

**New Castle Town Council Meeting  
Tuesday, May 16, 2017, 7:00 p.m.**

**Call to Order**

Mayor Pro Tem Leland called the meeting to order at 7:00 p.m.

**Pledge of Allegiance**

**Roll Call**

|         |  |
|---------|--|
| Present | Councilor Metzger<br>Councilor Owens<br>Councilor Hazelton<br>Mayor Pro Tem Leland<br>Councilor Russi<br>Councilor G Riddile |
| Absent  | Mayor A Riddile  |

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Public Works Director John Wenzel, Assistant Town Attorney Haley Carmer and members of the public.

**MOTION: Mayor Pro Tem Leland made a motion to approve Mayor A Riddile's absence. Councilor Metzger 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-2017-01.

**Conflicts of Interest**

There were no conflicts of interest.

**Agenda Changes**

Town Administrator Tom Baker asked to add to the consent agenda a request for \$500.00 out of the economic development line item to support the Symphony in the Valley. The council agreed.

**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

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

**MOTION: Mayor Pro Tem Leland made a motion to recess the town council meeting and convene as the local liquor licensing authority. Councilor Owens seconded the motion and it passed unanimously.**

### **Consider a Special Events Liquor License Application from International Mountain Bike Association for the New Castle Trails Adoption and New Castle Dental Open House**

Clerk Harrison explained to the council that the application was to allow for a special event liquor license for Roaring Fork Mountain Bike Association (RFMBA) in the park space between the town hall building and the Oddfellows Building where the new dental office was located. Also included would be the dental offices within the building, and a small portion of the sidewalk to provide contiguity from the building to the park. She said that the applicant was requesting the license for an RFMBA/New Castle Trail Adoption, and New Castle Dental Open House combined event on May 20, 2017. In addition, the applicant had completed a park rental for use of the park space and sidewalk, providing temporary, legal possession of the area as required by state liquor law.

Clerk Harrison said that the applicant will fence the park on the north and south sides to delineate the licensed area, and there would be a 100% identification check. The applicant will provide either a hand stamp or wrist band for guests over the legal drinking age of 21. Alcohol will be complimentary so the comment in her memo regarding sales tax was irrelevant. Last, she said that donations towards New Castle Trails will be accepted.

**MOTION: Councilor Russi made a motion to approve the special event liquor license for Roaring Fork Mountain Bike Association. Councilor Owens seconded the motion and it passed unanimously.**

Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting

**MOTION: Mayor Pro Tem Leland made a motion to adjourn the local liquor licensing authority and reconvene the town council meeting. Councilor Hazelton seconded the motion and it passed unanimously.**

## Public Hearings

Assistant Town Attorney Haley Carmer explained to the council that the annexation application had been scheduled to be heard for zoning at the May 10, 2017 Planning & Zoning Commission meeting, but there had not been a quorum. Because the P&Z had not been able to consider the application, the council would not be able to consider either the resolution or ordinance. Attorney Carmer said that there was a thirty-day notice requirement for public hearings. Instead of re-noticing the hearings, the council could open the public hearing for an hour and accept testimony. Then the resolution and ordinance could be continued to the June 6, 2017 council meeting without re-noticing the public hearing. Attorney Carmer said the application had been re-noticed

for P&Z, and would be heard at the June 14, 2017 P&Z meeting for zoning. Any decisions made by the P&Z for zoning would be added to the second reading of the ordinance. She also said that at the June 6 meeting there should be a draft of the annexation agreement that will include parkland dedication, traffic impact fees, water rights dedication fees and other exactions.

Mayor Pro Tem Leland clarified that once the public hearing was open, it was to take public testimony only and the council could ask questions. No other council discussion could take place until the public hearing was closed on June 6, 2017.

Mayor Pro Tem Leland opened the public hearing at 7:19 p.m.

Attorney Carmer said the public hearing would stay open until 8:19 p.m., and then the motions would be to continue both the resolution and ordinance until the June 6, 2017 council meeting.

Mayor Pro Tem Leland asked if there were members of the public who wanted to offer testimony.

## **Items for Consideration**

### **Staff Reports**

Town Administrator and Public Works Director – Administrator Baker and Public Works Director John Wenzel gave the council an update on the Lakota Sports Park bids that had been submitted the previous week. The bids had come higher than expected, and Director Wenzel explained that some of the costs were being driven up by the bridge project in Glenwood Springs. Other high costs were in the proposed plant materials as well as the installation of the tennis courts. Administrator Baker said that there were changes being considered to lower the overall cost of the project while maintaining the commitments made to the residents on Blackhawk Drive. The council agreed that it was important to preserve the landscaping on the north that screened the properties on Blackhawk Drive.

Director Wenzel said he and Engineer Simonson and the Landscape Architect met and reconsidered the project. He described in detail the various aspects of the project, referring to the drawings and project budget documents, explaining what they felt could be effectively changed to reduce the overall costs. In addition, Director Wenzel felt that the public works department could self-perform some of the work to reduce the expenses. Director Wenzel, Administrator Baker and the council discussed the project at length.

Administrator Baker and Director Wenzel told the council that the changes to the scope of work for the project would have to be approved by Great Outdoor Colorado (GOCO) since they were the agency who provided the grant funding. Administrator Baker said that GOCO may or may not approve the changes, but that staff would submit the modifications to them, and hopefully GOCO would approve an amendment to the grant agreement. He also said that staff wanted to bring the project back to the council for approval, but the next council meeting was three weeks away.

Administrator Baker suggested Tuesday, May 30. The council agreed that 6:00 p.m. would be a good time.

**MOTION: Mayor Pro Tem Leland made a motion to hold a special council meeting on May 30, 2017 at 6:00 p.m. Councilor Metzger seconded the motion and it passed unanimously.**

**Consider Resolution TC-2017-10 – Alternates for Various Commissions**

Mayor Pro Tem Leland told the council that at the last Planning & Zoning meeting there had not been a quorum, and the municipal code did not have provisions for alternates or substitutes in the event a commission member could not attend a scheduled meeting. The resolution allowed the council members to serve as an alternate.

**MOTION: Councilor G Riddile made a motion to approve Resolution TC-2017-10, A Resolution of the Town Council of the Town of New Castle, Setting Policy for Substitute Representation at Various Meetings. Councilor Owens seconded the motion.**

Discussion: Councilor Owens clarified that the purpose of the resolution was to make sure there was substitute if someone could not make a meeting. Administrator Baker described the situation at the P&Z meeting where several members had been on vacation, and one was stuck in a business meeting. Councilor Owens said he had not been aware that he was on rotation for P&Z, and apologized for having been absent.

**MOTION: Councilor Russi made a motion to add the following language to sentence two of paragraph 3 of the resolution: “, as a voting member for the meeting appointed.” Councilor Owens seconded the motion and it passed unanimously.**

Mayor Pro Tem Leland then called for a vote on the amended original motion. **The motion passed unanimously.**

**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 (continue to June 6, 2017)**

**MOTION: Councilor Russi made a motion to continue Resolution TC-2017-9 to the June 6, 2017 council meeting. Councilor G Riddile seconded the motion and it passed unanimously.**

**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) (continue to June 6, 2017)**

**MOTION: Councilor Russi made a motion to continue Ordinance TC-2017-2 to the June 6, 2017 council meeting. Councilor G Riddile seconded the motion and it passed unanimously.**

Mayor Pro Tem Leland closed the public hearing at 8:23 p.m.

### **Consent Agenda**

Minutes of the May 2, 2017 council meeting  
Elk Creek Mining Company Hotel & Restaurant Liquor License Renewal  
Lakota Ridge Senior Apartments Extension of Lease-Option  
\$500.00 Donation to the Symphony in the Valley

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

**Councilor G Riddile seconded the motion.**

Discussion: Councilor Metzger said that on page 3, line 49, it should read "Councilor Leland" instead of "They". The council agreed.

**The motion passed unanimously**

### **Staff Reports**

Town Administrator – Administrator Baker said there was still interest in the town properties on Kamm Avenue and 6<sup>th</sup> Street. He said he talked to Finance Director Layton about refinancing town loans, but there were significant penalties for early payment on one of the large loans the town had. Director Layton reviewed the town finances regularly. Administrator Baker said that there had been a case management meeting with CIRSA for an accident that happened with a meter pit on Main Street. He told the council that there was potential new commercial space in town. Sam Garcia owned the basement beneath the Hispanic grocery, and he was interested in remodeling it.

Town Clerk – Clerk Harrison told the council she would be on vacation beginning May 17, through May 29, returning on May 30.

Town Planner – nothing to report

Public Works Director – nothing to report

### **Commission Reports**

Planning & Zoning Commission – nothing to report

Historic Preservation Commission – Councilor G Riddile said HPC was looking into a planning grant for the museum. There was also a discussion regarding Centennial Farms Program that identified farms that had been owned by one family for one hundred years or more. He said that a tax initiative would be on the November ballot that would create a special tax district that would provide money for historic preservation projects in Garfield County. He asked that Clerk Harrison send the information to the council.

Climate Action Advisory Committee – nothing to report

Senior Program – nothing to report

RFTA – nothing to report

AGNC – nothing to report

GCE – Councilor Russi said that they had gone to look at electric vehicles, and had an opportunity to ride in a self-driving Tesla.

BEWG – nothing to report

### **Council Comments**

Councilor Metzger said that City Market was short staffed.

Councilor Russi thanked everyone for supporting business incubator concept. Mayor Pro Tem Leland said that the Downtown Group had received \$1,500.00 from the AGNC for the Community Center remodel project. With the match, they would have \$3,000.00, which was not enough to complete the project. The Downtown Group would meet again and decide how they wanted to proceed, and Mayor Pro Tem Leland said he would report back to the council.

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

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

  
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Mayor Pro Tem Leland

  
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Town Clerk Melody Harrison, CMC

