



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, November 4, 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 gave a reminder to vote, and November is Men's Health Month. Mayor Gray highlighted the Parks and Recreation department. They put all the holiday lights up and we appreciate it. Recent accomplishments are Lost Canyon Ranch 600+ acres, East Plum Creek 9 miles, Cantril school, and Jeff Brauer was awarded the 2025 Fellow Award from the Colorado Recreation Association.

Councilmember Brooks extended his thoughts to a baseball player in Parker that lost his battle with cancer.

Councilmember Dietz reminded citizens November 11 is Veterans Day. November 8 at 11am at the Veterans Memorial they will hold the Veterans Day celebration.

[PROC
2025-014](#)

Proclamation: Crash Responder Safety Week, November 17-21, 2025
(For Presentation - Approved on October 21, 2025, by a vote 6-0)

Mayor Gray read the proclamation into the record.

[ID 2025-119](#)

Presentation: Bob Pasicznyuk, Douglas County Libraries

Bob Pasicznyuk, Director of Douglas County Libraries, provided an overview of the Library.

Mayor Pro Tem Cavey thanked them as her mother visited the library most every day when she stayed with her and thought it was one of the best libraries she had been in.

UNSCHEDULED PUBLIC APPEARANCES

Citizens that addressed Council:

Sarah Warren, lives off of 5th street. They were excited to see that a sidewalk is planned on their street, and disappointed that it has been delayed again and asked if it could be moved up in priority.

[ID 2025-125](#)

Unscheduled Public Comments: November 4, 2025

TOWN MANAGER'S REPORT

[ID 2025-120](#)

Update: Calendar Reminders

Matt Gohl, Assistant Town Manager, presented upcoming calendar items.

[ID 2025-121](#)

Update: Water Court Cases *[Cases located in Douglas County, Weld County, and other areas near the Lower South Platte River]*

[ID 2025-122](#)

Update: Residential Unit Data (through September 30, 2025) with Potential Buildout Estimates

Tara Vargish, Director of Development Services, provided her report.

[ID 2025-123](#)

Development Services Project Updates

[ID 2025-124](#)

Update: Quasi-Judicial Projects

TOWN ATTORNEY'S REPORT

No report.

ACCEPTANCE OF AGENDA

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

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

[ORD 2025-036](#)

Ordinance Repealing and Replacing Sections 10.04.010, 10.04.020, 10.04.030 and 10.04.040 of the Municipal Code and Adopting by Reference as a Primary Code, with Certain Amendments, the Model

Traffic Code for Colorado November 2024 Revision 1.0; and Amending Sections 10.20.040 and 10.20.050 of the Municipal Code to Accurately Reference Relevant State Statutes (Second Reading - Approved on First Reading on October 21, 2025, by a vote 6-0)

[ORD 2025-037](#) **Ordinance Approving Supplemental Appropriations for the 2025 Budget and the Third Amendment to the 2025 Budget (Second Reading - Approved on First Reading on October 21, 2025, by a vote 7-0)**

[ORD 2025-038](#) **Ordinance Vacating Certain Right-Of-Way Located within the Northwest 1/4 of Section 11, Township 8 South, Range 67 West of the 6th P.M., Town of Castle Rock, County of Douglas, State of Colorado (Second Reading - Approved on First Reading on October 21, 2025, by a vote 7-0) (0.42 acres located west of Prairie Hawk Drive and south of Topeka Way]**

[MIN 2025-021](#) **Minutes: October 21, 2025 Town Council Meeting**

QUASI JUDICIAL HEARINGS

[RES 2025-140](#) **Resolution Approving a Site Development Plan for a Commercial Development within the Plum Creek West Planned Development (Foundation Auto Dealership) [6.43-acre site located at the corner of South Wilcox Street and Brookside Circle]**

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

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

Councilmember Dietz asked about lighting. Vargish stated the lighting is required to be shielded. The display area will be on the north side along South Wilcox Street. Larger lighted signs would have to be approved.

The applicant provided a presentation showing it south of the existing Castle Rock Auto dealership.

Councilmember Dietz asked if the Town can prohibit people from using the dirt strip in front of the existing dealer to turn around.

Councilmember Davis thanked them for making the turn lane on South Wilcox.

No public comment.

Moved by Councilmember Hollingshead, seconded by Councilmember Davis, to Approve Quasi-Judicial Resolution RES 2025-140 as presented. The motion passed by a vote of:

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

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[RES 2025-141](#) **Resolution Approving the Third Amendment to the Services Agreement with Burns & McDonnell Engineering Company, Inc. for the Chatfield Pump Back Project for Engineering and Design Services** *[Located in Northwestern Douglas County]*

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

No public comment.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Bracken, to Approve Resolution RES 2025-141 as presented. The motion passed by a vote of:

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

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

ADJOURN

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

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

Meeting adjourned at 7pm.

Submitted by Lisa Anderson, Town Clerk