



## Town Council Meeting Minutes - Draft

Mayor Jason Gray  
Mayor Pro Tem Kevin Bracken  
Councilmember Ryan Hollingshead  
Councilmember Laura Cavey  
Councilmember Desiree LaFleur  
Councilmember Caryn Johnson  
Councilmember Tim Dietz

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Tuesday, June 7, 2022

6:00 PM

Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
Phone in: 720-650-7664  
Meeting code: 2485 739 7034  
[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)

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This meeting is open to the public and will be held in a virtual format in accordance with the Town Council Electronic Participation, Connected, and Hybrid Meeting Policy. Public may choose to attend in person at Town Hall, or electronically or by phone if preferred. This meeting will be hosted online and can be accessed at [www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting), or phone in by calling 720-650-7664, meeting code 2485 739 7034 (if prompted for a password enter "June7Council"). All Town Council Meetings are also streamed online in real time at [www.CRgov.com/WatchCouncil](http://www.CRgov.com/WatchCouncil), and are broadcast for Comcast Cable subscribers on Channel 22 (please note there is a delay to the broadcast).

All times indicated on the agenda are approximate. Remote participants please visit [www.CRgov.com/CouncilComments](http://www.CRgov.com/CouncilComments) to sign up to speak to an item, and for related instructions. Public Comments may also be submitted in writing online by 1:00 p.m. June 7, 2022, to be included in the public record.

### COUNCIL DINNER & INFORMAL DISCUSSION

### INVOCATION - Pastor Tate Thronson, Castleview Baptist Church

### CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:04 p.m. by Mayor Gray.

**Present:** 7 - Mayor Gray, Mayor Pro Tem Bracken, Councilmember Cavey, Councilmember Hollingshead, Councilmember LaFleur, Councilmember Johnson, Councilmember Dietz

### PLEDGE OF ALLEGIANCE

### COUNCIL COMMENTS

Mayor Gray acknowledged the Town's great events and strong participation from residents. He encouraged honoring the people and moments in our lives especially when losing family members, helping friends in dire straits and the love of friends and family.

Councilmember Dietz reported that the Kum and Go gas station is not pursuing the Crystal Valley location. He encouraged the honoring of our veterans as D-Day/Remembrance Day was on Mon., June 6.

Councilmember Johnson encouraged residents to attend the Town Hall for budget discussion that is being held in person and online.

Councilmember LaFleur had a CBD manufacturing company reached out to her in their local efforts to help with mental health issues and the manufacturing of

medical marijuana products.

Mayor Pro Tem Bracken expressed his concern with the lack of effective communication regarding the homeless shelter. Staff has not received a response from Douglas County Commission from the letter written opposing the building of a shelter in the Castle Rock area. Town Manager Corliss reported that the Douglas County Commission is discussing panhandling.

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken to direct staff to research potential changes to the ordinance regarding the manufacturing, not retail sale, of botanicals and THC products within the Town limits. The motion passed by the following vote: 6 to 1**

**Yes:** 6 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson

**No:** 1 - Dietz

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember LaFleur to add Mayor Gray as a liaison/advisory position to the Douglas County Commission Homeless Initiative. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

## UNSCHEDULED PUBLIC APPEARANCES

None.

## TOWN MANAGER'S REPORT

### [DIR 2022-011](#) Discussion/Direction: Potential Broadband-Related Ballot Question

Assistant Town Manager Read explained an initiative that Douglas County and Castle Pines are putting on the ballot this year regarding the removal of local jurisdiction on internet connectivity infrastructure construction which would allow grant monies to be utilized. As there aren't issues with internet service within the Town nor high public input on the issue, staff recommends no action. Council provided no direction for staff.

### [ID 2022-054](#) Update: Calendar Reminders

**Moved by Councilmember LaFleur, seconded by Councilmember Johnson to cancel the August 4, 2022 Town Council meeting in order to support and attend the CRPD National Night Out event. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

### [ID 2022-055](#) Update: Year End Financial Review, Period Ending Dec. 31, 2021

Town Manager Corliss provided highlights for the preliminary year-end financial review and reported that Town Council will get the audited report and have the opportunity to ask the auditor questions.

### [ID 2022-056](#) 2022 Metro Districts Mill Levy Report

Town Manager Corliss encouraged Council to review the report as not everyone

pays the same amount of property tax within Town limits primarily because of metro districts.

[ID 2022-057](#) Development Services Project Updates

Development Services Director Vargish highlighted several upcoming proposed project applications.

[ID 2022-058](#) Update: Quasi-Judicial Projects

[ID 2022-059](#) Update on the Pine Canyon Development

Castle Rock Water Director Marlowe provided updates to the potential Pine Canyon re-application. Staff recommends continued denial of approval. Marlowe explained that despite the recent storms, most of Colorado continues to be in a drought with South Platte runoff significantly low. Castle Rock saw a water use maximum day in both April and then in May. Total water use and average daily use are significantly up.

**ID 2022-061** Update: Continued Drought in Colorado

## TOWN ATTORNEY'S REPORT

[ID 2022-060](#) Crystal Valley Metropolitan District No. 2 Subdistrict - Review of Proposed Bond Issuance

Town Attorney Hyman presented information on the subdistrict. Kristen Baer, the District's attorney, was available for questions. Town staff recommends that the Sub district be allowed to move forward with the bond issuance as proposed. Staff recommends Council to review and comment only.

## ACCEPTANCE OF AGENDA

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember Cavey, to accept the agenda as presented. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

## CONSENT CALENDAR

**Moved by Councilmember LaFleur, seconded by Councilmember Dietz to approve the Consent Calendar as presented. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[ORD 2022-010](#) Ordinance Amending Section 2.12.010 of the Castle Rock Municipal Code Regarding the Compensation of Town Councilmembers (Second Reading - Approved on First Reading on May 17, 2022 by a vote 7-0)

[RES 2022-059](#) Resolution Approving a Water Lease Agreement Between the Town of Castle Rock and Sublette, Inc. [Rothe/Sublette Recharge Project, Weld County, CO]

**RES 2022-064** Resolution Approving the Amended and Restated Master Intergovernmental Agreement between the Town and Crystal Valley Metropolitan District Nos. 1 and 2 [added to agenda June 3, 2022]

[MIN 2022-011](#) Minutes: May 17, 2022 Town Council Meeting

## ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[DIR 2022-012](#) Discussion/Direction: Downtown Code and Guidelines Comparison

Development Services Director Vargish presented the code and comprehensive guidelines for building design, highlighted some of the inconsistencies and recommended some clarification of code language.

Public Comment: None

**Moved by Councilmember Johnson, seconded by Councilmember Dietz to direct staff to proceed with an administrative revision to the 2030 Comprehensive Master Plan to include reference to the Downtown Master Plan as a guiding document and to update associated maps to reflect the current Town boundary and land use changes. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

**Moved by Councilmember LaFleur, seconded by Councilmember Hollingshead to direct staff to draft an ordinance revising the CRMC Downtown Overlay District and CRMC Historic Preservation chapters to clarify that the CRMC governs and that the other guiding documents are recommendations only to aid in the project's design; and to bring that back to Town Council for First Reading on June 21, 2022. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken to direct staff to draft a resolution clarifying the Castle Rock Design guidelines are a recommendation for design, and that instead of being updated on a set schedule, they will be updated when, and if, Town Council so chooses to direct staff. Staff should bring that back for First Reading on June 21, 2022. The motion passed by the following vote: 7 to 0**

[ORD 2022-011](#) Ordinance Approving the 221 Wilcox Street Redevelopment and Financing Agreement Between the Town of Castle Rock, the Castle Rock Downtown Development Authority, and Riverwalk II, LLC (First Reading)

Kevin Tillson, Director of Downtown Alliance, presented the redevelopment project at 221 Wilcox Street (First Reading). Jesse Silverstein, Development Research Partners, did an independent economic analysis and was available online for questions.

Applicant: Tony DeSimone, developer, presented additional details.

Public Comment: Andrew Wasson, resident, spoke in support.

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken, that Ordinance 2022-001 Approving the 22 Wilcox Street Redevelopment and Financing**

**between the Town of Castle Rock, the Castle Rock Downtown Development Authority and Riverwalk II, LLC (First Reading) be approved as presented. The motion passed by the following vote: 4 to 3**

**Yes:** 4 - Gray, Bracken, Hollingshead, LaFleur

**No:** 3 - Cavey, Johnson, Dietz

[RES 2022-060](#) Resolution Approving the Proposed First Amendment to the 2022 Fiscal Year Budget for the Castle Rock Downtown Development Authority

Kevin Tilson, Director of Downtown Development Alliance, proposed an amendment for the DDA 2022 Budget and a change to the bylaws requiring Town Council approval for the DDA Budget.

Public Comment: None

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken, to approve the resolution as introduced by title. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[RES 2022-061](#) Resolution Approving a Construction Contract with RME Ltd., LLC d/b/a Elite Surface Infrastructure for the Plum Creek Parkway Widening Phase 2 Project

Brian Kelley presented a recommendation for approval for a construction contract between the Town and RME (ESI) for the Plum Creek Parkway Widening Phase 2 Project. The Public Works Commission recommends approval.

Public Comment: None

**Moved by Councilmember LaFleur, seconded by Councilmember Johnson, to approve the resolution as introduced by title. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[RES 2022-062](#) Resolution Redefining Membership of the Parks and Recreation Commission

Jeff Bauer, Director of Parks and Recreation, explained the resolution redefining members of the Parks and Recreation Commission and removal of Teen Advisory as a voting member. The Parks and Rec Commission recommends approval.

Public Comment: None

**Moved by Councilmember LaFleur, seconded by Councilmember Hollingshead, to approve the resolution as introduced by title. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[APPT](#)  
[2022-004](#)

Appointments: Parks and Recreation Commission and Public Art Commission

**Moved by Councilmember Johnson, seconded by Councilmember Dietz, to approve the appointment of Ann O'Leary to the Parks and Recreation Commission and the Public Art Commission. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[ORD 2022-012](#) Ordinance Approving a Water Lease Agreement Between the Town of Castle Rock and the Town of Wiggins (First Reading) [Morgan County, Colorado]

Mark Marlowe, Director of Castle Rock Water, presented the Wiggins Lease to maximize water rights. The Castle Rock Water Commission and staff recommends approval.

Public Comment: None

**Moved by Councilmember LaFleur, seconded by Councilmember Johnson, that the Ordinance be approved as presented. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[RES 2022-063](#) Resolution Approving an Extraterritorial Water and Wastewater Service Agreement with Castlevue Baptist Church, Inc. [Crowfoot Valley Road near Macanta Development]

Castle Rock Water Director Mark Marlowe reported the extraterritorial agreements for water and waste water service with conditions. The Castle Rock Water Commission and staff recommends approval.

Pastor Thronson was available for questions.

Public Comment: None

**Moved by Councilmember Johnson, seconded by Councilmember LaFleur, to approve the resolution as introduced by title. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

## ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

None.

## ADJOURN

**Moved by Councilmember LaFleur, seconded by Councilmember Cavey, that the Town Council meeting be adjourned at 9 p.m. The motion passed by the following vote: 7 to 0**

**Yes:** 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz