



Town Council Meeting Minutes - Draft

Mayor Jason Gray
Mayor Pro Tem Laura Cavey
Councilmember Ryan Hollingshead
Councilmember Kevin Bracken
Councilmember Mark Davis
Councilmember Max Brooks
Councilmember Tim Dietz

Tuesday, December 16, 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 reflected on recent events and encouraged to treat others with respect and love.

Councilmember Hollingshead wished everyone Merry Christmas and Happy Holidays. He noted Tri Arts taught some of the Councilmembers and encouraged people to sign up for their classes.

Councilmember Bracken wished everyone Merry Christmas.

Councilmember Davis wished everyone Merry Christmas and encouraged everyone to experience downtown.

Councilmember Brooks asked people to give the horses some space that do the carriage rides. He thanked the Police department for keeping us safe and wished everyone Merry Christmas.

Councilmember Dietz wished everyone Merry Christmas.

Mayor Pro Tem Cavey extended her thoughts and prayers to the Jewish Community and Brown University, prays for peace and wished everyone Merry Christmas.

UNSCHEDULED PUBLIC APPEARANCES

No public comment.

TOWN MANAGER'S REPORT[ID 2025-137](#)**Update: Calendar Reminders**

Town Manager, David Corliss, wished everyone a Merry Christmas and provided an update on calendar reminders.

[DIR 2025-035](#)**Discussion/Direction: 2026 Council Meeting Schedule**

David Corliss, Town Manager, proposed changes to the 2026 Council meeting schedule.

Special meeting on May 12 for Boards and Commissions interviews

Move March 17 meeting to March 24

Cancel the regular meeting on August 4 for National Night Out

Councilmember Brooks indicated he would not be able to attend the May 12 meeting.

Moved by Councilmember Brooks, seconded by Mayor Pro Tem Cavey, to Approve the 2026 Council Meeting Schedule DIR 2025-035 as presented. The motion passed by a vote of:

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

[ID 2025-138](#)**Update: Monthly Department Reports**[ID 2025-139](#)**Update: Stormwater Follow Up**

Mark Marlowe, Director of Castle Rock Water, provided an update.

Councilmember Dietz asked if we have pockets of water that just come up from underground. Marlowe stated there is especially when they cut into a slope. Some basements also require sump pumps that pump water to the outside.

Councilmember Davis is pleased they are getting a full-time inspector and asked if there are fines. Marlowe stated they can issue a stop work order and added that fines might not be as effective as a stop work order.

[ID 2025-140](#)**Development Services Project Updates**[ID 2025-141](#)**Update: Quasi-Judicial Projects****TOWN ATTORNEY'S REPORT**

No report and wished everyone a Merry Christmas, Happy New Year and holiday season.

ACCEPTANCE OF AGENDA

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

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

[ORD 2025-039](#) Ordinance Concerning the Financing of the Acquisition and Construction of a Fire Station Facility with Associated Amenities and Supporting Public Improvements, and in Connection Therewith Authorizing the Execution and Delivery by the Town of a Site Lease Agreement, a Lease Purchase Agreement, and Other Documents Related Thereto; and Providing Other Matters Related Thereto (Second Reading - Approved on First Reading on December 2, 2025, by a vote 7-0)

[RES 2025-155](#) Resolution Approving the First Amendment to Town of Castle Rock Services Agreement with Consor North America, Inc. for the Plum Creek Pipeline Central to PCWPF Project *[Located parallel to Plum Creek through central Castle Rock, CO]*

[RES 2025-156](#) Resolution Approving the First Amendment to Water Rights Brokerage Agreement Between the Town of Castle Rock and Stillwater Resources & Investments, Inc.

[RES 2025-157](#) Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Approving an On-Call Equipment and Services Acquisition Agreement With Treatment Technology Holding, LLC *[Entire Castle Rock Water Service Area]*

[RES 2025-158](#) Resolution Approving an Agricultural Lease Agreement Between the Town of Castle Rock and Ruppel Farms, LLC

[RES 2025-159](#) Resolution Designating the Public Place for Posting Notices of Public Meetings Pursuant to the Colorado Open Meetings Law

[MIN 2025-025](#) Minutes: December 2, 2025 Town Council Meeting

QUASI JUDICIAL HEARINGS

Mayor Gray confirmed there is no conflict of interest and the item was properly noticed.

[RES 2025-160](#) Resolution Approving a Site Development Plan for Residential Development within the Canyons Far South Planned Development

[409 Acres, located southeast of the intersection of Crowfoot Valley Road and Founders Parkway]

Tara Vargish, Director of Development Services, presented the item.

Mayor Cavey inquired about the commercially zoned area; and ensured they would not allow fast food or fuel stations.

The applicant gave a presentation.

Mayor Gray asked with the slowdown in building, what their hope is for build out. Applicant replied they would like to begin next spring. Mayor asked what the trigger is for building the park.

Mayor Pro Tem Cavey inquired about traffic around Founders, and what the level of service is now and what it is projected to be. They stated the intersections do not exist today; and that the Founders intersection is projected to be a B level. Cavey inquired if it takes into account further down Founders. They stated they coordinated with existing traffic, the Town's Transportation Plan, and added in their traffic projections.

Councilmember Davis inquired if there is parking on both sides of the street. Davis also confirmed there is no RV parking area.

Councilmember Brooks asked how they would assess their relationship with Macanta regarding the open space and walking paths.

No public comment.

Mayor Pro Tem Cavey is pleased that the road was moved away from existing homes and the amount of open space.

Councilmember Brooks is pleased there is no objection from existing residents.

Vargish indicated the commercial piece has high architectural standards, and a drive through would have to go through a use by special review approval process which would also come to Council.

Moved by Councilmember Hollingshead, seconded by Mayor Pro Tem Cavey, to Approve Resolution RES 2025-160 as presented. The motion passed by a vote of:

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

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[DIR 2025-036](#)

Discussion/Direction of Applications for the 2025 4th Quarter Council Community Grant Program, Three Applications

Trish Muller, Director of Finance, presented the item.

Mayor Pro Tem Cavey inquired about the Rotary Satellite Club of Castle Pines and how the program is run.

Councilmember Bracken asked if it is the same Rotary that does the Ducky

Derby. Staff stated it is not.

The representative for Douglas County High School explained the After Prom event.

Mayor Pro Tem Cavey inquired how many attend. They anticipate about 250.

Councilmember Davis asked what activities they do.

A representative from the Rotary clarified what their program entails.

A representative from Castle View High School TSA explained their program.

No public comment.

Mayor Pro Tem Cavey asked if they could award \$1,300 each. Councilmember Brooks feel they should stay at \$1,000 each as that is what was budgeted. Mayor Gray agreed to stay in the budget.

Moved by Mayor Gray, seconded by Councilmember Brooks, to Approve Discussion/Direction Item DIR 2025-036 as presented. The motion passed by a vote of:

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

[RES 2025-161](#) Resolution Approving the Second Contract Price Amendment to the Progressive Design-Build Agreement with S.J. Louis Construction, Inc. for the Phase 2 Construction Services for the Sedalia Lift Station and Force Main to Plum Creek Water Reclamation Authority Project

Mark Marlowe, Director of Castle Rock Water, presented the item.

Councilmember Dietz feels it makes sense to move forward and it would cost more to go back for bid.

No public comment.

Moved by Councilmember Davis, seconded by Councilmember Dietz, to Approve Resolution RES 2025-161 as presented. The motion passed by a vote of:

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

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

None.

ADJOURN

Moved by Councilmember Bracken, seconded by Councilmember Hollingshead, to Adjourn. The motion passed by a vote of:

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

Meeting Adjourned at 7:47 pm.

Submitted by Lisa Anderson, CMC, Town Clerk

