



## 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

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Tuesday, July 1, 2025

6:00 PM

Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)

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### COUNCIL DINNER & INFORMAL DISCUSSION

### INVOCATION

Invocation led by Mayor Gray.

### CALL TO ORDER / ROLL CALL

**Present:** 6 - Mayor Gray, Mayor Pro Tem Cavey, Councilmember Bracken, Councilmember Davis, Councilmember Brooks, Councilmember Dietz

**Not Present:** 1 - Councilmember Hollingshead

### PLEDGE OF ALLEGIANCE

### COUNCIL COMMENTS

**Moved by Councilmember Dietz, seconded by Mayor Pro Tem Cavey, to Direct staff to bring back items for discussion related to boards and commissions regarding no attendance via webex, missing only two meetings a year, changing all board terms to two three-year terms, resident requirement, and only in-person interviews for annual boards and commissions interviews. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**Not Present:** 1 - Hollingshead

**Moved by Mayor Pro Tem Cavey, seconded by Councilmember Dietz, to Direct staff to provide an interim report on parking citations in Downtown Castle Rock within the next six weeks and information on what the consultant is reviewing as part of the Downtown Parking Study. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**Not Present:** 1 - Hollingshead

[APPT](#)  
[2025-005](#)

**Appointments: Design Review Board and Historic Preservation Board**

Moved by Councilmember Brooks, seconded by Mayor Pro Tem Cavey, to Approve Appointment APPT 2025-005 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

## UNSCHEDULED PUBLIC APPEARANCES

No public comment.

## TOWN MANAGER'S REPORT

[ID 2025-078](#) Update: Calendar Reminders

[ID 2025-079](#) Update: Quasi-Judicial Projects

[ID 2025-080](#) Development Services Project Updates

## TOWN ATTORNEY'S REPORT

No report.

## 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: 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

## CONSENT CALENDAR

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

Yes: 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

[ORD 2025-024](#) Ordinance Vacating Certain Right-of-Way Located Within Block 11, Craig and Gould's Addition to the Town of Castle Rock, in the NE 1/4 of Section 11, Township 8 South, Range 67 West of the 6th P.M., County of Douglas, State of Colorado (Second Reading - Approved on First Reading on June 17, 2025, by a vote 6-0) [*Cantril School, 312 Cantril St.*]

[ORD 2025-022](#) Ordinance Amending Section 9.06.010 of the Castle Rock Municipal Code by Adding Adult Performances to the Charge of Public Indecency and Related Definitions (Second Reading - Approved on First Reading on June 17, 2025, by a vote 6-0)

[RES 2025-075](#) Resolution Approving the Town of Castle Rock 2025 Community Development Block Grant Annual Action Plan

[PROC 2025-009](#) Proclamation: Smart Irrigation Month - July 2025 (For Council Action - Presentation on July 15, 2025)

[MIN 2025-013](#)    **Minutes: June 17, 2025 Town Council Meeting**

## **QUASI JUDICIAL HEARINGS**

[RES 2025-076](#)    **Resolution Approving a Site Development Plan for a Residential Development within the Alexander Way Planned Development (Soleana) [77.96 Acres, located north of Alexander Place and west of Collins Street]**

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

Citizens that addressed Council:

Susan MacAffee and Dan Price spoke.

**Moved by Councilmember Bracken, seconded by Councilmember Brooks, to Approve Quasi-Judicial Resolution RES 2025-076 as presented. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

## **ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS**

[ORD 2025-025](#)    **Ordinance Amending Section 17.42.070 of the Castle Rock Municipal Code Regarding Crown Design and Building Height within the Downtown Overlay District (First Reading)**

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

Citizens that addressed Council:

Jeff Samuelson, Dan Berkenkotter, David Boyd, Nate Ormond, Nick Stucy, and Dan Price spoke.

No action was taken on the Ordinance and a subsequent motion was taken to Direct staff to obtain input from stakeholders.

**Moved by Councilmember Brooks, seconded by Councilmember Dietz, to Direct staff to work with the DDA to organize meetings to engage stakeholder involvement, including proper notification to those impacted, to get input on the Downtown Overlay District proposed building height changes. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**Not Present:** 1 - Hollingshead

[ORD 2025-026](#)    **Ordinance Amending Title 17 of the Castle Rock Municipal Code Regarding the Continued Availability of the Interchange Overlay District (First Reading)**

Tara Vargish, Director of Development Services presented the item.

Citizens that addressed Council:

Glen Burmeister, non-resident, landowner; Lauren Temple, non-resident, property owner Rios Ranch, and John Nelson, resident of Douglas County, Three Oaks Ranch; spoke.

**Moved by Councilmember Brooks, seconded by Mayor Pro Tem Cavey, to Approve Ordinance ORD 2025-026 as presented.. The motion failed by a vote of:**

**Yes:** 3 - Cavey, Brooks, Dietz

**No:** 3 - Bracken, Davis, Gray

**ORD 2025-023 Ordinance Amending Various Provisions of Chapter 17.61 of the Castle Rock Municipal Code Regarding Accessory Dwelling Units (Second Reading - Approved on First Reading on June 17, 2025, by a vote 6-0)**

Tara Vargish, Director of Development Services presented the item.

No public comment.

**Moved by Mayor Pro Tem Cavey, seconded by Councilmember Davis, to Approve Ordinance ORD 2025-023 as presented. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**DIR 2025-023 Discussion/Direction: Sign Plazas**

David Corliss, Town Manager, presented the item.

**Moved by Councilmember Brooks, seconded by Councilmember Dietz, to Direct staff to work with the Homebuilders Association to come back with a draft agreement for a sign plaza program. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**RES 2025-077 Resolution Approving the Town of Castle Rock Transportation Master Plan**

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

No public comment.

**Moved by Councilmember Brooks, seconded by Mayor Pro Tem Cavey, to Approve Resolution RES 2025-077 as presented.. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**RES 2025-078 Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Emergency and Approving a Construction**

**Contract with Garney Companies Inc. for the Ray Waterman Regional Water Treatment Center and the Bell Mountain Ranch LAS Conversion Project** *[Ray Waterman Regional Water Treatment Center and Bell Mountain Ranch Water Treatment Plant]*

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

No public comment.

**Moved by Councilmember Dietz, seconded by Mayor Pro Tem Cavey, to Approve Resolution RES 2025-078 as presented. The motion passed by a vote of:**

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

**ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**

None.

**ADJOURN**

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

**Yes:** 6 - Gray, Cavey, Bracken, Davis, Brooks, Dietz

Submitted by Robbie Schonher, Records Manager.