

Town Clerk's Office
January 2019



Elections

Open Issue and Candidate Committee Financial Filings due 1st 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 (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

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, 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