



## Town Council Meeting Minutes - Final

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

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**Tuesday, February 4, 2025**

**6:00 PM**

**Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)**

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

#### **INVOCATION**

Mayor Gray provided the invocation.

**Present:** 7 - Mayor Gray, Mayor Pro Tem Cavey, Councilmember Hollingshead, Councilmember Bracken, Councilmember Davis, Councilmember Brooks, Councilmember Dietz

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

#### **PLEDGE OF ALLEGIANCE**

#### **COUNCIL COMMENTS**

Mayor Gray announced the Rock of Hope Gala is tomorrow night for the cancer wing at the hospital and is grateful for getting a cancer center in town.

Councilmember Bracken thanked Public Works for breaking up an ice issue on the roads over the weekend.

Councilmember Dietz stated that we have a great country and remember pride and patriotism.

Mayor Pro Tem Cavey asked to bring the distance notifications item to Council. Corliss stated they will be doing a comparison with other jurisdictions and research costs, etc. and will have that come to Council next meeting. Cavey stated the tow truck issue is nothing to do with a tow truck, it has to do with gross vehicle weight. They will not be discussing changing the gross vehicle weight. Cavey noted there are no density caps on the ordinance regarding Brickyard. She requests staff provide information on that ordinance and have a discussion on the zoning.

*Consensus of Council to request staff provide information.*

[PROC  
2025-001](#)

**Proclamation: Bill Gernert Day** (For Presentation - Approved on January 21, 2025 by a vote 7-0)

Mayor Gray and Councilmember Brooks presented the Proclamation to Mr. Gernert.

## UNSCHEDULED PUBLIC APPEARANCES

Citizens that addressed Council

Mr. Gernert is with the Rotary, and thanked Council for all their help with the non-profits. 150 years ago, land was obtained for the courthouse, then the cemetery and The Depot. With the grant, they bought slide viewers to give to people that contain historical town photos.

## TOWN MANAGER'S REPORT

[ID 2025-014](#)

**Update: Calendar Reminders**

[ID 2025-015](#)

**Update: Legislative Update**

Kristin Read, Assistant Town Manager, provided an update.

**Moved by Mayor Pro Tem Cavey, seconded by Councilmember Dietz, to affirm staffs' recommended positions on State legislation as presented and direct staff to communicate the positions to the Town's legislative delegation. The motion passed by a vote of:**

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

[ID 2025-016](#)

**Development Services Project Updates**

Tara Vargish, Development Services Director, provided an update.

Mayor Pro Tem Cavey inquired about the school land. Vargish stated the town owns the property given from the developer, and the town could deed it back to the developer after the school district provides a letter that they do not need the land in the future.

[ID 2025-017](#)

**Update: Quasi-Judicial Projects**

[ID 2025-018](#)

**Update: Undeveloped Property Inquiries (through January 13, 2025)**

## TOWN ATTORNEY'S REPORT

[ID 2025-019](#)

**Town Attorney's Office Annual Report for 2024**

Mike Hyman, Town Attorney, provided their annual report.

## ACCEPTANCE OF AGENDA

Mayor Gray requested to move item 16 to item 13.5.

**Moved by Councilmember Brooks, seconded by Councilmember Dietz, to move item 16 to item 13.5. The motion passed by a vote of:**

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

## CONSENT CALENDAR

**Moved by Councilmember Bracken, seconded by Councilmember Hollingshead, to Approve the Consent Calendar as presented. The motion passed by a vote of:**

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

[ORD 2025-002](#) **Ordinance Amending Section 15.36.010 of the Castle Rock Municipal Code for the Purpose of Adopting by Reference as a Primary Code the 2025 Castle Rock Storm Drainage Design and Technical Criteria Manual (Second Reading - Approved on First Reading on January 7, 2025 by a vote 7-0) [Castle Rock Boundary]**

[ORD 2025-003](#) **Ordinance Amending Chapters 13.12 and 13.15 of the Castle Rock Municipal Code by Adding New Sections and Definitions Which Allow for the Implementation of Drought Rates (Second Reading - Approved on First Reading on January 7, 2025 by a vote 7-0) [Entire Castle Rock Water service area]**

[ORD 2025-005](#) **Ordinance Amending Various Provisions of Chapter 2.17 of the Castle Rock Municipal Code Regarding the Respective Roles of the Liquor Licensing Authority and the Town Clerk in the Liquor Licensing Process (Second Reading - Approved on First Reading on January 21, 2025 by a vote 7-0)**

[ORD 2025-006](#) **Ordinance of the Town Council of the Town of Castle Rock, Colorado, Vacating Certain Subdivision Plats and Associated Site Plans That Have Been Superseded By The Dawson Trails Planned Development Plan (Second Reading - Approved on First Reading on January 21, 2025 by a vote 7-0)**

[RES 2025-007](#) **Resolution Approving the 2025 Drought Management Plan [Entire Castle Rock Water Service Area]**

[MIN 2025-003](#) **Minutes: January 21, 2025 Town Council Meeting**

## QUASI JUDICIAL HEARINGS

[ORD 2025-007](#) **Ordinance Amending the Town of Castle Rock's Zone District Map by Approving the Brickyard Planned Development Plan and Zoning Regulations (First Reading)**

Jeff Brauer, Parks and Recreation Director, presented Ordinance 2025-007 and Ordinance 2025-008 together on the sports development center, and Tara Vargish, Development Services Director, will present on the land use; and David Corliss Town Manager, will present the financial aspect.

Motion to extend meeting at 9:25pm.

Frank Gray, Economic Development Council, supports this project and it fits with all the objectives and this is quality development.

Stephanie Boui is the ACC president and supports the project and aligns with their vision, residential options, and the hotel to host their visitors, and all the amenities it provides.

Mayor Pro Tem Cavey asked Tara to address the parking. Vargish stated it meets our code. The exact number of spaces is still being looked at.

Councilmember Hollingshead appreciates all the work on this to bring a special project.

Mayor Pro Tem Cavey inquired about the traffic study. Brauer stated that Vargish will go through that. They have two entrances and exits to the parking lot, south majority of users, and competitive teams on north entrance.

Tara Vargish, Development Services Director, presented information on the development agreement.

Mayor Pro Tem Cavey inquired about the area that is in the skyline ridgeline and this development does not violate it. Cavey inquired about the widening of Prairie Hawk and if we are making it four lanes. Vargish stated it is two with a center lane. Dan Sailer, Director of Public Works stated widening improvements will be evaluated. Cavey asked if Prairie Hawk will connect with Plum Creek. It is Miller's Landing obligation and on the east side is too close to the highway ramps. Cavey asked what the level of service is. Sailer stated it meets their requirements. Cavey asked if Praxis street is two lanes. Sailer initially it is two and plans to make it four in the future.

David Corliss, Town Manager, presented the financial analysis.

Tony DeSimone with Confluence and Dan Krane, Krane Architecture presented the project.

Citizens that addressed Council:

Manford Will a lot of his questions and concerns were addressed. He inquired bike lanes along Prairie Hawk drive. He feels the parking is not sufficient and is about 100 spaces short according to our code.

Clark Hammelman feels the housing options and amenities are desirable for older citizens wanting to downsize.

Chris supports the project.

Norman Smith is concerned with sufficient parking. They are currently looking at purchasing parcel(s) next to the rec center for pickle ball courts.

Calvin Anders works downtown and not retail space available and supportive for

more commercial space and residential opportunities.

Councilmember Dietz inquired about parking requirements.

Councilmember Davis inquired what buildings have parking structures and the bike path and the town is working on connecting under the underpass.

Mayor Pro Tem Cavey has concerns over parking.

Mayor Gray is supportive.

**Moved by Councilmember Bracken, seconded by Mayor Pro Tem Cavey, to Approve Quasi-Judicial Ordinance ORD 2025-007 as presented. The motion passed by a vote of:**

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

**[ORD 2025-008](#) Ordinance Approving the Brickyard Development Agreement and Vesting a Site-Specific Development Plan Through and Including March 1, 2045 (First Reading)**

**Moved by Councilmember Hollingshead, seconded by Councilmember Davis, to Approve Quasi-Judicial Ordinance ORD 2025-008 as presented. The motion passed by a vote of:**

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

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

**[ORD 2025-004](#) Ordinance Amending Section 10.12.020 and Chapter 10.16 of the Castle Rock Municipal Code Regarding Authorized Emergency Vehicles and Large Vehicle Parking (Second Reading - Approved on First Reading on January 21, 2025 by a vote 7-0)**

Matt Gohl, Assistant Town Manager, presented the item.

Councilmember Davis asked how heavy a tow truck is. A citizen replied it is rated for 16,000 pounds, a fire truck is 70-80,000 pounds, and a trash truck is 60-70,000 pounds.

Citizens that addressed Council:

Lindsay Gray spoke on the importance of tow trucks and being available to respond. She asks that emergency response tow trucks be exempt if they contract with the Police department.

Jason Gray has lived here for 32 years and worked at Westside since 2006 and now is owner. He has taken classes on communication, faster response, and faster clean up of roadways. These are goals by the state. Increasing response times is moving away from those goals. On-duty night and weekend drivers will be cut in half to only those drivers that can park on private property. Immediate response times are necessary and required. He asked not to have to choose between which municipality they can respond to.

Tom Johanns owned Westside Towing for 20 years. They contract with the city, state and county. The ETA's are impacted by adding 40 minutes to response times. They have owned it for over 36 years between them and never had issues. DOT provides information on secondary accidents. They are open to improving if someone comes to them. He asks Council to reconsider and amend to allow contracted trucks.

Michael Morgan and his family have been here 90 years and he has worked for Westside for 10 years, has parked in front of his house, and none of his neighbors have a problem with it.

Robert Cooper asked Council what is an acceptable amount of time; and how long can we leave our family or fire or police waiting for a response. He asked Council to help them get there sooner and get everyone home safe.

Councilmember Hollingshead asked if there is property that can be used for parking these vehicles.

Councilmember Brooks asked if the ordinance could be amended to allow trucks that are contracted with the Town. Corliss stated they would have to amend the ordinance and confirmed the Town has a contract with Westside Towing. The issue is the weight, that they are not allowed to park on Town streets. It is an existing law and they respond on a complaint basis. The Town could entertain options to park on Town property, but it is not where the operators live so they still have to drive there. If Council wants to have an exemption for tow trucks contracted with the Town, they can amend and bring back.

Councilmember Bracken would like to hear from Mayor Pro Tem Cavey and what she thinks about the impact in her area and if this changes her position. Cavey stated she is sympathetic and realize that Westside contracts with the Town, and we have signs on our streets nothing over 10,000 pounds. She doesn't want to hurt their business or our community; but doesn't want to impact our neighborhoods.

Bracken doesn't feel it is the municipal responsibility to provide parking for them; however, we rely on them to service our community. He proposes they extend this out to come up with a solution.

Councilmember Dietz does not consider a tow truck an emergency vehicle. Dietz asked if we allow tow truck companies, who else do we allow to park around Town. Corliss stated they have legislative authority and agreed that they are part of the emergency response. Dietz retracted his motion and deferred to Bracken's suggestion.

**Moved by Councilmember Dietz, seconded by Mayor Pro Tem Cavey, to extend Ordinance ORD 2025-004 to a future meeting. The motion failed by a vote of:**

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

[ORD 2025-009](#) **Ordinance Amending Various Sections in Chapters 17.38 And 17.42 of the Castle Rock Municipal Code Regarding the Authority of The Design Review Board (First Reading)**

Tara Vargish, Director of Development Services, presented the item regarding the

Downtown Overlay District and amending the code to limit Design Review Board approval of developments of less than 10,000 square feet and clarifying non-material amendments approved administratively. Vargish wanted to clarify if the 10,000 square feet is the addition, or is it the total square feet of the entire site.

Mayor Pro Tem Cavey voiced her intent was just for the new area.

Councilmember Dietz clarified wording in the Ordinance that refers to Director that it means the Director of Development Services.

Citizens that addressed Council:

Chuck Koper is in support.

**Moved by Mayor Gray, seconded by Mayor Pro Tem Cavey, to Approve Ordinance ORD 2025-009 as presented. The motion passed by a vote of:**

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

#### [DIR 2025-006](#)

#### **Discussion/Direction: Town of Castle Rock Rising Star Scholarship**

Becca Schnorr, Castle Rock Youth Commission, presented the item.

Councilmember Dietz stated the initial scholarship is coming out of the youth commission budget and the future would look to partner with businesses.

No public comment.

**Moved by Councilmember Dietz, seconded by Councilmember Davis, to Direct staff to implement the Town of Castle Rock rising star scholarship as proposed.. The motion passed by a vote of:**

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

#### [DIR 2025-007](#)

#### **Discussion/Direction: Artificial Intelligence (AI) Leak Detection, Equipment and Services Acquisition Agreement with Digital Underground Solutions [Cobblestone Ranch Subdivision]**

Mark Marlowe, Director of Castle Rock Water, presented the item.

No public comment.

### **ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**

None.

### **ADJOURN**

Meeting adjourned at 10pm.

**Moved by Mayor Pro Tem Cavey, seconded by Councilmember Davis, to Adjourn. The motion passed by a vote of:**

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