



## 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, October 4, 2022

6:00 PM

Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
Phone in: 720-650-7664  
Meeting code: 2482 309 5600  
[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 2482 309 5600 (if prompted for a password enter "Oct4Council"). 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, or to submit comments in writing online, by 1:00 p.m. October 4, 2022, to be included in the public record.

### COUNCIL DINNER & INFORMAL DISCUSSION

#### CALL TO ORDER / ROLL CALL

**Present:** 6 - Mayor Gray, Mayor Pro Tem Bracken, Councilmember Hollingshead, Councilmember Cavey, Councilmember Johnson, Councilmember Dietz

**Not Present:** 1 - Councilmember LaFleur

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember Johnson to recess to executive session**

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

**Not Present:** 1 - LaFleur

#### RECESS TO EXECUTIVE SESSION

[EXEC](#)  
[2022-003](#)

**Executive Session: Discussion of potential acquisition of the parcel of real property located at 312 Cantril Street (the Cantril School Building)**

**INVOCATION - Brian Winter, Christ's Episcopal Church**

#### CALL TO ORDER / ROLL CALL

**Present:** 6 - Mayor Gray, Councilmember Cavey, Councilmember Hollingshead, Councilmember LaFleur, Councilmember Johnson, Councilmember Dietz

**Not Present:** 1 - Mayor Pro Tem Bracken

## PLEDGE OF ALLEGIANCE

## COUNCIL COMMENTS

Mayor Pro Tem Bracken joined the meeting in progress.

Mayor Gray recognized October as Breast Cancer Awareness Month.

Councilmember LaFleur noted recent community events that recognized individuals for their commitment and service to Castle Rock.

Councilmember Johnson thanked Town staff for addressing sidewalk issues in Castlewood Ranch.

Councilmember Dietz acknowledged Police and Fire personnel and stated that public safety is paramount for our community.

Mayor Pro Tem Bracken clarified his position on dispensaries in our community.

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

[EXEC  
2022-004](#)

### **Executive Session Report: October 4, 2022**

Mayor read report into the record.

[PROC  
2022-009](#)

### **Proclamation: Fire Prevention Week October 9-15, 2022 (For Presentation - Approved on September 20, 2022 by a vote 7-0)**

Mayor Gray read the proclamation into the record and led a round of applause in recognition of Fire Prevention Week.

## UNSCHEDULED PUBLIC APPEARANCES

No public comment received.

## TOWN MANAGER'S REPORT

[ID 2022-103](#)

### **Update: Calendar Reminders**

Town Manager, Dave Corliss, highlighted the Crowfoot Valley Road widening project open house in conjunction with Douglas County to be held October 27th at Fire Station 155. Neighborhood meetings for the annexation of Canyons Far South and rezoning of Lanterns (Montaine) were noted as well as upcoming community events.

[ID 2022-104](#)

### **Update: Residential Unit Data (through June 30, 2022) with Potential Buildout Estimates**

**[ID 2022-105](#) Development Services Project Updates**

Tara Vargish, Director Development Services, highlighted pre-applications recently received for building projects within the Town as well as a request for approval of a detached accessory dwelling unit at 544 Senter Drive, currently under departmental review.

**[ID 2022-106](#) Update: Quasi-Judicial Projects****TOWN ATTORNEY'S REPORT**

No report.

**ACCEPTANCE OF AGENDA**

Moved by Councilmember Johnson, seconded by Councilmember Hollingshead, to Approve the Agenda as presented. The motion passed by the following vote:

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

**CONSENT CALENDAR**

**[ORD 2022-021](#) Ordinance Adopting the 2023 Fiscal Year Budget for the Town of Castle Rock, Colorado (Second Reading - Approved on First Reading on September 20, 2022, by a vote 7-0)**

**[ORD 2022-022](#) Ordinance Amending Chapters 3.16, 13.12 and 13.30 of the Castle Rock Municipal Code by Changing Stormwater Development Impact Fees, Water, Water Resources, and Stormwater Rates, and Meter Set Fees (Second Reading - Approved on First Reading on September 20, 2022 by a vote 7-0) [Entire Town of Castle Rock and extraterritorial service areas]**

**[ORD 2022-023](#) Ordinance Levying General Property Taxes for the Town of Castle Rock, Colorado, for the Year 2022, to be Collected in 2023 (Second Reading - Approved on First Reading on September 20, 2022 by a vote 6-0)**

**[ORD 2022-024](#) Ordinance Levying General Property Taxes on Behalf of the Castle Rock Downtown Development Authority for the Year 2022, To Be Collected in 2023 (Second Reading - Approved on First Reading on September 20, 2022 by a vote 7-0)**

**[RES 2022-108](#) Resolution Appointing Directors to the Boards of Directors of Dawson Ridge Metropolitan District Nos. 1 and 5**

**[MIN 2022-016](#) Minutes: September 6 and September 20, 2022, Town Council Meetings**

Moved by Mayor Pro Tem Bracken, seconded by Councilmember Dietz to approve the Consent Calendar as read. The motion passed by a vote of:

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

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

[RES 2022-109](#) **Resolution of the Town Council of the Town of Castle Rock Expressing its Support for the Douglas County School District's 2022 Mill Levy Override and Bond Initiatives**

No public comment received.

Mayor and members of Council affirmed their support of the resolution.

Moved by Councilmember LaFleur, seconded by Councilmember Dietz, to Approve Resolution 2022-109 as presented. The motion passed by the following vote:

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

**No:** 1 - Cavey

[RES 2022-110](#) **Resolution Approving the 2023-2027 Five-Year Capital Improvement Program for the Town of Castle Rock**

Town Manager, Dave Corliss, presented the Five-Year Capital Improvement Program and Balanced Financial Plan agenda items to Council.

Discussion from Council highlighted Town funding of capital projects through impact fees as well as continued efforts focused on utilizing additional funding avenues to include project partners, developers and federal grants.

Moved by Councilmember LaFleur, seconded by Councilmember Johnson, to Approve Resolution 2022-110 as presented. The motion passed by a vote of:

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

[RES 2022-111](#) **Resolution Approving the 2023-2027 Balanced Financial Plan for the Town of Castle Rock**

Moved by Councilmember Johnson, seconded by Councilmember LaFleur, to Approve Resolution 2022-111 as presented. The motion passed by a vote of:

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

[ORD 2022-028](#) **Ordinance Approving the Third Amendment to the 2022 Fiscal Year Budget by Making Supplemental Appropriations for the 2022 Fiscal Year, and Providing for the Emergency Adoption of this Ordinance on Second and Final Reading (First Reading)**

Pete Mangers, Assistant Director Budget & Revenue presented item to Council.

Discussion confirmed that the budget amendment reflected a total increase to the previously approved 2022 budget which remains balanced with revenues in

surplus of anticipated expenditures.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Hollingshead, to Approve Ordinance 2022-028 as presented. The motion passed by the following vote:**

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

[RES 2022-112](#) **Resolution Approving a Construction Contract with Native Sun Materials Inc., d/b/a Native Sun Construction for the Colorado Front Range Trail Project**

Item was introduced to Council by Jeff Brauer, Director of Parks & Recreation.

The Colorado Front Range Trail project was initiated by Colorado Parks & Wildlife in 2003. The Town positioned itself to take advantage of available funding early on to maximize trail opportunities to build the Front Range Trail alignment through Castle Rock.

The concrete trail is five miles long and is ten foot wide to accommodate multiple users and activities.

Project completion is scheduled for 2023.

No public comment received.

**Moved by Councilmember Cavey, seconded by Councilmember LaFleur, to Approve Resolution 2022-112 as presented. The motion passed by the following vote:**

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

[RES 2022-113](#) **A Resolution Approving the Town of Castle Rock Designated Truck Routes**

Dan Sailer, Director of Public Works introduced item to Council seeking formal approval of designated truck routes within the Town.

Discussion addressed community feedback received from residential neighborhoods that border the proposed truck routes. Sailer emphasized that effort was made to minimize noise and volume impacts for impacted neighborhoods and noted the increase in volume was forecasted to be very minimal.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Hollingshead, to Approve Resolution 2022-113 as presented. The motion passed by the following vote:**

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

**No:** 1 - Johnson

[ORD 2022-027](#) **Ordinance Vacating a Portion of Brookside Circle Lying Within the Brookside Business Center Planned Development and Located in the Northeast Quarter of Section 14, Township 8 South, Range 67 West, Town of Castle Rock and a Portion of Brookside Circle as Unplatted Row Located in the Southeast Quarter of Section 15, Township 8 South, Range 67 West, Town of Castle Rock (First Reading)**

Tara Vargish, Director Development Services presented the agenda item. The property identified is owned by Foundation Automotive Group and for purposes of redevelopment of the area, they are requesting vacation of the right of way.

Council discussion opened a conversation related to right of way vacations as related to possible fees or associated costs, however it was clarified that this right of way was previously given to the Town by the developer.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Dietz, to Approve Ordinance 2022-027 as presented. The motion passed by a vote of:**

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

**No:** 1 - Dietz

## **ADJOURN**

Meeting adjourned at 7:37 p.m.

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember LaFleur to Adourn. The motion passed by the following vote:**

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

Submitted by:

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Robbie Schonher, Assistant Town Clerk