

*Town Clerk's Office*

*January 2019*



## Elections

Open Issue and Candidate Committee Financial Filings due 1<sup>st</sup> of each quarter.

|               | <u>2019 YTD</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> |
|---------------|-----------------|-------------|-------------|-------------|-------------|
| Petitions     | -               | 1           | 1           | 5           | 1           |
| Elections     | -               | 2           | 1           | 2           | 1           |
| Redistricting | -               | x           | -           | -           | x           |

## Records

Route all documents for approval, index and scan into Alchemy

|             | <u>2019 YTD</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> |
|-------------|-----------------|-------------|-------------|-------------|-------------|
| Contracts   | 55              | 390         | 349         | 284         | 230         |
| Ordinances  | 0               | 47          | 33          | 44          | 60          |
| Resolutions | 5               | 113         | 107         | 119         | 112         |

## Legal Notices

Publish legal notices in newspaper and on Town website

## CORA Requests

Coordinate with departments to fill public records requests under Colorado Open Records Act.

| <u>2019 YTD</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> |
|-----------------|-------------|-------------|-------------|-------------|
| 37              | 169         | 121         | 144         | 9           |

## No Knock Program

Program Created in 2008. No Knock stickers mailed to registrants and added to the No Knock list.

| <u>2019 YTD</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> |
|-----------------|-------------|-------------|-------------|-------------|
| 23              | 706         | 956         | 845         | 515         |

Total Houses Registered - 7,222

## Other Initiatives

Rolled out On-line payments for CORA requests, Liquor Licenses, and Special Events.

## Liquor Licensing

(As of February 12, 2019)

### Applications Processed / Licenses Issued

|  | <u>YTD 2019</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> |
|--|-----------------|-------------|-------------|-------------|
| New Liquor Licenses (CVS)  | 1               | 9           | 11          | 7           |
| Transfer of Liquor Licenses<br>(Mt. Fuji, Castle Rock Liquors, Dos Amigos) | 3               | 7           | 3           | 3           |
| Temporary for Transfer   | 0               | 5           | 3           | 3           |
| Show Cause Hearings  | 0               | 0           | 0           | 1           |
| Tastings Permits at Liquor Stores  | 0               | 2           | 2           | 3           |
| Conversion   | 0               | 1           | 2           | 0           |
| Surrender of Liquor License  | 0               | 1           | 2           | 1           |
| Renewals   | 4               | 82          | 78          | 83          |
| Modification of Premise  | 0               | 7           | 2           | 3           |
| Manager Registrations  | 1               | 2           | 9           | 6           |
| Extensions for Late Renewals   | 0               | 19          | 30          | 15          |
| Corporate, Manager, Name, Address Changes                                  | 1               | 12          | 4           | 5           |
| Summer Patios  | 0               | 4           | 5           | 4           |
| Special Events   | <u>4</u>        | <u>77</u>   | <u>77</u>   | <u>69</u>   |
| TOTAL  | 14              | 230         | 227         | 191         |

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### Pending State Approval (28)

|   |    |
|---|----|
| New Licenses - Sinners & Saints, Cuba Cuba, Castle Rock Chophouse*  | 3  |
| Transfer - 7-11 on Aloha, Vista Vino  | 2  |
| Location Change – Fowl Line (hearing 4/19)* [ <i>*pending possession of premise</i> ]   | 11 |
| Modification – Circle K – Wolfensberger, Founders, 94 Wolfensberger, Wilcox, Loaf N Jug   | 5  |
| Extensions – Rose’s   | 1  |
| Renewals - Yolanda’s, Rose’s, Maverik, Loaf N’ Jug, Crave, Payless, El Meson,<br>King Soopers LLDS, Black Eyed Pea, Granelli’s, Zabbracci’s | 6  |

### Special Events (4)

|             |   |
|-------------|---|
| January 26  | Fire Department Annual Banquet, Kirk Hall |
| February 9  | Meadows Valentine Party, Grange           |
| February 23 | Castle Rock Water Wine Tasting, PCWPF     |
| March 9     | CVHS Booster Club, Grange                 |

### Upcoming Hearings

March 27: Show Cause Hearing