

New Castle Town Council Meeting

Tuesday, November 20, 2018, 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 Mariscal Councilor Owens Councilor Hazelton Mayor A Riddile Councilor Copeland Councilor Leland Councilor G Riddile
Absent	None

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Assistant Town Attorney Haley Carmer, Town Planner Paul Smith, Town Treasurer Loni Burk, Special Events Coordinator Debbie Nichols and members of the public.

Meeting Notice

Town Clerk Melody Harrison Verified that her office gave notice of the event in accordance with Resolution TC 2018-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

Clerk Harrison told the council that staff wanted to have the council consider the Ordinance 2018 E-2 before the Resolution TC 2018-24. 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

Consider Request from Branding & Marketing Ad-Hoc Committee for Reallocation of 2018 Funds, and for Funding in the 2019 Budget

Administrator Reynolds introduced Sue Ruggles who was a member of the Branding & Marketing Ad-Hic Committee.

Ms. Ruggles greeted the council. She told them that former Town Administrator Tom Baker had approached Dr. Lauren Roper, Bronwyn Rittner, Mandy Gauldin, Jerry Touslee and herself about forming a group to work together to research ways to increase New Castle's exposure. Ms. Gauldin had to leave the group because of other professional commitments. Mr. Touslee left once he learned that the budget would be only \$2,100.00 which would not be enough for the group to accomplish anything.

Ms. Ruggles said that Mr. Baker had made it very clear that the funds were to be used at the committee's discretion. The committee agreed that the MAD Bike Race event would be a good way to bring attention to the town.

Ms. Ruggles said that when Dr. Roper approached the town council for approval of the event, she had indicated to them that she did not need funding from the council because the committee thought they still had the \$2,100.00 available to use.

Ms. Ruggles told the council that Dr. Roper had spent \$683.00 of her own money for the event and she felt that could be refunded from the \$2,100.00, leaving \$1,417.00 that she wanted earmarked for the 2019 MAD Bike Race. The council asked what the money had been spent on. Ms. Ruggles and Dr. Roper did not have an accounting available, so Councilor Leland directed them to bring their figures to the Town Treasurer Loni Burk.

MOTION: Councilor G Riddile made a motion to approve expenditures of up to \$1,000.00 of reimbursable expenses as determined by staff, from the branding and marketing line item for the MAD Bike Race event. Councilor Owens seconded the motion.

Discussion: Councilor Hazelton asked if the town had charged for rental of the park. Administrator Reynolds said that at the time, staff was not aware of the branding and marketing committee, that the event was essentially a town event or that the event would be funded by that line item. It appeared that the event was a for-profit event and staff charged rental fees accordingly.

The motion passed unanimously.

Administrator Reynolds told the council that he heard Ms. Ruggles say that the committee was requesting that the council consider allowing the remaining funds of \$1,417.00 to be rolled over into the 2019 budget for branding and marketing. He said that the council had decided to remove the branding and marketing item from the 2019 budget, but suggested that \$1,417.00 could be moved into the fund for grants to outside agencies, although he also knew that funds did not 'roll over' in government budgeting. Mayor A Riddile said that the branding committee could come to council in 2019 and ask for funding for the event.

Update on the 2018 MAD Biking Event and Discussion of Potential 2019 Event

Dr. Lauren Roper gave the council an update on the success of the event, saying that there had been 58 riders ranging in age from teens to senior citizens. In addition, there were people from all over Colorado that attended. Dr. Roper felt that for a first-time event, it was very successful and that they were looking forward to 2019.

Consider Health & Welfare Grants to Outside Agencies

Administrative Assistant/Special Events Coordinator Debbie Nichols passed out a 2019 events calendar to the council members.

Coordinator Nichols told the council that staff had considered each of the grant applications and made suggestions for funding that reserved funds for an additional grant cycle later in the year.

The council and staff talked about the various applications and the amounts requested. Councilor Leland said that the Lion's Club had made the decision to withdraw their application for funding, and that the \$500.00 could be reallocated. The council agreed that the \$500.00 would go towards the next grant cycle. The council also agreed that the suggestions for awards made by staff were appropriate.

MOTION: Mayor A Riddile made a motion to approve the staff suggestions for the Health and Welfare Grants to Outside Agencies, removing the award for the Lions Club and placing the \$500.00 in the reserves for a second grant cycle. Councilor Owens seconded the motion and it passed unanimously.

Recess the Town Council Meeting, Convene as the Water and Sewer Enterprise

MOTION: Mayor A Riddile made a motion to recess the town council meeting and to adjourn as the water and sewer enterprise. Councilor G Riddile seconded the motion and it passed unanimously.

Consider Ordinance 2018 E-2, An Ordinance of the Town of New Castle Water & Sewer Enterprise Increasing Water and Sewer Service Charges (first reading)

Assistant Town Attorney Haley Carmer explained to the council that enterprises were specifically called out by TABOR as not being subject to TABOR. Enterprises essentially are a separate business from the town, which is why the water & sewer board must do any changes to the enterprise.

Attorney Carmer said that the ordinance under consideration would increase the water and sewer rates as part of balancing the budget as the council had discussed in their work sessions. It will also implement an annual increase of three percent going forward. The ordinance will also take the recitation of the rates out of the municipal code, and place them in the town's fee schedule. She said that in the future, any rate increase beyond the annual three percent could be done by resolution instead of two readings of an ordinance.

The council briefly discussed with Administrator Reynolds how they wanted to communicate the increase to the community through door hangers, notices. In addition, they agreed that the senior rates should be provided to seniors who were tenants.

MOTION: Mayor A Riddile made a motion to approve Ordinance 2018 E-2, An Ordinance of the Town of New Castle Water & Sewer Enterprise Increasing Water and Sewer Service Charges on first reading. Councilor Leland seconded the motion and it passed on a roll-call vote: Councilor G Riddile: yes; Councilor Hazelton: yes; Councilor Owens: yes; Councilor Copeland: yes; Councilor Leland: yes Councilor Mariscal: yes; Mayor A Riddile: yes.

Adjourn the Water and Sewer Enterprise, Reconvene the Town Council Meeting

MOTION: Councilor Leland made a motion to adjourn the water and sewer enterprise and to reconvene as the town council. Mayor A Riddile seconded the motion and it passed unanimously.

Consider Resolution TC 2018-24, A Resolution of the Town Council of the Town of New Castle, Colorado Adopting a Directory of Fees and Charges for the Town Clerk Harrison explained to the council that she and Administrator Reynolds had worked with each department head and compiled updates fees. She reviewed each of the changes as outlined in the memo.

MOTION: Mayor A Riddile made a motion to approve Resolution TC 2018-24, A Resolution of the Town Council of the Town of New Castle, Colorado Adopting a Directory of Fees and Charges for the Town. Councilor Copeland seconded the motion and it passed unanimously.

MOTION: Councilor Leland made a motion at 8:24p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Mayor A Riddile seconded the motion and it passed unanimously.

Executive session concluded.

At the end of the executive session, Mayor A Riddile made the following statement:

"The time is now 9:09 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Mariscal, Owens and Hazelton; Mayor A Riddile; Councilors Leland and G Riddile; Town Administrator Dave Reynolds and Town Attorney Haley Carmer. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record."

No concerns were stated.

The council asked that a committee be formed that would include Councilor Owens, Administrator Reynolds, Public Works Director John Wenzel and Treasurer Loni Burk.

Consent Agenda

Grove's Black Dog Saloon Hotel & Restaurant Liquor License Renewal
Feather Petroleum 3.2% Beer Off-Premises Liquor License Renewal

Resolution TC 2018-25 – Authorizing Signers on Bank Accounts

MOTION: Mayor A Riddile made a motion to approve the consent agenda. Councilor Mariscal seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Reynolds told the council that the town had been awarded the State Trails grant for the LoVa Trail and that the work on that project would begin. With Greg Russi out of the country, there would be some work for staff.

Administrator Reynolds said the thought groundbreaking would be in the spring.

Administrator Reynolds told the council that previously he had reported that the town would not be the fiscal agent for the Colorado Healthy Communities grant that Liberty Classical Academy (LCA) had applied for, but because of LCA's small budget, they now needed a fiscal agent. Administrator Reynolds said that the grant was one where the funds were awarded in advance, and the fiscal agent would pay contractors, etcetera as the work is done and invoiced. He felt that the staff time to manage the project's funds would be minimal as the project was only expected to last about a month. The council agreed that the town could act as the fiscal agent. grant where town would not be the fiscal agent, but now the academy could not be

Town Clerk – nothing to report.

Town Planner – Planner Smith told the council said that he was working on a lot line adjustment in the Hazelton subdivision. He said there was a new permit in Lakota, and new application for a remodel of the McDonalds. Planner Smith said has had spoken with a resident on 7th Street who may apply for an ADU. Last he said that there was a grass-roots group that was worried about development in CVR north of N Wildhorse Drive. He said he wouldn't have mentioned it except the group may send representatives to P&Z and council to voice their concerns.

Public Works Director – not present.

Commission Reports (9:05 p.m.)

Planning & Zoning Commission – nothing to report.

Historic Preservation Commission – nothing to report.

Climate Action Advisory Committee – nothing to report.

Senior Program – nothing to report.

RFTA – Mayor A Riddile said that the last meeting was about the budget, and an IGA between Glenwood Springs and RFTA to make repairs to the easement at south bridge.

AGNC – Councilor Hazelton said that AGNC met for last time in 2018 to complete housekeeping items before they close until 2019. He said they were also working on mapping items such as wildlife.

GCE – Councilor Leland said they talked about pursuing an FMLD grant for the creation of more electric vehicle charging stations, including one in downtown New Castle.

EAB – nothing to report.

Council Comments

Councilor Leland said that in the October 26 CML newsletter they finally announced Tom Baker's retirement. Councilor Leland said that the Lion's Club was still looking for bell ringers if anyone was interested. Councilor Leland said that the Symphony in the Valley

would perform in New Castle on Friday, November 30, the same night as again on November 30, the same night as the New Castle Tree Lighting and Chili Cook-Off. Councilor Hazelton said that he thought the town should consider applying for the mini grants offered by the AGNC. The grants were matching grants, but it may be worth looking at, particularly since the AGNC had funds left over. Councilor Hazelton also mentioned that there were volunteer hours available bell ringing. Councilor Mariscal said she would be helping at the Chili Cook-Off. Councilor Mariscal said that she and some colleagues were working with Mesa County and a community transformation group. She was hired as a contractor and will be required to work with the Mexican consulate. She said her goal was to hold an event in New Castle, although no date was set and she was still working on the details. Councilor Mariscal said that the following day she would interview Officer Rubio on her radio show, talking about safety. Mayor A Riddile said that the Lions Club Thanksgiving dinner was a huge success. Mayor A Riddile said that the council had received some We Cycle thank you cards for the town's support of the RFTA ballot issue. Mayor A Riddile reminded everyone of the Tree Lighting and Chili Cook-Off on Friday evening. Mayor A Riddile said he would be going to Denver for an autonomous bus demonstration. Mayor A Riddile asked if a family had been selected for the Founders Day event. Administrator Reynolds said there would be multiple families. Mayor A Riddile wished everyone a great holiday, and thanked the council and staff for be great.

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

