



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

Tuesday, January 21, 2025

6:00 PM

**Town Hall Council Chambers
100 North Wilcox Street
Castle Rock, CO 80104
www.CRgov.com/CouncilMeeting**

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COUNCIL DINNER & INFORMAL DISCUSSION

INVOCATION

Mayor Gray provided the Invocation.

CALL TO ORDER / ROLL CALL

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

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

Mayor Gray expressed sadness on the loss of a friend's mother and encouraged people to reach out, have compassion and forgiveness.

Councilmember Dietz informed Council that he would like to discuss how development is approved downtown. He feels elected officials should approve large projects.

Mayor Gray believes in the Design Review Board and feels there can be a compromise.

Councilmember Bracken asked for clarification of the DDA and DRB roles.

Mike Hyman, Town Attorney, stated the DDA is its own entity and has a role, but the DDA and Town are parties to the contract and both must approve contracts. The DRB approves all land use downtown and only comes to Council if an applicant appeals a negative decision of the DRB. This can be amended by Ordinance.

Mayor Gray clarified development approval comes to Council to if it is over 10,000 square feet with a recommendation from DRB; and if under 10,000 square feet, the DRB can approve it.

David Corliss, Town Manager, stated Council approves the financing agreements.

Councilmember Bracken ensured the project financing agreement coming to Council tonight is separate from this motion.

Corliss stated staff can craft an ordinance for two readings.

Mayor Pro Tem Cavey asked that notifications need to be increased from 500 feet to 2,500 feet. Second Dietz.

Mayor Gray feels we may want to adjust it depending on the situation.

Moved by Councilmember Dietz, seconded by Mayor Pro Tem Cavey, to Direct Staff to draft an ordinance that development of 10,000 square feet and above should be decided by Town Council . The motion passed by a vote of:

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

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Dietz, to Direct Staff to increase notifications from 500 feet to 2,500 feet. The motion passed by a vote of:

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

[APPT
2025-001](#)

Appointments: Historic Preservation Board

Moved by Mayor Pro Tem Cavey, seconded by Mayor Gray, to Approve Appointment APPT 2025-001 as presented. The motion passed by a vote of:

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

UNSCHEDULED PUBLIC APPEARANCES

No public comment.

[ID 2025-013](#)

Unscheduled Public Appearances: January 21, 2025

TOWN MANAGER'S REPORT

[ID 2025-007](#)

Update: Calendar Reminders

[ID 2025-008](#)

Update: Monthly Department Reports

[ID 2025-009](#)

Update: Legislative Update

Kristin Read, Assistant Town Manager, provided an update.

Mayor Pro Tem Cavey, Councilmember Dietz and Brooks all thanked Read for her work on tracking these bills, and Brooks will work with her to identify bills to follow.

Moved by Councilmember Brooks, seconded by Councilmember Dietz, to support the positions presented. The motion passed by a vote of:

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

[ID 2025-010](#) **Development Services Project Updates**

[ID 2025-011](#) **Update: Quasi-Judicial Projects**

[ID 2025-012](#) **Update: Residential Unit Data (through December 31, 2024) with Potential Buildout Estimates**

TOWN ATTORNEY'S REPORT

No report.

ACCEPTANCE OF AGENDA

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

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

CONSENT CALENDAR

Moved by Councilmember Hollingshead, seconded by Mayor Pro Tem Cavey, to Approve the Consent Calendar as presented. The motion passed by a vote of:

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

[RES 2025-006](#) **Resolution Approving a Contract Amendment with Applied Ingenuity PM, LLC to Provide Funding for 2024 Emergency Repairs to Castle Rock Water Deep Wells 31R, 27 and 227** *[Castle Rock wells located in various areas of the service territory]*

[PROC 2025-001](#) **Proclamation: Bill Gernert Day** (For Council Action - Presentation on February 4, 2025)

[MIN 2025-002](#) **Minutes: January 7, 2025 Town Council Meeting**

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[ORD 2025-001](#) **Ordinance Approving the City Hotel Redevelopment and Financing Agreement Between the Town of Castle Rock, the Castle Rock Downtown Development Authority, and White Development, LLC (Second Reading - Approved on First Reading on January 7, 2025, by a vote 4-3)** *[located at 415 Perry Street]*

David Corliss, Town Manager, presented the item that approves the financing agreement. The applicant and Kevin Tilson executive director of the Downtown Alliance were present.

Councilmember Davis clarified the have a 10-year agreement for a sales tax share for 50% or up to \$1,000,000.

Susan McAfee, resident, is concerned as she was not aware of the hotel. She is a realtor and was a county commissioner in Tennessee. She is confused why you would attach an historic building to a new building. She is also concerned about the parking issue downtown.

David Miles lives downtown and owns 302 Wilcox Street. He feels the Town needs this change downtown and the positive renewal of the hotel is needed. The building is falling down and feels it is a positive change. They can restore the building and recoup their costs with the new building.

Mayor Gray spoke in favor. Downtown businesses feel it will help their businesses. He is grateful that White Construction will improve this.

Councilmember Bracken feels we are investing back into downtown.

Councilmember Brooks commented that we aren't making any money on the property now.

Moved by Councilmember Bracken, seconded by Councilmember Hollingshead, to Approve Ordinance ORD 2025-001 as presented.. The motion passed by a vote of:

Yes: 4 - Gray, Hollingshead, Bracken, Brooks

No: 3 - Cavey, Davis, Dietz

[DIR 2025-004](#)

Discussion/Direction: Gold Crown Foundation Facility Proposal

The applicant presented the item.

Mayor Pro Tem Cavey feels this is a huge need in our community. The need for ice and lacrosse is often voiced by residents as well. The applicant stated they have looked at indoor turf but they don't program that, but could consider. The building would require the parking and outdoor fields, but they could discuss.

Councilmember Davis asked if they have a construction company they are working with. The applicant stated they don't have anyone under contract, but Mortenson has supported them most recently. Davis asked that when they go out to bid to try to use local businesses.

Councilmember Bracken asked what flex space they have available for other programs. The applicant stated leagues make up the bulk of their use. His expectation is 60% of time would be available to other groups.

Jeff Brauer, Director of Parks and Recreation, provided an overview. They propose a 65,000 sq ft facility for an estimated cost of \$30M. They requested \$12M from the Douglas County Shareback Fund. Brauer feels this fills a void for needs in Castle Rock and Douglas County. Staff is asking for direction if Council can approve the Mayor to sign a letter of intent for the lease or transfer of 12 acres of Town-owned property.

A citizen spoke as stated Gold Crown would be an enormous benefit; and it will bring 500,000 people a year benefiting the Town with additional sales tax.

Mayor Gray and Councilmembers Hollingshead, Dietz and Bracken spoke in favor.

Moved by Councilmember Brooks, seconded by Councilmember Dietz, to support Discussion/Direction Item DIR 2025-004 as presented. The motion passed by a vote of:

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

[DIR 2025-005](#) Discussion/Direction: Colorado Department of Transportation Mobility Hub in Castle Rock Study

Dan Sailer, Director of Public Works, presented the item.

Nyssa Beach, CDOT Resident Engineer and Jan Rowe, CDOT Division of Transit and Rail gave a presentation on a mobility hub.

Mayor Gray inquired about the Wolfensberger location and clarified that they already owned the land there and why would they want to purchase land at the Plum Creek or Walker locations. Nyssa stated they are looking at the best location with possibly more land, links to a trail connection, etc.

Councilmember Bracken asked if we would be obligated to participate in other programs. Nyssa stated it is purely a Bustang shop that could integrate with others. Jan said there are no strings. Bracken asked if there is a cancellation policy. Jan said they are looking at a leverage for an express lane.

[RES 2025-005](#) Resolution Approving and Adopting the Town of Castle Rock Transportation Safety Action Plan

Dan Sailer, Director of Public Works and Jacob Vargish, Project Manager presented the item.

No public comment.

Moved by Councilmember Hollingshead, seconded by Councilmember Davis, to Approve Resolution RES 2025-005 as presented. The motion passed by a vote of:

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

[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 (First Reading)

Matt Gohl, Assistant Town Manager and Police Commander Galvan presented the item. Previously the code allowed large vehicles to be parked in the right-of-way for 72 hours and then must be moved at least 1,000 feet away.

Mayor Pro Tem Cavey does not feel tow trucks should be parked in a neighborhood, but must allow them to do their job. She is in support of actively picking up or dropping off a vehicle. Gohl stated they can add that language to second reading if Council votes to amend the code.

Councilmember Dietz asked to reiterate the 72 hour rule. Galvan stated they will only give them 72 hours and not allow them to move it to a new location. Dietz asked if a \$100 fee is a deterrent.

Councilmember Davis asked if this was just about a tow truck or a water truck.

Citizens that addressed Council:

Tammy Miller, resident in Cobblestone Ranch of 15 years stated they began seeing a large 26,000 pound flatbed tow truck on their street and says it is unsightly, dangerous and against their rules and feels the language that they are on duty could mean indefinitely.

Councilmember Brooks feels they should propose an alternate motion. Storage rates are averaged at \$90 a month and feels there should be progression on the fines.

Gohl stated the ordinance is progressive \$25, \$50, \$100 for third offense.

Hyman stated \$25 is the minimum but the judge can impose a higher fine.

Brooks would like to set the minimum.

Bracken feels they should get the warning.

Davis asked if it includes unregistered vehicles. Galvan stated it still falls under the parking ordinance.

Dietz feels maybe a warning, \$25, then \$100.

Cavey feels we should start higher and proposes \$250.

Corliss stated each day is a violation. Galvan added that they do their best to contact the owner.

Gray asked if Police are comfortable with the higher fines. Galvan stated this issue is with just a small percentage of people.

Bracken amended the ordinance with \$100, \$250, \$500 progressive fines; and tow trucks can only be actively loading or unloading.

Moved by Councilmember Bracken, seconded by Mayor Pro Tem Cavey, to Approve Ordinance ORD 2025-004 as amended with \$100, \$250, \$500 progressive fines; and tow trucks can only be actively loading or unloading. The motion passed by a vote of:

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

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 (First Reading)

Town Clerk Lisa Anderson presented the item. In summary, the Ordinance amends the code removing the requirement of the hearing officer to be a practicing attorney to allow Council more flexibility in who they appoint as the hearing officer. Additionally, staff proposes amendments that align with state legislation passed in 2024 to only require a liquor hearing if staff feels there is an issue or if a protest has been filed, to increase the times and days for Tastings,

and to allow licensees to renew licenses every two years unless an issue arises. Anderson added that the RFP for the new municipal judge includes that they may be asked to serve as the hearing officer if one is not appointed.

Mayor Pro Tem Cavey and Councilmembers Dietz and Brooks clarified that this would allow Council to approve anyone they choose including the municipal judge and that we are not currently approving a hearing officer just amending the code.

Moved by Councilmember Dietz, seconded by Councilmember Davis, to Approve Ordinance ORD 2025-005 as presented. The motion passed by a vote of:

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

[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 (First Reading)

Mike Hyman, Town Attorney, presented the item.

No public comment.

Moved by Councilmember Davis, seconded by Mayor Pro Tem Cavey, to Approve Ordinance ORD 2025-006 as presented. The motion passed by a vote of:

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

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

None.

ADJOURN

Meeting Adjourned at 8:45pm.

Submitted by:

Lisa Anderson, Town Clerk

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

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