



**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**

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**Tuesday, September 1, 2015**

**6:00 PM**

**Council Chambers**

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**CALL TO ORDER / ROLL CALL**

Donahue called the meeting to order at 6:02 PM

**Present:** 5 - Council Member Ford, Council Member Valentine, Mayor Donahue, Mayor Pro-Tem Green, and Council Member Heath

**Not Present:** 2 - Council Member Teal, and Council Member Wilson

**PLEDGE OF ALLEGIANCE**

**COUNCIL COMMENTS**

Unless otherwise noted, items presented were informational only and did not require direction from or 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:

Anne Dorzweiler  
Janet Confer  
Stacey Rogers

John Woodrick  
Steve Williams

**TOWN MANAGER'S REPORT**

Corliss presented overview of several recent items of significance.

[ID 2015-203](#)

Quasi-Judicial Projects

**TOWN ATTORNEY'S REPORT**

Noted staff from the Clerk's office and the Legal Department were conducting a comprehensive review of the Town's Election Code, and would be presenting proposed amendments to the Code for Council consideration late this fall. The intent was to have an updated Code in place should the Town be in a position where the County was not able to run an election on behalf of the Town.

**ACCEPTANCE OF AGENDA**

Donahue noted he would be calling for an Executive Session at the conclusion of the Regular Meeting to allow Council to review the performance evaluation for the period when Fritz Sprague served as Acting Town Manager.

**Green moved, seconded by Valentine to accept the agenda as presented, and noted Donahue's request to add an Executive Session at the conclusion of the agenda.**

**The motion passed by the following vote:****Aye:** 5 - Ford, Valentine, Donahue, Green, and Heath**Not Present:** 2 - Teal, and Wilson**CONSENT CALENDAR**

Mayor Donahue noted there were citizens signed up to speak on Ordinance 2015-3, and therefore requested it be removed from the Consent Calendar.

**[ID 2015-204](#)**

Minutes: August 4 and August 11, 2015 Town Council Meeting

**[ORD 2015-38](#)**

Ordinance: Approving an Agreement between the Town of Castle Rock and Castle Pines Homes Association, Inc. and Authorizing the Grant of Certain Easements

**Green moved, seconded by Heath, to approve the Consent Calendar as amended to remove Ordinance No. 2015-37.**

**The motion passed by the following vote:****Aye:** 5 - Ford, Valentine, Donahue, Green, and Heath**Not Present:** 2 - Teal, and Wilson**Items Removed from the Consent Calendar****[ORD 2015-37](#)**

Ordinance: Repealing and Readopting Section 17.52.230 of the Castle Rock Municipal Code Concerning Home Occupations

Detweiler noted this item was approved on first reading, and there were no changes. Noted proposed Ordinance would allow home based businesses in all zone districts, if certain conditions were met.

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

Deb Martin

Shawn Martin

Staff noted the questions raised by the Martins were part of a larger discussion on a separate topic, and were not the focus of the Ordinance under consideration at this time.

**Green moved, seconded by Ford to approve Ordinance No. 2015-37 as presented on second reading.**

**The motion passed by the following vote:****Aye:** 5 - Ford, Valentine, Donahue, Green, and Heath**Not Present:** 2 - Teal, and Wilson

**QUASI JUDICIAL HEARINGS**

[ORD 2015-39](#) Ordinance: Amending the Town’s Zone District Map by Approving the Terrain Planned Development Plan (Formerly a Portion of the Castle Oaks Estates PD), Approving the Terrain Planned Development Zoning Regulations; Approving the Terrain Development Agreement; and Vesting a Site Specific Development Plan

Kirkpatrick reviewed proposed redevelopment plan for the eastern portions of area formerly known as Castle Oaks. Noted much of the area abutted properties within unincorporated Douglas County, and County residents had expressed concern about transition areas and buffering.

Planning Commission recommended approval with conditions, all of which had been met.

Craig Campbell, representing applicant Starwood Land Ventures, reviewed the history of the property, and reviewed the "village concept" of the current development plan which included clustering of development in smaller areas surrounded by larger areas of public open space. Reviewed the proposed densities for each of the planning areas, noting the overall density was lower than allowed under the existing zoning, and open space and public land dedication had increased.

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

- |                |                   |
|----------------|-------------------|
| Merlin Widick  | Terry Miller      |
| Lou Fletcher   | Mary Ellen Miller |
| Matt Osborn    | Steve Cribley     |
| Cathy Thompson | Bill Oakly        |
| Welby Wallis   | Michelle Shrew    |
| Clint Miller   |                   |

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

**Green moved, seconded by Valentine, to approve Ordinance No. 2015-39 as presented on first reading.**

**The motion passed by the following vote:**

**Aye:** 5 - Ford, Valentine, Donahue, Green, and Heath

**Not Present:** 2 - Teal, and Wilson

**ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS**

[RES 2015-77](#) Resolution: Approving the Castle Rock 2015 Parks and Recreation Master Plan

Brauer reviewed proposed Master Plan and noted it was intended to provide the

general direction for the Parks and Recreation Department for the next 5 - 10 years, and addressed anticipated needs for new and/or upgraded parks and recreation facilities, programming, acquisition of open space, and additions to existing trail systems.

Parks and Recreation Commission unanimously recommended approval.

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

Stacey Rogers

**Heath moved, seconded by Green, to approve Resolution No. 2015-77 as presented.**

**The motion passed by the following vote:**

**Aye:** 5 - Ford, Valentine, Donahue, Green, and Heath

**Not Present:** 2 - Teal, and Wilson

**[RES 2015-76](#)**

Resolution: Approving the Castle Rock Parks and Recreation Strategic Plan 2015-2017

Brauer reviewed the Strategic Plan for the Parks and Recreation Department, noting it focused on priority program and capital improvements for 2015-2017.

Parks and Recreation Commission unanimously recommended approval.

**Green moved, seconded by Heath, to approve Resolution No. 2015-76 as presented.**

**The motion passed by the following vote:**

**Aye:** 5 - Ford, Valentine, Donahue, Green, and Heath

**Not Present:** 2 - Teal, and Wilson

**[ID 2015-205](#)**

2015 Mid-year Financial Review, Period Ending June 30, 2015

Carner presented mid-year financial report which included:

Incorporated three approved Budget Amendments  
Projected 2015 year-end estimates for revenues and expenditures developed in coordination with departments  
2014 Audited Year End numbers

Noted although total revenues for the town were approximately 3% higher than budget, sales tax collections were lower than budgeted, and that due to spring storms, revenue in the Utilities fund was also lower than budgeted, while expenses in this fund were higher than budgeted. Noted staff would continue to monitor these areas.

**EXECUTIVE SESSION**

Donahue moved, seconded by Ford, to adjourn to Executive Session, not to return, for the purpose of conducting the performance evaluation of the Acting Town Manager as a personnel matter under C.R.S. 24-6-402(4)(f)(I)

**ADJOURN**

The Council adjourned to Executive Session at 8:25 PM