

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.*



JANUARY 2020





Elections

Guardians of Democracy
Designated Election Official
FCPA Filing Officer

Six active Candidate and Issue Committees

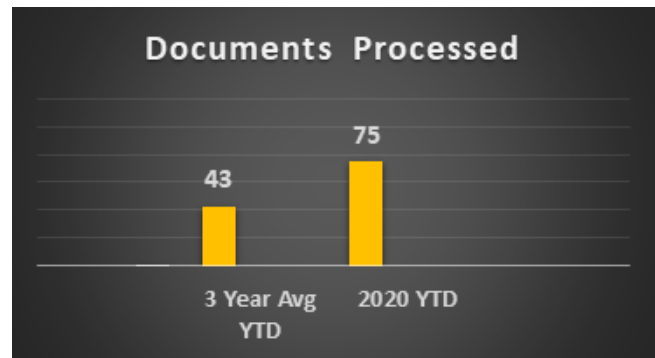
Election of Councilmembers for Districts 1, 2, 4 and 6 on November 3, 2020

Nomination petitions can be picked up beginning August 4 and must be turned in by August 24.

Records

Historian, Archivist, Keeper of the Laws, Legal Notices

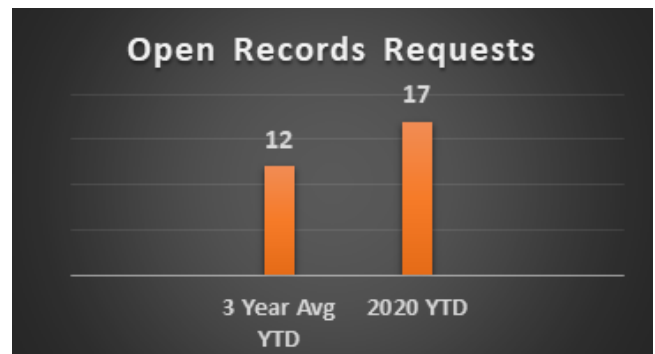
- Route and execute Town documents
- Codify Town laws
- Archive Town records into Alchemy
- Publish and post legal notices
- Process recordings and agreements for Legal



CORA Requests

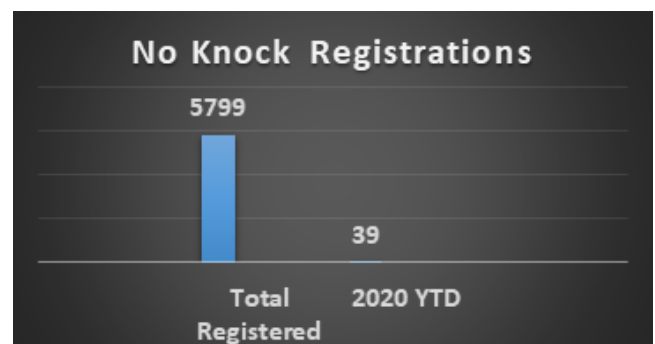
Provide Transparency to the Public

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



No Knock Program

Program Created in 2008





Liquor Licensing Authority

New Licenses in January

Received / Hearing to be Held on Feb 25

- The Oaks (in Plum Creek)
- Tribe (in the Riverwalk)
- Crystal Valley Wine and Spirits
- Genji (sushi restaurant in Whole Foods)



Waiting on CO to Issue:

- Whole Foods (*Opening March*)
- Great Divide Brewery (*Opening March*)

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)

Special Events Liquor Permits

January Events

Jan 18 - Firefighters Foundation Annual Award Banquet

Did You Know?

100 Liquor Licenses in Castle Rock

(15,555 state-wide - 271 Municipalities, 64) counties

- 51** Hotel & Restaurant (3 in process)
- 2** Hotel & Restaurant with Optional Premise (golf courses)
- 7** Beer & Wine
- 6** Tavern
- 2** Brew Pubs (1 in process)
- 2** Lodging and Entertainment (Event Center, Sinners & Saints)
- 1** Club (Eagles)

- 18** Fermented Malt Beverage (1 in process) (1,819 state wide)
- 9** Retail Liquor Stores (1 in process) (1,592 statewide)
- 2** Liquor Licensed Drug Stores (21 statewide)