



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

Mayor Paul Donahue  
Mayor Pro Tem Jennifer Green  
Mark Heath  
Chip Wilson  
Renee Valentine  
George Teal  
Brett J. Ford

**Town Council Meeting Minutes**

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**Tuesday, November 17, 2015**

**6:00 PM**

**Council Chambers**

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**CALL TO ORDER / ROLL CALL**

Mayor Donahue called the meeting to order at 6:03 PM

**Present:** 6 - Council Member Ford, Council Member Valentine, Mayor Donahue, Mayor Pro-Tem Green, Council Member Wilson, and Council Member Heath

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

**PLEDGE OF ALLEGIANCE**

Representatives from Boy Scout Troop 780 led the Pledge of Allegiance

**COUNCIL COMMENTS**

Except as otherwise noted, items presented were informational only, and did not require direction from or action by the Town Council.

1) Mayor Donahue requested a moment of silence in honor of State Trooper, Jaimie Jursevics, who was killed while investigating an accident on I-25 just south of Castle Rock.

*2) It was the consensus of Council to direct staff to reach out to the community to seek design ideas which would help protect the Star from vandalism.*

**3) Donahue moved, seconded by Valentine, to direct staff to draft a letter for the Mayor's signature to be sent to Governor Hickenlooper and Colorado's other state and federal elected officials, requesting that extreme caution be used when accepting Middle Eastern refugees into the State of Colorado.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

[ID 2015-278](#)

Executive Session Report: November 3, 2015

Mayor Donahue read the following statement into the record:

An Executive Session was held at the conclusion of the November 3, 2015 regular Town Council meeting. The Executive Session was held for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations and instructing the Town's negotiators on a letter of intent, potential lease agreement and financial agreement with P3 Advisors, LLC for a potential public/private

partnership at Philip S. Miller Park.

In addition to members of Town Council, the participants in the Executive Session were: Town Manager Dave Corliss, Town Attorney Bob Slentz, Parks & Recreation Director Jeff Brauer, and Finance Director Trish Muller.

If anyone believes that any substantial discussion of any matters not included in the motion to go into the Executive Session occurred during the Executive Session, or that any improper action occurred during the Executive Session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Councilmember Wilson noted for the record that although Councilmembers Teal and Ford were not present at the meeting, both had participated in the Executive Session via telephone.

### **UNSCHEDULED PUBLIC APPEARANCES**

The following members of the public made comments or asked questions of the Council related to a variety of items that were NOT included on the regular agenda:

Stacey Rodgers	John Woodrick
Suzy Hackett	Dave Axmacher
Stephan Zukowski	Nikki Roberts
Paul Hackett	Janet Confer

The Council and various staff responded to issues /concerns raised by members of the public.

### **TOWN MANAGER'S REPORT**

[ID 2015-279](#) Recognition: Lieutenant/Paramedic Jason Butts for Completing the Executive Fire Officer Program

[ID 2015-280](#) Quasi-Judicial Projects

[ID 2015-281](#) Update: Monthly Department Reports

[ID 2015-282](#) Update: 2015 Major Projects Work Program Third Quarter Report

### **TOWN ATTORNEY'S REPORT**

None

## ACCEPTANCE OF AGENDA

**Green moved, seconded by Valentine, to Accept the Agenda as presented.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

## CONSENT CALENDAR

[ORD 2015-51](#) Ordinance: Approving the Colorado Option and Structure Lease Agreement Between the Town of Castle Rock and New Cingular Wireless, aka AT&T Mobility for a Personal Wireless Facility to be located at 472 North Ridge Road (Second Reading)

[ID 2015-283](#) Minutes: October 20, 2015 and November 3, 2015 Town Council Meeting

[RES 2015-92](#) Resolution: Approving the State of Colorado Department of Transportation Agreement with the Town of Castle Rock for the Plum Creek Pkwy @ Sellers Gulch Bro M185-005 Project

**Green moved, seconded by Valentine, to approve the Consent Calendar as read.**

**The motion passed by a vote of:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

## QUASI JUDICIAL HEARINGS

[ORD 2015-53](#) Ordinance: Approving an Amendment to 4.11 of the Promenade at Castle Rock Planned Development Zoning Regulations Adopting the Promenade at Castle Rock Master Signage and Wayfinding Plan (First Reading)

Vossler presented comprehensive sign plan that is intended to increase visibility, showcase branding and tenant identification and provide directional guidance for visitors to the commercial development. Noted plan established unified design for freestanding and wall signs within the Promenade development.

Peter Cudlip, representing Promenade, reviewed details of the types, locations and sizes of the various signs.

The following members of the public made statements or asked questions on this item:

Nikki Richards

Stacey Rodgers

The Council, various staff, and the applicant responded to issues / concerns raised by members of the public

Ford moved, seconded by Heath, to approve Ordinance No. 2015-53 as presented on first reading.

The motion passed by the following vote:

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

## ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

### [ID 2015-284](#)

Discussion / Direction: Downtown Railroad Quiet Zone

Per Council direction, Sailer presented series of options for implementation of a quiet zone for the train through the downtown area which included closing crossings, installation of raised medians, and installation of four quadrant gates. Sailer provided cost estimates for each option, as well as details regarding process and timeframe required to implement each.

Based on presentations, Council expressed interest in pursuing the option for permanent closure of Second Street, which when combined with minor modifications to the existing medians at Fifth Street, would reduce the risk factor enough for the area to qualify as a Quiet Zone, with no changes required at the Third Street crossing. The improvements could be made without use of the railroad's right of way, and therefore no annual maintenance agreement with the railroad was required. The estimated cost was \$10,000, which could be absorbed within the current budget.

The following members of the public made statements or asked questions on this item:

Steve Williams	John Delay
Ben Cox	Dave Axmacher
Krista Zizzo	Randy Reed
Stacey Rogers	Janet Confer
Caroline Kline	

The Council and various staff responded to issues / concerns raised by members of the public.

**Donahue moved, seconded by Green, to direct staff to complete the analysis of the proposal to close Second St., including a traffic analysis of the impact to Third St., and bring back a final report for Council review and consideration.**

The motion passed by the following vote:

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

## BREAK

The Town Council recessed for a break at 8:53 PM and reconvened at 9:05 PM

[RES 2015-93](#)

Resolution: Approving the Town of Castle Rock Services Agreement with Design Workshop, Inc. for the Festival Park Pre-Construction Services and Construction Observation Services

Brauer reviewed proposed professional services contract with Design Workshop in the amount of \$471,000 in order to complete the Construction Documents for Festival Park improvements based on the conceptual plan previously presented to Council.

The following members of the public made statements or asked questions on this item:

Kevin Tilson, representing the Downtown Alliance

**Valentine moved, seconded by Green, to approve Resolution No. 2015-93 as presented.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

[ID 2015-285](#)

Direction/Discussion: Public Safety Commission's Recommendations for the 2016 Philip S. Miller Resource Grant Program (4 applications)

Muller noted annual budget for this program was \$40,000 from the Miller Trust Fund, and was intended to support organizations which provided social and human service providers within the Town.

Keith Moore, Public Safety Commission, reviewed the four applications, and the Commission's recommended grant awards as follows:

Douglas Elbert Task Force	\$15,000
Women's Crisis Center	\$15,000
Sky Cliff Stroke Center	\$ 5,000
Habitat for Humanity	\$ 5,000

Representatives from each of the organizations were present to answer questions from Council and to express appreciation to the Council for their support of their organizations.

**Heath moved, seconded by Ford, to award the Douglas Elbert Task Force a grant in the amount of \$15,000.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

**Heath moved, seconded by Ford, to award the Women's Crisis Center a grant in the amount of \$15,000.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

**Heath moved, seconded by Ford, to award Sky Cliff Stroke Center a grant in the amount of \$5,000.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

**Heath moved, seconded by Ford, to award Habitat for Humanity a grant in the amount of \$5,000.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

[ORD 2015-47](#) Ordinance: Repealing and Reenacting Chapter 2.01 of the Castle Rock Municipal Code Concerning Elections (Second Reading)

Ordinance was presented on Second Reading and there had been no changes and no additional public comment since the prior presentation.

**Donahue moved, seconded by Wilson, to approve Ordinance No. 2015-47 as presented on second reading.**

**The motion passed by the following vote:**

**Aye:** 5 - Ford, Valentine, Donahue, Wilson, and Heath

**No:** 1 - Green

**Not Present:** 1 - Teal

[RES 2015-94](#) Resolution: Approving the Utilities Financial Management Plan

Marlowe reviewed key elements of proposed 5 year financial plan intended to minimize rates and fees and maximize efficiencies within the four enterprise funds within the Utilities Department. Noted the Utilities Commission recommended approval as presented.

**Ford moved, seconded by Valentine, to approve Resolution No. 2015-94 as presented.**

**The motion passed by the following vote:**

**Aye:** 6 - Ford, Valentine, Donahue, Green, Wilson, and Heath

**Not Present:** 1 - Teal

**ADJOURN**

The meeting was adjourned at 9:32 PM