



## **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

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**Tuesday, October 18, 2022**

**6:00 PM**

**Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
Phone in: 720-650-7664  
Meeting code: 2498 892 3584  
[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)**

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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 2498 892 3584 (if prompted for a password enter "Oct18Council"). 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. October 18, 2022, to be included in the public record.

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

### **INVOCATION - Mark Marble, Castle Rock Police Chaplain**

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

**Present:** 6 - Mayor Gray, Mayor Pro Tem Bracken, Councilmember Cavey, Councilmember LaFleur, Councilmember Johnson, Councilmember Dietz

**Not Present:** 1 - Councilmember Hollingshead

### **PLEDGE OF ALLEGIANCE**

### **COUNCIL COMMENTS**

Mayor Gray requested a proclamation be drafted in support of Small Business Saturday, November 26, 2022. He also addressed comments circulating via social media concerning The Barn as unfounded rumors.

Councilmember Cavey announced the Crowfoot Valley Road Widening Project open house to be held on November 27th.

Councilmember LaFleur offered explanation of the Town process as related to protecting iconic buildings within Castle Rock, even if not designated a historical landmark. It was clarified that the Historic Preservation Board would be involved in reviewing changes to such buildings, if in the event that was to occur.

Councilmember Johnson announced the Mitchell Gulch Park renovation kick off to be held on October 25th.

Councilmember Dietz spoke to his commitment to bring back constitutional due process back to Castle Rock.

Mayor Pro Tem Bracken commented on the importance of continued support of Castle Rock small businesses.

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember LaFleur to draft a Proclamation in recognition of Small Business Saturday**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

[APPT  
2022-007](#)

**Appointment: Public Works Commission**

**Moved by Councilmember Johnson, seconded by Councilmember Dietz, that Greg Myers be appointed to the Public Works Commission for a partial term ending May 31, 2024. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**UNSCHEDULED PUBLIC APPEARANCES**

No public comment received.

**TOWN MANAGER'S REPORT**

[ID 2022-107](#)

**Presentation: Your Town Academy Graduating Class**

Kristin Read, Assistant Town Manager, introduced Castle Rock citizens who participated in the Your Town Academy. Graduates received a certificate of completion presented by Mayor Gray.

Town Manager, Dave Corliss, acknowledged Kristin Read as instrumental in the program's institution and continuing success.

[ID 2022-108](#)

**Update: Calendar Reminders**

Town Manager, Dave Corliss highlighted upcoming calendar dates of interest to include the Crowfoot Valley Road project open house and the Mitchell Gulch Park and Metzler Family Open Space celebrations.

[ID 2022-109](#)

**Update: Monthly Department Reports**

Town Manager, Corliss, acknowledged Town departments that would be presenting to Council later in the agenda as examples of efficiencies and funding collaboration to stretch tax dollars further to maximize and implement Town projects.

[ID 2022-110](#)      **Development Services Project Updates**

[ID 2022-111](#)      **Update: Quasi-Judicial Projects**

## **TOWN ATTORNEY'S REPORT**

No report.

## **ACCEPTANCE OF AGENDA**

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember Cavey, that the Agenda be Accepted as Presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

## **CONSENT CALENDAR**

[ORD 2022-028](#)      **Ordinance Approving the Third Amendment to the 2022 Fiscal Year Budget by Making Supplemental Appropriations for the 2022 Fiscal Year, and Providing for the Emergency Adoption of this Ordinance on Second and Final Reading (Second Reading - Approved on First Reading on October 4, 2022 by a vote 7-0)**

[RES 2022-114](#)      **Resolution Approving an Agreement for the Purchase and Sale of Ridgegate Pipeline Capacity with Stonegate Village Metropolitan District *[Northern Douglas County near Parker, CO]***

[RES 2022-115](#)      **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 Drilling of the East Plum Creek Open Space Wells *[Open space north of Plum Creek Water Purification Facility]***

[RES 2022-116](#)      **Resolution Approving the Renewal of an Existing Contract Between the Town of Castle Rock and Cigna Health and Life Insurance Company for Stop Loss Insurance Coverage for Calendar Year 2023**

[MIN 2022-017](#)      **Minutes: October 4, 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:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS**

[ORD 2022-027](#) **Ordinance Vacating a Portion of Brookside Circle Lying Within the Brookside Business Center Planned Development and Located in the Northeast Quarter of Section 14, Township 8 South, Range 67 West, Town of Castle Rock and a Portion of Brookside Circle as Unplatted Row Located in the Southeast Quarter of Section 15, Township 8 South, Range 67 West, Town of Castle Rock (Second Reading - Approved on First Reading on October 4, 2022 by a vote 6-1) *[located east and south of Castle Rock Autoplex]***

T J Kucewesky, Assistant Director Development Services presented item to Council. No public comment was received.

Councilmember Dietz clarified his 'no' vote on first reading of this ordinance was related to the subject of compensation in response to the question posed by Mayor Gray.

**Moved by Councilmember Johnson, seconded by Councilmember Cavey, that Ordinance 2022-027 be Approved as presented. The motion passed by the following vote:**

**Yes:** 5 - Gray, Bracken, Cavey, LaFleur, Johnson

**No:** 1 - Dietz

**Not Present:** 1 - Hollingshead

[RES 2022-117](#) **Resolution Approving a Downtown Historic Preservation Grant for \$25,000 to the Castle Rock Chamber Foundation *[North 37.5 Ft Lot 17 and W ½ Lot 18 Block 13 Town of Castle Rock, 420 Jerry Street (Chamber of Commerce)]***

T J Kucewesky continued presenting information on the Downtown Historic Preservation Grant Program and the application received for the Chamber of Commerce building at 420 Jerry Street.

No public comment received.

Councilmembers Johnson, LaFleur along with Mayor Pro Tem Bracken acknowledge their support of the Town sponsorship of the grant program.

**Moved by Councilmember Cavey, seconded by Councilmember LaFleur, that Resolution 2022-117 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

[ORD 2022-025](#) **Ordinance Amending Chapters 4.04, 13.12, and 15.48 of the Castle Rock Municipal Code and Adopting by Reference as a Primary Code**

**the 2022 Town of Castle Rock Landscape and Irrigation Criteria Manual (Second Reading - Approved on First Reading on September 20, 2022 by a vote 7-0) [*Entire Castle Rock service area*]**

Mark Marlowe, Director of Castle Rock Water, introduced item to Council highlighting the focus of the ordinance was to support the goal of long term water sustainability and to reduce per capita usage utilizing ColoradoScape guidelines.

No public comment received.

Mayor Gray acknowledged he had received positive feedback from other area municipalities and that the Town is recognized as a leader in water conservation efforts.

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken, that Ordinance 2022-025 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**RES 2022-118 Resolution Waiving Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with Dana Kepner Company, LLC for the Flexnet Infrastructure and Regional Network Interface Software [*Entire Castle Rock Water Service Area*]**

Mark Marlowe, Director Castle Rock Water introduced the agenda item to Council. The advanced metering infrastructure software agreement replaces drive by technology to read water meters, thereby creating efficiencies as well as encouraging water conservation. Additionally, the technology will provide real time usage alerts to water customers.

No public comment received.

**Moved by Councilmember Johnson, seconded by Councilmember LaFleur, that Resolution 2022-118 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**RES 2022-119 Resolution Approving an Equipment and Goods Purchase Agreement with Front Range Fire Apparatus for the Purchase of a Velocity Pumper Truck**

Norris Croom, Fire Chief, addressed Council requesting approval of the request to purchase a velocity pumper engine for the future Terrain / Cobblestone Ranch fire station. Supply chain issues and anticipated cost increases were identified as key reasons to seek immediate approval.

No public comment received.

**Moved by Councilmember Dietz, seconded by Councilmember Cavey, that Resolution 2022-119 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

## **PARKS IMPROVEMENT ITEMS**

### **Mitchell Gulch Park**

[RES 2022-120](#) **Resolution Approving a Construction Contract with Colorado Designsapes, Inc., for the Mitchell Gulch Park Renovation Project [200 Mikelson Blvd]**

Item was presented by Jeff Brauer, Director of Parks & Recreation, identifying that in order to maintain current levels of service and departmental standards, as well as ensure user safety, that Mitchell Gulch Park was selected for renovation. Resident surveys identified key improvements desired which are addressed in the renovation project as well as enhanced ADA accessibility improvements. Brauer noted that additional savings would be realized by contracting with vendors outside of the main construction contract.

No public comment received.

Councilmembers acknowledged staff efforts in moving these park improvements forward.

**Moved by Councilmember Johnson, seconded by Councilmember Cavey, that Resolution 2022-120 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

[RES 2022-121](#) **Resolution Waiving Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with L.E.R., Inc. d/b/a Renner Sport Surfaces for the Mitchell Gulch Park Tennis Court Renovation Project [Location: 200 Mikelson Blvd]**

Brauer continued presentation of related Mitchell Gulch Park renovation item related to the tennis court construction contract. It was identified that by contracting with Renner directly rather than through the general contractor that the Town would realize savings of \$74,000.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Johnson, that**

**Resolution 2022-121 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**RES 2022-122 Resolution Waiving Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with Landscape Structures, Inc., for the Mitchell Gulch Park Renovation Project [Location: 200 Mikelson Blvd]**

Brauer continued with presentation of related Mitchell Gulch Park Renovation item for direct purchase of playground equipment. Again due to purchasing directly through Sourcewell the Town will realize a \$28,000 savings.

No public comment received.

**Moved by Councilmember Johnson, seconded by Mayor Pro Tem Bracken, that Resolution 2022-122 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

## **Proposed Recreation Center**

**RES 2022-123 Resolution Approving a Memorandum of Understanding with CD-Acme, LLC, Regarding the Structure for the Ownership And Construction of the Town of Castle Rock Recreation Center [Acme Brickyard]**

Brauer, introduced item to Council for a proposed third recreational facility for the Town to be located at the old Acme Brickyard site, west of I 25. He indicated as Castle Rock continues to grow the Town is committed to provide an additional recreational facility, sports development center that addresses the needs identified in the community survey. Impact fees will finance the new facility however the feasibility study concluded that site options were limited through the public land dedication process. In response to a request for proposal seeking a potential partner, Confluence Companies responded with a proposal to provide financing and construction services for the project in addition to the required land. Key points of the nonbinding agreement were reviewed.

Council discussion included questioning how Castle Rock compared to other area municipalities in regard to recreational facilities, road infrastructure to the proposed site, the advantages of utilizing the owner's representative services as related to cost and project coordination and also the emphasis that the agreement is nonbinding.

No public comment received.

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember LaFleur, that**

**Resolution 2022-123 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**[RES 2022-124](#) Resolution Approving the Third Amendment to the Town of Castle Rock Service Agreement with Barker Rinker Seacat Architecture, P.C., for Schematic Design Phase of the Recreation Center Feasibility Study Project *[Acme Brickyard]***

Brauer, presented item for Council review as the schematic design of an indoor recreation facility and proposed amenities. It was identified that the schematic design phase is portable, it can be transferred or be applicable to either the Brickyard project or an alternative site.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Johnson, that Resolution 2022-124 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

## **Metzler Family Open Space**

**[RES 2022-125](#) Resolution Approving a Construction Contract with Edw. C. Levy. Co., d/b/a Schmidt Construction Company, for the Metzler Family Open Space Trailhead Parking Project *[Location: Maleta Lane and East Allen Street Intersection]***

Brauer noted the recent donation of the Metzler Family Open Space and the positive response to date from the community. The agenda item seeks approval of a 54 space parking lot to be constructed off of Allen Street to service the open space trailhead with final completion slated for February 2023, weather dependent.

No public comment received.

**Moved by Councilmember Johnson, seconded by Councilmember LaFleur, that Resolution 2022-125 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

## **ADJOURN**

Meeting adjourned at 8:24 pm.

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember Johnson, that the meeting be Adjourned. The motion passed by the following vote:**



**Yes:** 6 - Gray, Bracken, Cavey, LaFleur, Johnson, Dietz

**Not Present:** 1 - Hollingshead

**Submitted by:**

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**Robbie Schonher, Assistant Town Clerk**