New Castle Town Council Regular Meeting

Tuesday, August 04, 2020, 7:00 PM

Due to concerns related to COVID-19, this meeting was held as a virtual meeting only. The public was invited to attend.

To join by computer, smart phone or tablet:
https://us02web.zoom.us/j/7096588400

If you prefer to telephone in:
Please call: 1-346-248-7799
Meeting ID: 709 658 8400

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

Pledge of Allegiance

Roll Call

Present	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
Absent	Councilor Mariscal
	Councilor Owens

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison,

MOTION: Mayor A Riddile made a motion to excuse Councilor Owens' absence. Councilor Copeland seconded the motion and it passed unanimously.

MOTION: Mayor A Riddile made a motion to excuse Councilor Mariscal's absence. Councilor Copeland 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 2020-1.

Conflicts of Interest
There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

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

Consider Resolution TC 2020-21 - a Resolution of the New Castle Town Council Supporting the Work and Dedication of the New Castle Police Department Along with Neighboring Law Enforcement Agencies
Town Administrator Dave Reynolds explained that the resolution was the town's opportunity to thank the New Castle Police Department (NCPD) and neighboring law enforcement agencies. He said that police forces had been in the news a lot lately with protests, senate bill 217 and defunding efforts in larger communities. Administrator Reynolds said that the staff and council had been hearing from New Castle citizens who were very much in support of the NCPD and what they do and wanted to thank them. Mayor A Riddile said that the Town of New Castle would be helping the officers with the costs associated with purchasing liability insurance as well as with membership to the Colorado Police Protective Association.
Mayor A Riddile read the resolution into the record.
MOTION: Councilor Leland made a motion to approve Resolution TC 2020-21 - a Resolution of the New Castle Town Council Supporting the Work and Dedication of the New Castle Police Department Along with Neighboring Law Enforcement Agencies. Councilor Hazelton seconded the motion and it passed unanimously.

Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority
MOTION: Mayor A Riddile made a motion to recess the town council meeting and convene as the local liquor licensing authority. Councilor Leland seconded the motion and it passed unanimously.

Consider Resolution TC 2020-22 - a Resolution of the New Castle Town Council Approving an Application from the Lakota Master Association d/b/a Lakota Grill & Bakery for a Hotel and Restaurant Liquor License
Town Clerk Melody Harrison introduced Mark McDonald, president of the Lakota Canyon Ranch Homeowners Association. She said that Mr. McDonald was also the person running the restaurant called Lakota Grill & Bakery at the Lakota Recreation Center.
Clerk Harrison said that Lakota Grill & Bakery had received a transfer from the prior restaurant, Capital Deli, and were currently operating on a temporary liquor license pending approval of their application for a permanent hotel & restaurant liquor license. Clerk Harrison said that the application was complete, however, there was one small complication. She said that in the beginning of 2019 the Colorado Bureau of Investigations had stopped processing fingerprints for liquor licenses. A third-party vendor now did background investigations for liquor licensing. Mr. McDonald had submitted evidence that fingerprinting had been done, but no results had been received by the New Castle Police

Department or by Liquor Enforcement. Clerk Harrison said that Mr. McDonald and his manager had both had their fingerprints done a second time, and that staff would not issue either that state or town liquor licenses until such time that the background investigation results were received. Clerk Harrison said that there was another month left on the temporary license that Lakota Grill was operating on, and that the temporary license could be extended another sixty days if necessary.
Mayor A Riddile opened the public hearing at 7:11.
There were no public comments.
Mayor A Riddile closed the public hearing at 7:12 p.m.
MOTION: Councilor Leland made a motion to approve Resolution TC 2020-22, a Resolution of the New Castle Town Council Approving an Application from the Lakota Master Association d/b/a Lakota Grill & Bakery for a Hotel and Restaurant Liquor License. Councilor Copeland seconded the motion and it passed unanimously.

Consider Resolution TC 2020-23 - a Resolution of the New Castle Town Council Approving an Application from RG Lakota Golf Ops, LLC for an Optional Premises Liquor License
Clerk Harrison introduced Dwayne Romero, Chief Executive Officer of RG Golf Ops to the council. She also introduced Shawn Gleason who was the Chief Financial Officer of RG Golf Ops., and Brian Pemberton, Lakota Canyon Ranch Golf Course Manager.
Clerk Harrison explained that the Romero Group was the new owners of the Lakota Golf Course and other Lakota properties. The application they were applying for was an optional premises, which was typical for a golf course, particularly because golf courses were often bisected by public rights of way, creating individual sections or premises. In the case of Lakota, there were four optional premises areas. Optional premises liquor licenses were not required to serve food or have food available like other licenses, but they could if they wished. She said that the restaurant in the clubhouse was not yet licensed, but that was not necessary for the purposes of approving the liquor license application.
Clerk Harrison said that the application was very straightforward, and asked if the council had any questions.
Mayor A Riddile opened the public hearing at 7:15 p.m.
There were no public comments.
Mayor A Riddile closed the public hearing at 7:16 p.m.
MOTION: Councilor Leland made a motion to approve Resolution TC 2020-23, a Resolution of the New Castle Town Council Approving an Application from RG Lakota Golf Ops, LLC for an Optional Premises Liquor License. Councilor G Riddile seconded the motion and it passed unanimously.

Mayor A Riddile asked the applicant when they planned to open the restaurant and bar in the clubhouse. Mr. Dwayne Romero said that they were focused on August 22, which was the date of the Coal Ridge High School Booster Club Charity Golf Tournament. Mr. Romero said that they wanted to make the event the best fundraiser they had ever had, and it would be the soft opening for both food and alcohol. He noted that because it was a Booster Club event, they would be mindful of the children attending and provide some separation. Mr. Romero said that they were very excited to be able to provide support of Coal Ridge High School, and hoped to make it the best event.

The council thanked Mr. Romero, and said that they were happy that he was a local owner as it would make it easier for the town to keep in touch with what was happening at the golf course. Mr. Romero said his team was also excited and that they had received a lot of support; that the town staff had been great to work with as well as the HOA. Mr. Romero said that they wanted to build trust, confidence and a good relationship with the community.

Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting
MOTION: Mayor A Riddile made a motion to adjourn the local liquor licensing authority and to reconvene the town council meeting. Councilor Copeland seconded the motion and it passed unanimously.

Councilor Leland made a motion at 7:21 p.m. to go into Executive Session (1) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e) regarding the town lease of the Garcia parking lot. Councilor Hazelton 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 7:25 p.m. and the executive session has been concluded. The participants in the executive session were: Councilor Hazelton; Mayor A Riddile; Councilors Copeland, Leland and G Riddile; Town Administrator Dave Reynolds, Town Attorney David McConaughy, Town Planner Paul Smith and Town Clerk Melody Harrison. 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."

Discussion: Council Retreat
Administrator Reynolds told the council that he was preparing for the retreat on August 29, and wanted input from the council. He said that the plan was to hold the retreat in the community center unless the COVID guidelines became more restrictive. In that case, he wanted to know if the council would be okay with a Zoom meeting or if they wanted to cancel it or push it back to a later date.
Administrator Reynolds said that the department heads were working on their reports of their accomplishments for the year as well as what they were looking forward to in the coming year. He said that all the departments were working on their 2021 budget and he expected to have a preliminary 2021 budget at the retreat.

Administrator Reynolds told the council that he wanted to know if there was anything from last year's council retreat agenda that the council wanted to add to, or if they wanted any guest speakers. Administrator Reynolds said that in the past few years, the council had completed questionnaires but that process was not as effective as hoped. Instead, Administrator Reynolds said that he would like to meet with each council member individually before the retreat and work through the questionnaire. He said it had been tough the past few months not being able to see anyone and he felt that individual meetings would be great.
Mayor A Riddile asked that last year's retreat agenda be sent to the council and Administrator Reynolds agreed to do that.
Councilor G Riddile said that he would prefer to see the retreat postponed rather than holding a zoom meeting because he felt an intensive strategic planning session via Zoom would not be ideal. Councilor Leland suggested that perhaps half the council could be in-person and half in other conference room, but agreed Zoom was not the proper venue for retreat.
Councilor G Riddile liked the idea of meeting individually in advance, and asked that staff make a list of three or five big issues they saw coming. Administrator Reynolds agreed that he would do that.

Discussion: Telecommunication Code Update

Planner Smith said that as council knew, most things done around the world were connected through the internet, and the use high-speed wireless caused there to be more and more bandwidth needed. He said that the infrastructure in the area was adequate but in time will become more of a challenge.
Planner Smith said that the newest iteration of wireless was 5G which used a higher frequency that put out a shorter signal. That meant the wireless providers would need to install more facilities to be able to provide consistent wireless service to the community. He explained that the state of Colorado had passed law that gave use by right to telecommunications companies that allowed them to install facilities on municipal buildings and public rights-of-way.
Planner Smith said that municipalities to some extent could regulate what the facilities looked like and where they were placed. He said that the purpose of the ordinance he was writing was to provide those regulations whether it was at a staff level approval or at Planning & Zoning.
Planner Smith said that the ordinance was modeled after those adopted by Aspen and Glenwood Springs. He said that Town Engineer Jeff Simonson was reviewing it along with Town Attorney David McConaughy.
Councilor Leland suggested that Planner Smith also work with the county regarding telecommunication regulations so that the rules remain consistent.
The council thanked Planner Smith for the work he was doing to create the ordinance.

Consent Agenda

July Bills of $789,164.94
Resolution TC 2020-24 - Changing the Name of CAAC and Approving an Updated and Amended Climate Action Plan
Mayor A Riddile made a motion to approve the consent agenda. Councilor G Riddile seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Reynolds said that he and Treasurer Burk had been working with DOLA to understand how CARES Act money could be used. He said that New Castle had been allotted just over $430k to put towards COVID expenses. He said that it was not clear what expenses were eligible. Administrator Reynolds said he and Treasurer Burk were also working with American Fidelity who would manage the town's additional insurances such as health savings accounts and AFLAC. Administrator Reynolds asked the council what their comfort level was with the in-person meetings, if the council was happy and if they would like to continue in the same manner until new COVID guidelines were put in place. The council agreed it was great and they wished to continue. Administrator Reynolds said that it did not appear that things would go back to 'normal' for a while. Administrator Reynolds said that the recreation department was having a difficult time because the COVID guidelines were very difficult to decipher and they were not getting much in the way of answers.
Town Clerk – Clerk Harrison said she had been working on budget as well as reports for the council retreat. She said she had been working with the applicants on the two liquor licenses that the council had approved earlier in the evening, and hoped to have the application from Tapatios very soon. Clerk Harrison said she spent quite a bit of time orchestrating all the technology pieces for the in-person meetings. Clerk Harrison said she had been working with the IT company, ProVelocity, to migrate files from the old server to the new one. Clerk Harrison said she had received the codification for the code books and asked the council members to bring their code books to her for updating.
Town Planner – Planner Smith thanked the council for allowing Abby Hutchinson to work as an intern for him. He said she was a great addition to the department and extremely helpful. Planner Smith said they had been working on updating the zoning map. He also said he had been working with a resident who wanted to put in a small garage-type structure that would be used as a quilting studio. That will be a conditional use permit and council would likely see that application the following month. Planner Smith said that he had been working on the conditions list for the CVR Filing 11 application that will be sent to Attorneys McConaughy and Carmer to review. Planner Smith said that the code amendment for preliminary and final applications would go to P&Z the next week.
Treasurer – Treasurer Loni Burk said that she was working on the budget. She said she was also working on the DOLA grant for CARES Act reimbursements. Treasurer Burk said that she had been studying alternatives for the bulk water station payment process that customers would use.
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.
Senior Program – nothing to report.
RFTA – Mayor A Riddile said that there had been a few RFTA employees who contracted COVID, but nothing serious. A few had been quarantined but there had been no hospitalizations.
AGNC – nothing to report.

GCE – nothing to report.
EAB – nothing to report.

Council Comments
Councilor G Riddile said that he felt that staff should pursue any upgrades in equipment that were needed. He also said that he understood that the City of Rifle had purchased laptops for their staff to be able to work from home. Councilor G Riddile said that he knew the town's IT infrastructure was not well equipped for the situation everyone was currently in.
Councilor Hazelton asked if the staff was using council chambers for anything, and if not, he thought the space should be utilized by staff.
Councilor Leland said that the Glenwood Springs council had taken to sniping at one another in the newspaper. He said that the New Castle council should congratulate themselves for not having similar issues.
Councilor Leland asked that outdoor heaters be added to the list of CARES reimbursements because he believed that several more months of outdoor seating could accomplished with heaters. Administrator Reynolds said that outdoor heaters were part of the CDOT grant application, but whatever they did not received in the CDOT grant might be done with the CARES Act reimbursements.
Councilor Leland said that his next concern was about the Breslin Park Survey. He felt that the students working on that project might not know much about disk golf because twice in the survey they called if Frisbee golf. The teams that used the course might be offended by the improper term.
Councilor Leland also thought that it might be a good idea to consult with the teams that used the course to understand what they felt were the best features of the course so that those were not removed with the redesign. Councilor Hazelton said that when he had spoken to Public Works Director John Wenzel, that was something they were already considering.
Councilor Leland offered thanks to Bart Mendoza and Colton Odykirk for moving to parks for the summer, and although it was reported that they enjoy the work, it was still a big change and they were doing everyone a big favor by being so flexible.
Councilor Leland thanked Clerk Harrison for the meeting room setup.
Councilor Copeland also thanked staff for the great room set-up.
Mayor A Riddile said that at the last council meeting he had mentioned that he wanted to thank Hogback Pizza for the remodel done on the neighboring house they had purchased. Since then, he said there had been conversation about three other businesses in the downtown that had also made wonderful improvements. Mayor A Riddile said that the idea now was to give each a $100 gift certificate to the Vaudeville, and the New Castle Chamber would give each one a plaque. He said that they would like to thank them at one of the next two council meetings. He asked the council if they had any thoughts about it. The council briefly discussed it, and decided they would thank the four most recent businesses that had upgraded because it would be otherwise difficult to decide how far back they should go.
Councilor Hazelton asked why they had selected the Vaudeville, and Administrator Reynolds said they had chosen that because the restaurant owners in New Castle frequented one another's businesses, and staff felt that Vaudeville, while not in New Castle, would give the owners a chance to go out for a fun evening. He added that John Goss, who owned the Vaudeville, lived in New Castle.

Mayor A Riddile said that it was time to do annual reviews. He asked that Clerk Harrison send the review forms to the council members.
Mayor A Riddile thanked the staff for all their hard work.

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

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Mayor A Riddile

Melody R Harrison CMC

Town Clerk Melody Harrison, CMC

TOWN OF NEW CASTLE
GARFIELD
SEAL
COUNTY
COLORADO