

**New Castle Town Council Meeting
Tuesday, June 6, 2017, 7:00 p.m.**

Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Metzger Councilor Owens Councilor Hazelton Mayor A Riddile Councilor Russi Councilor G Riddile
Absent	Councilor Leland

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Town Planner Tim Cain, Administrative Assistant Debbie Nichols, Accounting Technician Debbie Guccini and Town Attorney David McConaughy.

MOTION: Mayor A Riddile made a motion to excise Councilor Leland's absence. Councilor G Riddile seconded the motion and it passed unanimously.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2017-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

Town Administrator Tom Baker told the council that he wanted to move the Inspire Grant Update to the end of the agenda, and the Business Incentives discussion in its place. The council agreed.

Councilor Russi asked if the public hearings that were on the agenda needed to be kept open for an hour as they were at the last meeting. Administrator Baker said that he did not know, but Town Attorney David McConaughy would be present and he could answer the question.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – present for agenda items.

Consultant Engineer – not present.

Items for Consideration

Business Incentives

Administrator Baker told the council that the proposal was a result of the meeting between the chamber and the council. He said letters had been sent to the downtown businesses asking them to provide ideas on what they would consider an incentive. The signs would simply describe to the walking and traveling public what business existed in the units. In addition, plain English signs would be created for the Hispanic-owned businesses. Administrator Baker said the signs cost \$350 each, and there were ten interested businesses. He said the request was also to waive the sign permit fee.

Ms. Sue Ruggles greeted the council. She described the proposed signs and showed them a sample. Initially, the signs were designed only to identify what the business was, such as 'flower shop' for the florist, but the businesses asked if their name could be on the sign as well. Councilor Hazelton asked what would happen if a business was given a sign, then they closed and another business moved in. Ms. Ruggles thought the signs could be resurfaced with the new information should a business close and another open. Councilor Hazelton asked what would be done if a new business came to town and wanted the town to provide them with a sign as well. Administrator Baker said that it could happen, and that they would have to have to come back to the council. He also felt the council would need to decide how long the incentive was effective for, whether perpetual or the incentive was good for a year or some other time period. The council felt that other businesses in the downtown might want a sign. Clerk Harrison told the council that her office handled business licenses. She said there were numerous professions that were required to obtain a state license, such as architects, restaurants and others. At the time a business applied for a town license, staff required the applicant submit copies of state licensing, ensuring that that the town was not licensing a business that did not have appropriate insurance or state approvals. Clerk Harrison suggested that the council consider requiring that any business receiving an incentive from the town also be required to obtain a town business license. The council agreed.

Councilor G Riddile felt that it would be a good idea for the council to consider what the term or limitations would be on the sign incentive, so that it does not turn into a perpetual project and expense for the town.

Councilor Owens asked if the signs would be paid for from the economic development line item, and Administrator Baker said the sign project was exactly the type of

project that fit the economic development fund was for, and although the project had not been contemplated in the 2017 budget.

Administrator Baker summarized by saying that council would authorize up to \$3,500.00 from the economic development line item to provide signage, but for a business to qualify they needed to obtain a town business license.

Councilor Owens asked if the staff or council were aware of other projects that might need economic development funding. Administrator Baker said yes, there could be, but the line item was not programmed. The council had approved \$40k in the 2017 budget to allow the council to respond to requests such as the sign project.

MOTION: Mayor A Riddile made a motion to approve funding of up to \$3,500.00 from the economic development line item for signs for downtown businesses, waiving the sign permit fee, and requiring that each business receiving the incentive obtain a town business license. Councilor Owens seconded the motion, and it passed with Councilor Hazelton voting no.

Ms. Ruggles gave each councilor a photograph of Ritter Plaza. Ms. Ruggles told the council a handyman had been hired to repair the fence on the south side, and some vines had been planted. Indicating the photo, she pointed out where the photo had been enhanced to depict the vines matured, which made Ritter Plaza more beautiful. She also said they had planted the four garden boxes in the plaza and had touched up the paint on the gazebo in Burning Mountain Park.

Ms. Ruggles also told the council that the Downtown Group was working on a budget, and they would be bringing a proposal to the council for a mural on the wall of Lazy Bear, in Ritter Plaza. The council thanked Ms. Ruggles for her efforts.

Truck Show Proposal

Administrator Baker said that in 2016, the chamber had introduced Crystal Mariscal and her idea for a truck and car show to the council. The show had been successful. The council had donated \$400 to the show in 2016. He said they wanted to do the show again, and they provided a list of expenses for the various elements needed for the 2017 show.

Administrator Baker asked the council to consider donating to the event again in 2017. He introduced Crystal Mariscal.

Ms. Mariscal said that the show had been very successful in 2016, and there was a lot of energy and excitement for the 2017 show too. Ms. Mariscal said that funding for the event was limited, and they were concerned they would have to cancel it if they did not receive assistance. Councilor Hazelton asked if they had considered sponsorships. Ms. Mariscal said they did have sponsors who were taking care of the band and sound system and most everything else, but none donating cash. She also told the council that the show would begin in Basalt, and come down-valley through Glenwood Springs to New Castle. They were working on assistance from the various police departments for traffic, as they expected fifty or more vehicles. Councilor G Riddile said he thought it a good idea to donate to the event as a way to include and support the Hispanic community. Ms. Mariscal said that vendors for the event were all

New Castle businesses who were also members of the Chamber, and the vendor booths were free.

Administrator Baker said that in 2018, events such as the truck and car show would be handled through the Chamber of Commerce. The chamber would provide the town council with a budget for 2018 so that funding requests in the middle of the year would be reduced.

MOTION: Councilor G Riddile made a motion to approve \$1,000.00 from the events line item for the Jefes Del Camino Car Show. Councilor Hazelton seconded the motion and it passed unanimously.

Lakota Canyon Ranch, Phase 7, Lot 2B – Sketch Plan

Town Planner Tim Cain introduced Mr. Jim Colombo, and told the council that the application was for sketch plan of Phase 7, Lot 2B in Lakota. Because it was a sketch plan, there was no motion or approvals needed.

Planner Cain said the plan included five buildings: Three residential and two mixed-use buildings that were residential and commercial combined. The residential units would range from 600sf to 1,200sf and potentially range in price from \$100k to \$450k. Access to the property would be a shared access with the Senior Housing project. The development would be done in phases, and included park space and adequate parking for the units proposed.

Jim Colombo, representing Lakota Canyon Ranch, Phase 7, Lot 2B. Mr. Colombo spoke with the council at length about the proposed project. Topics discussed were density, traffic impacts on Castle Valley Boulevard, traffic studies, park maintenance, the types of intended commercial uses, parking needs, public trails, possible impacts on the downtown businesses, unit size and costs, the Lakota architectural requirements, drainage and landscaping.

Mayor A Riddile cautioned Mr. Colombo that the residents of Lakota and Castle Valley were accustomed to seeing the wide-open spaces along the boulevard, and he asked Mr. Colombo what his ideas or plans were to inform the neighborhood of the development, because there would likely be push back. Mr. Colombo said that he felt community workshops were effective to get people on board and excited.

Administrator Baker emphasized that it was important to make sure to notify the neighborhood of the development, and Mr. Colombo agreed that he would. Councilor G Riddile suggested that elevation drawings and artist renderings would go a long way in the public workshops. Councilor Russi suggested he meet with New Castle trails, and perhaps Parks, Open Space, Trails & Recreation (POSTR) to let them know his plans for trails and trail connections in the development. He agreed he would. The council thanked Mr. Colombo for his presentation.

Councilor Russi left the meeting at 8:27 p.m.

Public Hearings

Attorney McConaughy explained that the public hearing had been continued from the May 16, 2017 council meeting, and there were two action items to consider: The first was Resolution TC-2017-9 that made certain findings regarding the eligibility of the property to be annexed. The required statutory findings were all set forth in the resolution. He said that if the council approved the resolution, the second action would be the first reading of Ordinance TC-2017-2 that annexed the property and approved an annexation agreement. The agreement had a number of points that the council needed to consider prior to second reading.

Attorney McConaughy said that approval of the annexation ordinance triggered a ninety-day requirement to zone the property. The Planning & Zoning Commission will consider zoning on June 14, 2017. He said that staff was recommending that the P&Z create a new zone district for the property and other properties east of town, that was consistent with the town comprehensive plan. The annexation agreement will state the proposed zoning and that the applicant had agreed to the zoning. It will also say that the council will pass another ordinance to implement the new zoning once the P&Z had made a zoning recommendation to the council. If the council chose not to pass the zoning ordinance, or chose to zone it differently, the applicant would have a right to de-annex.

Attorney McConaughy told the council that there were three specific items in the annexation agreement that the council needed to discuss: Road/traffic impact fees, parkland dedication or fee in lieu and advance consent to create a special improvement district.

Mayor A Riddile opened the public hearing at 8:38 p.m.

Mogli Cooper, Turtlepoop LLC. Ms. Cooper greeted the council. She said that her intention was to develop less than half of the 3.2 acres. There would be two buildings and parking, leaving plenty of space for parkland.

Ms. Cooper said that she felt the Garfield County North Benefit Area road impact fee was too expensive, and suggested that the council consider a \$1,000.00 per 1,000sf fee instead. She also intended to have a shared access with the neighboring property, which would reduce the impact.

Ms. Cooper felt that the special improvement district was appropriate, but not until the rest of the Kuersten property was annexed. She said that her goal was to bring in a medical facility and CDOT, two buildings on three acres, and a special improvement district for three acres was a significant commitment for such a small development.

Ms. Cooper told the council that she would agree to parkland dedication if there was residential on the property, but not for a commercial use.

Miles Rippy, Bruce Road resident. Mr. Rippy said he lived on Bruce Road, and he felt any development would have impact. The subject property did not have any water rights and he felt that was an impact. Attorney McConaughy said that the developer would pay a fee instead.

Mr. Rippy voiced concern about the access to the property.

Attorney McConaughy said that a site plan review would be done for the development.

Administrator Baker said that the Garfield County road impact fees were stringent, and he asked the council if there was a way to craft the annexation agreement to say that the road impact fee would be \$1,000.00 per 1,000sf of office space if the applicant was able to secure both a medical facility and CDOT as they were envisioning. If the applicant was not able to secure a medical facility and CDOT, then the impact fees would align with the Garfield County North Benefit Area fee schedule, thereby protecting the community from unforeseen situations. It would also provide an incentive to the applicant to secure those agencies. Attorney McConaughy said he could craft the language into the annexation agreement.

Mayor A Riddile asked Ms. Cooper if she could be more specific about what businesses were going in to the proposed development because he believed CDOT knew nothing about it. Ms. Cooper said she started speaking with CDOT more than a year earlier, and she had met with Roland Wagner, Dan Roussin and Tim Woodmansee in Grand Junction. Initially, she thought all of CDOT could move to the new facility, including maintenance, but that changed to include only engineering. Ms. Cooper said she would love to have a satellite medical facility as well, perhaps a Valley View Hospital (VVH) or Glenwood Medical Associates (GMA) satellite office, but she had not contacted them yet. She also thought a dentist or optometrist office would be good. Attorney McConaughy said that if the council chose to use Administrator Bakers idea, he could craft some specific descriptions of the uses and the traffic impact fees that applied.

Mayor A Riddile said he did not feel the town wanted any more park space to take care of, and suggested that the council accept a fee-in-lieu. He further suggested that the parkland dedication fee-in-lieu could be adjusted similarly to the road impact fee based on the uses in the buildings. Attorney McConaughy said it could say that if residential was built the fee would apply, otherwise it would not apply. If the property was subdivided it would apply regardless of the uses.

Councilor Hazelton said he was not clear what the advantage would be to have CDOT in town. Administrator Baker said he saw it as an employment center where there were family-supporting jobs, which he felt was good for New Castle.

Councilor Metzger said that Councilor Leland, who was absent, had spoken to Gary Brewer of Valley View Hospital about having a facility in New Castle and had not been successful. Administrator Baker said that a facility in New Castle was not part of the VVH five-year plan.

Councilor Hazelton said he felt that the impact to Bruce Road would eventually be significant, and he felt the council should consider that sooner than later.

Administrator Baker said the Public Works Director John Wenzel had spoken several times about the need for cash-in-lieu for smaller developments because there are a number of parks in town that have not been completed. Accepting cash-in-lieu helped complete existing parks, rather than having new park space to care for. Administrator Baker said that if Ms. Cooper was successful in her vision, the cash-in-lieu fee could be let go for the commercial offices. If the development was something different, he wanted to protect the community from the potential of a new development and the town not having any control.

Mayor A Riddile asked who would maintain the grounds around the buildings. Ms. Cooper said each building would care for their own grounds. Mayor A Riddile asked about the special improvement district. Attorney McConaughy said that the special improvement district would kick in when the rest of the property annexed into the town. It could also go to a vote.

Mayor A Riddile closed the public hearing at 9:00 p.m.

Attorney McConaughy told the council that staff was recommending approval of both the resolution and the ordinance first reading, and he asked the council for direction on how they wanted the annexation agreement modified regarding the special improvement district, parkland dedication fees and road impact fees.

Consider Resolution TC-2017-9, A Resolution of the Town Council of the Town of New Castle, Colorado Making Findings of Fact and Conclusions Regarding the Annexation of the Property Known as TBD Bruce Road into the Town

MOTION: Mayor A Riddile made a motion to approve Resolution TC-2017-9, A Resolution of the Town Council of the Town of New Castle, Colorado Making Findings of Fact and Conclusions Regarding the Annexation of the Property Known as TBD Bruce Road into the Town. Councilor Metzger seconded the motion and it passed unanimously.

Mayor A Riddile asked for clarification on the three items. Administrator Baker said that the road/traffic impact fee would be \$1,000.00 per 1,000sf if the development vision comes into play, or something consistent with that vision. If not, the road/traffic impact fees would be the same as the Garfield County North Benefit Area fees. Regarding parkland dedication fees, if the development vision is successful, there would not be parkland fees. If not, or if it is not consistent with the development vision, then parkland fees would apply.

Councilor G Riddile told the council that he was comfortable basing decisions on the development vision, and asked if the rest of the council was also comfortable with basing things on the development vision.

Mayor A Riddile clarified that the 'vision' was CDOT and hopefully, a medical facility. He asked if anything would change if the property was sold. Attorney McConaughy said the same conditions would apply.

Councilor Metzger asked if there would be more commercial or more residential on the property. The council felt that the site plan should come back to the council for approval in a public process so the local residents can comment. Administrator Baker agreed, saying that they were putting a lot of effort into the agreement because the annexation was occurring in the absence of a development plan.

Consider Ordinance TC-2017-2, An Ordinance of the Town Council of the Town New Castle, Colorado, Concerning the Annexation of the Property

Known as TBD Bruce Road into the Town, and the Approval of an Annexation Agreement Regarding the Same (first reading)

MOTION: Councilor G Riddile made a motion to approve Ordinance TC-2017-2, An Ordinance of the Town Council of the Town New Castle, Colorado, Concerning the Annexation of the Property Known as TBD Bruce Road into the Town, and the Approval of an Annexation Agreement Regarding the Same on first reading, with direction to staff to amend the annexation agreement consistent with the council discussion. Councilor Owens seconded the motion and it passed on a roll call vote: Councilor Metzger: yes; Councilor G Riddile: yes; Councilor Hazelton: yes; Councilor Owens: yes; Mayor A Riddile: yes.

Items for Consideration

Inspire Grant Update

Administrator Baker told the council that the grant information was confusing, so he studied it and wrote an additional memo. The grant will be submitted in July, and Dana Wood with LiveWell was trying to get all the required information together by the end of June. The Inspire Grant had two components. The first was a places component. New Castle was targeting the following projects: C Avenue Trail, completion of the hard surface. Burning Mountain Trail, widening the trail from five feet to eight feet. North Main Street, from E Avenue to the Jolley Trail, completing the sidewalk. Lakota Sports Park, climbing boulders.

The second component was Programs and Pathways. The whole idea of the inspire grant was to get kids out and recreating. Staff was considering a 12-passenger van for a cost of about \$20k that would be used in the recreation department. Recreation Director Hannah Bihl has come up with program ideas that comply with the grant requirements. Owning a van would also open up other opportunities for recreation that are not part of the grant.

Administrator Baker said that Staff would request \$35k for operation and maintenance of the van that included repairs and a driver.

Administrator Baker said that the town's obligation for match money would be about \$135k over a three-year period. He felt some of the items could be budgeted into the streets budget. He also felt that the town could apply for an FMLD grant for funds as well.

Administrator Baker said the council did not need to take any action. He just wanted to be certain the council was comfortable with staff continuing with the grant.

Consent Agenda

Minutes of the May 16, 2017 council meeting

May Bills of \$523,269.48

RFTA Support Letter

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

Staff Reports

Town Administrator – nothing to report

Town Clerk - Clerk Harrison told the council that EAT Bistro had submitted their liquor license application for the restaurant that will open in September.

Town Planner - nothing to report

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – Councilor Owens said the P&Z had heard the Colombo sketch plan at the last meeting. Doug Dotson gave a presentation about business and career development. He also discussed creating subcommittees that would help the town understand New Castle and its residents and culture.

Historic Preservation Commission – nothing to report

Climate Action Advisory Committee – nothing to report

Senior Program – nothing to report

RFTA – nothing to report

AGNC – nothing to report

GCE – nothing to report

BEWG – nothing to report

Council Comments

Councilor Hazelton said he had met with owners of Burning Mountain Bakery, and they were interested in the Kamm property. He said they were serious, optimistic and moving forward with plans to relocate their business.

Councilor Hazelton wanted to know more about the RV Park that had been proposed the previous year, because he thought it was a great idea. The KOA in Silt was very prosperous. Administrator Baker said he would be happy to talk with him.

Councilor Hazelton said he wanted to make sure that the residents just outside town were included in town happenings because they considered themselves residents.

Councilor Owens said he wanted the council to think about another access to the downtown that would be beneficial to the new senior housing, the Colombo property and fire station. He suggested improving C Avenue.

Councilor Metzger told the council that Mr. T's was for sale. She thought it would not be good to lose the hardware store.

Councilor Metzger asked that new employees be introduced to the council.

Administrator Baker said he would speak to the department heads.

Councilor Metzger said that some of the photographs used on the town website were not photos of New Castle, and felt they were misleading.

Councilor Metzger asked how the vehicle tax item was progressing. Administrator Baker said the group had yet to make a recommendation, so the item may have to move to the April 2018 ballot.

Councilor Metzger asked if warrior had indicated when the clubhouse would open.

Administrator Baker said that they would be ready for their final inspection in June, but no date is set.

Councilor Metzger asked if anyone knew what a nose dog convention was, and said it had been held at Riverside Middle School the previous weekend.

Mayor A Riddile said he would attend the CLM conference June 21 and 22, 2017.

Mayor A Riddile said there was a new barbershop in town, on Main Street. He said that the new businesses and some existing ones in the downtown had brought in more jobs, which was great news.

Mayor A Riddile reminded the council that the River Center spaghetti dinner would be on Friday, and the New Castle Diner car show will be on Sunday.

Mayor A Riddile asked if a date had been set for the council retreat. Administrator Baker said he would send the council some proposed dates.

Councilor Owens asked what authority the council had on the Colombo project.

Administrator Baker said the council had a lot of authority. The issue was that there were agreements made years ago that would be difficult to change.

MOTION: Councilor Owens made a motion to adjourn. Councilor Metzger seconded the motion and it passed unanimously.

The meeting adjourned at 9:52 p.m.

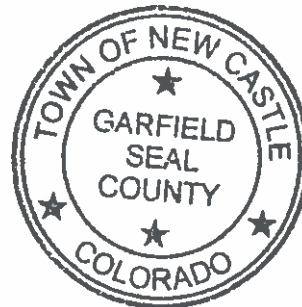
Respectfully submitted,



Mayor Art Riddile



Town Clerk Melody Harrison, CMC



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Tuesday, June 6, 2017