



## **Town Council Meeting Minutes - Final**

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

---

**Tuesday, March 21, 2023**

**6:00 PM**

**Town Hall Council Chambers**

**100 North Wilcox Street**

**Castle Rock, CO 80104**

**Phone in: 720-650-7664**

**Meeting code: 2493 217 3703**

**[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)**

---

This meeting is open to the public and will be held in a virtual format in accordance with the Town Council Electronic Participation, Connected, and Hybrid Meeting Policy. Public may choose to attend in person at Town Hall, or electronically or by phone if preferred. This meeting will be hosted online and can be accessed at [www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting), or phone in by calling 720-650-7664, meeting code 2493 217 3703 (if prompted for a password enter "Mar21Council"). All Town Council Meetings are also streamed online in real time at [www.CRgov.com/WatchCouncil](http://www.CRgov.com/WatchCouncil), and are broadcast for Comcast Cable subscribers on Channel 22 (please note there is a delay to the broadcast).

All times indicated on the agenda are approximate. Remote participants please visit [www.CRgov.com/CouncilComments](http://www.CRgov.com/CouncilComments) to sign up to speak to an item, and for related instructions. Public Comments may also be submitted in writing online by 1:00 p.m. March 21, 2023, to be included in the public record.

### **COUNCIL DINNER & INFORMAL DISCUSSION**

#### **INVOCATION**

Invocation was presented by Mayor Gray.

#### **CALL TO ORDER / ROLL CALL**

Councilmember Hollingshead participated remotely.

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

#### **PLEDGE OF ALLEGIANCE**

#### **COUNCIL COMMENTS**

Councilmember Dietz acknowledged and thanked Town public safety departments.

#### **UNSCHEDULED PUBLIC APPEARANCES**

Jim Modafferi and Josh Clopton addressed Council asking about the future intent of extending the roadway pavement up to Antelope Place.

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

[ID 2023-031](#)**2023 Capital Carryforward for ongoing Capital Projects**

Town Manager, Dave Corliss, provided explanation to Council that capital projects typically carry over from one year to the next year. Funds appropriated in 2022, therefore carry forward to the Capital Projects budget for 2023.

[ID 2023-032](#)**Award of Contracts for the 2023 Pavement Maintenance Program and Capital Projects**

Dan Sailer, Director of Public Works, provided an overview of the contracts included in the annual pavement maintenance program.

[ID 2023-033](#)**Update: Annual Recruitment of Citizen Volunteers to Town Boards and Commissions**

Shannon Eklund, Executive Assistant, presented to Council the tentative schedule for the annual recruitment of citizens to serve on Town Boards and Commissions with interviews scheduled for May 9.

[ID 2023-034](#)**Update: Calendar Reminders**

Corliss highlighted the Pavement Maintenance Program open house scheduled on March 23 for the Founders Village community and also noted the April 6 meeting at Town Hall which will include a presentation by the State Demographer.

[ID 2023-035](#)**Update: Monthly Department Reports**[ID 2023-036](#)**Update on Lake Nutrient Criteria**

Mark Marlowe, Director of Castle Rock Water, updated Council on an upcoming hearing to implement lake nutrient criteria for all Colorado lakes and reservoirs. Concerns with the implementation of the standards could include an increase in our wastewater rates. He noted an alternative option is being discussed that delays implementation of those standards for specific lakes and reservoirs that are downstream of waste water treatment plants which would include Chatfield and Cherry Creek.

[ID 2023-037](#)**Development Services Project Updates**[ID 2023-038](#)**Update: Quasi-Judicial Projects****TOWN ATTORNEY'S REPORT**

No report, however it was noted that Lena McClelland, Assistant Town Attorney will be present for the April 4th meeting.

**ACCEPTANCE OF AGENDA**

**Moved by Councilmember Brooks, seconded by Councilmember Cavey to Approve the Agenda as presented. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

**CONSENT CALENDAR**

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

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

- [ORD 2023-006](#) **Ordinance Amending the Town of Castle Rock's Zone District Map by Approving the Plum Creek Planned Development Plan Amendment No. 3 and the Amended Plum Creek Planned Development Zoning Regulations (Second Reading - Approved on First Reading on March 7, 2023, by a vote 7-0) [1.5 acres Located West of Mount Royal Drive and West Prestwick Way]**
- [RES 2023-029](#) **Resolution Authorizing a Change Order to the Construction Contract Between the Town of Castle Rock and MW Golden Constructors for the Police Department Improvements Project**
- [RES 2023-030](#) **Resolution Approving a Construction Contract with Schmidt Construction Company, for the 2023 PMP Asphalt Overlay Project**
- [RES 2023-031](#) **Resolution Approving a Construction Contract with Schmidt Construction Company, for the 2023 Full Depth Reclamation Project**
- [RES 2023-032](#) **Resolution Approving a Construction Contract with Metro Pavers, Inc., For The 2023 Town Facility Parking Lot Improvements Project**
- [RES 2023-033](#) **Resolution Approving a Construction Contract with Chato's Concrete, LLC, for the 2023 Curb, Gutter, And Sidewalk Replacement Project**
- [RES 2023-034](#) **Resolution Approving a Construction Contract with Vance Brothers, Inc., for the 2023 Slurry Seal Project**
- [RES 2023-035](#) **Resolution Approving a Service Agreement Between the Town of Castle Rock and Colorado Barricade for 2023 Pavement Marking Maintenance**
- [RES 2023-036](#) **Resolution Authorizing the Town Manager and Finance Director to Reallocate Funds for the 2023 Pavement Maintenance and Street Reconstruction Program**
- [RES 2023-037](#) **Resolution Approving a Variance Pursuant to Chapter 9.16.070.E of the Castle Rock Municipal Code for Nighttime Construction Activities Related to the 2023 Pavement Maintenance Program and the 2023 Capital Improvement Program**
- [RES 2023-038](#) **Resolution Authorizing Payment of the Capital Assessment Levied by the Cherry Creek Project Water Authority for Phase Two of the Walker**

**Reservoir Construction Project** *[Located in Douglas County near Franktown, CO]*

[RES 2023-039](#) **Resolution Waiving Formal Written Bidding Requirement on the Basis of Sole Source and Approving a Construction Contract with Hydro Resources - Rocky Mountain, Inc., for the Bell Mountain Ranch Well A-3 Re-Drill** *[Located in Bell Mountain Ranch]*

[RES 2023-040](#) **Resolution Approving a Variance Pursuant to Chapter 9.16.070.E of the Castle Rock Municipal Code for Nighttime Construction Activities Related to the Tank 18 Blue Zone Main Project** *[Located at the intersection of Castle Oaks Drive and Pleasant View Drive]*

[PROC 2023-001](#) **Proclamation: Mayor's Challenge Supporting April as Water Conservation Month** *[For Council Action - Presentation on April 4, 2023]*

[MIN 2023-008](#) **Minutes: March 7, 2023 Town Council Meeting**

## QUASI JUDICIAL HEARINGS

[RES 2023-041](#) **Resolution Approving a Site Development Plan for a Single-Family Residential Neighborhood in the Meadows Subdivision (Parcel 6, Meadows Filing No. 16, Amendment 13)** *[located north of the intersection of Wolfensberger Road and Coachline Road]*

Tara Vargish, Director of Development Services, presented item to Council. The area borders Red Hawk Golf Course, Ridgeline Open Space and Trail and other single family home neighborhoods. The proposal provides for an increase in open space with an emphasis on preserving natural features and wildlife corridors and protects existing trail connectivity.

R. C. Hanisch, Developer, discussed the evolution of the previously approved site development plan and the proposed benefits of the site plan amendment before Council.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Brooks, to Approve RESO 2023-041 as presented. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

## ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[DIR 2023-010](#) **Discussion/Direction: Multi-family Parking Requirements**

Vargish, in response to the request of Council, presented an overview of multi-family parking requirements within the Town. It was identified that three sections of the Municipal Code spoke to off street parking requirements and that an additional eight Planned Development Plans also clarified specific parking regulations.

R. C. Hanisch, Developer, presented an overview of the parking requirements for the Meadows Town Center.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Brooks, to direct staff to engage with the multi-family development community to include multi family, senior multi-family and downtown multi-family and to bring back feedback and recommendations as related to parking standards. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

[DIR 2023-011](#)

**Discussion/Direction of Applications for the 2023 First Quarter Council Community Grant Program, Four Applications**

Trish Muller, Finance Director, presented background information on the Council Community Grant program. Applicants included representatives from the following organizations:

Castle Rock Orchestra - Matthew Rose

Castle Rock Pirates Rugby Club - William Osborn, Grant Heidemann and Zac Conti

Castle View Band Booster Club - Amy Bodfield

Douglas County High School

**Moved by Mayor Gray, seconded by Mayor Pro Tem Bracken to award funding in the amount of \$500 to each applicant identified. Motion passed by the following vote:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

[ORD 2023-007](#)

**Ordinance Amending Various Sections in Chapter 17 of the Castle Rock Municipal Code Regarding Zoning (First Reading)**

Vargish, introduced Title 17 Municipal Code updates which would align the Town Municipal Code with recent legislation, updates the definition of family child care homes and accessory dwelling units and establishes a new industrial employment district.

**Moved by Councilmember LaFleur, seconded by Councilmember Cavey, to Approve ORD 2023-007 as presented. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

[ORD 2023-008](#)

**Ordinance Approving the First Amendment to the 2023 Fiscal Year Budget by Making Supplemental Appropriations for the 2023 Fiscal Year (First Reading)**

Trish Muller presented overview of the additional funding requests that comprise the first budget amendment.

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken, to Approve ORD 2023-008 as presented. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

[ORD 2023-009](#) **Ordinance Amending Sections 15.42.010, 16.02.080 and 17.42.080.B.8 of the Castle Rock Municipal Code (First Reading) *[Transportation Design Criteria Manual, Alley Access and Downtown Overlay District]***

Dan Sailer spoke to the noted updates for the Transportation Design Criteria Manual to include design standards as related to sidewalk width within the downtown area, the use of rapid flashing beacons at crosswalks, and small cell criteria placement within Town right-of-way.

**Moved by Councilmember LaFleur, seconded by Councilmember Cavey, to Approve ORD 2023-009 as presented. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz

## **ADJOURN**

Meeting adjourned at 8:52 pm.

**Moved by Councilmember LaFleur, seconded by Mayor Gray to Adjourn. The motion passed by a vote of:**

**Yes:** 7 - Gray, Bracken, Hollingshead, Cavey, LaFleur, Brooks, Dietz