



## **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, November 1, 2022**

**6:00 PM**

**Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
Phone in: 720-650-7664  
Meeting code: 2480 646 8544  
[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 2480 646 8544 (if prompted for a password enter "Nov1Council"). 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. November 1, 2022, to be included in the public record.

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

### **INVOCATION - Pastor Tate Thronson, Castlevue Baptist 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**

Cub Scout Troop #781 led the Pledge of Allegiance.

### **COUNCIL COMMENTS**

Mayor Gray encouraged everyone to vote. We are fortunate to have Lisa Anderson and our County Clerk to run our elections. Gray added that he feels the back and forth detracts from what we do. He is not Council's boss, he is their colleague. Some level of dialogue is needed but not to tear each other down. Hopefully we respect each other and respect the vote. Once the election is over we can move on and we can continue to do good things. He is a big proponent of free speech, but we need to take into account what we say has consequences.

Councilmember Hollingshead encouraged everyone to vote and noted that he already received a text his ballot was received and counted. Local elections affect us directly.

Councilmember Cavey thanked Town staff for a great open house for Crowfoot widening. Cavey addressed the item on the ballot regarding legalizing a certain drug. She cautioned voters that under this ballot measure, it does not allow Counties and Municipalities to opt out.

Councilmember LaFluer gave a shout out to Jeff Brauer and his team for the Metzler Ranch open space opening.

Councilmember Johnson thanked Parks and Rec staff for putting on the Mitchell Gulch park event last week. Residents enjoyed the activities and they look forward to the new amenities. Johnson offered to assist with the Town Manager and Town Attorney evaluations and wants to ensure it is added to a future agenda. Mayor Pro Tem Bracken stated that survey is being sent out.

Councilmember Dietz thanked Fire and Police for their continued work.

Mayor Pro Tem Bracken discussed the Traffic Calming program he has worked on for about 4 years will be reviewed. He would like to see a location on the website where a resident can request a review of their address. In addition, there is a project going into Castle Highlands that has been proposed. The neighbors will be able to park within their complex and asks Town staff to review the parameters for permitted parking. When there are large concerts, parking spills into that neighborhood and feels it will help to have a program in place.

Mayor Pro Tem Bracken made a motion for staff to provide options for a permitting program.

Councilmember Johnson inquired if this would require an ordinance. Corliss stated they are requesting Council direction to research the item and bring back to Council as a Discussion/Direction item. Mayor Gray confirmed with Corliss the area referenced is off of Auburn, but the program could be used anywhere in the community.

Councilmember Cavey asked if the residents would need to pay for it. Corliss does not feel the costs would be that high. Cavey feels they would want 100% participation especially if we expect them to have to pay.

Mayor Pro Tem Bracken suggested that this could be part of future development plans.

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember LaFleur, to Direct Staff to provide options for permitted parking in residential areas for Council's discussion and direction. The motion passed by a vote of:**

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

## UNSCHEDULED PUBLIC APPEARANCES

Citizens that addressed Council:

Jeff Samuelson, long-term resident, former downtown business owner, and current downtown property owner. Samuelson operated a downtown hardware

store for 18 years, was involved with the Chamber to create vitality downtown, the Downtown Advisory Committee that worked on the taxing and zoning downtown that brought in thriving businesses and more people downtown. He is concerned with a mailer he received and wants clarification on claims made on it.

Corliss was handed the campaign literature and stated staff does not get involved in campaigns or validating any campaign material.

Councilmember Johnson confirmed that we don't discuss or debate public comment.

Mayor Gray stated there are times we will discuss items or ask staff to follow-up and that Jeff can ask questions. Corliss stated he is happy to answer any questions posed by a Councilmember. Corliss stated the Design Review Board approves site development plans in the downtown overlay district, that the Board is appointed by Council, and they must follow Town Code.

Councilmember Dietz and Johnson voiced Point of Order that proper procedure was not being followed. Councilmember Dietz feels Council should vote on downtown projects and be able to ask questions of the developer.

Mayor Pro Tem Bracken stated he received the same card and that it contains misinformation and is not accurate. The majority of Council approved and voted on the Design Review Board process twice with no change to the process.

Frank Gray, CEO of the Economic Development Council and Tom Wiens, Owner and President of FirstTier Bank presented a check to the Town Manager for the repayment of loans offered to Castle Rock businesses during the shutdown. The Town put down \$400,000 that allowed them to leverage over \$2M for 24 loans to Castle Rock businesses. Frank Gray thanked Tom Wiens, the EDC, B Side Vending/Colorado Lending Source for their partnership in bringing this program to Castle Rock. Wiens stated this is another example of how things work in Castle Rock.

Councilmember Johnson asked if this will go back into the EDC fund. Corliss stated the funds will go back to whatever fund they came from.

Mayor Gray shared that he was one of the businesses affected. Businesses were shut down without a plan for them to survive, and the EDC jumped in and it became a model.

Mayor Pro Tem Bracken agreed there was nothing in place and the EDC proposed these programs. He thanked Frank, Mr. Wiens and the business partners for their support.

## **TOWN MANAGER'S REPORT**

David Corliss, Town Manager, updated Council that the lights over Wilcox are down due to a pole cracking; and they are working hard to try to get them back up by Starlighting.

David Corliss, Town Manager, went over upcoming calendar items..

[ID 2022-113](#)

**Update: Staff Review of Traffic Calming Programs**

David Corliss, Town Manager, relayed that staff feels it is time to revisit the Traffic Calming program. Complaints about traffic and traffic calming have increased along with traffic noise complaints.

Mayor Gray stated death and accidents are up and this is something we should look at.

Mayor Pro Tem Bracken asked if they could also review the areas that have downhill bus stops.

Councilmember Johnson has heard from a lot of neighbors that there is a lot of speeding and dangerous driving as well as muffler noise. We want our police and fire to respond in a timely manner.

Councilmember Cavey has heard a lot of complaints as well and appreciates staff looking into it. Corliss asked as Council gets comments to send them to him.

Councilmember LaFleur confirmed that they should continue directing people to the existing Traffic Calming program in the meantime.

Councilmember Johnson stated she attended the Crowfoot Valley widening open house and asked what the process will be. Corliss stated Douglas County will be the lead on the project and the Town will contribute funds and will agree on the contractor, costs, etc.

Councilmember Cavey stated that feedback she received was that everyone wanted the left acceleration lanes. She outlined the pros and cons to the two different designs. She wants the residents to tell us what they want and that is what she will vote for.

[ID 2022-114](#)

**Update: Third Quarter Major Projects**

[ID 2022-115](#)

**Development Services Project Updates**

Tara Vargish, Director of Development Services, provided an overview of upcoming neighborhood meetings, pre-applications in relation to the Crystal Valley interchange, Dawson Trails, Douglas County Fairgrounds, Grandmere Plaza (Pizza Hut), and a Verizon Wireless facility.

[ID 2022-116](#)

**Update: Quasi-Judicial Projects**

Tara Vargish, Director of Development Services, received the annexation petition for Wellspring and Castle Oaks Church.

[ID 2022-117](#)

**Update: Residential Unit Data (through September 30, 2022)  
with Potential Buildout Estimates**

[ID 2022-118](#)      **Update: Undeveloped Property Inquiries (through October 24, 2022)**

## **TOWN ATTORNEY'S REPORT**

No report.

## **ACCEPTANCE OF AGENDA**

Moved by Mayor Pro Tem Bracken, seconded by Councilmember Johnson, to  
Approve the Agenda as presented. The motion passed by the following vote:

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

## **CONSENT CALENDAR**

[PROC  
2022-010](#)      **Proclamation Supporting Small Business Saturday** [For Council  
Action: Presentation on November 15, 2022]

[RES 2022-126](#)      **Resolution Approving a Construction Contract with O-A-K  
Colorado, LLC, for the Town Hall Office Renovation Project** [100 N.  
*Wilcox Street - First and Second Floors*]

[RES 2022-127](#)      **Resolution Approving a Spot Water Lease Agreement Between the  
Town of Castle Rock and Central Colorado Conservancy District**  
[*Chatfield Reservoir, Douglas County*]

[APPT  
2022-008](#)      **Appointment Approving Staff Appointment of Heather Justus to the  
Cherry Creek Project Water Authority (CCPWA) as Board Alternate**

[MIN 2022-018](#)      **Minutes: October 18, 2022 Town Council Meeting**

Moved by Mayor Pro Tem Bracken, 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**

[ORD 2022-029](#)      **Ordinance Amending Ordinance No. 2019-008 Regarding the  
Exercise of the Town's Powers of Eminent Domain to Acquire  
Certain Real Property Interests Necessary for the Crystal Valley  
Interchange Project** (*Hyperian Fund, L.P. Property*)

Dan Sailer, Director of Public Works, stated this parcel will allow us to move the  
project forward and provided the timeline. If approved, they will complete an  
appraisal and submit an offer on the property based on fair market value. If the  
owner is not responsive, they would come back to Council to ask if they wish to  
move forward with formal condemnation.

Moved by Councilmember LaFleur, seconded by Councilmember Dietz, that  
Ordinance 2022-029 be Approved on First Reading as presented. The motion passed

by the following vote:

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

[RES 2022-128](#) **Resolution Waiving Formal Written Bidding Requirement on the Basis of Sole Source and Approving a Services Agreement with W.W. Wheeler & Associates, Inc., for the Lawn Irrigation Return Flows Quantification Project** [*various sites throughout Town*]

David Corliss, Town Manager, congratulated Mark Marlowe on gaining 300 more customers at Bell Mountain that closed today.

Mark Marlowe, Director of Castle Rock Water, stated these are important water rights and are part of our long-term water plan. Council authorized the Town to work with Wheeler & Associates. Staff and the Water Commission recommend approval.

No public comment.

**Moved by Councilmember Johnson, seconded by Councilmember Cavey, that Resolution 2022-128 be Approved as presented. The motion passed by the following vote:**

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

## **ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**

None.

## **ADJOURN**

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

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

Meeting Adjourned at 7:39 pm.

Submitted by:

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Lisa Anderson, Town Clerk