

1 **New Castle Town Council Regular Meeting**  
2 **Tuesday, May 5, 2026, 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**

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8 **Roll Call**

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

15  
16 Absent none

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18 Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds,  
19 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 2026-1.  
24

25 **Conflicts of Interest**

26 There were no conflicts of interest  
27

28 **Agenda Changes**

29 Administrator Reynolds said he would like to remove item D from the agenda.  
30

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

32 Mari Riddile Historic Preservation Commission Chair invited the council to the cemetery  
33 dedication ceremony at the cemetery on Memorial Day, Monday, May 25, 2026. Chair  
34 Riddile said the ceremony would follow the flag raising. Chair Riddile asked if a councilor  
35 would mind passing out the Memorial Poppies. Councilor Carey said she would pass out  
36 the poppies.  
37

38 **Consultant Reports**

39 Consultant Attorney – present for agenda items  
40 Consultant Engineer – not present  
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42 **Items for Consideration**

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44 **Proclamation Municipal Clerks' Week**

Town Council Meeting  
Tuesday, May 5, 2026

1 Mayor Hazelton read a proclamation declaring May 3-9, 2026, as Professional Municipal  
2 Clerks Week in New Castle. The proclamation recognized Town Clerk Mindy Andis and  
3 Professional Assistant to the Town Clerk Michelle Huster for their dedication and service to  
4 the community.

5  
6 **Consider Ordinance TC2026-4 Creating a Background Check process for**  
7 **Prospective Massage Facility Operators, Owners and Employees (1<sup>st</sup> reading)**

8 Administrator Reynolds said in 2024 the state mandated that municipalities perform  
9 background checks on massage facility operators, owners, and employees within their  
10 jurisdiction. To comply, the Town Council must pass an ordinance or resolution delegating  
11 an authority to review background check materials by July 1, 2026. Administrator  
12 Reynolds explained some business would qualify to have background check done and  
13 others would not. For example, a retail would qualify to have background check  
14 completed. An athletic messages would not need to have background check done and if  
15 someone (sole proprietor would not. He said it would be done by a case-by-case basis and  
16 review to see if they would qualify to need to have background check done. The state  
17 would mandate the town to have the person to have fingerprints done and sent to CBI  
18 then to the FBI and finally to the town for either the chief or town administrator to review  
19 the background check and determine if the person can have a business in town. The  
20 fingerprints can be done by the police department or a third party vendor. Administrator  
21 Reynolds said tonight the ordinance is a start for the town to comply with the state and to  
22 start the process of the background checks.

23 Attorney Carmer said the background checks is suppose to work with the county that at  
24 some point may implement some licensing requirement for these types of facilities. The  
25 background piece was in conjunction with a bill that required the counties at some point  
26 to look at a licensing process. Instead of municipalities to have to have a facility to be  
27 licensed, the municipalities would have to any facilities operating within the town go  
28 through the background checks. Attorney Carmer explained the currently the state doesn't  
29 have a way of regulating operators, owners or employees because they are not licensed at  
30 the state level like massage therapists are. The state would look at the background checks  
31 when the licensed therapist applies for their license. This process of operators, owners and  
32 employees getting background checks adds another layer of protection to the industry.  
33 Attorney Carmer said there are certain violations the state is looking for in background  
34 checks. The purpose of the bill is to address human trafficking concerns. She explained  
35 the crimes that are related to human trafficking are the sort of crimes that would  
36 automatically disqualify or to cause someone to fail the background check. If the person  
37 failed the check there had to have some sort of penalty, therefore the town needed to add  
38 it to the general penalty provision in the code and qualify it as a nuisance. Because the  
39 town doesn't have a license for operators, owners or employees that the town can revoke  
40 because the town doesn't do the licensing. With having the nuisance code the town has  
41 the ability to enforce the failure to comply to pass the background check.

1 Administrator Reynolds asked what ability does the town have to periodically check  
2 businesses to see if they have brought on new employees that have not gone through the  
3 process. Attorney Carmer said it would be within the general code enforcement, so once  
4 the code is in place that any existing facility has to submit by July 1, 2026, their  
5 background checks, and any new facilities come in they would need to go through the  
6 process. If the facility doesn't then they are clearly in violation of the code. The town  
7 would go through the abatement process since it would be a code violation. The town  
8 would proceed under a normal code violation process if the facility is not complying or  
9 refuse to comply.

10  
11 **MOTION: Councilor Mariscal made a motion to approve Ordinance TC-2026-04 –**  
12 **Creating a Background Check process for Prospective Massage Facility**  
13 **Operators, Owners and Employees (1<sup>st</sup> reading). Councilor Carey seconded the**  
14 **motion, and it passed on a roll call vote. Councilor Mariscal: yes; Councilor**  
15 **Copeland: yes; Councilor Sampley: yes; Councilor Carey: yes; Councilor Riddile:**  
16 **yes; Mayor Hazelton: yes.**

17  
18 **Discussion of Street Vendor Policy**

19 Administrator Reynolds said the town had created a policy food trucks or street vendors to  
20 operate on public property. He said at that time the town had been approached by a  
21 vendor to be allowed to sell frozen food from his truck. The town has allowed him to do so  
22 through a special event permit application. The current policy would allow for food  
23 vendors to sell on public property for two hours once a month for a fee of \$25.00 per  
24 event. Administrator Reynolds explained that things have changed since the policy was  
25 first put into place. Currently the town has three food trucks in town on private property.  
26 However, the food trucks have gone through a Conditional Use Permit (CUP) process to  
27 allow the food trucks to be intown. Staff have been approached by other food trucks if  
28 they could have their truck in town because they see the other trucks being allowed to  
29 operate. The three food trucks have gone through a thought-out process with rules and  
30 guardrails in place to allow for the food trucks to operate on private property. The  
31 question for council is does the policy need to be revised or is it fine the way it is.  
32 Administrator Reynolds said from staff's standpoint there is no need to change the policy.  
33 Councilor Carey said if council was considering adjusting the policy to adjust it to 3-4  
34 hours once a month. Allowing longer time would allow the food truck to prepare and sell  
35 ready-to-eat food. She said the reasoning for it would be to have variety and it wouldn't  
36 be an all day, everyday situation. Councilor Carey said her thought was each vendor  
37 would get a permit for one month and it would also be a lottery or first come first serve  
38 permitting and there would be three vendors a month.  
39 Councilor Mariscal said she liked the idea of the lottery, however we have vendors that  
40 have gone through the process and they are more invested in New Castle and just here  
41 once a month. The vendors that come to town once a month, do they know our town, our

1 culture and we would have more control.  
2 Mayor Hazelton said when food trucks do come into town, they are in town for a few  
3 hours and then they are gone. The food trucks don't have any ties to the community and  
4 are not the ones that are in town through it all. Mayor Hazelton said he doesn't want to  
5 put any unnecessary competition onto the food trucks that have gone through the process  
6 and are committed and invested in the town.  
7 Administrator Reynolds said the other concern is sales tax collection. How are they  
8 collecting and remitting the sales tax as they should.  
9 Councilor Riddile said he likes the three we currently have because they have trash cans  
10 and tables.  
11 Council agreed not to change the current policy. The policy will stay at a maximum of two  
12 hours once a month with a fee of \$25.00 for each event.

13  
14 **~~Update: Trails~~**

15 Item removed

16  
17 **Discussion of Healthy Beverage**

18 Administrator Reynolds said the Garfield County Health Department had presented to the  
19 council last fall about sugary beverages. The county is trying to go to restaurants and  
20 businesses to encourage them to offer something other than a sugary beverage for kids.  
21 The county is asking the municipalities to pass a resolution a healthier beverage options.  
22 Administrator Reynolds asked council if the resolution is something council would like to  
23 consider and if so, it will be brought back at the next meeting to be voted on.  
24 Council agreed to bring the resolution back to council at the next meeting.

25  
26 **Consent Agenda**

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

30  
31 April 21, 2026, Minutes

32 April Bills \$868,322.09

33 Liquor License Renewal Down Valley Brewing CO

34  
35 **MOTION: Councilor Mariscal made a motion to approve the Consent Agenda.**  
36 **Councilor Riddile seconded the motion, and it passed unanimously.**

37  
38 **Staff Reports**

39 **Town Administrator** –Administrator Reynolds said He and Assistant Rochelle Firth had a  
40 meeting with Colorado River Fire Rescue (CRFR) team leader Kenneth Hutchinson. Mr.  
41 Hutchinson has met with Castle Valley Ranch HOA to see what can be done regarding fire

1 mitigation along the northern border of Castle Valley Ranch where it borders BLM.  
2 Administrator Reynolds said staff, CRFR, BLM and Castle Valley Ranch HOA were going to  
3 meet next week. He said the fire mitigation work will depend on cooperation from the  
4 BLM. He said typically BLM would do an environmental study before anybody would be  
5 able to do work. He said staff can certainly look at town property and figure out the extent  
6 of the project would be. Administrator Reynolds said there would could be work done on  
7 the Castle Valley Ranch and town property while we are waiting for an answer from BLM.  
8 Councilor Copeland asked if this could be a job for the goats. Administrator Reynolds said  
9 not likely because is not grass, it's mostly junipers and scrub oak which would need to be  
10 cut down or trimmed up. Administrator Reynolds said there could be an opportunity to use  
11 the goats on a vacant piece of land next to the school. He said he has been in touch with  
12 the owner of the goats, and the owner of the goats is putting together a work plan.  
13 Administrator Reynolds said CRFR will be doing some mitigation at the top of C Avenue.  
14 Councilor Carey asked if there was a way to get the school district involved with the  
15 mitigation as well. Since they own vacant property along Castle Valley Boulevard and they  
16 have property behind the homes on North Wild Horse Drive along the creek to the school.  
17 Councilor Carey said the school doesn't do anything with the property to maintain it. She  
18 asked if it was something the homeowners could take care of. Administrator Reynolds said  
19 he has a meeting with the school facilities director next week, he said he would talk to  
20 them about the migration.  
21 Councilor Sampley asked if a resident had a concern about mitigation would they contact  
22 the town or the HOA. Administrator Reynolds said to contact the HOA and they can  
23 coordinate with CRFR.  
24 Administrator Reynolds said CRFR has done a lot of fire mitigation work around HOAs and  
25 CRFR thought it would be nice to recognize the HOAs for their cooperation with working  
26 with CRFR. He said he and Assistant Firth are looking into Fire Wise Communities. It is an  
27 application process to be designated as a Fire Wise Community. He said if for some reason  
28 that is not achievable then maybe bring in the HOAs and thanking them for all their  
29 work with fire mitigation.  
30 Administrator Reynolds said he is waiting on an opinion letter from New Castle Trails  
31 regarding possible pickleball location in VIX Park and redesigning the Pump Trak. He said  
32 New Castle has been recognized as a Trails Town. Administrator Reynolds said New Castle  
33 Trails would like to have a trails race similarly to Rides and Reggae but a mini version. The  
34 event would have Saturday and Sunday races, and the award ceremony would be at Down  
35 Valley Brewing. The event would be the same weekend in August as it had been in years  
36 past. He asked council if they were fine with the event and let staff handle it or would  
37 council like to speak with the coordinators of the event. Administrator Reynolds said that  
38 he has spoken with the owners of Down Valley Brewing regarding the event and the noise  
39 concerns. Council agreed to let staff handle the event.  
40 Administrator Reynolds said he had received a call from Bill Raye the town's financial  
41 consultant, he is willing to do a survey of the community. Council decided to wait until

1 2027 and see how the budget is.  
2 Administrator Reynolds said the SPEAR conversation will be coming back to council at the  
3 next meeting. He said he and Chief Curry with the SPEAR commander. Administrator  
4 Reynolds said he will be speaking with the residents who had raised concerns regarding  
5 SPEAR.  
6 Administrator Reynolds said the meeting next week will be at the middle school regarding  
7 the playground project that they wanted to partner with the town. Staff looked at the  
8 project earlier in the year, and the project was way too expensive, and the school had no  
9 idea how to fund it.  
10 Administrator Reynolds said he has a meeting with Comcast to discuss the franchise  
11 agreement.  
12 Administrator Reynolds said on June 2, 2026, the group from the Early Childhood will be  
13 at council to give an update.  
14 Administrator Reynolds said he had hired an Employers Council Consultant for HR issues.  
15 He said they offer trainings, educational materials and they also offer to come out to  
16 evaluate situations, they also have a legal team if legal questions come up regarding HR.  
17 He said having the consultant firm gives staff more resources.  
18 Administrator Reynolds said TC Midwest has submitted their application and Planner Smith  
19 is reviewing the application for completeness.  
20 Administrator Reynolds said he and Planner Smith are studying the pros and cons of  
21 affordable housing for deed restrictions vs. rental. With affordable housing deed  
22 restrictions are limited over time of how many people are affected, whereas rentals are  
23 often more helpful.  
24 Administrator Reynolds said the town was awarded both FMLD Spring grants. The  
25 traditional grant was \$300K for street maintenance and mini grant \$30k for  
26 water/wastewater computers. The town has asked FMLD for an extension on the  
27 roundabout landscaping for one year.  
28 Administrator Reynolds said the town will be hosting the CML District meeting on May 28,  
29 2026 at the Lakota Clubhouse.  
30  
31 **Town Clerk** – Clerk Andis said she and Assistant Rochelle Firth are attending a leadership  
32 class at CMC in Rifle on Tuesday mornings. Clerk Andis said as part of the class we are to  
33 come up with a community project.  
34 Clerk Andis said there was going to be a TIPS training at the Community Center on May  
35 20 from 8:30am-11:30am. Please let her know if you are interested and she will get you  
36 signed up.  
37 Clerk Andis said she has received two letters of interest for the vacant council seat, and  
38 she has spoken to two other interested parties.  
39 **Town Treasurer** – not present  
40 **Town Planner** – not present  
41 **Public Works Director** – not present

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**Commission Reports**

**Planning & Zoning Commission** –have not met

**Historic Preservation Commission** –Chair M. Riddile said they discussed the cemetery historic dedication. She said there were two properties the commission was reviewing to historically dedicate. Chair M. Riddile said the commission was also will be writing a grant to have the side streets in downtown surveyed.

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

**Senior Program** –Clerk Andis said there was nothing to report.

**RFTA** –have not met

**AGNC** – Councilor Hazelton said there was nothing to report.

**GCE** – have not met.

**EAB** – have not met

**POSTR** – have not met

**Council Comments**

Mayor Hazelton said he has received complaints about people parking for a long period of time on public streets. He said he would like to start celebrating staff when a project is completed, for example when the wastewater office is complete. Having the celebration would give council and the public an idea of the accomplishments staff has completed. Mayor Hazelton also suggested a work session on site of a new project or development because that would give council a better understanding of the project or development. Councilor Carey said the 7<sup>th</sup> grade boys from Riverside Middle School won the regional championship meet and there was a new school quarter record set.

**Items for Future Council Agenda**

Councilor Carey said it would be a good idea to get Attorney Mike Sawyer to come talk to council in a work session regarding the town’s water rights and the drought. Mayor Hazelton said he would like to recognize Jackie Davis, Coal Ridge High School Principal. Ms. Davis will be retiring this year, and she has been at Coal Ridge since it opened.

1 **Adjourn**  
2 **MOTION: Mayor Hazelton made a motion to adjourn.**  
3 The meeting adjourned at 8:19 p.m.

4  
5 Respectfully submitted,

6  
7  
8  
9 \_\_\_\_\_  
10 Mayor Grady Hazelton

11 \_\_\_\_\_  
12 Town Clerk Mindy Andis, CMC

DRAFT