



Town Council Meeting Minutes - Draft

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

Tuesday, May 3, 2022

6:00 PM

**Town Hall Council Chambers
100 North Wilcox Street
Castle Rock, CO 80104
Phone in: 720-650-7664
Meeting code: 2491 283 4144
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, or phone in by calling 720-650-7664, meeting code 2491 283 4144 (if prompted for a password enter "May3Council"). All Town Council Meetings are also streamed online in real time at 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 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. May 3, 2022, to be included in the public record.

COUNCIL DINNER & INFORMAL DISCUSSION

INVOCATION - Mike Polhemus, The Rock Church

CALL TO ORDER / ROLL CALL

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

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

Mayor Gray reported he went to some great events - Douglas County Library groundbreaking, Castle Rock Water Commission dinner, DRCOG, Chamber Banquet, and the Wellspring Stars Prom - his favorite event. He also noted the funeral for West Douglas Fire tragedy involving an employee, along with the fire tragedy in Castle Rock last week. He reminded citizens to act with tenderness, forgiveness, kindness; and that actions speak louder than words, but words count and have consequences.

Councilmember Hollingshead thanked the Parks and Recreation department. It takes a lot of work and volunteers to get the parks ready. He was at Rhyolite Park where volunteers planted trees and thanked all those that helped out.

Councilmember Cavey noted the terrible tragedy a few blocks from her house with the fire and the death of someone in the house. It has shaken the community. She gave thanks to Police and Fire and all they did, their hard work, and in particular Taylor Tembey for keeping everyone updated. It is all greatly appreciated. Now that the suspect is in custody people can rest a little easier.

Councilmember LaFleur thanked the Town, the Historic Preservation Board, the Castle Rock Museum, and Historical Society for forming a strong bond and partnership. She thanked the Chamber for a great annual awards ceremony and congratulated Mayor Gray for receiving Advocate of the Year.

Councilmember Dietz read a passage from Luke 18:1-8. Always pray and not give up. He reminded citizens to kiss and hug their moms on Sunday.

Mayor Pro Tem Bracken attended the Chamber Banquet and celebrated business owners and their successes. He also extended his congratulations to the Mayor for his Advocacy Award.

[PROC
2022-003](#)

Proclamation: Peace Officers Memorial Day and Police Week (For Presentation - Approved on April 19, 2022, by a vote 7-0)

Councilmember Cavey read the proclamation into the record and presented it to Police Chief Cauley.

[PROC
2022-004](#)

Proclamation: Historic Preservation Month - May 2022 (For Presentation - Approved on April 19, 2022, by a vote 7-0)

Councilmember LaFleur read the proclamation into the record.

UNSCHEDULED PUBLIC APPEARANCES

No public comment.

TOWN MANAGER'S REPORT

[ID 2022-043](#)

Update: Planned Public Outreach Events/Public Noticing

David Corliss, Town Manager, stated we will have a Finance-Focused Telephone Townhall to engage the community specifically focused on Fire and Police departments. There will be a Recreation facility open house to get public input on June 14 to see what the community wants in the Brickyard area. The State of the Town event will be on June 28 at the Mill House. There are open houses for all of the Town Districts in July through September. The Boards and Commissions Appreciation event will be on September 27 at the Mill House.

Moved by Councilmember LaFleur, seconded by Councilmember Hollingshead, to Direct Staff to schedule and advertise these events.. The motion passed by the following vote:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[ID 2022-044](#)

Update: Calendar Reminders

David Corliss, Town Manager, stated they have received 65 applications for the

Boards and Commissions interviews on May 10 and a couple interviews that will occur on May 9 or 11. On May 18 there will be a Police Swearing In and Annual Awards ceremony. On May 30 for Memorial Day offices will be closed.

Corliss noted upcoming Neighborhood Meetings and some Special Events. Summer Concert tickets are now on sale.

[ID 2022-045](#)

Update: Undeveloped Property Inquiries (through April 21, 2022)

[ID 2022-046](#)

Update: Residential Unit Data (through March 31, 2022) with Potential Buildout Estimates

David Corliss, Town Manager, noted this item for Council review.

[ID 2022-047](#)

Development Services Project Updates

Tara Vargish, Development Services, highlighted pre-applications for an annexation on Ridge Road southwest of King Soopers plaza with mix of retail uses of 10.3 acres with a proposal of 3 acres of open space. It is between Districts 2 and 5. Front Street north of Fifth Street is proposing two tri-plexes in District 4. Construction for changes to Meadows intersection near Highway 85 moves to full access from Lombard to Regent and is between Districts 1 and 3. Circle K downtown on Wilcox Street submitted a Site Development Plan to demolish and replace the convenience store in District 4.

Councilmember Johnson asked if the convenience store will be closer to Wilcox. Vargish stated it will remain in the same location and the pumps will remain in the front of the lot. Vargish stated if it was a new station, they would ask them to move it to the rear of the lot.

Councilmember Cavey inquired about the one on Meadows interchange. Vargish stated at Regent will have full access and a traffic light. Cavey stated Limelight and by the hospital are all have lights. Vargish stated when it is warranted they will install a light as development grows.

Mayor Gray noted that there are several buildings going in on the south side with significant development on both sides. Vargish stated if there wasn't a railroad in that area, they would have had more internal connectivity.

[ID 2022-048](#)

Update: Quasi-Judicial Projects

Tara Vargish, Development Services Director stated there is a Quasi Judicial project in the Meadows with a Site Development Plan amendment for 77 lots on 136 acres with 113 acres proposed as open space in District 3.

Councilmember Johnson inquired about the residential SDP that is near the golf course and asked where the open space is planned for. Vargish stated the current approval showed housing on the northern edge. Their proposal pulls the homes further back from that border.

TOWN ATTORNEY'S REPORT

No report.

ACCEPTANCE OF AGENDA

Moved by Councilmember Johnson, seconded by Councilmember Hollingshead, to Accept the Agenda as presented except for pulling Item #17, Resolution 2022-052 regarding the State-Run Paid Family and Medical Leave Insurance Program. The motion passed by the following vote:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

CONSENT CALENDAR

[ORD 2022-007](#) **Ordinance Approving the First Amendment to the 2022 Budget by Making Supplemental Appropriations for 2022 and Authorizing Changes for Year 2022 (Second Reading - Approved on First Reading on April 19, 2022, by a vote 7-0)**

[ORD 2022-008](#) **Ordinance Amending Various Sections in Chapter 4.04 of the Castle Rock Municipal Code Regarding the Water Dedication Code (Second Reading - Approved on First Reading on April 19, 2022, by a vote 7-0) [Entire Town, infill properties and surrounding areas in Unincorporated Douglas County that are considering annexation]**

[PROC 2022-005](#) **Proclamation: National Public Works Week - May 15-21 (For Council Action - Presentation on May 17, 2022)**

[PROC 2022-006](#) **Proclamation: Ducky Derby Month - June 2022 (For Council Action - Presentation on May 17, 2022)**

[MIN 2022-009](#) **Minutes: April 19, 2022 Town Council Meeting**

Moved by Councilmember Johnson, seconded by Councilmember Cavey to approve the Consent Calendar as read. The motion passed by a vote of:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[RES 2022-050](#) **Resolution Approving a Service Agreement with DRC Construction Services, Inc., for the Castle Rock Water Acoustic Sewer Line Assessment Program [Entire service area for Castle Rock Water]**

Mark Marlowe, Castle Rock Water Director, conveyed this item is regarding operations and maintenance and noted that his operations manager, Shawn, is in

attendance. They use technology to overcome issues. We have 310 miles of underground sewer they maintain along with 10,000 manholes. It is a key performance indicator especially with respect to sewer overloads. They follow the EPA guidance and want to clean 1/3 of the line every year and inspect 1/5 of the line every year. They have had difficulty with staffing that division, but are fully staffed now. They budget about \$1M a year to do this. There is some new technology to identify where there are issues in the sewer system. They run a sound and the transmitter and receiver receives it and it grades the acoustic sound and scores the blockage. They video inspected the lines after running the test and it verified that the acoustic testing was accurate. It is much quicker than video inspection. With this technology they can do the entire system within about 80 days and can target their cleaning on only the lines that need to be cleaned vs. using resources on pipes that don't need to be cleaned. It will decrease the overflows. The cost is \$354,000 and is a sole source to DRC who they have done a lot of work with over the years. It is sole source because they are the only one licensed in Colorado. They will open every manhole and inspect every line. Castle Rock Water Commission unanimously recommended approval.

Councilmember Cavey asked how the information is transmitted back. Shawn stated it is through cellular.

No public comment.

Moved by Councilmember Johnson, seconded by Councilmember Dietz, that Resolution 2022-050 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

[RES 2022-051](#)

Resolution Approving and Adopting an Update to the Town of Castle Rock Source Water Protection Plan *[Entire Service Area]*

Mark Marlowe, Director of Castle Rock Water, stated they first embarked on this in 2017. The idea is to protect our drinking water sources. This is an update to this plan because our sources have expanded. They identify potential contaminant sources that would have a negative impact on our water. They can shut down a diversion or any action required. For example, wildfires can affect the land with sediment so a diversion can be shut down. They have added West Plum Creek so fires in those national forests would be of concern.

Mayor Gray asked about the Hayman fire and if it had any impact. Mark stated it didn't come into our watershed.

No public comment.

Councilmember Johnson stated that the Townhall site was a gas station and it is still monitored quarterly.

Councilmember LaFleur thanked staff and the Commission.

Moved by Councilmember LaFleur, seconded by Councilmember Hollingshead, that Resolution 2022-051 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

ORD 2022-009 Ordinance Amending Section 2.06.010 of the Castle Rock Municipal Code Regarding the Designation of Juneteenth National Independence Day as a Town Holiday (First Reading)

David Corliss, Town Manager, stated Kristin and Cheryl prepared the report in response to Council's request to look into declaring Juneteenth a holiday that commemorates the end of slavery in the United States. President Lincoln announced a proclamation to declare slaves' freedom and the Emancipation Proclamation on January 1, 1863. In 1865 when the war was ending and by June 19, 1865 it was announced in Galveston, Texas that the slaves were free. It serves as a National Independence Day for the slaves to be set free. The 13th Amendment in the Constitution came later that year. It has now become a Federal and State holiday, and a number of municipalities have designated it as a holiday including Parker. Town Code provides that Council can declare holidays by action to codify that decision. If the holiday is on a weekend, it would be observed on the closest business day. Town functions would still continue for public safety and water. We can absorb that cost in our 2022 budget and, if approved, it would be included in our budget forecasting for future years.

Mayor Gray feels it is a nice thing to do.

No public comment.

Councilmember Johnson appreciates this and feels it is appropriate for us to acknowledge this date as a holiday.

Moved by Mayor Gray, seconded by Councilmember LaFleur, that Ordinance 2022-009 be Approved on First Reading as presented. The motion passed by the following vote:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

RES 2022-052 ~~Resolution Declining Full Participation in the Colorado State-Run-Paid Family and Medical Leave Insurance Program (Item Continued to May 17, 2022)~~

This item was removed from the agenda upon adoption of the agenda. Staff would like to get more input from staff prior to bringing back to Council.

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

None.

ADJOURN

Moved by Councilmember LaFleur, seconded by Councilmember Johnson, to Adjourn the meeting. The motion passed by the following vote:

Yes: 7 - Gray, Bracken, Cavey, Hollingshead, LaFleur, Johnson, Dietz

The meeting adjourned at 7:01 pm.

Submitted by:

Lisa Anderson, Town Clerk