



**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

Tuesday, April 5, 2016

6:00 PM

Council Chambers

CALL TO ORDER / ROLL CALL

Mayor Donahue called the meeting to order at 6:02 PM

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

Not Present: 1 - Council Member Ford

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

[PROC
2016-001](#)

Proclamation: Arbor Day

Green read Proclamation declaring April 22, 2016 as Arbor Day.

[PROC
2016-002](#)

Proclamation: Mayor's Conservation Challenge to Fill the Rock

Donahue read Proclamation for Mayor's Challenge to Fill the Rock.

Other items presented were informational only and did not require direction for action by the Town Council.

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:

Joe Procopio	Angie Vencill
Jim Matthews	Michael Thornton
Anne Dorzweiler	Janet Confer
Frank Gray	Suzi Hackett
Stacey Rogers	Jill Herr
Brittany Martin	Kevin Pratt
John Buckley	Beverly Williams
Bill Placke	

TOWN MANAGER'S REPORT

[ID 2016-027](#) Update: Quasi-Judicial Projects

[DIR 2016-012](#) Discussion/Direction: Interview and Appointment Process for Citizen

Boards and Commissions

It was the consensus of the Council to follow the same procedure as used in previous years.

TOWN ATTORNEY'S REPORT

None

ACCEPTANCE OF AGENDA

Teal moved, seconded by Valentine, to accept the agenda as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

CONSENT CALENDAR

Wilson moved, seconded by Teal, to remove Ordinance No. 2016-010 and Resolution No. 2016-030 from the Consent Calendar:

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

[MIN 2016-007](#) Minutes: March 8, 2016 Town Council Meeting

[MIN 2016-006](#) Minutes: March 15, 2016 Town Council Meeting

[ORD 2016-008](#) Ordinance Approving the Second Amendment to the 2016 Budget and Authorizing Changes in Appropriations for Year 2016

[ORD 2016-009](#) Ordinance Amending Section 17.02 and Repealing and Reenacting Chapter 17.30 of the Castle Rock Municipal Code Regarding the PL Zoning District Formerly known as the POS Zoning District

[RES 2016-031](#) Resolution Approving an Office Building Lease Agreement between 1161ADBP, LLC and the Town of Castle Rock for Property Located at 1161 South Perry Street, Castle Rock. CO

Teal moved, seconded by Valentine, to approve the Consent Calendar as amended by the removal of Ordinance No. 2016-010 and Resolution No. 2016-030.

The motion passed by a vote of:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

QUASI JUDICIAL HEARINGS

[RES 2016-032](#) Resolution Approving the P.S. Miller House Site Development Plan, Amendment No. 1

Detweiler presented proposal to construct a 24 x 24-foot two-story building for office use upon the rear of the lot and behind the existing building at 210 Front Street. Because office use is being proposed adjacent to residential use to the east, conformance with the Residential/Nonresidential Interface Regulations was required.

Dave Hieronymus, architect reviewed plans for structure and described buffering to be used on the east side of the property.

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

Bev Williams

Teal moved, seconded by Green, to approve Resolution No. 2016-032 as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

[RES 2016-033](#) Resolution of the Castle Rock Town Council Making Required Statutory Findings Concerning the Eligibility of Certain Property for Annexation (Canyons South Annexation)

Proposed Resolution was second step in state mandated annexation process, and was used to establish that property met statutory requirements to be eligible for annexation.

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

Bill Placke

Green moved, seconded by Teal, to approve Resolution No. 2016-033 as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

[RES 2016-034](#) Resolution of the Castle Rock Town Council Making Required Statutory Findings Concerning the Eligibility of Certain Property for Annexation (Pioneer Ranch Annexation)

Proposed Resolution was second step in state mandated annexation process, and was used to establish that property met statutory requirements to be eligible for annexation.

Teal moved, seconded by Green, to approve Resolution No. 2016-034 as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[ORD 2016-010](#) Ordinance Amending Chapter 2.01 of the Castle Rock Municipal Code by Adding a New Article VIII Initiative and Referendum and Providing for Procedures for Removal of Signatures from a Referendum or Initiative Petition

Misare reviewed proposed process for implementation of Charter Amendment which authorized the removal of signatures from an initiative or referendum petition.

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

Bill Placke	Stacey Rogers
Suzi Hackett	Jeffery Linn
Ziggy Guetensberger	

Consensus of Council was to have language added to the Ordinance to address the following issues:

- 1) Indicate a request to have a signature removed from a petition could be initiated by a phone call, email, fax or in person, and the citizen would be provided with instructions as to how to complete the process;
- 2) Reference that a standardized form would be available on the Town's website for citizen use;
- 3) Confirm that staff would compare the name, address and signature on the request to that on the petition.

Donahue moved, seconded by Valentine, to approve Ordinance No. 2016-010 on Second Reading.

This motion was subsequently WITHDRAWN

Teal moved, seconded by Green to continue Ordinance No. 2016-010 so that the changes requested by Council could be incorporated.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

[RES 2016-030](#) Resolution Designating Karen Goldman as a Hearing Officer for Any Recall or Initiative Hearings

Misare reviewed Resolution recommending the appointment of Karen Goldman to serve as an independent hearing officer for any protest hearings which resulted from the submission and verification of petitions for Recall of Councilmembers or the pending Citizen's Initiative.

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

Bill Placke

Stacey Rogers

Donahue moved, seconded by Teal, to approve Resolution No. 2016-030 as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

BREAK

The meeting went into Recess at 7:57 PM and Reconvened at 8:07 PM

[RES 2016-035](#) Resolution Approving Additional Funds to Complete the Plum Creek Alluvial Well Field Project for the Plum Creek Water Purification Facility

Marlowe reviewed request for approximately \$76,000 in additional funds needed to complete the horizontal well project and make repairs to one of the vertical wells which was damaged during the construction.

Wilson moved, seconded by Heath, to approve Resolution No. 2016-035 as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

[ID 2016-028](#)

Update: Preliminary 2015 Unaudited Year-End Financial Review

Muller and Carner noted the Town ended 2015 with revenues exceeding expenditures across all funds by approximately \$4.9 million, and that as of the end of 2015, total revenue collections for all Town funds ended the year strong at 3.1% over the 2015 budget. In addition, overall expenditures were below budget, mostly due to the timing of certain capital projects which span multiple years.

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

John Buckley
Bill Placke

Bev Williams
Mary Jo Weber

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

[RES 2016-036](#)

Resolution Approving the Amended and Restated Fund Balance Reserve Policy

Muller presented the Fund Balance Reserve Policy which established specific categories of fund balance reserves. Noted approximately \$9 million of Town's reserve funds were unrestricted, with the balance being allocated and or encumbered for specific purposes, including TABOR reserves, operating reserves, bond reserves etc.

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

Bill Placke

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

Donahue moved, seconded by Valentine, to approve Resolution No. 2016-036 as presented.

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

EXTENSION OF MEETING

At 9:09 PM Donahue moved, seconded by Green, to extend the meeting to 10:00 PM

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Green, Wilson, and Heath

Not Present: 1 - Ford

Recuse: 0

[DIR 2016-014](#) Discussion/Direction: Continuing the Discussion on Growth in Castle Rock

Corliss presented an overview of several key areas related to growth including water and transportation and tools the Town had in place to plan for and respond to growth and the related issues.

Announced open houses tscheduled for on April 25 and May 11, 2016 during which additional detailed information and staff would be available to address concerns with citizens.

Members of the public speaking on the issue:

Joe Procopio
Bill Placke
Frank Gray
Kevin Pratt
Janet Confer
Bill Weber
Clark Hammelman
Ziggy Guetenserberger
Terry Willis

EXTENSION OF MEETING

At 9:56 PM, Donahue moved, seconded by Wilson, to extend the meeting until 10:30 PM

The motion passed by the following vote:

Yes: 6 - Teal, Valentine, Donahue, Gree, Wilson, and Heath

Not Present: 1- Ford

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

Brian Feinnen
Mike Moffet

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

EXTENSION OF MEETING

At 10:26 PM, Wilson moved, seconded by Donahue, to extend the meeting until 11:00 PM

The motion passed by the following vote:

Yes: 5 - Valentine, Donahue, Green, Wilson, and Heath

No: 1 - Teal

Not Present: 1 - Ford

Recuse: 0

RECONSIDERATION OF PRIOR VOTE

Donahue moved, seconded by Wilson, to reconsider the previous vote.

The vote on the motion was as follows:

Yes: 5 - Valentine, Donahue, Green, Wilson, and Heath

No: 1 - Teal

Not Present: 1 - Ford

Recuse: 0

ADJOURNMENT

Without reconsideration of the prior vote, allowing for the potential of a unanimous vote on the motion to extend the meeting as required by Code, the meeting was immediately adjourned.