



**Town of Castle Rock  
100 North Wilcox Street  
Castle Rock, CO 80104**

Mayor Jennifer Green  
Mayor Pro Tem Renee Valentine  
Councilmember Jess Loban  
Councilmember James Townsend  
Councilmember Jason Bower  
Councilmember George Teal  
Councilmember Brett Ford

**Town Council Meeting Minutes - Draft**

---

**Tuesday, June 20, 2017**

**6:00 PM**

**Council Chambers**

---

**This meeting is open to the public. All times indicated on the agenda are approximate. Interested parties are encouraged to be present earlier than the posted time.**

**CALL TO ORDER / ROLL CALL**

Mayor Green called the meeting to order at 6:02pm.

**Present:** 6 - Council Member Loban, Council Member Townsend, Mayor Green, Council Member Bower, Mayor Pro Tem Valentine, and Council Member Teal

**Not Present:** 1 - Council Member Ford

**PLEDGE OF ALLEGIANCE**

**COUNCIL COMMENTS**

Valentine reminded citizens of the free concerts at Philip S Miller Park.

Bower publically thanked Town staff and department heads who attended his two open houses last week and reminded citizens of the Fact or Fiction page on the website where citizens can receive answers on various inquiries.

Loban wanted to raise awareness about the rise in tick bites this year.

Green noted concert and car show thanking the Downtown Alliance for a well attended event, along with the concert at Philip S Miller Amphitheater selling a record number of tickets. The next concert is scheduled for September 2nd and can be found on the Town website.

[PROC  
2017-011](#)

**Proclamation: Smart Irrigation Month**

Townsend presented the Smart Irrigation Month proclamation to Mark Marlowe, Director of Castle Rock Water. Marlowe encourage citizens to reduce watering times when possible and that the most efficient watering times are before 8am and after 8pm.

**UNSCHEDULED PUBLIC APPEARANCES**

The following citizens spoke:

Anthony Scaffidi - Spoke of his concern of the tennis courts being converted to pickle ball courts.

Wally Godby - Referenced two Exhibits he gave to Council with concerns over the inspection process and permitting for non-profits. Staff will follow up with Mr.

Godby and will respond back to Council after it is researched.

**ID 2017-044      Exhibit A and B filed with Clerk from Citizen during Unscheduled Public Hearing**

## TOWN MANAGER'S REPORT

[ID 2017-036](#)      **Update: 2017 First Quarter Financial Review, Period Ending March 31, 2017**

Corliss stated the Town's financial position remains strong. Revenue down slightly, but sales tax is up. Expenditures reflect timing of capital projects and are all in line with staff executing the budget as Council approved.

[ID 2017-037](#)      **Update/Presentation: 2016 Design Award Program (Presentations)**

Detweiler gave a presentation of the program goal and the Design Review Team. The community was solicited resulting in 40 nominations. Members of the Team announced the winners with Mayor Green presenting them with their plaques:

Large Commercial - The Shoppes at Promenade  
Small Commercial - Montana Vista  
Downtown New Construction - Mirage Dental  
Commercial Remodel Facade - Union American Bistro  
Community Character/Sense of Place - MAC Amphitheater, Millhouse & Splash Pad  
Neighborhood Project/Enhancement - Terrain Swim Club and Dog Park  
Environmental - The Move  
Public Facility - Aspen View Academy  
Historic Preservation - 208 North Cantril Street

[ID 2017-038](#)      **Update: 2017 Water Quality Report**

Marlowe gave an update on water quality. The annual report along with reports from the last 3-4 years are on the website. Marlowe stated that Castle Rock goes beyond the federal and state requirements and tracks customer complaints against national benchmarks showing they are in the top 25%.

[ID 2017-039](#)      **Update: Plum Creek Water Reclamation Authority Plant Expansion**

Marlowe updated Council on the plant expansion. Construction is to begin in 2018/2019 with costs estimated at about \$40M which is funded by system development fees.

[ID 2017-040](#)      **Update: Quasi-Judicial Projects**

Corliss referenced the report in the packet and a new project of continued development in the Meadows Town Center.

[ID 2017-041](#)      **Update: Monthly Department Reports**

Corliss referenced the reports in the packet.

## TOWN ATTORNEY'S REPORT

No report.

## ACCEPTANCE OF AGENDA

**Valentine moved, seconded by Bower, to Accept the Agenda. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

## CONSENT CALENDAR

**Valentine moved, seconded by Bower to approve the Consent Calendar as read. The motion passed by a vote of:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

[MIN 2017-010](#) **Minutes: June 6, 2017 Town Council Meeting**

[ORD 2017-019](#) **Ordinance Approving the Second Amendment to the 2017 Budget Authorizing Changes for Year 2017** (Second Reading - Approved on First Reading on June 6 with a vote of 7-0)

## QUASI JUDICIAL HEARINGS

Green read the Quasi-Judicial Items into the record for Castle Rock Industrial Annexation and the Calvary Chapel Annexation and read the quasi-judicial script. No conflicts from Council were identified.

## Castle Rock Industrial Park Annexation

[ORD 2017-020](#) **Ordinance Annexing to the Town of Castle Rock, Colorado a 4.568 Acre Property Located in the Northeast One-Quarter of Section 34, Township 7 South, Range 67 West of the Sixth Principal Meridian, County of Douglas, State of Colorado (Castle Rock Industrial Park Annexation) [West of Ligget Road and Highway 85]** (First Reading)

Detweiler presented the Castle Rock Industrial item showing the map, existing conditions, surrounding zoning and land uses, proposed zoning change to I-2, staff analysis for compatibility and opportunities for employment, and that it meets the objectives and recommended approval. A neighborhood meeting was conducted and the resident that attended agreed with the use.

The applicant, Mike Humphrey, gave a presentation showing current views of the site and conceptual building elevations for a mixed office/warehouse concept with future expansion. Demolition has begun to prepare the site for development.

Loban confirmed that obtaining utilities would be part of the development.

No public comment.

**Loban moved, seconded by Teal, that Ordinance No. 2017-020 be approved on first reading as introduced. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**[ORD 2017-021](#) Ordinance Amending the Town's Zone District Map by Designating the Castle Rock Industrial Park Annexation Property as I-2 General Industrial (First Reading)**

**Loban moved, seconded by Bower, that Ordinance 2017-021 be approved on first reading as introduced. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**Calvary Chapel Annexation**

**[ORD 2017-017](#) Ordinance Annexing to the Town of Castle Rock, Colorado a 5.4346 Acre Parcel Located in the Southwest ¼ of Section 1, Township 8 South, Range 67 West of the 6th Principal Meridian, Douglas County, State of Colorado (Second Reading - Approved on First Reading on June 6 with a vote of 7-0) [*Calvary Chapel Annexation - 5th Street and Woodlands Boulevard*]**

Detweiler gave a presentation summarizing the site, surrounding development, proposed uses, preliminary PD site plan, and that any future development of the property would require a site plan. Detweiler clarified the developer's obligations in the development agreement. The applicant was available for any questions.

No public comment.

**Loban moved, seconded by Teal, that Ordinance 2017-017 be Approved as read. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**[ORD 2017-018](#) Ordinance Amending the Town's Zone District Map by Approving the Calvary Chapel Castle Rock Planned Development Plan and the Calvary Chapel Planned Development Plan Zoning Regulations (Second Reading - Approved on First Reading on June 6 with a vote of 7-0) [*Calvary Chapel PD Zoning - 5th Street and Woodlands Boulevard*]**

Teal moved, seconded by Bower, that Ordinance 2017-018 be Approved as read. The motion passed by the following vote:

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

[RES 2017-052](#) **Resolution Approving the Calvary Chapel Castle Rock Annexation and Development Agreement [Calvary Chapel Castle Rock Annexation]**

Bower moved, seconded by Loban, that Resolution 2017-052 be Approved as read. The motion passed by the following vote:

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

## ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[ORD 2017-022](#) **Ordinance Making a Technical Correction to the Miller's Landing Public Finance Agreement between Citadel Development, LLC, the Town of Castle Rock, the Miller's Landing Business Improvement District and the Castle Rock Urban Renewal Authority by Amending Exhibit A Thereto and Making a Conforming Amendment to Ordinance No. 2017-003; and Providing for Its Emergency Adoption on First and Final Reading**

Slentz referenced the previous presentation of this item at the Castle Rock Urban Renewal Authority. An Ordinance is required for approval; and staff is asking to adopt the Ordinance by emergency.

No public comment.

Teal feels it is appropriate to do this as an emergency adoption as it is a minor correction.

Teal moved, seconded by Valentine, that Ordinance 2017-022 be Approved as read on Emergency Adoption. The motion passed by the following vote:

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

[ID 2017-042](#) **Update/Presentation: I-25 South Planning & Environmental Linkages Project**

Corliss turned over the presentation to Bob Goebel, Director of Public Works and Charles Attardo from CDOT.

Goebel thanked Jennifer Webster for coordinating and for Councilmember Teal for serving on the steering committee. Goebel introduced Chuck Attardo from CDOT.

Attardo is a 17 year Castle Rock resident and complimented Goebel as a

tremendous partner for the past 10 years working with CDOT, and acknowledged Councilmember Teal for serving on the steering committee that guides their project decisions.

Attardo stated this piece of interstate links our two major cities, and part of it is only two lanes. There are long term needs but near term relief is needed. The PEL helps identify concerns and develop cost estimates. Segment 1 is the Gap - 18 miles north to Plum Creek Parkway and is the focus of the PEL. Concerns are safety, reliability for travel times, and mobility with no alternatives with delays increasing. They have identified alternative elements with travel lanes, transit and alternate routes; operational improvements; and segment elements. Express lanes offer additional travel choices and Attardo provided a graphic demonstrating improvement to I-70 with express lanes. Transit Elements include high speed rail and to improve Bustang. High speed rail was looked at for Pueblo to Ft. Collins and west to Eagle airport. Alignment in Castle Rock was studied for the east side of I-25. Segment 1 improvements are planned for 2019 if funding is received. The project funding is not guaranteed, and Attardo encouraged the Town to reach out to the CDOT Commissioners and staff. Attardo also informed citizens to visit their website and download their app to receive travel alerts.

Green asked if the Town could link this presentation to our website.

Green clarified that high speed rail is not the same as light rail. Light rail speed is about 40 mph with numerous stops, commuter rail is approximately 60 mph with fewer stops; and high speed rail has minimal stops with high speeds.

Green asked if Bustang will stop in Castle Rock. Goebel hopes to partner with Alberta development to get a stop near the Promenade temporarily until a permanent location can be identified.

Townsend commended Councilmember Teal on his work on this.

Teal asked if they could send us the graphic presentations that demonstrate issues and possible results. Attardo will get those to Council.

Corliss inquired about the interchange at Crystal Valley Parkway and the west side of I-25. Attardo stated he worked on that project in 2004. The Crystal Valley Interchange and the frontage roads are all part of the PEL to include in the operational analysis; but the Crystal Valley Interchange is a developer funded project.

Goebel asked to draft a letter for Council signature to request a meeting with CDOT to go over our ideas and alternatives.

Green asked if we could have an open house to get information out to the citizens. Corliss stated we could have an open house or have CDOT presence at some of our upcoming events.

No public comment.

**(RFP)**

Corliss stated the Town has received a couple of inquires from developers for the use of the Townhall parking lot for a public-private interest and to obtain additional public parking spaces; and would like Council direction to proceed with an RFP to solicit interest from others.

Kevin Tillson, Director of Castle Rock Downtown Alliance stated their job is to present opportunities. An RFP would create a fair and level playing field that will benefit the Town, the downtown and the private developer. Facade grants have been awarded to most of the properties south of Townhall, and along with the park improvements, there will be a need for more public parking and an RFP would be a good way to review that.

Bower feels it is a good opportunity to partner with someone that could add more public parking. In the interest of transparency, feels an RFP is appropriate.

Loban raised concern over private development on Town property.

No public comment.

**Bower moved, seconded by Loban, to proceed with an RFP. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**Finance****[DIR 2017-029](#)****Discussion/Direction: Applications for the Council Community Grant Program for the 2nd Quarter 2017 (4 Applications)**

Muller gave an overview of the Community Grant program, budget from the Town Council budget, and presented the four organizations requesting grants.

Castle Rock Chorale, Castle Rock Orchestra, Douglas County Veterans Monument Foundation, Spellbinders.

The following citizens spoke:

Matthew Rose, Music Director of the Castle Rock Orchestra stated they are in their 11th year. They have approximately 50 adults and their season is from October - May with typically over 100 attendees. They have an \$8,000 annual budget, and receive grants from the IREA but do not qualify for SDFC funding. They are also a member of the Road Rangers to clean up the roadway.

Vance Hayes, Castle Rock Chorale. They have been around for about 5 years, and augment the costs by donations, ticket sales and member contributions. They put on a spring and winter concert and perform at various events. They are actively seeking new members.

Nick Lucey with the Douglas County Veterans Monument Foundation. The

foundation is more than about the monument itself. There are over 20,000 veterans in Douglas County that they assist.

Suzanne Opp with Spellbinders thanked Council for considering their proposal. They promote literacy, character development and bring the intergenerational community together. They were connected with the Library and are now becoming an independent organization. They are hoping to make more student contacts with this funding.

**Teal moved, seconded by Loban to approve the grant to the Douglas County Veterans Monument Foundation. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**Valentine moved, seconded by Townsend to approve the grant to the Castle Rock Chorale. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**Loban moved, seconded by Bower to approve the grant to the Castle Rock Orchestra. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

**Bower moved, seconded by Teal to approve the grant to the Spellbinders organizatoin. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

#### [ID 2017-043](#)

#### **Presentation: 2016 Comprehensive Annual Financial Report**

Muller thanked Christie Guthrie and her team for their work and introduced the auditors from Eide Bailly.

A summary of their findings was presented stating the Town received a Clean "Unmodified" Opinion - the best opinion you can receive. The auditors referenced their 3 page Auditors Report and their 4 page Letter to Governance which show their findings in detail.

No public comment.

### **Development Services**

#### [DIR 2017-030](#)

#### **Discussion/Direction: Town Representation on Douglas County Housing Partnership Board**

Detweiler asked for direction on filling the vacancy on the Douglas County Housing Partnership Board. He stated citizen Ken Kania was term limited; and Julie Kirkpatrick is the staff representative. Detweiler stated the responsibilities



and meeting times and presented three options for discussion - appoint Councilmember, citizen, or advertise the vacancy.

Detweiler stated each municipality has 2 representatives to the group; and both are voting members. Detweiler stated that membership in the past was handed down to the next citizen interested and no interviews were conducted.

Teal would like to consider appointing a Councilmember and would like to nominate Councilmember Loban. They make policy and decide budget; and this board was involved in the CDBG funding last year highlighting the importance of having a Councilmember on the board to vote in our interest and to bring issues to Council's attention. Teal clarified that this term would be for 2 years for a total of three terms if reappointed. As this is not an internal Town board, his preference is not advertising for the position.

Loban expressed his desire to serve on this board, his interest in housing issues, and confirmed he would be available to attend the meetings.

Green spoke in favor of interviewing applicants and likes having resident engagement and involvement.

Townsend restated that he would rather have someone appointed that represented the Council views.

Valentine would like to open it up for interviews, but if we have a Councilmember that is willing to do it and commit to it; she would support it.

Citizens that spoke on this issue:

Ethan Myer asked if they can be recalled from that position if appointed; and if they open it up to interviews, do they have to choose from those applicants.

Green responded that ultimately it is up to Council to decide.

Valentine thanked Ken Kania for his service.

**Teal moved, seconded by Townsend, to appoint Councilmember Loban as a voting member to the Douglas County Housing Partnership. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

## **Public Works**

### **[RES 2017-053](#) Resolution Approving a Construction Contract Between the Town of Castle Rock and K.E.C.I. Colorado Inc. for the Third Street and Perry Street Roundabout Intersection Improvement Project**

Goebel recommended award of a construction contract for the roundabout at 3rd and Perry Street presenting the scope which would involve doing one quadrant at a time providing pedestrian detours. The final element will be the center of the

roundabout. The splitter islands will be the last to be done. The project budget of about \$1M will have remaining funds of over \$300k because of savings realized by changing it to a mini roundabout. Approximately \$50,000 of that savings will be used for landscaping. Work is scheduled to begin June 21 and finishing end of August.

Bower asked if this is the company that did the concrete work on North Wilcox. Goebel stated it was not, but they have worked with them in the past. This contract would be with KECI who has good references from constructing mini roundabouts in Lakewood.

Bower only had one resident with concerns of nighttime construction that they offered accommodations to.

**Green moved, seconded by Valentine, that Resolution 2017-053 be Approved as read. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

## Water

### [RES 2017-054](#) **Resolution Approving a Construction Contract with American West Construction, LLC for the Plum Creek Parkway at Sellars Gulch Bridge Rehabilitation Project [*West of Lake Gulch Road and Plum Creek Parkway*]**

Marlowe presented this stormwater project which is funded by a fee in water bills. This project has identified savings of 25% and will extend the life of the culvert by 20 years. They will use the spincast method that sprays concrete inside the culvert to support and reinforce the existing structure. They have received a CDOT grant that will pay 80% of the costs which will then reduce the expense to our customers. The project is located between Holmby Court and Lake Gulch Road on Plum Creek, will be done on the side of the road, and will take approximately 60 days.

**Townsend moved, seconded by Loban, that Resolution 2017-054 be Approved as read. The motion passed by the following vote:**

**Yes:** 6 - Loban, Townsend, Green, Bower, Valentine, and Teal

**Not Present:** 1 - Ford

## **ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**

None.

## **ADJOURN**

Mayor Green adjourned the meeting at 9:25 pm