked what his knowledge was with those residents' experience with the downtown. He said it seemed that many people exited I-70, went directly to Lakota or Castle Valley, and did not understand the downtown.

Mr. Owens said he had not developed a concrete opinion, but many people in Lakota and Castle Valley that he knew frequented downtown, but he agreed that there could be more. Mr. Owens felt that with the construction in Glenwood, more people would be staying home rather than going elsewhere for dinner, and he felt it was important to advertise the great businesses in town.

Councilor Metzger asked how the residents in Lakota felt about the clubhouse project having stopped. Mr. Owens said that it had stopped, but there was a new contractor on the job and it was moving again.

Councilor Leland asked if Mr. Owens felt that any of his employment experience would be valuable as a councilor. Mr. Owens said he was employed as the Director of Human Resources for Mountain Family Health, and the skills for that position were most translatable to a council seat. He said that active listening, listening to feedback from all the employees and then taking that to the decision makers who would determine an outcome based on policy and laws. He felt that the same applied to the residents and council.

Councilor Leland asked what clinics Mr. Owens had under his authority, and Mr. Owens said he had them all from Rifle, Edwards, Glenwood, Basalt and one in Avon very soon. He traveled to them all, but he would have no time constraints, particularly because he had hired some who would do most the travel.

Mayor A Riddile asked how many employees Mountain Family had and Mr. Owens said there were 147. Mayor A Riddile asked about the time commitment for committees and commissions and events. Mr. Owens said that he had his wife had studied it and felt that it was something he could do.

The council thanked Mr. Owens.

~~**Consider Letter of Interest from Susan Barstow for Appointment to Seat on Town Council**~~ – Withdrawn June 6, 2016

~~**Consider Letter of Interest from Denise Scheberle for Appointment to Seat on Town Council**~~ – Withdrawn June 7, 2016

Mayor A Riddile explained the voting process: The first ballot vote required each councilor to vote for two different individuals. The resulting two winners would then go to a second vote where each councilor voted for one individual. The person with the majority of votes would be considered for appointment to the vacant council seat.

Clerk Harrison passed out ballots to each councilor that had the councilors' name on it as well as all four candidates. The council voted their ballots and returned them to Clerk Harrison. Clerk Harrison read the results:

Jerry Touslee – one vote.

Randy Fricke – one vote.

Brad Gates – four votes.

Scott Owens – four votes.

Clerk Harrison passed out ballots to each councilor that had the councilor's name on it. The council voted their ballots and returned them to Clerk Harrison.

Mayor A Riddile told the candidates that regardless of the outcome of the vote, all of them were impressive.

Clerk Harrison read the results:

Brad Gates – one vote.

Scott Owens – four votes.

Consider Motion to Appoint Citizen to Vacant Council Seat

MOTION: Councilor Leland made a motion to appoint Scott Owens to the vacant council seat, serving the remainder of the term until April 2018.

Mayor A Riddile seconded the motion and it passed unanimously.

Oath of Office – Town Councilor

Clerk Harrison swore in the newly elected member of the town council: Scott Owens.

Because the representatives from First Baptist Church had not arrived, the council agreed to move the Marketing item ahead.

Marketing Plan – Next Steps

Administrator Baker began the discussion by telling the council that he expected the marketing discussion would span several meetings, and said that it would come back to the council on July 5, 2016.

Administrator Baker briefed the council on the history of the marketing plan. He recalled former Mayor Bob Gordon's idea of "Expose New Castle" which was a way to share all the outdoor recreation opportunities available in New Castle. The first piece was a new website that included tourism and government. The website was complete in early 2015 with a great deal of help from Councilor Leland. After that, a small committee was formed, and the committee interviewed marketing firms. Linda Hill, of Hill Aevium, and Jeanette Darnauer of the Darnauer Group were selected for the team.

In an effort to increase interest in New Castle and to develop an economic base, the council had done a one-year exploration of the Kuersten property and a Wellness Campus. Without an investment partner, the town would not be able to take on the financial burden of the project.

Administrator Baker said that trails had not been contemplated in the marketing plan, because at the time the marketing study was done, the value and need for soft trails was not really understood, otherwise marketing goals and strategies could have been added to the marketing plan.

Administrator Baker said that he wanted to talk with the council about the next step, what should be done for the next eighteen months. It will help with the 2017 budget preparation, and will help with 2016 expenditures.

Indicating documents that were on display, Administrator Baker said the council had copies in their packet, and that he wanted to talk through a couple goals at a time. He said that he was looking for a discussion that would help him understand how the council saw the listed goals. Administrator Baker said that at the July 5

meeting he would bring them a beginning outline for the next eighteen months based on the conversation.

Goal 1 was to continue the vision plan for Main Street New Castle.

The first strategy was to identify a master plan that would pay tribute to the history of the area and address parking, pocket parks, cottage business mix and signage. Administrator Baker said he felt Main Street was the town's focal point. He noted that the streetscape project would be complete within a few weeks, and that had been a long-term goal of the council. Another item related to Main Street may be bike lanes or parking issues.

The second strategy was to clean up the downtown, embrace, and enhance those businesses that may not have an optimum storefront. The cleaning up had a particular emphasis on the view from the railroad and interstate as well as the entrances to town.

Councilor G Riddile said he felt that Main Street was in good shape with streetscape, and clean-ups and new paint and flowers. He felt it was time to get the history out on the street to tell New Castle's Story.

Councilor Leland said he liked the master plan idea. He felt that most of the downtown efforts, excluding streetscape, had been randomly done, with no prioritized, master plan. Councilor Leland felt that the Downtown Group would be the natural leaders.

Councilor Hazelton said that he felt the council should be sensitive to the downtown business owners. He said that certain names seemed to come up often, and they were people who were long-time residents and business owners. Administrator Baker said he understood that there should be sensitivity to the people who got the town where it was. If the town was going to tell its story, the long-time business owners and residents needed to be part of the story.

The third strategy was to identify additional infrastructure opportunities.

Administrator Baker said that Goal 2 was to improve directional signage throughout New Castle.

Administrator Baker said that recently, public works had installed trail signs, and each sign included maps that related the trail to the larger trail system in town. With the Museum on the Streets signs, it would add interest and quality to the town. The marketing team said that way-finding signs would be a good idea, and Administrator Baker said it was more complicated than he realized, but way-finding signs were something that could be done in the short-term as well.

Councilor Owens felt that lighting on the C Avenue Trail would be good.

Administrator Baker said another issue brought up was that from the Hwy. 6 and Castle Valley Boulevard intersection, the view west appeared as though it was going back to a rural area rather than the downtown because there was no development visible. Lighting from the intersection to the west would improve vehicular traffic into downtown. Mayor A Riddile thought it may be a good idea to find out what the lighting would be for the park and ride, and follow that scheme.

Mayor A Riddile suspended the discussion.

Councilor G Riddile recused himself and sat in the audience with the applicant for First Baptist Church.

Recess the Town Council meeting, convene as the Board of Zoning Adjustment

Town Council Meeting
Tuesday, June 7, 2016

MOTION: Councilor Leland made a motion to recess the town council meeting and to convene the Board of Zoning Adjustment. Mayor A Riddile seconded the motion and it passed unanimously.

Consider Resolution BZ-2016-1, a Resolution of the Board of Zoning Adjustment of the Town of New Castle Approving a Rear Yard Setback Variance Request from the First Baptist Church

Town Planner Tim Cain described the two variances that were part of the conditional use permit application. The applicant was requesting a variance to encroach 4.77 feet in to the rear setback on the northeastern part of the lot. The property adjacent was open space owned by the Town of New Castle. The intent of the building setback was not to infringe upon or violate the fire code separation between buildings; therefore, fire code became a non-issue because there are no associated structures on Town Open Space. The second variance request was to allow a 6-foot separation between the old church and the new Sanctuary/Greeting Hall. R-1 zoning requires a 10-foot separation between permanent structures. The 6-foot separation will become a non-issue when the old church was demolished. Staff recommended approval of the variance application.

MOTION: Councilor Leland made a motion to approve Resolution BZ-2016-1. Councilor Metzger seconded the motion and it passed unanimously.

Adjourn Board of Zoning Adjustment, reconvene as Town Council

MOTION: Councilor Leland made a motion to adjourn the Board of Zoning Adjustment and reconvene the town council meeting. Mayor A Riddile seconded the motion and it passed unanimously.

Consider Resolution TC-2016-8, a Resolution of the New Castle Town Council Approving a Conditional Use Permit for the First Baptist Church

Planner Cain described the conditional use permit application. He noted that the application was complete. The applicant proposed a phased development schedule for the construction of a new church. The timing of development will be determined by available discretionary funds. The first phase would involve the demolition of the existing garage at 190 N. 7th St. and construction of a new Sanctuary and Greeting Hall. The eventual buildout will be completed through successive phases, would remove the existing house (parsonage) and the church building while expanding the new one being built in Phase 1 as funds are available. A formal development schedule had not been determined. Construction of the project will take 6 to 9 months to complete.

The Planning & Zoning Commission (P&Z) had unanimously recommended approval of the CUP.

Planner Cain said that the church would also process a lot line vacation, which was an administrative action that did not require a public hearing or council approval. The lot line vacation will allow the expansion of the church on one lot, not two. The parking area northwest of the parsonage would continue to provide overflow

parking during church services and activities or events. There would be handicap, compact and regular parking spaces. Councilor Hazelton said he was a bit concerned about the volume of parking because 7th Street could be very busy. Councilor Leland said that he was concerned about the drainage under the parking lot. Engineer Graham Riddile said that an additional drywell would be installed. He thought it may an appropriate conversation to have with Public Works Director John Wenzel because the drainage issue included a town drain.

Planner Cain said that the architectural requirements of the R-1 zone district were generally met, although until he saw the building permit, he was uncertain about the roofline. The conditions on the conditional use permit were standard.

MOTION: Mayor A Riddile made a motion to approve Consider Resolution TC-2016-8, a Resolution of the New Castle Town Council Approving a Conditional Use Permit for the First Baptist Church. Councilor Hazelton seconded the motion and it passed unanimously.

Councilor G Riddile returned to the dais.

Marketing Plan – Next Steps

Administrator Baker resumed the discussion at Goal #2, strategy 2, evaluate the local arts community, does it exist and can an art plan be developed over the long-term for purchase of sculptures, display areas, art on buildings, etc.

Susan Ruggles described the plans for Liberty Park that included interactive, educational opportunities for kids as well as local art.

Administrator Baker felt that that the public art piece would develop over time, but that Liberty Park was the effort towards strategy 2.

Goal #3 was to build awareness of the Town of New Castle's many amenities including the area's outdoor recreation opportunities and events with the result of increasing website sessions by 25% in 2016.

Administrator Baker said that the strategies related to goal #3 were one of the primary tasks the marketing group was asked to do.

Administrator Baker handed out information from the marketing group on how to drive more visitors to the New Castle web page. An item to consider were the lack of local photographs on the town website. Perhaps photographs of the trails or the very active downtown could be used. Councilor Leland said that he knew there were many residents taking photos in town because they were posted to the town's Facebook page, and were very popular. He thought it would be a good idea to find out the specifications needed for photos for the website, and to solicit the local pro and semi-pro photographers for pictures.

Administrator Baker said that strategy 3 was to create an events committee. He told the council that the chamber had an events committee and were gaining some traction. He said they would have to be careful to ensure that the events were sustainable.

Strategy 4 trail mapping. Administrator Baker said that the trails signs had been created by public works, and he thought they could create maps with the town's GIS system. He said they had a good start on trails maps.

Administrator Baker said that the remaining strategies on Goal 3 were about retaining the town's oral history, and while it may not seem like a priority, the longer it was delayed, the less oral history would be available.

Councilor Leland said that it would be a good idea to review the key words in the website search engine optimization to increase the town's internet presence.

Councilor Metzger said that should have already been done.

Mr. Gates said he spoke to a resident who worked for a local marketing firm, and she indicated that the town's webpage needed optimization as well, that it seemed to be lacking.

The council agreed that the website needed updating very soon. The council also agreed that nurturing the relationship with the Chamber of Commerce was important. Administrator Baker said that the chamber was currently based on a community model, which included events. Once that was running well, they will add an economic committee where there could be discussions regarding business support.

Goal #4 was about the town's brand.

Strategy 1 was a survey to determine the strength of the brand. Strategy 2 was a creative brief and strategy 3 was to expand outdoor recreation opportunities. The council agreed that they liked the town brand as it was, and were not certain what change may be needed. Administrator Baker and Councilor Metzger said that the word 'authentic' was used often in other mountain towns. The council agreed that the brand could be looked at in a few years.

Goal #5 was to define the role of the town as it related to marketing the area, especially B2B environment and collaboration and resident engagement.

Administrator Baker said the town had the responsibilities that would normally be chamber responsibilities. He felt it would change over time as the chamber evolved. One area of concern was whether the town events were bringing in the younger generation.

Goal #6 was to continue to engage the community, especially New Castle Trails (NCT) and the Bureau of Land management (BLM), in creating an extensive network of soft trails for outdoor recreation - biking, hiking, running, walking in and around New Castle. Market New Castle as a place for active living (New Castle's Live Well Brand) where one can bike, walk, or run out their front door and access 50 miles of trails. Attract new businesses to Main Street and the Mall that cater to an active living community. Administrator Baker said he had recently visited Fruita on Memorial weekend, and the downtown was very busy with visitors and cyclists. He felt that New Castle had a much better trail system than Fruita, but Fruita had Mesa County who had invested a lot of money, making trail connections between Grand Junction and Fruita. New Castle was already working with the BLM on formalizing the trails, which could triple the opportunities in town. There was the idea of creating an outdoor recreation guide that may be a longer-term project. The comprehensive plan would be updated, and that will include an updated trails master plan. Way-finding signs had already been discussed. The town was working with CDOT to create bike lanes on Main Street. New Castle Trails was working with Warrior Golf and CVR Investors on trail easements for BLM access. This would also create connectivity with the Jolley Trail, and it would get people up and out into the BLM Land without having to go up the Colorow Trail. The town website could reflect more about trails and local eateries and events.

Councilor G Riddle felt there were many other outdoor amenities besides trails that should be kept in mind.

The council and Administrator Baker discussed the various recreational opportunities in New Castle.

Administrator Baker said he would like to take the feedback from the council, then create another memorandum for discussion with the council at which point they could decide how to prioritize the items. He said he would try to include resource costs to each item as well.

Consent Agenda

Minutes of the May 3, 2016 council meeting

~~Minutes of the May 17, 2016 council meeting~~ Removed by Clerk Harrison

May Bills of \$420,098.03

Elk Creek Mining Company Tavern Liquor License Renewal

RFTA Letter of Support

MOTION: Councilor Leland made a motion to approve the consent agenda. Councilor G Riddile seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Baker asked the council to consider dates for the retreat. He said he would send an e-mail to everyone the following day for their consideration. He passed out the outline of the town’s strategic plan that he presented to the GHFMLD board to help them understand how the grants the town had applied for were in line with the strategic plan. Administrator Baker said it was getting close to time to update the comprehensive plan. He said the streets maintenance projects would begin on Thursday. He said that the Xcel energy franchise agreement to use public lands was coming up for renewal. Part of the agreement was a 3% franchise surcharge on every bill, and that 3% came back to the town. The charter allows only five years for franchise agreements, but Xcel was asking for twenty years. They will come to council on July 5, 2016 to ask the council to voluntarily place the franchise agreement on the November ballot.

Town Clerk – Clerk Harrison said that Administrative Assistant Debbie Nichols wanted to come to a council meeting to take everyone’s picture. Councilor Metzger thought everyone should wear his or her best for the pictures. Administrator Baker said that Police Chief Tony Pagni would be conducting an emergency evacuation drill at the June 21 meeting, so July may be better. Clerk Harrison said she would let the council know what meeting. Clerk Harrison said that Attorney McConaughy would conduct a council orientation class soon. Clerk Harrison said there had been a lot of conversation regarding council chambers, and she asked if the council wanted the mailboxes moved upstairs, and if they still wanted the mayor’s picture to be hung in chambers. The council agreed with both. The Community Market liquor license will come to the council on June 21. She told Councilor Owens that she would get a town e-mail address set up, and provide him with an iPad and reference materials. She said he could come in at his convenience.

Town Planner – not present

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – nothing to report

Historic Preservation Commission – nothing to report

Climate Action Advisory Committee – nothing to report

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Senior Program – nothing to report

RFTA – nothing to report

AGNC – nothing to report

GCE – Councilor Leland said the GCE annual retreat would be the following week.

Council Comments

Councilor Metzger told the council that the Downtown Group's annual cleanup day would be June 13 from 1 to 3 p.m.

Councilor Metzger said that she had received a complaint about the pickle ball courts going in behind Riverside Middle School, and the fact that players would be charged a fee to play. Administrator Baker said that the town charged adults for their programs and tried to subsidize children for free. He said that if the council wished, rec programs could be free. He said he would look into the issue with Director McDonald.

Mayor A Riddile asked when the Sports Park would be completed. Administrator Baker said that construction would not begin until August, 2016.

Councilor Metzger asked where Councilor Breslin was. Administrator Baker said Councilor Breslin was not feeling well.

Clerk Harrison said that the Home Rule Charter required that the council excuse any absence, so she asked if they would send her an e-mail if they intended to be absent from a council meeting. Councilor Leland said that some years ago the council observed 'excused' absences, and once a councilor let Clerk Harrison know of their absence, the council could make a motion to excuse them. Administrator Baker said that the charter said that four missed meetings in a row or a 25% absence rate in one year could affect the seat. It may be a good practice to excuse absences so there would be no question, because there are good reasons to be absent. The council agreed to e-mail Clerk Harrison if they would be absent.

Councilor Owens thanked the council for their support and the opportunity to be on the council.

Councilor Hazelton said he would be absent from the July 5, 2016 council meeting and would send an e-mail to Clerk Harrison.

Councilor Hazelton said he had attended the Colorado Water Conference and it was very interesting. He had the annual report if anyone wanted to see it, and would answer questions if he could.

Councilor Hazelton asked to whom he should forward complaints. Administrator Baker said he would take the complaints.

Mayor A Riddile encouraged everyone to attend the various events in town, because it was an opportunity to connect with constituents.

Mayor A Riddile asked that the council be mindful of requests to staff because staff was incredibly busy with projects and events.

Mayor A Riddile said that the Pyro Memorial was moving forward, and that they had received significant contributions. The memorial would be dedicated in September.

Mayor A Riddile said he had been unsettled regarding the donation to LoVa Trails at the May 17 council meeting. Two council members voted no on the donation, and he felt that it would have been beneficial to everyone had those two members stated their objections during the discussion. Mayor A Riddile said that he had asked the council for comments, and he wanted everyone to make comments if they felt strongly about something.

Mayor A Riddile said the Community Market will begin on July 7, and Administrative Assistant Debbie Nichols ran a lemonade stand at the market. In the past, the Mayor and several council members had volunteered their time working the stand. He passed out a schedule and asked that each council member consider volunteering if they could make the time. Clerk Harrison added that the lemonade stand proceeds helped fund the SNAP program to provide fresh produce for people on assistance.

Councilor Leland said that several years ago he had been asked to write some protocols for items that were published on channel 10. He had expanded on those protocols and they would be on the consent agenda at the next meeting.

Councilor G Riddile said that he appreciated staff and their help.

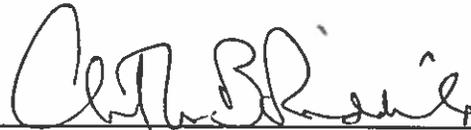
Councilor G Riddile said that it would be a busy summer in Glenwood Springs because of the bridge project.

Councilor Metzger told the council that she and Administrator Baker had been working with the senior coalition and Hilltop regarding a piece of property owned by Steve Craven. A meeting was being set up with a number of people to look at the property. Administrator Baker said that the meeting was to get social and human services in the same room as Hilltop for a discussion about senior care.

MOTION: Councilor Leland made a motion to adjourn. Mayor A Riddile seconded the motion and it passed unanimously.

The meeting adjourned at 9:40 p.m.

Respectfully submitted,



Mayor Art Riddile



Town Clerk Melody Harrison, CMC

