

**New Castle Town Council Regular Virtual Meeting
Tuesday, June 15, 2021, 7:00 PM**

Due to concerns related to COVID-19, this meeting was open to the public as a virtual meeting only.

**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 (attended virtually)
	Councilor Leland
	Councilor G Riddile
	Councilor Copeland
	Councilor Mariscal
Absent	Councilor Owens

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Town Planner Paul Smith, and members of the public.

MOTION: Mayor A Riddile made a motion to excuse Councilor Owens' 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 2021-1.

Agenda Changes

There were no agenda changes.

Conflicts of Interest

There were no conflicts of interest.

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

Discussion: Municipal Code Regarding Recreational Vehicles and Campers

Town Planner Paul Smith told the council that recently there had been an increase of recreational vehicles and equipment appearing on town streets. He said that staff felt it may be valuable to review and update the town code. Referring to the council packet he reviewed the proposed redlined code section in detail.

The council and staff discussed the issues related to RVs and campers. That included the existing and proposed codes sections, current storage, parking and camping issues happening throughout town, types of vehicles and temporary parking permits.

The council asked staff to move forward with the subject and to bring an ordinance back to them at a future date.

Discussion and Direction: Municipal Code Regarding Mobile Food Vendors

Town Administrator Dave Reynolds said that staff had been reviewing the municipal code and were looking for direction from the council on some potential changes regarding the use of public land or rights of way for commercial uses.

Administrator Reynolds told the council that specifically, the discussion would be regarding food truck vendors. He said that the municipal code had a provision that provided the opportunity for a permit to operate a business on town property but did not specify any criteria for approving the permit or even a permitting process. Administrator Reynolds said that there had not been many requests for permits and when there had, staff had used the special events application as the mechanism for approval, but it was not ideal. Administrator Reynolds said that a year ago, the council had considered allowing a food truck to operate in the downtown on Sundays when other restaurants were closed. He said that it had worked out well for that vendor. Recently, he said that staff had received several calls from other interested food truck vendors. Administrator Reynolds described the opportunities in the existing code for food trucks to conduct business on private and public property and told the council that staff was looking for the council's thoughts or direction regarding the issue.

Administrator Reynolds showed the council some photographs that depicted typical types of food vendor trucks and trailers as well as photos of a food truck courts that included string lights and tables for patrons.

The council and staff discussion included: potential licensing criteria, fees and procedures; impacts to other restaurant businesses; possible allowable locations, dates and times of operation and the licensing procedures of neighboring jurisdictions.

Hector E. Ramos, 790 Castle Valley Boulevard. Mr. Ramos greeted the council. He told them he and his family had moved to New Castle seven years earlier because it was where they wanted to be. Mr. Ramos said he had opened a detail shop that was quite successful, but he had struggled finding good employees, and ended up closing.

Mr. Ramos said that he was Cuban, and his wife was Peruvian which was a good food combination. Now that COVID was winding down they felt that a food truck may be a

good idea. Mr. Ramos said that he had discussed the idea of a food court with staff, and he liked the idea because he wanted to commit to his business and have a permanent location where he could be open five days per week offering a new food taste to the downtown.

Mr. Ramos said that he intended to invest in a new, 20 to 26-foot, higher-end food truck that looked nice and and looked good in New Castle. He also said that that he wanted to offer food that the town did not currently have so that he was not in competition with any other restaurant.

Mr. Ramos said that he will set up somewhere, and he hoped there would be the opportunity to set up in New Castle, for himself and others. Mr. Ramos said he thought the food court idea was great.

The council said that it might be a good idea for staff to study what improvements would be necessary to the 6th and Main Street lot to accommodate a food court.

The council felt that staff should begin by exploring some better regulations related to food truck vendors as well as a specific permitting process. The council also like the idea of a centralized food court.

Mr. Ramos told the council that he would love to run his business in New Castle, and he said that he would run it in the manner that the council felt was best for the town because he was committed. He also said that he did not want to be open seven days per week but noted that only one day per week would not be ideal to be able to build the business.

The council thanked Mr. Ramos for his comments.

Administrator Reynolds said that staff will explore regulations as related to food trucks to bring back to the council, and said with their permission, staff would also explore a permitting process for other types of businesses as well, such as classes and other small businesses. The council agreed.

MOTION: Councilor Leland made a motion at 8:07 p.m. to go into Executive Session (1) to discuss the purchase, acquisition, lease, transfer, or sale of real, personal or other property interest under C.R.S. Section 24-6-402(4)(a) concerning 6th and Main Street. Councilor Mariscal seconded the motion and it passed unanimously.

Executive Session concluded.

"The time is now 8:20 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Mariscal and Hazelton; Mayor A Riddile; Councilors Copeland, G Riddile and Leland; Town Administrator Dave Reynolds, Town Clerk Melody Harrison and Town Planner Paul Smith. 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."

Consent Agenda

June 1, 2021 minutes

EAT Bistro & Drinks Liquor License Renewal

Town Council Meeting
Tuesday, June 15, 2021

MOTION: 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 told the council that Ambleside School was making progress on the building. He said that representatives of the school will attend July 6 meeting to meet the town council. Councilor G Riddile asked if the council could tour school during a work session. Administrator Reynolds said that he would look into that. Administrator Reynolds said that the Community Market would begin on July 15. He said that the town had received a grant from the CDOT Revitalization Program, and the guard rail on CR 335 will be replaced. Administrator Reynolds said he was made aware of another grant opportunity. Paula Stepp with the Middle Colorado Watershed had told him about it and it was related to the town's watershed, what the watershed would look like before, during and after a wild fire. He said he would be reaching out to Steamboat Springs who was the most recent town successful in receiving the grant. He said it may come back to the council if it was an appropriate opportunity for the town. Administrator Reynolds said that Planner Smith had been researching Broadband, and Administrative Assistant Firth had attended an AGNC meeting regarding the subject. They were looking into whether Broadband was right for New Castle, and it appeared that it was not because there were already companies that provided coverage for the area. He said staff was looking at it because the American Rescue Plan had distinct monies set aside for broadband. Administrator Reynolds said that it was bear and cub season and staff had received several calls about them. He said that the police department was aware, and Councilor Mariscal would be putting out some messaging in Spanish. Administrator Reynolds said that if there was a bear emergency, people should call the police department, but the most appropriate thing was to contact Colorado Parks and Wildlife. Councilor Leland said that he would put that information on Facebook. Administrator Reynolds said there would be downtown traffic delays later in the week because CDOT was working on the Elk Creek Bridge. Administrator Reynolds said that at the July 6 council meeting, Town Engineer Jeff Simonson will present plans for traffic circle at Highway 6 and Castle Valley Boulevard. He said that CDOT was looking for an endorsement of the plans from the council.

Town Clerk – Clerk Harrison said that previously, the council had decided that at the July 6 meeting, they would be back on the dais together and she was confirming that everyone was still comfortable with that. The council agreed that they were. Clerk Harrison said that since the council had not used their Chromebooks in such a long time, they were welcome to bring them to her if they needed updating or other work. Clerk Harrison said that she and Deputy Clerk Mindy Andis had spent a lot of time training the new Administrative Assistant Remi Bordelon, who was doing impressively well. She said that Admin. Assistant Bordelon was working with Admin. Assistant Firth on the town website, updating and revamping it. Clerk Harrison said that she had spent time with Administrator Reynolds studying the code regarding the food truck discussion. Clerk Harrison said that the emergency ordinance passed in 2020 that allowed public consumption of alcohol in some select downtown park spaces also had provisions to allow for a permitting process for people to apply for a permit for a private party where alcohol is served, and she said she was working on that liquor permit process. Clerk Harrison said she was also looking at the municipal code regarding shut-off notices for delinquent utility accounts. She said that she

had studied municipal code for towns in Eagle County, Pitkin County and Garfield County and found that New Castle's notification process was complicated. She said that she was working with Attorney McConaughy to update that code section to make it more user-friendly for staff. The ordinance will come to a future council meeting. Clerk Harrison said that Deputy Clerk Andis will be on vacation for the remainder of the week. Clerk Harrison said she would not be at the next council meeting because she will be on vacation.

Town Treasurer – not present.

Town Planner – not present.

Public Works Director – not present.

Commission Reports

Planning & Zoning Commission – nothing to report.

Historic Preservation Commission – nothing to report.

Climate and Environment Commission – nothing to report.

Senior Program – nothing to report.

RFTA – Mayor A Riddile said that they discussed the wage scale for drivers because they were having issues finding employees. He said they also spoke about the trail near Riverview School in Glenwood Springs and how the cost of the proposed trail work had gone from \$80k to \$89k since last year.

AGNC – nothing to report.

GCE – nothing to report.

EAB – Mayor A Riddile said that the Energy Advisory Board had held their first meeting since last year. He said they elected new officials and they talked about the new Colorado Oil and Gas Conservation Commission requirements that may be detrimental to Garfield County.

Council Comments

Councilor Mariscal said that she wanted to attend the CML conference. She also said that she had heard great feedback about the Bike Rodeo.

Councilor Mariscal said that she will be part of a radio interview on Spanish speaking radio about bears and bear safety.

Councilor Mariscal said that she will miss the first meeting in August because her one of her daughters had been invited to be a guest preacher and the other one to dance for fine arts, so she would be in Florida in the beginning of August.

Councilor G Riddile asked about the LoVa budget and said that he felt that he wanted to see quarterly costs updates. He said that looking back at the project he felt irked about what it had cost the town.

Councilor G Riddile clarified that the Rides & Reggae event would be held on August 7, 2021 because he had seen it listed as August 17 in the managers' report.

Councilor G Riddile congratulated staff on the CDOT grant to replace the guard rail on CR 335.

Councilor Leland thanked everyone for the card and balloon.

Councilor Leland said that Treasurer Burk had looked into the rural loan fund and it involved a lot of paperwork and there was no benefit to town, so that program would not be pursued.

Councilor Leland said that that he and his wife had been concerned about the U.S. mail delivery, and the issue had been on the national news. He said that one of their monthly

bills never arrived. He said they also learned that some people had never received their invitations to their 50th Anniversary party. He asked if the council had received their invitations and asked that people RSVP so they could tell the caterer how many people would be there.

Councilor Mariscal said she had spoken with Salvador of 2 Coronas and said that he had to close temporarily because he could not find enough staff.

She also said Salvador will provide the food for the employee appreciation lunch.

Clerk Harrison told the council that John Webber of 88 Grill had e-mailed thank you for the support from the council last year, and she offered to read the e-mail aloud. Mayor A Riddile said that it was great to get a thank you because not many had come in. He asked that Clerk Harrison forward the e-mail to the council members.

Mayor A Riddile said that Carole Wolff of Youth Zone had contacted him with information about the new director Jami Hayes.

Mayor A Riddile said that he had a meeting set up with the owner of the Granby Ace Hardware store who was hoping to open in New Castle. He hoped to find out what was happening then.

Councilor Copeland asked if Fire Protection Chief Orrin Moon could come to council to talk about the fuel loads and fire danger for this year. Administrator Reynolds said that he would contact Chief Moon.

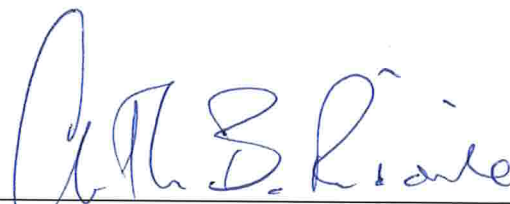
Councilor Leland said that Climate and Environment Commission was working with the fire department on fire prevention messaging.

Administrator Reynolds said that he was sure that Chief Moon could easily speak to the fuel loads around New Castle and that a serious mitigation effort needed to be part of the budget discussions.

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

The meeting adjourned at 8:51 p.m.

Respectfully submitted,



Mayor A Riddile



Deputy Town Clerk Mindy Andis, CMC



Town Council Meeting
Tuesday, June 15, 2021