

M O N T H L Y R E P O R T F O R T H E

OFFICE OF TOWN CLERK

*Providing exceptional public service
to our community and internal partners,
with a commitment to integrity, honesty,
and accountability, while conforming to the
highest standards of conduct and ethics.*



AUGUST 2020





Elections

www.CRgov.com/elections

Guardians of Democracy
Designated Election Official
FCPA Filing Officer

November 3, 2020 Election Day

Election of Councilmembers

- District 1** - Wade, Brier, Hollingshead
 - District 2** - Weaver, Doheney, Godfrey, Cavey
 - District 4** - LaFleur, Shepherd
 - District 6** - Dietz, Hernandez, Katona
- 17 Open Candidate and Issue Committees*
FCPA reporting due October 1

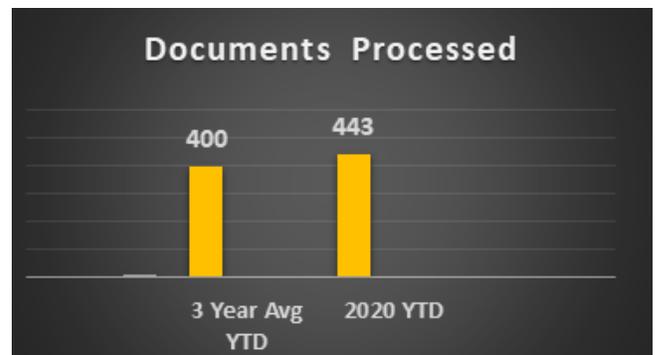
Records

www.CRgov.com/municipal_code

Historian, Archivist, Keeper of the
Laws, Legal Notices

- Route and execute Town documents
- Codify Town laws
- Archive Town records into Alchemy
- Publish and post legal notices
- Process recordings and agreements for Legal

Documents Processed



CORA Requests

www.CRgov.com/openrecords

Provide Transparency to the Public

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

Open Records Requests



No Knock Program

www.CRgov.com/noknock

Program Created in 2008

This database was recently cleaned up removing duplicate entries and addresses that are not within the Town of Castle Rock.

Communications were sent out and a new video was released promoting the program which has added over 1,000 new addresses to the list.



Liquor Licensing Authority

www.CRgov.com/liquor

Assistance to Businesses

Communications: Emails sent to all licensees providing information on current Executive Orders.
Modifications: All COVID modifications were extended to the end of the year.

New Licenses

Los Santos - hearing 9/28
The Oaks in Plum Creek
Tribe in Riverwalk - pending CO
La Loma - pending CO

Transfers

El Korita
Maddie's - pending
Rose's Bella Cucina - pending

Summer Patios and Outdoor Modifications

NOTE: All COVID modifications have been extended to the end of the year or until the state order is lifted

B&B Cafe Patio
Z'Abbracci's Patio + COVID modification
Scileppi's Patio + COVID modification
Crowfoot Patio
Crush COVID modification
Castle Café Patio + COVID modification
Angies COVID modification
Union COVID modification
My Cafe COVID modification
Black Eyed Pea permanent modification
Whiskey Lodge COVID modification 105
West Public Consumption Area
Cork and Keg COVID modification

Special Events

Starting June 14 - Farmers Market
Aug 7 - First Friday
Aug 23 - Ducky Derby
Aug 20 - Miller Park Free Concert
Aug 21 - Summer Concert at PSM
Aug 29 - Summer Concert at PSM
Sept 4 - First Friday
Sep 12 - Summer Concert at PSM
Sept 13 & 14 - ArtFest
Sept 17 - Miller Park Free Concert
Sept 19 - Barks and Brews at Outlets



New: 2017(3), 2018(7), 2019 (8)
Transfers: 2017(11), 2018(9), 2019 (6)
Special Events: 2017(77), 2018(77), 2019 (77)
Other: 2017(136), 2018(137), 2019 (154)



Election Information

November 3, 2020 Election

Conduct of Election

Town Council approved the Ordinance to coordinate the election with Douglas County and authorizes approval of the Intergovernmental Agreement. The Ballot was certified with the County along with the address list and boundary map. Town Clerk will review FCPA reports, coordinate with Douglas County and participate in the Logic and Accuracy Test, the Risk Limiting Audit, and serve on the Canvass Board.

Ballot Content

Candidates for Town Council Districts 1, 2, 4, and 6 will appear on the ballot.

Candidates

Candidates that have registered appear on our website under Elections/Financial Filings.

District 1 - Robert Wade, Geneva Brier, Ryan Hollingshead

District 2 - Stephen Weaver, Keegan Doheney, Gary Godfrey, Laura Cavey

District 4 - Desiree LaFleur, Preston Shepherd

District 6 - Tim Dietz, Gregory K. Hernandez, Matt Katona

10/12 Ballots mailed

11/3 Election

12/1 Newly elected Council sworn in

Other Activities

Annexations

Memmen Parcel Annexation process

Metro Districts

Crystal Valley Metro Distrists 1 and 2 Amended Consolidated Service Plan approved by Council July 21

Castle Pines Commercial Metro Districts 1 and 4 Quinquennial Review - team reviews and reports to Council

Special District Budgets - will be presented to Council

Metro District Annual Reports due September 1 - Delinquent Metro Districts will be sent a letter requiring reports to be filed within 30 days or Council can take action. Team will review and present summary to Council

Workload

Records processed, CORA requests and liquor licensing applications continue to increase from 2019.