



## **Town Council Meeting Minutes - Draft**

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

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**Tuesday, November 7, 2023**

**6:00 PM**

**Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
Phone in: 720-650-7664  
Meeting code: 2484 233 5522  
Access key: 66872686  
[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 2484 233 5522 (if prompted for a password enter "Nov7Council", or phone in access code: 66872686). 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. November 7, 2023, to be included in the public record.

### **COUNCIL DINNER & INFORMAL DISCUSSION**

### **INVOCATION**

### **CALL TO ORDER / ROLL CALL**

**Present:** 7 - Mayor Gray, Councilmember LaFleur, Councilmember Hollingshead, Councilmember Cavey, Councilmember Bracken, Councilmember Brooks, Councilmember Dietz

### **PLEDGE OF ALLEGIANCE**

Boy Scout Troop 260 led the pledge.

### **COUNCIL COMMENTS**

Mayor Gray acknowledged the recent passing of Roger Partridge, former Douglas County Commissioner.

Councilmember Hollingshead acknowledged the community outreach of the Police department and thanked the Cub Scouts for being present at the meeting.

Councilmember Cavey thanked staff for the recent district open house and

acknowledged public comments received as related to speeding and neighborhood traffic.

Councilmember Brooks acknowledged the local election and encouraged people to get their ballots voted.

Councilmember Dietz acknowledged the efforts of the Town in the upcoming snow and winter season.

Mayor Pro Tem Bracken announced his resignation as Mayor Pro Tem and suggested the appointment of Councilmember LaFleur to serve in that position for the remainder of the term.

Discussion confirmed that the appointee would serve in that capacity until the next election.

**Moved by Mayor Pro Tem Bracken, seconded by Mayor Gray that Councilmember LaFleur assume the responsibilities of Mayor Pro Tem for the remainder of the term.  
Motion passed by a vote of:**

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

[PROC  
2023-012](#)

**Proclamation: Crash Responder Safety Week, November 13-17, 2023**

(For Presentation - Approved on October 17, 2023, by a vote 7-0)

Mayor Gray presented the Crash Responder Safety Week proclamation.

## **UNSCHEDULED PUBLIC APPEARANCES**

Scott and Deborah Rhodus, residents, presented a petition to Council to address noise concerns of pickle ball courts in Town parks.

Dave Rhodus, resident, addressed Council with concerns related to park hours and the noise disturbance created by pickle ball courts.

Paul Bicknell, resident, addressed quality of life issues stemming from pickle ball court noise issues.

## **TOWN MANAGER'S REPORT**

[ID 2023-116](#)

**Update: Calendar Reminders**

Town Manager, Dave Corliss, highlighted upcoming events to include the Boards & Commission Appreciation Event to recognize Town volunteers and the annual Starlighting Event on November 18th. Corliss called attention to several neighborhood meetings scheduled for upcoming development proposals.

[ID 2023-117](#)

**Update: Third Quarter Financial Review, Period Ending September 30, 2023**

[ID 2023-118](#)

**Update: Third Quarter Major Projects**

[ID 2023-119](#)      **Update: Wireless Communications Facility (Cell Sites)**

[ID 2023-120](#)      **Update: Residential Unit Data (through September 30, 2023) with Potential Buildout Estimates**

[ID 2023-121](#)      **Development Services Project Updates**

Tara Vargish, Director of Development Services, introduced pre-applications for new development proposals to include a proposed fire station near the Cobblestone Ranch community and conversion of the Quality Inn on Wolfensberger Road to provide residential units for adults with disabilities. Also discussed were possible annexation proposals for parcels owned by CORE Electric, currently surrounded by Town jurisdiction.

[ID 2023-122](#)      **Update: Quasi-Judicial Projects**

## **TOWN ATTORNEY'S REPORT**

Mike Hyman, Town Attorney, announced new staff additions to the legal team.

## **ACCEPTANCE OF AGENDA**

**Moved by Mayor Gray, seconded by Councilmember Brooks to remove Item #33, Executive Session for Town Manager and Town Attorney Annual Performance Evaluations from the agenda, moving it to the next Council meeting.**

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

**Moved by Councilmember Bracken, seconded by Councilmember Hollingshead to Accept the Agenda as Amended: Motion passed by the following vote:**

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

## **CONSENT CALENDAR**

Mayor Gray offered congratulations to Matt Gohl and Commander Tim Gorman.

**Moved by Councilmember Bracken, seconded by Councilmember Hollingshead to Approve the Consent Calendar as Presented. Motion passed by the following vote:**

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

[ORD 2023-026](#)      **Ordinance Adopting the 2024 Budget for the Town of Castle Rock, Colorado (Second Reading - Approved on First Reading on October 17, 2023, by a vote 7-0)**

[ORD 2023-027](#)      **Ordinance Amending Chapters 3.16, 4.04, 13.12, 13.15, and 13.30 of**

**the Castle Rock Municipal Code By Changing Stormwater Development Impact Fees, Renewable Water Resource Fees, Water and Wastewater System development Fees, and Water, Water Resources, and Stormwater Rates and Surcharges (Second Reading - Approved on First Reading on October 17, 2023, by a vote 7-0)**

[ORD 2023-028](#) **Ordinance Levying General Property Taxes for the Year 2023, for 2024 Collection, for the Town of Castle Rock, Colorado (Second Reading - Approved on First Reading on October 17, 2023, by a vote 7-0)**

[ORD 2023-029](#) **Ordinance Levying General Property Taxes on Behalf of the Castle Rock Downtown Development Authority for the Year 2023, To Be Collected in 2024 (Second Reading - Approved on First Reading on October 17, 2023, by a vote 7-0)**

[ORD 2023-030](#) **Ordinance Repealing and Reenacting Article II of Chapter 3.04 of the Castle Rock Municipal Code Regarding Sales Tax and Amending Various Provisions of Article III of Chapter 3.04 of the Castle Rock Municipal Code Regarding Use Tax (Second Reading - Approved on October 17, 2023, by a vote 6-0) [*Sale and Use Tax Code Simplification - Standard Definitions, and Economic Nexus and Marketplace Facilitators*]**

[ORD 2023-031](#) **Ordinance Approving an Agreement Between ACM Dawson Trails VIII JV LLC and The Town of Castle Rock for the Exchange of Property Between the Two Entities, and the Grant of Temporary Easements to The Town to Facilitate the Construction of the Crystal Valley Interchange Project (Second Reading - Approved on First Reading on October 17, 2023, by a vote 7-0)**

[RES 2023-130](#) **Resolution Approving the Grant Agreement Between the Town of Castle Rock and the State Board of the Great Outdoors Colorado Trust Fund for the Colorado Front Range Trail Project**

[RES 2023-131](#) **Resolution Waiving Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Agreement with Trojan Technologies Corp for the Plum Creek Water Purification Facility Aria Membrane Filter #2 Module Replacement Project [*Serves entire Castle Rock Water Service Area with project occurring at Plum Creek Water Purification Facility, 1929 Liggett Road*]**

[RES 2023-132](#) **Resolution Approving a Construction contract between the Town of Castle Rock and 53 Corporation, LLC for the Tank 6B Site Restoration [*2803 S. Ridge Rd.*]**

[RES 2023-133](#) **Resolution Confirming the Designation of a Second Assistant Town Manager Position and Appointing an Additional Assistant Town Manager for the Town of Castle Rock (Matt Gohl)**

[PROC 2023-013](#) **Proclamation: Commander Tim Gorman Day** [For Council Action - Presentation on November 21, 2023]

[MIN 2023-020](#) **Minutes: October 17, 2023 Town Council Meeting**

## **ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS**

[ORD 2023-032](#) **Ordinance Approving the Fourth Amendment to the 2023 Fiscal Year Budget by Making Supplemental Appropriations for the 2023 Fiscal Year (Second Reading - Approved on First Reading on November 7, 2023 by a vote 7-0)**

Trish Muller, Finance Director, presented item to Council.

**Moved by Councilmember Cavey, seconded by Mayor Pro Tem LaFleur, to Approve ORD 2023-032 as presented. Motion passed by the following vote:**

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

[DIR 2023-030](#) **Discussion/Direction of the Public Safety Commission's Recommendations for the 2024 Philip S. Miller Resource Grant Program, Six Applications**

Pete Mangers, Assistant Director Budget & Revenue, introduced item before Council. Public Safety Commission Chair, Nate Marsh, reviewed the applications received for the Philip S. Miller Grants.

Councilmembers Cavey and Brooks acknowledged the diligent research done by the Public Safety Commission in evaluation of the applications submitted.

**Moved by Councilmember Cavey, seconded by Councilmember Brooks to Approve the Public Safety Commission's Recommendations and Award the 2024 Philip S. Miller Grant Program Monies as Presented: Motion passed by the following vote:**

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

[RES 2023-134](#) **Resolution Approving Downtown Historic Preservation Grants to the Castle Rock Chamber Foundation and J & L Rental, LLC**

Tara Vargish, Director of Development Services, presented item to Council. Brad Boland, Long Range Planner, was also present. The proposed Historic Preservation Grants help support property improvements that maintain the historic character of the Downtown area.

Councilmembers noted the Downtown stakeholders investment in the historic properties and acknowledged the satisfaction of Council being in a position to give back to the community through these grants.

**Moved by Mayor Pro Tem LaFleur, seconded by Councilmember Cavey to Approve RESO 2023-134 as presented. Motion passed by the following vote:**

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

## QUASI JUDICIAL HEARINGS

**[RES 2023-135](#) Resolution Approving a Site Development Plan for the Unity on Park Street Multi-family Residential Housing Project (Lot 3 Castle Park West, 1st Amendment) *[Wellspring Community, 884 Park Street]***

Vargish introduced item to Council. Wellspring is partnering with the Douglas County Housing Partnership to renovate the previous LaQuinta Inn located south of Wolfensberger Road from 60 + hotel rooms to 42 multi-family housing units for adults with intellectual and developmental disabilities.

Nicole DeVries, Executive Director Wellspring Community, and Artie Lehl, Deputy Director, Douglas County Housing Partnership presented to Council..

Damon Bunch addressed Council asking for their approval of this project.

**Moved by Councilmember Brooks, seconded by Councilmember Hollingshead to Approve RESO 2023-135 as presented. Motion passed by the following vote:**

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

**[RES 2023-136](#) Resolution Approving a Fee Waiver for the Unity on Park Street Multi-Family Residential Housing Development *[Wellspring Community, 884 Park Street]***

Vargish continued presentation to request a waiver of permitting and impact and system development fees in support of the multi-family residential housing development known as the Wellspring Community.

**Moved by Mayor Pro Tem LaFleur, seconded by Councilmember Cavey to Approve RESO 2023-136 as presented: Motion passed by the following vote:**

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

**[ORD 2023-033](#) Ordinance Annexing to the Town of Castle Rock, Colorado, 73.76 Acres of Land Located in the North Half of Section 26, Township 7 South, Range 67 West of the 6th Principal Meridian, Douglas County, Colorado, Pursuant to an Annexation Petition Submitted by 455 Alexander, LLC, and Tierra Investors, LLC (First Reading)**

*[Alexander Way Annexation]*

Vargish addressed Council identifying the proposed area for annexation to be located northeast of Home Depot and adjacent to the shopping plaza that includes Sprouts and Parry's Pizza, directly below Diamond Ridge Estates. The annexation proposes large lot single family detached units, 22 live work units and a proposed neighborhood park and open space dedication.

Lenn Haffeman, applicant, and Karen Henry with Henry Design Group made a presentation before Council.

Councilmembers inquired if studies were done to determine impacts on existing wildlife or protected species and also asked for clarification of fees identified in regard to traffic impact at area intersections.

Matt Call, non-resident, part owner of the seven acre parcel adjacent to the proposed annexation spoke in support of the proposed project.

Len Silverston and Annette Quintana, residents of Diamond Ridge, and Doug Taylor, resident of Puma Ridge, spoke in support of the proposed annexation.

Daniel Price, participating online, presented comments in support of the developer and the design concept.

Karen Oliver, resident of Silver Heights, endorsed Lenn Haffeman and the proposed annexation plan.

**Moved by Mayor Gray, seconded by Mayor Pro Tem LaFleur to Approve ORD 203-033 as presented. Motion Passed by the following vote:**

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

**ORD 2023-034 Ordinance Approving the Initial Zoning for 73.76 Acres of Land Located in the North Half of Section 26, Township 7 South, Range 67 West of the 7th Principal Meridian, Douglas County, Colorado, Pursuant to a Zoning Application Submitted by 455 Alexander, LLC, and Tierra Investors, LLC; and Approving the Rezoning of a 4.20 Acre Parcel of Land Adjacent Thereto (First Reading) *[Alexander Way Initial Zoning/Maher Ranch Parcel Rezoning]***

**Moved by Mayor Pro Tem LaFleur, seconded by Councilmember Hollingshead to Approve ORD 2023-034 as presented. Motion passed by a vote of:**

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

**ORD 2023-035 Ordinance Annexing to the Town of Castle Rock, Colorado, 5.31 Acres of Land Located in the North Half of Section 25, Township 7 South, Range 67 West of the 6th Principal Meridian, Douglas**

**County, Colorado, Pursuant to an Annexation Petition Submitted by the Town of Castle Rock, Colorado (First Reading) [Crowfoot Valley Road Annexation]**

Vargish presented the Crowfoot Valley Road Annexation to Council. Property is adjacent to Fire Station 155 and is currently owned by the Town and will be maintained as right of way for the Crowfoot Valley Road.

No Staff or public comment was received.

**Moved by Councilmember Brooks, seconded by Councilmember Cavey to Approve ORD 2023-035 as presented. Motion passed by the following vote:**

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

**[ORD 2023-036](#) Ordinance Approving the Initial Zoning for 5.31 Acres of Land Located in the North Half of Section 25, Township 7 South, Range 67 West of the 6th Principal Meridian, Douglas County, Colorado, Pursuant to a Zoning Application Submitted by the Town of Castle Rock, Colorado (Second Reading - Approved on First Reading on November 7, 2023 by a vote 7-0) [Crowfoot Valley Road Initial Zoning]**

**Moved by Councilmember Brooks, seconded by Councilmember Cavey to Approve ORD 2023-036 as presented. Motion passed by the following vote:**

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

## **ADDITIONAL ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS**

**[RES 2023-137](#) Resolution Naming the New Neighborhood Park in the Plum Creek North Neighborhood Emerald Park**

Jeff Brauer, Director Parks & Recreation addressed Council.

Councilmembers Dietz and Bracken commended Council, Town staff and the Parks & Recreation department on a job well done and thanked the community for their support and engagement in the process.

**Moved by Councilmember Dietz, seconded by Mayor Pro Tem LaFleur, to Approve RESO 2023-137 as presented. Motion passed by the following vote:**

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

**[RES 2023-138](#) Resolution Approving the 2023 Town of Castle Rock Public Art Strategic Plan**

Maia Yates, staff liaison to the Public Arts Commission, presented the item to Council.



Jennifer Perry, Chair of the Public Arts Commission, spoke to the plan representing the needs and wants of the community as well as building upon the future.

Councilmember Brooks strongly encouraged seeking funding for this initiative from the private sector as well as grant funding.

Councilmember Dietz acknowledged the work of the commission and expressed his thanks for their efforts.

Mayor Gray commented on the benefits of public art within our community.

**Moved by Mayor Pro Tem LaFleur, seconded by Councilmember Dietz to Approve RESO 2023-138 as presented. Motion passed by the following vote:**

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

[ORD 2023-037](#) **Ordinance Amending Chapter 15.12 of the Castle Rock Municipal Code, Adopting by Reference as a Primary Code the 2023 Edition of the National Electrical Code with Amendments; and Amending Chapter 15.28 of the Castle Rock Municipal Code, Adopting by Reference Miscellaneous Codes Relating to Conveyances and Accessible Buildings and Facilities (First Reading)**

Vargish introduced Jon White, Chief Building Official, who presented item to Council.

**Moved by Councilmember Brooks, seconded by Councilmember Hollingshead to Approve ORD 2023-037 as presented. Motion passed by the following vote:**

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

## ADJOURN

**Moved by Councilmember Bracken, seconded by Councilmember Hollingshead to Adjourn. Motion passed by the following vote:**

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

Meeting adjourned at 9:19 pm.

Submitted by:

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Robbie Schonher, Assistant Town Clerk