

1 **New Castle Town Council Regular Meeting**  
2 **Tuesday, December 2, 2025, 7:00 PM**  
3

4 **Call to Order**

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

6 **Pledge of Allegiance**

7 **Roll Call**

8 Councilor Mariscal  
9 Councilor Carey  
10 Councilor Hazelton  
11 Mayor A. Riddile  
12 Councilor Copeland  
13 Councilor Leland  
14 Councilor G Riddile

15  
16 Absent None

17  
18 Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds,  
19 Town Planner Paul Smith, Town Attorney Haley Carmer and members of the public.  
20

21 **Meeting Notice**

22 Clerk Andis verified that her office gave notice of the meeting in accordance with  
23 Resolution TC 2025-1.

24 **Conflicts of Interest**

25 There were no conflicts of interest  
26

27 **Agenda Changes**

28 There were no agenda changes

29 **Citizen Comments on Items not on the Agenda**

30 There were no Citizen Comments

31 **Consultant Reports**

32 Consultant Attorney – Attorney Carmer said she was present for the agenda items  
33 Consultant Engineer – not present  
34

35 **Items for Consideration**

36  
37 **Annual Update from Mountain Waste & Recycling – Bill Cira & Doug Goldsmith**

38 Administrator Reynolds said it was the time of year for the town to renew the contract  
39 with Mountain Waste and Recycling. Mr. Bill Cira reviewed the rate with the council and  
40 explained how he came up with rates. Mr. Cira said the next increase for 2026 for the  
41 Town of New Castle is 3.26%. He said there is a base rate per the contract is the CPI rate  
42 plus a fuel charge rate per the contract is \$3.00 per gallon. Mr. Cira said the new charge  
43 for 2026 will be \$36.44 per 96-gallon totes and \$33.12 per 64-gallon totes.

44 Mayor A. Riddile asked about the new state mandate for regulating methane emissions for  
45 the landfill. Mr. Doug Goldsmith said they had and believe South Canyon Landfill has

Town Council Meeting  
Tuesday, December 2, 2025

1 enough volume to be able to capture the methane. When South Canyon Landfill is  
2 affected, the rate will increase dramatically.

3 Councilor Hazelton asked about the recycling getting out to utilize by consumers. Mr.  
4 Goldsmith said the recycling products being used from Mexico to Canada are about 60%.

5 **Continued from December 2, 2025 - Consider Resolution TC2025-22 Approving a**  
6 **Subdivision Improvements Agreement for Whitehorse Village at Lakota Phase 2**

7 Planner Smith said there has been discussions for the guaranteeing and the acceptance of  
8 the public improvements in Whitehorse Village. There have been lengthy discussions  
9 about road improvements, utility upgrade alignment and trenching. What was discussed  
10 and negotiated were two separate options. One option is to do the improvements per  
11 phase and as the phase finishes it would be inspected and accepted by the town. The  
12 second option was to do micro phasing. How the micro phasing would work is each block  
13 of four lots would go through a separate acceptance process. Planner Smith said both  
14 options would go through the same process with the town engineer and town council.

15 Planner Smith said in the process there are two steps first is there was \$25,000 added to  
16 the cost estimates which would cover the interim period if there are any problems with  
17 the utility placement or caving in of the road after the utilities have been installed. The  
18 second is there will be a Right-of-Way Permit process. There was an agreement between  
19 the town and the developer to waive the Right-of-Way Permit fee but will still be required  
20 to pay the deposit fee for each of the utility lines. Planner Smith said after each block has  
21 been inspected and approved the deposit would be refunded back to the developer.

22 Attorney Carmer said the security for maintenance is there if the developer decides to do  
23 block by block and the same with the Right-of-Way Permit, or if the developer decides to  
24 do all the improvements at once would be the same. Once there is a final acceptance of  
25 maintenance the security would be refunded back less than the warranty security. She  
26 said in the SIA paragraph 21 contemplates if there a maintenance issue, the developer  
27 repairs it at their cost. Security is there if the developer doesn't repair the issue and the  
28 \$25,000 is specifically for maintenance.

29 Councilor G. Riddile asked how many units and blocks this applies too. Attorney Carmer  
30 said there are 43 units and 7 blocks total.

31 Councilor G. Riddile asked if there should be a timeline in the SIA. Attorney Carmer said if  
32 the developer decides to complete the improvements all at once it would be one year from  
33 the start of the construction, if they go block by block it would be one year from the  
34 recording of the final plat that creates each of the four lots. There, there would be some  
35 timing associated with each of the Right-of-Way Permits.

36 Councilor G. Riddile said he has concerns about whether the developer decides to stop  
37 and leave the project after a few blocks and the town is left with unfinished  
38 improvements. Attorney Carmer said the SIA would apply to all the blocks (land) not the  
39 developer. If the developer decides to sell the block with no improvements, then the next  
40 developer would need to go through the same process. The developer would not be able  
41 to subdivide or sell individual lots until they complete the improvements per the  
42 agreement. Councilor G. Riddile said he understood that if the developer did the phasing,  
43 they would patch and they went along and then at the end seal the entire road. He said  
44 his concern was if this was done over a course of three years and now it's 10 years later

1 the numbers in this SIA would be an old number. Attorney Carmer said in the SIA as the  
2 release of individual pieces of security could be put into the SIA to analyze current cost of  
3 construction, therefore there would not release any more than what is needed to complete  
4 all of the improvements. Attorney Carmer said the security would be with the town as  
5 they go to sell the property, security has to be in place until all of the improvements are  
6 completed.

7 Council agreed to put a timeline in place for unfinished improvements. Attorney Carmer  
8 said could add: If all improvements are not completed within five years there will need to  
9 be a new cost estimate for the remaining improvements must be approved by council.

10  
11 **MOTION: Mayor A. Riddile made a motion to Resolution TC2025-22 Approving a**  
12 **Subdivision Improvements Agreement for Whitehorse Village at Lakota Phase 2**  
13 **with added language to 11a Requiring the Performance Guarantee Be Updated**  
14 **Every Five Years to Account for increases in Cost of Construction to Ensure that**  
15 **Adequate Security Remains in Place Until All of the Public Improvements Are**  
16 **Completed. Councilor Carey seconded the motion, and it passed unanimously.**

17  
18 **Consider Ordinance TC 2025-2 - An Ordinance of the Town of New Castle,**  
19 **Colorado summarizing additional expenditures for the General Fund, Utility Fund,**  
20 **Conservation Trust Fund and Cemetery Fund, and adopting a supplemental**  
21 **budget for the Town of New Castle, Colorado, for the calendar year beginning on**  
22 **the first day of January, 2025 and ending on the last day of December, 2025 (2<sup>nd</sup>**  
23 **reading)**

24 Administrator Reynolds said there was a need for a supplemental budget for the General  
25 Fund only. Nothing has changed since first reading.

26  
27 **MOTION: Councilor G. Riddile made a motion to approve Ordinance TC 2025-2 -**  
28 **An Ordinance of the Town of New Castle, Colorado summarizing additional**  
29 **expenditures for the General Fund, Utility Fund, Conservation Trust Fund and**  
30 **Cemetery Fund, and adopting a supplemental budget for the Town of New Castle,**  
31 **Colorado, for the calendar year beginning on the first day of January, 2025 and**  
32 **ending on the last day of December, 2025 (1st reading). Councilor Copeland**  
33 **seconded the motion, and it passed on a roll call vote.**

34 **Councilor Mariscal: yes; Councilor Carey: yes; Councilor Hazelton: yes; Mayor A.**  
35 **Riddile: yes; Councilor Copeland: yes; Councilor Leland: yes; Counselor G.**  
36 **Riddile: yes.**

37 **Consider Ordinance TC2025-3 Amending Certain Provisions of Title 15 of the**  
38 **Town Municipal Code and the Building Codes Adopted by Reference Therein (2<sup>nd</sup>**  
39 **reading)**

40 Planner Smith said there were no new changes from the first reading.

41  
42 **MOTION: Mayor A. Riddile made a motion to approve Ordinance TC2025-3**  
43 **Amending Certain Provisions of Title 15 of the Town Municipal Code and the**

1 **Building Codes Adopted by Reference Therein (2<sup>nd</sup> reading). Councilor Carey**  
2 **seconded the motion, and it passed on a roll call vote. Councilor G. Riddile: yes;**  
3 **Councilor Mariscal: yes; Councilor Leland: yes; Councilor Carey: yes; Councilor**  
4 **Hazelton: yes; Councilor Copeland: yes; Mayor A. Riddile: yes.**

5  
6 **Consider Ordinance 2025-4, An Ordinance of the New Castle Town Council**  
7 **Recommending the Amendment of Provisions of Title 17 of the Town Municipal**  
8 **Code Concerning Food Trucks (1<sup>st</sup> reading)**

9 Attorney Carmer reminded the council on August 5, 2025, council conducted a work  
10 session to review policies and regulations other jurisdictions typically impose on food  
11 trucks to evaluate if there was a need for New Castle to adjust its regulations. Council also  
12 discussed House Bill 25-1295. In this bill, the legislature found that requiring food trucks  
13 to obtain separate permits and licenses to operate in multiple jurisdictions imposed a  
14 significant burden on those businesses, so it created a statewide reciprocity standard for  
15 certain permits and licenses that all food trucks are required to obtain. Attorney Carmer  
16 said a resolution went before P&Z to discuss the House Bill the commission's  
17 recommended approval of the amendments. After discussion, the commission also came  
18 to the consensus that it was best, at least for now, to continue to evaluate food truck  
19 conditional use permit applications on a case-by-case basis instead of developing a set of  
20 food truck guidelines. Doing so will allow the commission and council to consider the  
21 unique circumstances of each property where a food truck proposes to locate, which is  
22 consistent with the purpose the conditional use process aims to serve. The CUP would be  
23 needed if the food truck or cart remain on the same lot and operate for more than 14  
24 days. A Special Use Permit would need to be issued if the food truck or cart operate on  
25 the same lot for less than 14 days.

26 Councilor Carey asked the food trucks that are at the community market and Burning  
27 Mountain Festival would be part of the special event permit. Administrator Reynolds said  
28 they would be included in the special event permit and no new permit would be required.

29  
30 **MOTION: Mayor A. Riddile made a motion to approve Ordinance 2025-4, An**  
31 **Ordinance of the New Castle Town Council Recommending the Amendment of**  
32 **Provisions of Title 17 of the Town Municipal Code Concerning Food Trucks (1<sup>st</sup>**  
33 **reading) Councilor Mariscal seconded the motion, and it passed on a roll call**  
34 **vote. Councilor Copeland: yes; Mayor A. Riddile: yes; Councilor Mariscal: yes;**  
35 **Councilor Hazelton: yes; Councilor G. Riddile: yes; Councilor Carey: yes;**  
36 **Councilor Leland: yes.**

37  
38 **Consider Resolution TC 2025-24 - a Resolution of the New Castle Town Council**  
39 **Approving a Memorandum of Understanding with Garfield County Older Adult**  
40 **Programs**

41 Administrator Reynolds said every year the county has the town enter into an MOU for the

1 Senior Program which provides meals to the town's senior's. In 2026 the county is asking  
2 for \$11,361.00 for the program which has been included in the 2026 budget.

3  
4 **MOTION: Mayor A. Riddile made a motion to approve Resolution TC 2025-24 - a**  
5 **Resolution of the New Castle Town Council Approving a Memorandum of**  
6 **Understanding with Garfield County Older Adult Programs. Councilor Mariscal**  
7 **seconded the motion, and it passed unanimously.**

8  
9 **Consent Agenda**

10 Items on the consent agenda are routine and non-controversial and will be approved by  
11 one motion. There will be no separate discussion of these items unless a council member  
12 or citizen requests it, in which case the item will be removed from the consent agenda.

13  
14 December 2, 2025, minutes

15  
16 **MOTION: Mayor A. Riddile made a motion to approve the Consent Agenda.**  
17 **Councilor Carey seconded the motion, and it passed unanimously.**

18  
19 **Staff Reports**

20 **Town Administrator** – Administrator Reynolds said 335 W. Main Street trail is gone.  
21 Administrator Reynolds said South Alley was extended by the public works department  
22 further west. They put down road base and made it more passible for the new business to  
23 get food trucks in and out and also for the bridge construction if emergency vehicles had  
24 get back there. Administrator Reynolds said the town's ghost town that was built for  
25 Halloween has found its forever home at the Talbot Ranch. Administrator Reynolds said  
26 police chief interviews will be Friday, December 12, 2025. Administrator Reynolds said  
27 there is a second new sign on the museum which completes the AGNC grant project.  
28 Administrator Reynolds said AGNC has nominated the Town of New Castle for the Place  
29 Award. Administrator Reynolds and Assistant Rochelle Firth had a meeting with AGNC and  
30 work through an application process for the award. The award is for recognition excellence  
31 in the creation or renewal of public space which encourages a since of place.

32 **Town Clerk** – Clerk Andis said she had nothing new to report. She briefly revied the  
33 upcoming agenda with council which at this time was the normal yearly resolutions that  
34 are approved at the first meeting of the year.

35 **Town Treasurer** – not present

36 **Town Planner** – Planner Smith said there will be a few land use applications coming in  
37 for P&Z. There will be a CUP application for a substation for Xcel Energy. There is a minor  
38 amended PUD application for R2. TC Midwest will be coming sometime with their  
39 application.

40 **Public Works Director** – not present

1 **Commission Reports**

2 **Planning & Zoning Commission** – Mayor A. Riddile said there was a presentation from  
3 Coal Seam Development. He said they eliminated two retail spots to help with the parking  
4 issue. They will retain the restaurant, 4 units for employee housing and 71 room hotel.  
5 There will also be a river path with natural trails. Planner Smith said the application will  
6 come to council possible in February.

7 **Historic Preservation Commission** – have not met

8 **Climate and Environment Commission** – have not met

9 **Senior Program** –have not met

10 **RFTA** –Councilor Copeland said they approved the 2026 budget.

11 **AGNC** – have not met

12 **GCE** – have not met

13 **EAB** – Mayor A. Riddile said they received information regarding the state mandate  
14 regarding the landfills have to put in equipment to mitigate Methane Emissions and by  
15 2050 all gas and natural gas will be gone.

16 **POSTR** – have not met

17 **Council Comments.**

18 Councilor Leland said he spoke with Public Works Director John Wenzel and Town Engineer  
19 Jeff Simonson regarding a phase in plan for the South Side Intercept.

20 Councilor Hazelton said he had seen in the paper about New Castle’s on and off ramps  
21 from CDOT.

22 Councilor Mariscal said there was a post on Facebook from a Latino Journalist about being  
23 alert in New Castle at one of the gas stations the New Castle Police were arresting Latinos  
24 and being racially profiled. She brought it to the attention Administrator Reynolds, and he  
25 had a meeting with the police department. There was only one arrest, and it was a  
26 necessary arrest and there was no profiling. The police department had a meeting with  
27 the journalist and asked before any posts were made to verify their facts with the police  
28 department. Councilor Mariscal said she would be ringing the bell and asked for company.  
29 Councilor Carey said she had attended the police staff meeting and was impressed with  
30 how the department was running.

31 Mayor A. Riddile said the employee Christmas party was great and thanked everyone for  
32 all the effort that went into making it happen. He said he helped with Shop with a Cop and  
33 had a great time. The police department was able to get a grant \$250.00 for each child  
34 for Shop with a Cop.

35  
36 **Items for Future Council Agenda**

37 Councilor Leland said he would like to have a discussion regarding the South Side  
38 Intercept schedule.

39 Mayor A. Riddile asked Councilor Leland to prepare a proclamation for Coal Ridge Cheer  
40 Team. They won their 9<sup>th</sup> and 8<sup>th</sup> in a row State Championship. Their final performance  
41 they had zero deductions.

42 **Adjourn**

1 **MOTION: Mayor Pro Tem Hazelton made a motion to adjourn.**  
2 The meeting adjourned at 8:04 p.m.

3  
4 Respectfully submitted,

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Mayor A. Riddile

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Town Clerk Mindy Andis, CMC

DRAFT